



# GRAND LAKE BOARD OF TRUSTEES WORKSHOP AND MEETING MINUTES

Monday, November 24, 2025, at 6:30 PM

Town Hall Board Room – 1026 Park Avenue

*The Town of Grand Lake upholds the Six Pillars of Character:  
Citizenship, Trustworthiness, Respect, Responsibility, Fairness and Caring*

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## 1. Call to Order

Mayor Bergquist called the Board of Trustees meeting to order at 6:05 P.M. in the Town Hall Board Room.

## 2. Pledge of Allegiance

Mayor Bergquist led the Pledge of Allegiance.

## 3. Announcements

Mayor Bergquist requested that all cell phones be turned off during the meeting.

## 4. Roll Call

Mayor Bergquist, Mayor Pro-Tem Sobon, Trustees Arntson, Causseaux, Mills, Miller, Town Manager Kudron, and Town Clerk Carrell were present.

Mayor Bergquist noted Trustee Arntson needed to step out for a moment and would return shortly.

Trustee motioned to excuse Trustee Schoenherr's absence from tonight's regular meeting. Trustee seconded the motion, and Town Clerk Carrell called for a vote.

<b>Trustee Miller</b>	<b>Aye</b>
<b>Trustee Mills</b>	<b>Aye</b>
<b>Trustee Causseaux</b>	<b>Aye</b>
<b>Mayor Pro-Tem Sobon</b>	<b>Aye</b>
<b>Mayor Bergquist</b>	<b>Aye</b>

## 5. Conflicts of Interest

None.

## 6. Mayor's Report

Mayor Bergquist acknowledged that the past month has been challenging for town staff, board members, and the community, describing recent events as disappointing and "disgusting." She expressed hope that after tonight's proceedings, everyone can move past these difficulties and work toward the strong, supportive community she believes Grand Lake can be. She also wished everyone a safe and happy Thanksgiving and noted that the town's activities, including the upcoming tree lighting, will soon pick up.

## 7. Manager's Report

### A. November 24, 2025

#### Activities & Events Recap

- Seussical the Musical was a rousing success for our local High School thespians! Standing room only was reported for all three shows, and some found tickets sold out! More than 600 patrons attended the shows over the three days. The program would love to be able to keep producing shows in 2026, one in the winter and one in the spring. We will be presenting a request for these shows at the December 8 meeting.
- Grand Lake Tree Lighting will be this Friday, November 28, 2025. It would be great if all of the Trustees were able to attend this annual Town tradition.
- Conservation Trust. Grant applications have been sent to continue the Ambassador program for 2026 with HTA, and the preliminary 2025 action report has been presented. Let me know if you would like details on any of these topics
- The Colorado Water Board has approved the Shoshone water pact with Grand County, the Colorado River District and other stakeholders. The \$99million dollar purchase will ensure downstream flows protecting the Colorado River headwaters for the future.
- The Town and the Three Lakes Watershed Association has completed interviews with the Windy Gap Environmental Fund for a \$150k grant for stormwater mitigation on the west side of Town. This project has been revised to fit within the current grant scope and cost.
- The Town successfully submitted the Colorado Energy Impact Accelerator grant request for a Complete Streets Activity and Mobility plan. This plan and implementation is designed to develop transportation and accessibility corridors to support multi model transportation options related to mass transit inclusion to the Grand Lake RMNP gateway corridor.

#### Department Notes

- Admin
  - Holiday Dinner is December 5, 2025 – Invites have been sent out
  - Admin/Billing support final interviews were held November 24, 2025. We anticipate an offer being sent this week
- Finance
  - Stephanie Rhone will be joining our staff on December 1, 2025 as the new Town Treasurer. She will be in the office for a few hours before her start date to become familiar with our processes. We are fortunate to add her to our team. Please welcome Stephanie when you see her!
  - 2026 Wage analysis is being completed and will be ready for the December 8, 2025, meeting
  - The 2025 Audit engagement will be presented at the December 8, 2025 meeting

- Code Enforcement
  - Several construction projects are continuing through the winter months. They are predominately interior finishing.
  - STR enforcement continues.
- Planning
  - There are several projects in predevelopment. The Commission and Board will continue to be updated as update on those specific project updates
  - The local Planning Capacity grant is being adjusted to allow for some more services in house to be paid by the grant. As a result, I am expecting to bring a planner in house in the next couple of weeks, once the amendment to the grant is complete. The planner has been identified and has acquired housing for his term.
- Public Works
  - Heaters are being installed in the pavilion this week. Our contractors will have it done in time for Tree Lighting
  - Remodel of pavilion bathrooms will be complete this week
  - Park Avenue tree removal is completed
  - Plow routes and snow removal plans are in place. The year on snow days work will begin at 4am with primary road accessibility by 7am – prior to school bus arrival.
  - Parks
    - The boat ramp has been removed for the season.
    - Federal gate closures are now in place. Please respect these seasonal safety closures.
- Grand Lake Center
  - Staff has completed their seasonal analysis with fee changes recommended
  - Regular cleaning process is in place and working well between staff and public works
  - Public Works has completed the replacement of faucets at the Center as well as performing repair on the modular buildings.
- Marketing/Events/Community Engagement
  - Tree lighting is November 28<sup>th</sup> this year. Please all attend
  - The Town has received notice that we have been included into the Colorado Tourism Office’s winter social coop program. This program will highlight the town’s unique place in the state’s marketing strategy that will benefit businesses alike.
- Intergovernmental
  - Mayor Managers Commissioners Meeting was held November 17, 2025. The Board has been asked to consider a coop to provide mental help services in Grand County EMS and Sheriffs offices for onsite support.
  - Grand Places 2050 met November 20, 2025 in Winter Park. Key items included a discussion with the Colorado Open Lands – the Land Trust that has recently merged with Middle Park

- I will be meeting with the Winter Park transit operators later this week to discuss logistics for implementation
- Water Department
  - Q4 waters bills have been sent and payment is due the end of November.
- Marina
  - Marina is winterized. Water and services turned off for the winter
  - Pontoon boats have been ordered. More information on the Denver Boat Show to Follow
  - The Marina Manager and I have completed an evaluation of rates for the 2026 season. Fee changes have been included in the 2026 fee schedule.
- Pay as You Throw
  - Normal Operations
- Space to Create
  - Makers Space continues to progress. Some engineering/construction changes have been required since the contractor's erection of the building. These corrections have been approved to be made by Elk Mountain Construction to keep the project on track. Jimmy Strickland and his crew continue to overperform for the Town. The decision to work predominantly with local businesses has proven to be a great choice.
  - The Town has received its full grant payment from Colorado Creative Industries. This allows us to keep our schedule and maintain our projected summer 2026 ribbon cutting.
  - Northstar Systembuilt has started production of the residences at Space to Create. Members of the design and development team will visit the plant the first week of January. They will be able to view the first eight modules in different stages of production.

Upcoming Event Highlights:

- Tree Lighting November 28, 2025
- Winter Craft Bazaar – Grand Lake Community House – November 28 & 29, 2025

*For all the great events happening in Grand Lake as well as Rocky Mountain Folk School classes, check out the December newsletter on the Town's website.*

Next Board Meeting: December 8, 2025

**8. Public Comments (Limited to 3 Minutes)**

Enoch Jeffs of Phaze Concrete explained that they have received some funding and submitted two billing paths, both of which have been paid, but the second path was substantially overpaid. They are unclear about what payments correspond to in their records and have had difficulty getting clarification from their contact, Steve. They are seeking to reconcile payments and submit a final bill to close out the project, hoping to resolve the issues in the next few days.

**9. Consent Agenda**

- A. Accounts Payable- November 24, 2025**
- B. Meeting Minutes- October 17, 2025**
- C. Meeting Minutes- October 21, 2025**
- D. Meeting Minutes- October 27, 2025**
- E. Meeting Minutes- November 10, 2025**

Trustee Arntson motioned to approve the consent agenda for November 24, 2025. Mayor Pro-Tem Sobon seconded the motion, and Town Clerk Carrell called for a vote.

<b>Truste Causseaux</b>	<b>Aye</b>
<b>Trustee Mills</b>	<b>Aye</b>
<b>Trustee Miller</b>	<b>Aye</b>
<b>Trustee Arntson</b>	<b>Aye</b>
<b>Mayor Pro-Tem Sobon</b>	<b>Aye</b>
<b>Mayor Bergquist</b>	<b>Aye</b>

**10. Financial Review**

**A. September Sales Tax & October Financial Review**

Town Manager Kudron provided a financial update, noting a current deficit of approximately \$99,000 primarily due to large Space to Create expenditures before receiving grant reimbursements. He explained that transfers from reserves were used temporarily, with a \$3 million grant from Colorado Creative Industries and a \$4 million grant from the Department of Local Affairs expected to offset obligations and replenish reserves. Excluding Space to Create, the general fund would show a modest positive change, and other funds—including Capital Improvement, Water, and Marina—are performing positively with expenses generally below budget. He also reviewed reserve calculations, upcoming budget certification requirements, and emphasized that the financial statements give important context for the 2026 budget.

Nichole Kirkpatrick, contracted Town Treasurer, highlighted the town’s strong financial performance in 2025, noting that actual results have exceeded budget projections. She emphasized the town’s healthy cash position, efficient management of operating versus reserve funds, and the benefit of earning interest—4.26% in October—on reserve accounts, which increases financial stability and liquidity. She also noted that with the upcoming inclusion of the \$3 million grant, every town fund is expected to show a positive change in fund balance.

## 11. Items of Discussion

### A. Public Hearing FY 2026 Budget

Town Manager Kudron provided an informal presentation of the budget, noting that it was formally submitted to the board on August 18, with public workshops being held on September 25 and October 14. He confirmed that this public hearing satisfies CRS requirements and stated that no formal public comments on the budget were received, though some informal input was passed along.

Mayor Bergquist opened the public hearing. No public comments were received. The public hearing was then closed.

Contract Town Treasurer Nichole Kirkpatrick presented updates to the 2026 budget, highlighting a dozen changes since the November 10 draft. Key updates include an increase in projected sales tax revenue by \$234,000, higher rental income, modest increases in the sale of assets, and adjustments to professional services and Tabor reserve amounts. Expenditures were reduced in areas such as attainable housing, winter lights, capital expenditures, gym floor, weight room, cardio room, water trucks, and marina services. Overall, revenues increased by \$245,000 and expenditures decreased by \$27,000 compared to the previous draft. Kirkpatrick expressed confidence in the updated budget numbers.

### B. Consideration to Approve Resolution 50-2025, Summarizing Expenditures & Revenues for Each Fund & Adopting a Budget for the Town of Grand Lake, Colorado, for the Calendar Year Beginning on the First Day of January 2026, and Ending on the Last Day of December 2026

Trustee Arntson motioned to approve Resolution 50-2025, summarizing expenditures and revenues for each fund and adopting a budget for the Town of Grand Lake, Colorado, for the calendar year beginning on the first day of January 2026, and ending on the last day of December 2026. Trustee Miller seconded the motion, and Town Clerk Carrell called for a vote.

<b>Trustee Mills</b>	<b>Aye</b>
<b>Trustee Causseaux</b>	<b>Aye</b>
<b>Trustee Miller</b>	<b>Aye</b>
<b>Trustee Arntson</b>	<b>Aye</b>
<b>Mayor Pro-Tem Sobon</b>	<b>Aye</b>
<b>Mayor Bergquist</b>	<b>Aye</b>

### C. Consideration to Approve Resolution 51-2025, Approving Sums of Money to the Various Funds & Spending Agencies, in the Amounts and for the Purposes as Set Forth Below, for the Town of Grand Lake, Colorado, for the 2026 Budget Year

Trustee Arntson made a motion to approve Resolution 51-2025, approving sums of money to the various funds and spending agencies, in the amounts and for the purposes as set forth below, for the Town of Grand Lake, Colorado, for the 2026 budget year with an edit to the Marina Operations Expenses current should show \$407,977.00, total marina expenditures should be \$497,227. Trustee Miller seconded the motion, and Town Clerk Carrell called for a vote.

<b>Trustee Causseaux</b>	<b>Aye</b>
<b>Trustee Mills</b>	<b>Aye</b>
<b>Trustee Miller</b>	<b>Aye</b>
<b>Trustee Arntson</b>	<b>Aye</b>
<b>Mayor Pro-Tem Sobon</b>	<b>Aye</b>
<b>Mayor Bergquist</b>	<b>Aye</b>

**D. Consideration of Resolution 52-2025, a Resolution Levying Property Taxes for the Year 2026, to Help Defray the Costs of Government for the Town of Grand Lake, Colorado, for the 2025 Budget Year**

Trustee Arntson motioned to approve Resolution 52-2025, levying property taxes for the year 2026, to help defray the costs of government for the Town of Grand Lake, Colorado, for the 2025 budget year. Trustee Miller seconded the motion, and Town Clerk Carrell called for a vote.

<b>Trustee Mills</b>	<b>Aye</b>
<b>Trustee Miller</b>	<b>Aye</b>
<b>Trustee Arntson</b>	<b>Aye</b>
<b>Trustee Causseaux</b>	<b>Aye</b>
<b>Mayor Pro-Tem Sobon</b>	<b>Aye</b>
<b>Mayor Bergquist</b>	<b>Aye</b>

**E. Consideration to Approve Resolution 53-2025, a Resolution Setting Certain Fees & Deposits**

Trustee Arntson motioned to approve Resolution 53-2025, setting certain fees and deposits. Trustee Miller seconded the motion, and Town Clerk Carrell called for a vote.

<b>Trustee Causseaux</b>	<b>Aye</b>
<b>Trustee Mills</b>	<b>Aye</b>
<b>Trustee Arntson</b>	<b>Aye</b>
<b>Trustee Miller</b>	<b>Aye</b>
<b>Mayor Pro-Tem Sobon</b>	<b>Aye</b>
<b>Mayor Bergquist</b>	<b>Aye</b>

**F. Consideration to Approve a Severance Agreement with Matthew Reed-Tolonen**

Trustee Arntson motioned to approve the severance agreement with Matthew Reed-Tolonen. Trustee Mills seconded the motion, and Town Clerk Carrell called for a vote.

<b>Trustee Arntson</b>	<b>Aye</b>
<b>Trustee Causseaux</b>	<b>Aye</b>
<b>Trustee Mills</b>	<b>Aye</b>
<b>Trustee Miller</b>	<b>Aye</b>
<b>Mayor Pro-Tem Sobon</b>	<b>Aye</b>
<b>Mayor Bergquist</b>	<b>Nay</b>

**G. Consideration of Resolution 49-2025, Updating the Rules and Regulations for the Operation of the Grand Lake Area Cemetery**

On October 29, 2025, Town Clerk Carrell and the Grand Lake Cemetery Committee conducted their end-of-season review of the 2025 summer operations, maintenance, and activities. The meeting assessed completed work, identified areas for improvement, and began planning for the upcoming year. Proposed updates to the Cemetery Rules & Regulations include prohibiting pre-planning of grave plots, allowing plots only for deceased individuals, and requiring families to remain at least 30 feet away during traditional burial excavations. These updates are intended to align the regulations with current practices, ensure consistent administration, and improve public understanding.

Trustee Causseaux motioned to approve Resolution 49-2025, updating the rules and regulations for the operation of the Grand Lake Area Cemetery. Trustee Mills seconded the motion, and Town Clerk Carrell called for a vote.

<b>Trustee Arntson</b>	<b>Aye</b>
<b>Trustee Miller</b>	<b>Aye</b>
<b>Trustee Causseaux</b>	<b>Aye</b>
<b>Trustee Mills</b>	<b>Aye</b>
<b>Mayor Pro-Tem Sobon</b>	<b>Aye</b>
<b>Mayor Bergquist</b>	<b>Nay</b>

**12. Future Items for Consideration**

- Future Musicals Community House
- Treasurer Appointment

**13. Adjourn Meeting**

Mayor Pro-Tem Sobon moved to adjourn the meeting, and Trustee Mills seconded. Town Clerk Carrell called for a vote. All were in favor.

This meeting of the Board of Trustees was adjourned at 8:14 PM.

(Attest)

  
Alayna Carrell, Town Clerk



  
Christina Bergquist, Mayor