



GRAND LAKE BOARD OF TRUSTEES WORKSHOP AND MEETING AGENDA

Monday, October 14, 2024, at 4:30 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*

Please join my meeting from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/82812540099>

You can also dial in using your phone.

United States: 719 359 4580

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WORK SESSION 4:30 PM

1. Call to Order
2. Roll Call
3. Conflicts of Interest
4. Items of Discussion
 - A. AeroLab Update
 - B. Grand Foundation
 - C. Ice Addiction Discussion
 - D. Space to Create Discussion
 - E. 2025 Budget Draft

EVENING MEETING 6:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Announcements
4. Roll Call
5. Conflicts of Interest
6. Public Comments (Limited to 3 Minutes)
- G. Consent Agenda
 1. Meeting Minutes- September 23, 2024
 2. Accounts Payable- October 14, 2024
8. Items of Discussion
 - A. Consideration of Approval for Colorado Aerolab Funds for After-School Programming
 - B. Consideration to Approve a Letter of Agreement with MA Studios-AIA to Provide Architectural Services
 - C. Consideration to Approve an Agreement with Ayers Associates, Inc. for On-Call Planning Services
 - D. Consideration to Appointment a Budget Officer
 - E. Consideration of Resolution 56-2024, a Resolution Authorizing Cash Account & Safe Deposit Box Signers
 - F. Consideration of Resolution 63-2024, Setting Certain Fees for the Grand Arts Council's Special Event, "Old Fashioned Holiday Craft Bazaar" on November 27th, 28th, 29th and 30th, 2024
 - G. Consideration for Approval of a New Special Event Permit Application & Resolution 64-2024, Setting Certain Fees for the Town of Grand Lake's Special Event, "Grand Lake's Ghosts & Gourds Gathering" on October 26, 2024
 - H. Consideration of Resolution 65-2024, Setting Certain Fees for the Mountain Family Center's Special Event, "Secret Santa Shop" on December 6th & 7th, 2024
 - I. Consideration of Resolution 66-2024, a Resolution Affirming Support for the Colorado Department of Local Affairs Local Planning Capacity Grant Program Application
9. Future Items for Consideration
10. Mayor's Report
11. Adjourn Meeting



MEMORANDUM

Meeting Date: 10/14/2024

To: Town of Grand Lake Board of Trustees
From: Heike Fawkes, Treasurer

Re: 2025 Budget Draft

2025 Budget Update: Summary for the Board

A draft of the 2025 budget was submitted to the Board on August 25th, with a workshop scheduled on September 23rd. However, due to time constraints during that session, budget discussions were cut short, allowing only a high-level introduction of key items where staff requested direction and input from the Board. Today's work session has been scheduled to provide ample time for a thorough discussion of these items. The public meeting for the 2025 Budget is scheduled for November 11th and final approval of the budget on November 25th

Upon reflecting on the proposed budget, which incorporates department heads' requests, the Board's feedback to date. We project a deficit of \$704,915. While the town has historically approved deficit budgets, we have consistently stayed under budget, increasing the General Fund balance by \$716,018 from 2020 to 2023. In 2023, we utilized \$390,276 from the fund balance yet remained under budget. For 2024, a deficit of \$689,333 was budgeted, but current projections show we will only need to use \$364,382 from the fund balance. With the proposed 2025 budget, the projected fund balance stands at \$2,370,689.

Revenues peaked in 2022 and have since leveled off to what we anticipate as the new normal. However, expenditures continue to rise, driven by inflation, increased operational costs, and growing demands for new regulations, which have brought on additional costs. Furthermore, staff turnover this year has also contributed to increased expenses.

General Fund Breakdown:

Revenue: The projected total revenue for the upcoming fiscal year is \$3,833,867. A key recommendation is to revert property tax mills to 9.409, which would generate an additional \$209,310 in property tax revenue already figured into the total revenue totals. Sales tax revenue is expected to remain steady, with a slight increase anticipated from the opening of our first marijuana retail store. In addition, we are estimating \$50,000 in new marijuana-specific tax revenue. This includes both the direct 5% marijuana tax and our 10% share of the State's 15% tax collection on marijuana sales.

Capital Specific Revenue: We have secured substantial funding for the Space to Create Project, including a \$4,000,000 Strong Communities grant, a \$3,000,000 Community Revitalization grant, and a \$2,000,000 More Housing grant. The funds from the More Housing grant are anticipated to be allocated in the 2026 budget. The other two grants, being reimbursable, may be classified as Construction in Progress and are likely to be carried over into 2026.

Expenditures by category:

Cemetery Committee: A restricted fund with a current fund balance of \$119,257 and anticipated expenditures of \$8,000.

Planning Commission/Board of Adjustments: Anticipated expenditures of \$33,450, which include outsourced planning services to RG Associates, legal services, and department training. This reflects a 30% decrease from the 2023 budget, aligning more closely with actual costs.

Greenways Committee: An 11% increase, driven primarily by a 13% salary increase request from Hilly Lawn.

Board of Trustees: A 99% increase due to the addition of the TABOR Emergency Reserve being added for Council to recognize this requirement as a part of the budget. This requirement is reflected on the balance sheet, not an actual expenditure. Additionally, the 2024 budget was adjusted to reflect the \$100,000 cost-sharing for the Grand Sunset project paving.

Administration: A modest 3% increase from the 2024 budget. Savings are expected from building maintenance, computer replacements, deletion of employee enrichment, which will help offset rising legal services costs and new ADA website requirements along with an increased budget line for Town Events in the amount of \$38,400. \$10,500 for community picnic, \$10,500 for Winter Carnival, \$4,300 for pumpkin patch, \$3,000 for Buffalo Days 5K race, \$4,800 Tree Lighting; \$5,400 Buffalo Days.

Public Safety: A 33% increase from the 2024 budget is projected. This is largely due to a 32% increase in the dispatch contract in 2024 that was not reflected in the budget. Additionally, \$85,000 has been allocated in 2025 for the purchase and outfitting of a new vehicle for the Sheriff’s Department. This vehicle is required every two years per the contract we have with them, and while the vehicle is returned to us after the two-year period, the outfitting is not.

Public Works: PW department is expecting an 18% increase in expenditures for 2025. Key factors include \$50,000 for bridge staining, a maintenance task scheduled every five years, and a \$20,000 increase for road maintenance (dust control, striping, cold patch, and road base). Also included is \$71,000 to expand winter lights to include local business storefronts and a \$15,000 increase for the Cirsa claim deductible (increased from \$1,000 to \$5,000).

Grand Lake Center (GLC): A modest 3% increase is projected, as operating costs have remained stable. The primary cost drivers are maintenance issues, specifically the need for a new gym floor. A proposal for approximately \$100,000 was received in 2023, but action was deferred.

Parks: The Parks Department is projected to see a 32% increase, mainly due to shifting expenditures for fireworks and the ice-skating rink from the Marina to the General Fund. We have budgeted for two fireworks shows 4th of July and New Year’s Eve. Constitution week fireworks are currently not budgeted.

Debt Service: This includes the payments for the Certificate of Participation, which was issued to finance land acquisition. The total debt service payment for 2025 is \$129,485.

Capital Outlay: Budgeted projects for 2025 include:

\$45,000 for Town Hall steps and boardwalk replacement.

\$50,000 for a compact truck for Public Works (PW).

\$50,000 for a PW water truck.

\$50,000 for a replacement John Deere mower for PW.

\$25,000 for General Fund paving.

\$30,000 for drainage improvements.

\$5,000 for public wayfinding signs.

Additionally, \$7,000,000 has been budgeted for the Space to Create housing project from reimbursable grants which have already been awarded, which is expected to carry over into 2026 as construction in progress.

Additional Information: According to our Municipal Code, any purchase over \$10,000 requires final Board approval, with a few exceptions. Therefore, staff will need a final approval for the capital purchases listed above by a motion for purchase.

Potential Changes: The Board has expressed interest in adding another ice-skating hut by Town Hall. If this is approved, the Public Works Department may delay the water truck purchase to accommodate this direction.

Future Capital Projects: these have been discussed for future consideration to keep on your radar:

- Lake Front
- Replace Community House stage
- Matthew’s property Stanley house renovations and long-term use goals
- New Public Works Shop
- Grand Lake Center playground resurfacing
- Grand Lake Center gym floor
- Giant snowblower for Public Works
- Dump truck for Public Works
- Extending North boardwalk to Veteran’s Park
- PAYT updated facility and recycling

Water Fund

The Water Department is projecting deficit of \$65,719 for 2025. While the town has historically approved deficit budgets, the Water Department has consistently stayed under budget, increasing the Water Fund balance by \$520,678 from 2020 to 2023. For 2024, a deficit of \$51,944 was budgeted, but current projections show that only \$36,404 will be needed from the fund balance. With the proposed 2025 budget, the projected fund balance is expected at \$2,105,131.

Revenues: Water sales are projected to remain stable, with a slight increase expected due to additional water meters being installed this year. The last rate increase occurred in 2019, and six new water taps are projected for this coming year.

Expenditures: Operational expenditures are projected to rise by 9%. Debt Service obligation of \$94,788 pertain to the Drinking Water Revolving Fund loan, used to finance the construction of an underground water storage tank in 2018. The loan carries an interest rate of 2% with principal & interest (P&I) payments of \$49,577 every May and November. No Capital Outlay expenditures have been requested for 2025.

Marina Fund

The Marina is projecting a deficit of \$126,680 for 2025. In 2024, a deficit of \$48,402 was budgeted, but current projections show retained earnings of \$87,011. This improvement is largely due to \$72,000 in expenditures for fireworks and the ice-skating rink being moved back to the General Fund. However, the Marina Fund balance has decreased by \$73,078 since 2020.

Revenues: Revenues are projected to increase by 13% compared to the 2024 budget. In 2024, sales exceeded expectations by 4%, and an additional \$40,000 is anticipated from the sale of two pontoon boats.

Expenditures: Operating expenditures are projected to rise by 1%. The savings from moving fireworks and ice-skating rink expenses to the General Fund have helped offset other increases. The main expenditure increases are driven by higher staffing costs, boat winterization, and credit card fees (though these will eventually be passed on to customers once the Marina switches to Civic Rec). For several years, the Marina has budgeted for engineering a new seawall and dock system, with \$5,000 currently allocated for this purpose. Additionally, \$10,000 has been budgeted to cover sales tax on two new pontoon boats anticipated for purchase. Capital Outlay requests include \$100,000 for the two new pontoon boats and another \$100,000 for the installation of new doors for the dock once the seawall is engineered.

PAYT Fund

The PAYT fund is projecting a deficit of \$22,811 for 2025. However, the fund has increased its balance by \$57,979 since 2020, and projections for 2025 estimate an ending fund balance of \$135,132.

Revenues: Revenues are expected to remain steady, with no significant changes anticipated for 2025.

Expenditures: Operational expenditures are projected to decrease by 11% in 2025. This reduction is largely due to lower site maintenance costs, which will drop from \$50,000 in 2024 to \$35,000 in 2025, though historically, these costs have averaged \$25,000. A Capital Outlay request of \$20,000 has been made to preparing for the new recycling requirements. As the State advances these recycling mandates, we anticipate being eligible for State funding to support these efforts.

Capital Improvement Fund (CIF)

The CIF fund is projected to use \$209,425 from its fund balance in 2025, leaving an estimated available balance of \$283,216 by the year’s end (available balance considers the bond requirement).

Revenues: CIF revenues are derived from the 1% additional sales tax approved in 2017, designated for capital improvements such as streets, sidewalks, drainage, and other street-related projects. These revenues are projected to remain flat for 2025.

Capital Outlay: A budget of \$530,000 has been allocated for road and boardwalk improvements. Per our bond agreement, we are required to maintain a minimum fund balance of \$280,500.

Debt Service: The loan payment for the 2025 Sales Tax Bonds totals \$279,700.

	Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025
Summation - General Fund Revenues and Expenditures					
General Fund Beginning Balance	\$3,056,705	\$3,241,529	\$2,237,132	\$3,439,986	\$3,075,604
Operating Budget					
General Revenue	\$3,393,340	\$3,268,896	\$7,439,840	\$3,660,805	\$3,833,867
Operations	(\$3,399,613)	(\$3,265,507)	(\$3,607,123)	(\$3,505,275)	(\$4,154,298)
Debt Service	(\$129,615)	(\$129,613)	(\$127,050)	(\$127,050)	(\$129,485)
Total Operating Budget	(\$135,888)	(\$126,224)	\$3,705,667	\$28,480	(\$449,915)
Capital Budget					
Capital Revenue	\$227,241	\$135,048	\$90,000	\$0	\$7,000,000
Capital Outlay	(\$710,516)	(\$399,100)	(\$4,485,000)	(\$392,862)	(\$7,255,000)
Total Capital Budget	(\$483,275)	(\$264,052)	(\$4,395,000)	(\$392,862)	(\$255,000)
Revenues Over (Under) Expenditures	(\$619,163)	(\$390,276)	(\$689,333)	(\$364,382)	(\$704,915)
Appropriate From (To) Fund Balance	\$619,163	\$390,276	\$689,333	\$364,382	\$704,915
General Fund Ending Balance	\$2,437,542	\$2,851,253	\$1,547,799	\$3,075,604	\$2,370,689

		Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025
23	Summation - General Fund Expenditures By Department					
24						
25						
26	Cemetery Committee	\$8,000	\$261	\$8,000	\$8,000	\$8,000
27						
28	Planning Commission/Board of Adjustments	\$41,600	\$43,915	\$48,100	\$28,117	\$33,450
29						
30	Greenways Committee	\$68,918	\$70,240	\$82,342	\$83,342	\$91,277
31						
32	Board of Trustees	\$111,950	\$112,301	\$148,100	\$241,366	\$294,523
33						
34	Administration					
35	Personnel	\$612,135	\$582,645	\$706,302	\$625,248	\$689,920
36	Operations	\$580,932	\$542,113	\$601,532	\$579,967	\$653,179
37	Administration Subtotal	\$1,193,067	\$1,124,758	\$1,307,834	\$1,205,215	\$1,343,099
38						
39	Public Safety					
40	Operations	\$277,858	\$277,858	\$277,585	\$284,115	\$369,115
41	Public Safety Subtotal	\$277,858	\$277,858	\$277,585	\$284,115	\$369,115
42						
43	Public Works					
44	Personnel	\$613,338	\$681,333	\$796,471	\$762,354	\$860,988
45	Operations	\$426,700	\$391,964	\$360,600	\$341,200	\$501,360
46	Public Works Subtotal	\$1,040,038	\$1,073,297	\$1,157,071	\$1,103,554	\$1,362,348
47						
48	Grand Lake Center					
49	Revenues	\$67,000	\$118,178	\$105,000	\$116,000	\$123,000
50	Personnel	\$218,060	\$221,726	\$245,550	\$236,316	\$259,598
51	Operations	\$154,358	\$160,930	\$130,240	\$117,140	\$125,858
52	Capital	\$0	\$0	\$0	\$0	\$0
53	Grand Lake Center Expenditures	\$372,418	\$382,656	\$375,790	\$353,456	\$385,456
54	Grand Lake Center Totals	(\$305,418)	(\$264,478)	(\$270,790)	(\$237,456)	(\$262,456)

		Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025
55						
56	Parks					
57	Personnel	\$80,124	\$0	\$0	\$0	\$0
58	Operations	\$205,640	\$180,220	\$202,300	\$198,110	\$267,030
59	Parks Subtotal	\$285,764	\$180,220	\$202,300	\$198,110	\$267,030
60						
61	Debt Service	\$129,615	\$129,613	\$127,050	\$127,050	\$129,485
62						
63	Capital Outlay	\$710,516	\$399,100	\$4,485,000	\$392,862	\$7,255,000
64						
65	All Department/Committees					
66	Personnel Total*	\$1,523,657	\$1,485,704	\$1,748,323	\$1,623,918	\$1,810,506
67	Operations Total*	\$1,875,956	\$1,779,803	\$1,858,799	\$1,881,357	\$2,343,792
68	Debt Service Total*	\$129,615	\$129,613	\$127,050	\$127,050	\$129,485
69	Capital Outlay Total	\$710,516	\$399,100	\$4,485,000	\$392,862	\$7,255,000
70						
71	Total General Fund Expenditures	\$4,239,744	\$3,794,220	\$8,219,172	\$4,025,187	\$11,538,783

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
3			12/31/2023		12/31/2024			12/31/2025		
4		General Fund - Revenues								
5		Taxes								
6	10-311-100	Property Taxes	\$396,673	\$396,939	\$551,550	\$536,732	\$530,203	\$740,646		2024 Mill Levy = 9.409- Assessed value \$78M see Certification.
7	10-311-110	Specific Ownership	\$15,000	\$24,967	\$18,000	\$16,791	\$15,000	\$15,000		Property tax on vehicles
8	10-311-120	Interest & Penalty-Prop Taxes	\$300	\$1,285	\$300	\$1,428	\$200	\$300		
9	10-311-130	Motor Vehicle Use & Sales Tax	\$40,000	\$43,120	\$40,000	\$59,924	\$40,000	\$40,000		4% - Use (sales) tax on vehicles - from Clerk & Rec
10	10-311-140	Sales Tax 4%	\$2,337,968	\$1,979,311	\$2,337,968	\$1,445,174	\$2,337,968	\$2,384,727		4%
11	10-311-150	Building Use Tax	\$25,000	\$196,254	\$25,000	\$105,169	\$70,000	\$70,000		Revenue based on permits
12	10-311-160	Cigarettes-Select Sales Tax	\$3,000	\$4,838	\$3,000	\$2,724	\$3,000	\$3,000		Agreement between State and tobacco companies per C.R.S. 39-22-623 Since this business is the first of its kind in our area we're unsure of what to expect and have asked Verts for their projected sales and opening date. This item expected to be updated at a later date.
13	10-311-161	Marijuana Tax	\$0	\$0	\$10,000	\$0	\$0	\$50,000		
14	10-316-170	Franchise Cable	\$20,000	\$22,412	\$20,000	\$12,275	\$20,000	\$20,000		5% gross revenues, paid monthly
15	10-316-171	Franchise Telephone	\$5,000	\$5,064	\$10,000	\$1,885	\$5,000	\$5,000		\$1/mo. per account, paid quarterly
16	10-316-172	Franchise Electric	\$35,000	\$32,104	\$35,000	\$20,547	\$35,000	\$35,000		2%, paid quarterly
17	10-316-173	Franchise Natural Gas	\$15,000	\$11,269	\$25,000	\$12,497	\$20,000	\$20,000		3% gross revenues, paid monthly
18			\$2,892,941	\$2,717,564	\$3,075,818	\$2,215,145	\$3,076,371	\$3,383,673		
19		Licenses & Permits								
20	10-321-100	Liquor License Fee	\$3,750	\$8,494	\$4,500	\$5,812	\$4,514	\$4,500		
21	10-321-120	Sales Tax License \$5	\$425	\$485	\$425	\$450	\$450	\$450		\$5 Town Sales Tax Licenses
22	10-321-130	Motor Vehicle License (rural)	\$2,000	\$2,158	\$2,500	\$1,409	\$2,000	\$2,000		Road & Bridge registration fees
23	10-321-140	Sign Permit	\$100	\$350	\$500	\$475	\$500	\$500		Includes Town Off Premise Sign Fees
24	10-321-150	Grading Permit	\$50	\$150	\$100	\$50	\$100	\$100		
25	10-321-160	Animal License	\$50	\$85	\$50	\$136	\$136	\$150		
26	10-321-170	Encroachment Fees	\$400	\$350	\$400	\$200	\$400	\$400		
27	10-321-175	Business License Commission	\$30,000	\$28,044	\$30,000	\$26,605	\$30,000	\$30,000		
28	10-321-180	Nightly Rental License	\$50,000	\$84,075	\$80,000	\$83,372	\$84,000	\$90,000		Remaining revenues after Gov.os program transferred to Attainable Housing Fund at year end, funds usually given to Chamber (\$30K) approx. 135 active
29	10-321-190	Boardwalk Sales Permit	\$150	\$25	\$25	\$0	\$0	\$25		
30	10-321-191	Marijuana License Fee	\$0	\$8,000	\$1,000	\$500	\$0	\$1,000		
31			\$86,925	\$132,215	\$119,500	\$119,008	\$122,100	\$129,125		

	A	B	C	D	E	F	G	H	I	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
32		General Fund - Revenues								
33		Intergovernmental								
34	10-335-130	Grand Cnty Road & Bridge	\$9,520	\$9,372	\$9,520	\$12,531	\$12,531	\$12,351		
35	10-335-200	Highway User Tax Fund	\$31,952	\$32,716	\$32,000	\$24,984	\$32,000	\$30,716		per estimate from OFMB
36	10-335-800	Conservation Trust Fund	\$3,000	\$2,918	\$3,000	\$1,855	\$3,000	\$3,000		
37	10-335-900	Other Intergovernmental	\$1,000	\$3,357	\$3,000	\$1,849	\$3,000	\$3,000		State Severance Tax & Federal Mineral Funds
38			\$45,472	\$48,362	\$47,520	\$41,218	\$50,531	\$49,067		
39										
40		Charges for Services								
41	10-341-100	Court Fees	\$0	\$0	\$0	\$0	\$0	\$0		
42	10-341-200	Cemetery	\$12,000	\$11,550	\$12,000	\$9,459	\$10,000	\$10,000		Perpetual Care & Reservation Fees
43	10-341-300	Zoning & Subdivision Review	\$2,000	\$6,537	\$3,000	\$3,330	\$3,000	\$3,000		
44	10-341-400	Attainable Housing Fee	\$2,000	\$8,837	\$4,000	\$8,637	\$7,534	\$4,000		Based on new construction paid as part of building permit
45	10-341-500	EV Charging Station Revenue	\$4,000	\$9,704	\$4,000	\$12,569	\$12,000	\$12,000		
46	10-341-600	Fuel Depot Surcharge	\$2,000	\$2,214	\$2,000	\$1,150	\$2,000	\$2,000		
47	10-341-900	Cemetery Excavating Fee	\$6,000	\$1,575	\$6,000	\$4,750	\$1,050	\$1,000		
48	10-341-850	Nightly Rental App Fee \$165	\$5,000	\$3,801	\$2,000	\$3,377	\$2,717	\$2,000		based on new STR's. Reducing to anticipate less property transfers
49	10-350-101	GL Center - Rental Fees	\$15,000	\$16,278	\$15,000	\$85,056	\$16,000	\$18,000		
50	10-350-121	GL Center - Memberships	\$40,000	\$79,628	\$70,000	\$66,647	\$80,000	\$85,000		
51	10-350-131	GL Center - Rec Fees	\$12,000	\$15,929	\$15,000	\$13,626	\$15,000	\$15,000		
52	10-350-201	GL Center - Donations	\$0	\$6,044	\$0	\$0	\$0	\$0		
53	10-350-202	GLC Events	\$0	\$300	\$5,000	\$898	\$5,000	\$5,000		Buffalo 5K
54			\$100,000	\$162,396	\$138,000	\$209,499	\$154,301	\$157,000		
55		Fines and Forfeitures								
56	10-351-100	Ordinance/Traffic Fines	\$1,500	\$1,760	\$500	-\$210	\$0	\$500		
57										
58		Fees and Leases								
59	10-353-180	Rent - Visitors Center	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500		VC Service Agreement requirement for Maintenance on VC; See 10-415-723. 4 payment of 625
60										

	A	B	C	D	E	F	G	H	I	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
61		General Fund - Revenues								
62		Net Investment Income								
63	10-355-100	Interest Revenue	\$10,000	\$139,081	\$50,000	\$132,395	\$140,000	\$100,000		
64										
65		Other Revenue								
66	10-334-900	Grants - Other	\$250,000	\$20,601	\$4,000,000	\$100,000	\$100,000	\$0		
67	10-360-130	Municipal Fee	\$0	\$17	\$0	\$0	\$0	\$0		Muni fee penalty not assessed anymore
68	10-360-140	Rent - Land, Buildings	\$4,000	\$6,141	\$6,000	\$3,441	\$6,000	\$6,000		Pavilion, Comm. House, Lakefront Park
69	10-360-160	Rent - Enterprise Fund Sites	\$2	\$0	\$2	\$0	\$2	\$2		Marina, PAYT
70	10-360-200	Misc. Revenues - General	\$0	\$38,259	\$0	\$8,697	\$9,000	\$6,000		Rent for Stanley property
71			\$254,002	\$65,018	\$4,006,002	\$112,138	\$115,002	\$12,002		
72		Capital Specific Revenue								
73	10-360-110	Sale of Assets	\$25,000	\$29,130	\$90,000	\$0	\$0	\$0		
74	10-377-140	Grants - Capital	\$0	\$0	\$0	\$0	\$0	\$0		
75	10-377-160	Space to Create Revenue	\$0	\$0	\$0	\$0	\$0	\$7,000,000		\$4M Strong Communities, \$3M Community Rev \$2M More Housing will be for the 26 budget year
76	10-377-170	Insurance Proceeds dock	\$202,241	\$105,918	\$0	\$0	\$0	\$0		
77			\$227,241	\$135,048	\$90,000	\$0	\$0	\$7,000,000		
78		Total Revenues	\$3,620,581	\$3,403,944	\$7,529,840	\$2,831,694	\$3,660,805	\$10,833,867		

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
79		General Fund - Expenditures								
80		Cemetery Committee								
81	10-410-211	Cemetery Supplies/Misc. Exp	\$2,000	\$56	\$2,000	\$4,750	\$2,000	\$2,000		
82	10-410-215	Grave Markers	\$1,000	\$205	\$1,000	\$210	\$1,000	\$1,000		
83	10-410-242	Cemetery Maintenance	\$5,000	\$0	\$5,000	\$0	\$5,000	\$5,000		
84			\$8,000	\$261	\$8,000	\$4,960	\$8,000	\$8,000		
85										
86		Planning Commission/Board of Adjustments								
87	10-412-211	General Office Supplies	\$300	\$300	\$300	\$78	\$300	\$400		based on overall Admin General Office Supplies expense
88	10-412-311	Postage/Ads/Legal Notices	\$1,000	\$480	\$500	\$648	\$750	\$750		Reimbursed by applicant
89	10-412-314	Purchased Services	\$18,000	\$5,833	\$18,000	\$2,838	\$6,000	\$10,000		RG assoc
90	10-412-319	Misc.-Planning Commission/BOA	\$300	\$0	\$300	\$0	\$300	\$300		
91	10-412-320	Computer Hardware	\$1,000	\$1,127	\$1,000	\$137	\$200	\$1,000		
92	10-412-351	Planning Legal Services	\$10,000	\$23,206	\$12,000	\$1,215	\$12,000	\$15,000		Rezoning and development, Town expects reimbursement from developers for expenses incurred in connection with development.
93	10-412-370	Training/Travel	\$6,000	\$4,222	\$6,000	\$4,923	\$6,000	\$6,000		Planner in Admin, classes, online seminar
94	10-412-380	Comp Plan Update	\$5,000	\$8,747	\$10,000	\$2,567	\$2,567	\$0		next comp plan 2026
95			\$41,600	\$43,915	\$48,100	\$12,405	\$28,117	\$33,450		
96										
97		Greenways Committee								
98	10-414-211	General Supplies	\$10,334	\$14,325	\$10,800	\$10,876	\$10,800	\$0		consolidated into one line item to simplify both the budget and contract
99	10-414-238	Trees/Shrubs/Plantings	\$10,334	\$3,281	\$10,000	\$5,384	\$10,000	\$0		consolidated into one line item to simplify both the budget and contract
100	10-414-241	Arbor Day Supplies	\$250	\$369	\$500	\$1,454	\$1,500	\$1,500		
101	10-414-319	Contract Labor	\$48,000	\$52,266	\$61,042	\$51,800	\$61,042	\$0		consolidated into one line item to simplify both the budget and contract
102	10-414-726	Miscellaneous Services	\$0	\$0	\$0	\$0	\$0	\$0		
103	10-414-870	Contingency	\$0	\$0	\$0	\$0	\$0	\$0		
104	TBD	Contract landscaping services						\$89,777		combined 10-414-211, 10-414-238, 10-414-319 as noted above with 13% increase
105			\$68,918	\$70,240	\$82,342	\$69,515	\$83,342	\$91,277		
106										

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
107		General Fund - Expenditures								
108		Board of Trustees								
109	10-413-142	Workers' Compensation	\$400	\$485	\$800	\$666	\$800	\$1,000		
110	10-413-143	BOT Compensation	\$0	\$7,966	\$18,000	\$10,628	\$18,000	\$18,400		
111	10-413-211	Office/meeting supplies	\$5,000	\$4,152	\$5,000	\$3,697	\$4,500	\$50,000		
112	10-413-215	Elections	\$2,500	\$0	\$3,000	\$816	\$816	\$3,000		Spring election
113	10-413-316	Dues/Memberships	\$18,000	\$16,389	\$20,000	\$22,471	\$25,000	\$25,000		Empl Council, CAST, CML, NWCCOG/RRR/QQ, Club 20, 3 Lakes Watershed, GCWIN, I-70 Coalition, Arbor Day Foundation, Downtown CO Inc, Rky Mtn Conservancy, Grand Foundation Corporate Sponsorship
114	10-413-370	Training/Travel	\$7,500	\$304	\$7,500	\$996	\$500	\$7,500		CML
115	10-413-460	Long Range/Misc	\$500	\$0	\$1,000	\$0	\$0	\$1,000		BOT retreat facilitator and misc. expenses
116	10-413-461	Appreciation Program	\$9,000	\$6,939	\$9,000	\$0	\$9,000	\$10,000		Appreciation Dinner; Misc appreciation expenses
117	10-413-462	Computer Equipment	\$2,500	\$663	\$2,500	\$685	\$1,000	\$1,000		
118	10-413-463	Water Quality Issues	\$0	\$1,637	\$250	\$0	\$250	\$250		GCWIN - Continued toxin monitoring
119	10-413-465	Computer Software	\$1,200	\$734	\$1,200	\$763	\$500	\$500		Zoom
120	10-413-870	Board Contingency	\$250	\$3,317	\$17,000	\$12,123	\$118,000	\$5,000		2024 \$100K for cost sharing request at the 9.23.24 meeting
121	10-413-728	Miscellaneous Donations	\$13,750	\$16,865	\$10,000	\$10,000	\$10,000	\$10,000		\$5,000 for substance abuse counseling, \$5,000 for GCWC
122	10-413-843	Rocky Mtn Rep Theatre	\$1,350	\$1,350	\$1,350	\$0	\$1,500	\$1,500		Year 14 of 20
123	10-413-859	Grand Foundation	\$50,000	\$51,500	\$51,500	\$51,500	\$51,500	\$52,000		For GF to handle grant requests
124	10-413-999	TABOR Emergency Reserve				\$0		\$108,373		We have added this line item to the budget for Council to recognize this requirement as a part of the budget. This requirement does show in the balance sheet of the financial statements.
125			\$111,950	\$112,301	\$148,100	\$114,346	\$241,366	\$294,523		
126		Subtotal Boards and Committees	\$230,468	\$226,718	\$286,542	\$201,226	\$360,825	\$427,250		

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
127		General Fund - Expenditures								
128		Administration								
129		Personnel								
130	10-415-100	Gross Wages - Administration	\$378,347	\$374,960	\$439,727	\$266,300	\$415,000	\$461,713		We had some savings in 2024 due to staff vacancies
131	10-415-103	OT/Comp Time Buyout	\$500	\$1,946	\$2,000	\$868	\$1,000	\$2,000		
132	10-415-105	Bonus	\$7,000	\$8,000	\$7,000	\$500	\$7,500	\$7,000		Christmas bonuses
133	10-415-110	Gross Wages-Admin PT/Seasonal	\$0	\$0	\$0	\$0	\$0	\$0		
134	10-415-134	Alternative Benefit	\$6,600	\$6,325	\$6,600	\$1,925	\$1,925	\$0		not currently utilized
135	10-415-130	GL Center Membership Benefit	\$1,925	\$0	\$0	\$0	\$0	\$0		
136	10-415-132	ICMA Town Paid Benefit	\$30,268	\$35,233	\$35,178	\$25,521	\$33,200	\$36,937.04		8% Match
137	10-415-133	Health/Dental-Employee	\$81,120	\$36,873	\$85,000	\$28,099	\$40,000	\$42,000	###	Medical/Dental/Life/Vision
138	10-415-135	Dep Health/Dental	\$66,000	\$64,006	\$69,300	\$69,288	\$75,000	\$78,750	###	
139	10-415-136	Medical Benefit Allowance	\$8,400	\$13,451	\$10,000	\$8,863	\$10,000	\$10,000		HSR
140	10-415-141	Unemployment Insurance	\$1,135	-\$261	\$879	\$394	\$879	\$927		.2% of wages
141	10-415-142	Workers' Compensation	\$3,600	\$8,408	\$15,000	\$6,680	\$9,000	\$13,000		
142	10-415-143	Social Security Match	\$23,457	\$25,635	\$27,263	\$17,578	\$24,000	\$28,750		6.2% of wages+Town 457
143	10-415-144	Medicare Match	\$5,486	\$7,985	\$6,376	\$4,111	\$5,800	\$6,724		1.45% of wages+Town 457
144	10-415-145	FAMILI Benefit Admin	-\$1,703	\$82	\$1,979	\$2,830	\$1,944	\$2,118		
145			\$612,135	\$582,645	\$706,302	\$432,957	\$625,248	\$689,920		
146		Supplies								
147	10-415-211	General Office Supplies	\$8,000	\$10,583	\$9,000	\$6,674	\$8,500	\$9,000		
148	10-415-215	Computer Software	\$22,000	\$32,089	\$23,000	\$9,385	\$15,000	\$20,000		Firewall, Malware, Antivirus, Adobe, Caselle, O365
149	10-415-220	Computer Hardware	\$7,000	\$7,622	\$7,000	\$687	\$1,000	\$5,000		Computer replacements
150	10-415-226	Small Equipment	\$3,000	\$2,249	\$3,000	\$557	\$1,000	\$3,000		Copier lease
151			\$40,000	\$52,544	\$42,000	\$17,304	\$25,500	\$37,000		
152		Repairs and Maintenance								
153	10-415-231	Gas/Fuel	\$1,200	\$1,298	\$1,200	\$612	\$800	\$1,200		
154	10-415-232	Vehicle Maintenance	\$1,000	\$4,131	\$3,000	\$1,231	\$1,500	\$2,000		
155	10-415-233	Office Equipment Maintenance	\$2,500	\$2,113	\$3,000	\$2,351	\$3,000	\$2,000		
156	10-415-237	Building Maintenance	\$11,000	\$9,800	\$11,000	\$68	\$135	\$2,000		
157	10-415-238	Town Hall Furnishings	\$1,500	\$1,183	\$1,000	\$0	\$0	\$1,000		
158			\$17,200	\$18,525	\$19,200	\$4,262	\$5,435	\$8,200		

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159		General Fund - Expenditures								
160		Administration								
161		Purchased Services								
162	10-415-311	Postage/Freight	\$5,000	\$4,993	\$7,000	\$4,299	\$5,000	\$5,000		Meter lease + postage meter refills
163	10-415-312	Computer Services	\$50,000	\$44,267	\$50,000	\$49,057	\$54,000	\$55,000		Paychex, Executech, civic plus, gov.os
164	10-415-314	Ads & Legal Notices	\$5,000	\$782	\$5,000	\$2,603	\$5,000	\$3,000		
165	10-415-316	Dues & Memberships	\$1,650	\$2,169	\$1,650	\$1,135	\$1,650	\$2,000		APA, IIMC, CMCA, CCCMA, CAMCA, CGFOA, Amazon Prime, ALERT/SAM,
166	10-415-318	Janitorial Services	\$0	\$0	\$0	\$0	\$0	\$0		
167	10-415-319	Miscellaneous Services	\$3,200	\$547	\$3,200	\$1,558	\$1,600	\$3,200		\$1636 rain gauge cost sharing contribution
168	10-415-330	Bank Fees	\$1,500	\$818	\$500	\$447	\$500	\$500		Safe deposit box/returned checks/direct deposit fees
169			\$66,350	\$53,575	\$67,350	\$59,098	\$67,750	\$68,700		
170		Utilities								
171	10-415-341	Electric Utility	\$4,000	\$6,697	\$5,500	\$5,199	\$8,000	\$8,400	###	
172	10-415-342	Sewer Utility	\$1,000	\$1,279	\$1,600	\$1,342	\$2,000	\$2,100	###	
173	10-415-343	Water Utility	\$1,200	\$1,333	\$1,200	\$1,029		\$0	\$0	
174	10-415-344	Telephone/Internet Utility	\$7,500	\$11,542	\$11,000	\$10,110	\$14,000	\$14,700	###	Includes internet service, cell phone
175	10-415-345	Natural Gas Utility	\$6,000	\$4,804	\$6,500	\$3,218	\$6,200	\$6,510	###	
176	10-415-346	Website Hosting Services	\$800	\$3,445	\$2,500	\$2,940	\$3,500	\$18,500		Website Hosting & 15k ADA
177	10-415-347	Recycling - Town Hall	\$0	\$305	\$500	\$0	\$500	\$500		Town clean up for electronics
178			\$20,500	\$29,405	\$28,800	\$23,837	\$34,200	\$50,710		
179		Professional Services								
180	10-415-351	Legal Services	\$30,000	\$46,749	\$30,000	\$37,459	\$50,000	\$55,000		
181	10-415-352	Audit	\$8,500	\$8,950	\$9,300	\$9,600	\$9,600	\$10,200		60% of audit -
182	10-415-353	Judge-Municipal Court	\$500	\$0	\$500	\$0	\$100	\$500		As-needed basis
183	10-415-355	Professional Services-Other	\$10,000	\$1,560	\$2,500	\$1,169	\$2,000	\$2,000		ABC Flex, Background checks
184			\$49,000	\$57,259	\$42,300	\$48,228	\$61,700	\$67,700		

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185		General Fund - Expenditures								
186		Administration								
187		Marketing								
188	10-415-721	Chamber Service Agreement	\$35,232	\$35,232	\$35,232	\$35,232	\$35,232	\$0		be consolidated into one line item to simplify both the budget and contract
189	10-415-722	BLC Fee Remittance	\$38,000	\$38,000	\$38,000	\$38,000	\$38,000	\$0		be consolidated into one line item to simplify both the budget and contract
190	10-415-723	Visitor Center Repairs & Maint	\$1,500	\$536	\$1,500	\$353	\$1,500	\$1,500		
191	10-415-724	NRL VC Op	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$0		be consolidated into one line item to simplify both the budget and contract
192	10-415-870	Contingency - General Admin	\$11,000	\$12,288	\$61,000	\$61,000	\$61,000	\$0		be consolidated into one line item to simplify both the budget and contract
193	10-415-875	Marketing Contingency	\$0	\$0	\$0	\$0	\$0	\$0		
194	10-415-880	Chamber Public Relations	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$0		be consolidated into one line item to simplify both the budget and contract
195	10-415-885	Town Events	\$12,500	\$11,000	\$12,500	\$2,556	\$12,500	\$38,400		\$10.5K for community picnic; \$10.5K for Winter Carnival; \$4.2K for pumpkin patch, \$3K for 5K, \$4.8K Tree Lighting; \$5.4K Buffalo Days
196	10-415-887	Continental Divide Trail	\$0	\$0	\$0	\$0	\$2,500	\$2,500		
197	TBD	Chamber Contract				\$0		\$175,000		consolidated 10-415-721,722,724,870,880
198			\$138,232	\$137,056	\$188,232	\$177,141	\$190,732	\$217,400		
199		Other Expenses								
200	10-415-560	Treasurer's Fees	\$9,000	\$7,947	\$9,000	\$10,759	\$10,000	\$14,819		2% of Property Taxes calculated from COV+Interest and Penalties
201	10-415-800	Attainable Housing Expenses	\$12,000	\$15,339	\$19,000	\$13,622	\$17,000	\$18,000		Water & Sewer for the Mary Drive parcels. Expenses are deducted from AH fund
202	10-415-371	Misc Employee Expenses	\$15,000	\$2,546	\$15,000	-\$2,496		\$0		Employee Enrichment
203	10-415-393	Document Recording	\$250	\$0	\$250	-\$23	\$250	\$250		
204	10-415-394	Developer Reimbursement	\$1,000	\$0	\$0	\$0	\$0	\$0		
205	10-415-513	Property/Casualty Insurance	\$27,000	\$32,006	\$35,000	\$33,064	\$32,000	\$35,000		
206	10-415-514	Position Bonds	\$400	\$910	\$400	\$200	\$400	\$400		Employee/Trustee Blanket Bonds
207			\$64,650	\$58,748	\$78,650	\$55,127	\$59,650	\$68,469		
208		Transit								
209	10-415-385	Transit Service	\$40,000	\$0	\$0	\$0	\$0	\$0		
210	10-415-386	Transit Planning	\$10,000	\$0	\$0	\$0	\$0	\$0		
211			\$50,000	\$0	\$0	\$0	\$0	\$0		
212										
213		Economic Development Grants								
214	10-416-100	Trail Groomers	\$30,000	\$30,000	\$30,000	\$0	\$30,000	\$30,000		
215	10-416-250	Headwaters Trail Assoc- HTA	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000		
216	10-416-261	Creative District	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000		
217			\$135,000	\$135,000	\$135,000	\$105,000	\$135,000	\$135,000		Other grants moved to Grand Foundation line under BoT
218										
219		Subtotal Administration	\$1,193,067	\$1,124,758	\$1,307,834	\$922,953	\$1,205,215	\$1,343,099		

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220		General Fund - Expenditures								
221		Public Safety								
222		Purchased Services								
223	10-421-314	Dispatch Operations	\$20,858	\$20,858	\$20,585	\$27,115	\$27,115	\$27,115		
224	10-421-339	Sheriff's Contract	\$257,000	\$257,000	\$257,000	\$257,000	\$257,000	\$342,000		\$257K for Sheriff's Contract and \$85K for vehicle purchase outfitted
225		Subtotal Public Safety	\$277,858	\$277,858	\$277,585	\$284,115	\$284,115	\$369,115		
226										

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
227		General Fund - Expenditures								
228		Public Works								
229		Personnel								
230	10-431-100	Gross Wages PW/Parks	\$345,630	\$415,536	\$460,097	\$313,653	\$429,390	\$455,153	###	Putting PW and Parks wages together since they operate together with same
231	10-431-103	OT/Comp Time Buyout	\$40,000	\$22,198	\$40,000	\$15,310	\$25,000	\$26,500	###	
232	10-431-105	Bonus	\$5,000	\$6,500	\$7,000	\$0	\$7,000	\$7,000		
233	10-431-111	On Call Pay	\$10,350	\$16,900	\$18,250	\$13,600	\$18,250	\$18,250		
234	10-431-130	GLC Membership Benefit	\$0	\$0	\$0	\$0	\$0	\$0		
235	10-431-317	Uniform Allowance	\$2,940	\$3,925	\$3,600	\$2,025	\$3,000	\$3,600		
236	10-431-132	ICMA Town Paid Benefit	\$20,000	\$20,054	\$25,000	\$21,569	\$30,000	\$38,532		8% Maximum
237	10-431-133	Health/Dental-Employee	\$70,720	\$84,318	\$91,500	\$90,043	\$110,000	\$132,000		Medical/Dental/Life/Vision
238	10-431-135	Dep Health/Dental	\$48,240	\$47,265	\$53,000	\$42,866	\$45,000	\$42,000		
239	10-431-136	Medical Benefit Allowance	\$4,800	\$5,239	\$5,000	\$6,495	\$7,000	\$8,400		
240	10-431-141	Unemployment Insurance	\$1,157	\$603	\$1,037	\$871	\$909	\$963		.2% of wages + On Call
241	10-431-142	Workers' Compensation	\$35,000	\$20,411	\$50,000	\$47,490	\$50,000	\$89,575		
242	10-431-143	Social Security Match	\$23,909	\$30,985	\$32,138	\$22,442	\$28,172	\$29,863		6.2% of wages + Town 457 + On Call
243	10-431-144	Medicare Match	\$5,592	\$7,247	\$7,516	\$5,248	\$6,589	\$6,984		1.45% of wages + Town 457 + On Call
244	10-431-145	FAMILI Benefit PW	\$0	\$152	\$2,333	\$2,057	\$2,045	\$2,167		
245			\$613,338	\$681,333	\$796,471	\$583,668	\$762,354	\$860,988		
246		Supplies								
247	10-431-222	General Supplies	\$7,000	\$5,009	\$7,000	\$5,415	\$7,000	\$7,000		
248	10-431-224	Safety Supplies	\$7,000	\$8,976	\$12,000	\$3,127	\$12,000	\$7,000		
249	10-431-226	Vehicle Supplies	\$4,000	\$2,742	\$6,000	\$4,032	\$3,000	\$4,000		
250	10-431-227	Small Tools	\$5,000	\$5,755	\$7,500	\$7,194	\$7,500	\$7,500		
251			\$23,000	\$22,482	\$32,500	\$19,768	\$29,500	\$25,500		
252		Repairs and Maintenance								
253	10-431-231	Gas/Fuel/Liquids	\$30,000	\$31,917	\$40,000	\$30,074	\$40,000	\$40,000		
254	10-431-232	Vehicle Maintenance	\$10,000	\$9,123	\$10,000	\$6,145	\$10,000	\$10,000		
255	10-431-233	Equipment Maintenance	\$25,000	\$37,697	\$37,500	\$30,111	\$37,500	\$37,500		
256	10-431-235	Tires/Chains	\$15,000	\$12,399	\$15,000	\$6,160	\$15,000	\$10,000		
257	10-431-236	Misc. Bridge Work	\$5,000	\$0	\$1,000	\$0	\$1,000	\$50,000		5 year bridge staining - Last time it was \$15k per bridge
258	10-431-237	Building Maintenance	\$6,000	\$8,236	\$6,000	\$6,340	\$6,000	\$8,000		
259	10-431-238	Street Light Maintenance	\$3,000	\$2,645	\$2,000	\$4	\$2,000	\$2,000		
260	10-431-239	Miscellaneous Maintenance	\$2,500	\$0	\$2,500	\$0	\$2,500	\$2,500		
261	10-431-242	Road Maintenance	\$150,000	\$146,891	\$55,000	\$70,069	\$70,000	\$75,000		Dust Control \$30,000.00 looking at different options, Striping \$15,000.00, the as needed cold patch, road base, asphalt.
262	10-431-245	Boardwalk Maintenance	\$0	\$1,890	\$5,000	\$8,526	\$9,000	\$5,000		
263	10-431-253	Tree Removal	\$5,000	\$0	\$0	\$0	\$0	\$5,000		
264	10-431-254	Tree Spraying	\$4,000	\$2,972	\$3,500	\$3,068	\$4,000	\$3,500		
265	10-431-255	Storm water Filter Maintenance	\$20,000	\$32	\$0	\$0	\$0	\$0		5 year replacement schedule done in 2023
266	10-431-256	EV Station Maintenance	\$0	\$0	\$12,000	\$1,920	\$2,000	\$4,000		
267			\$275,500	\$253,802	\$189,500	\$162,417	\$199,000	\$252,500		

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
268		General Fund - Expenditures								
269		Public Works								
270		Purchased Services								
271	10-431-312	Computer Services	\$3,000	\$1,884	\$3,200	\$954	\$1,000	\$3,000		
272	10-431-314	Ads/Bid Notices	\$2,000	\$0	\$2,000	\$0	\$0	\$2,000		
273	10-431-319	Misc. Purchased Services	\$2,500	\$1,490	\$2,500	\$8,311	\$2,500	\$2,500		Required physicals, fuel bond, Hep B shots
274			\$7,500	\$3,374	\$7,700	\$9,264	\$3,500	\$7,500		
275		Utilities								
276	10-431-318	Trash/Recycle Services	\$12,000	\$20,155	\$13,000	\$15,737	\$15,000	\$15,750	###	Trash only. If you do recycle this number will increase by at least 100%
277	10-431-341	Electric Utility	\$12,000	\$4,413	\$13,200	\$11,197	\$15,000	\$15,750	###	
278	10-431-343	Water Utility	\$700	\$588	\$700	\$441	\$700	\$735	\$35	
279	10-431-344	Telephone/Internet Utility	\$6,000	\$7,056	\$9,000	\$3,775	\$5,000	\$5,250	###	
280	10-431-345	Natural Gas Utility	\$5,000	\$6,526	\$8,000	\$3,642	\$6,500	\$6,825	###	
281	10-431-349	Street Light Electric Utility	\$20,000	\$17,487	\$11,000	\$6,178	\$11,000	\$11,550	###	
282			\$55,700	\$56,225	\$54,900	\$40,969	\$53,200	\$55,860		
283		Professional Services								
284	10-431-354	Engineering/Surveying Services	\$5,000	\$0	\$10,000	\$660	\$2,000	\$10,000		
285	10-431-400	Winter Lights	\$50,000	\$39,250	\$39,000	\$9,125	\$39,000	\$110,000		Lights for the Town and Business as discussed on 9.23.24 meeting
286			\$55,000	\$39,250	\$49,000	\$9,785	\$41,000	\$120,000		
287		Other								
288	10-431-370	Training/Travel	\$5,000	\$10,446	\$10,000	\$1,045	\$3,000	\$10,000		snow & ice and CDL
289	10-431-399	Equip Rental	\$5,000	\$6,385	\$15,000	\$7,549	\$10,000	\$15,000		
290	10-431-870	Contingency- Public Works	\$0	\$0	\$2,000	\$1,231	\$2,000	\$15,000		\$15,000 budgeted incase of Cirsa claim - new deductible
291			\$10,000	\$16,831	\$27,000	\$9,825	\$15,000	\$40,000		
292		Subtotal Public Works	\$1,040,038	\$1,073,297	\$1,157,071	\$835,695	\$1,103,554	\$1,362,348		
293										

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
294		General Fund - Expenditures								
295		Grand Lake Center								
296		Personnel								
297	10-450-100	Gross Wages - GL Center	\$121,086	\$147,874	\$158,539	\$115,564	\$155,000	\$166,466		35% PW/Parks/GLC employee, 10% Treasurer, 3% Town Mgr., 5% Admin 25%Bookkeeper
298	10-450-103	OT/Comp Time Buyout	\$0	\$208	\$0	\$910	\$1,000	\$1,000		
299	10-450-105	Bonus	\$2,000	\$2,000	\$2,000	\$0	\$2,000	\$2,000		
300	10-450-110	Gross Wages-GLC PT/Seasonal	\$20,800	\$0	\$0	\$0	\$0	\$0		May need part time year round employee
301	10-450-130	GLC Membership Benefit	\$770	\$0	\$770	\$0	\$0	\$0		
302	10-450-317	Uniform Allowance	\$0	\$0	\$0	\$0	\$0	\$0		
303	10-450-132	ICMA Town Paid Benefit	\$11,351	\$8,948	\$12,683	\$6,922	\$8,000	\$13,317		8% Maximum
304	10-450-133	Health/Dental-Employee	\$32,953	\$34,543	\$38,000	\$27,655	\$32,000	\$38,000		Medical/Dental/Life/Vision
305	10-450-135	Dep. Health/Dental	\$12,420	\$12,420	\$12,000	\$13,058	\$16,000	\$16,000		
306	10-450-136	Medical Benefit Allowance	\$2,400	\$1,850	\$2,400	\$3,349	\$3,200	\$3,000		
307	10-450-141	Unemployment Insurance	\$426	\$204	\$317	\$240	\$316	\$332		
308	10-450-142	Workers' Compensation	\$3,000	\$3,500	\$6,000	\$3,600	\$6,000	\$6,000		
309	10-450-143	Social Security Match	\$8,797	\$8,306	\$9,829	\$7,602	\$9,796	\$10,320		6.2% of wages+Town 457
310	10-450-144	Medicare Match	\$2,057	\$1,874	\$2,299	\$1,778	\$2,291	\$2,413		1.45% of wages+Town 457
311	10-450-145	FAMILI	\$0	\$0	\$713	\$744	\$713	\$750		
312			\$218,060	\$221,726	\$245,550	\$181,423	\$236,316	\$259,598		
313		Supplies								
314	10-450-211	Gen Office Supplies	\$1,500	\$895	\$1,500	\$1,347	\$2,000	\$1,500		
315	10-450-220	General Operating Supplies	\$3,000	\$4,418	\$4,000	\$3,158	\$4,000	\$5,000		Toilet paper/paper towels/cleaning supplies/gym wipes/keycards
316	10-450-226	Office Equip Lease	\$1,200	\$906	\$0	\$0	\$0	\$0		Copier Lease
317			\$5,700	\$6,219	\$5,500	\$4,505	\$6,000	\$6,500		
318		Repairs and Maintenance								
319	10-450-233	Office Equip Maint	\$600	\$409	\$0	\$0	\$0	\$0		Copier maintenance
320	10-450-235	Fitness Equip Maint	\$1,500	\$2,015	\$2,000	\$460	\$2,000	\$2,000		Bi-annual maintenance agreement and general equipment maintenance
321	10-450-237	Building Maintenance	\$35,000	\$41,781	\$5,000	\$2,450	\$5,000	\$10,000		Light replacements and other maint.
322	10-450-239	Minor Infrastructure Maint	\$2,000	\$0	\$2,000	\$0	\$1,000	\$2,000		
323	10-450-250	Backflow Maintenance	\$600	\$225	\$600	\$0	\$200	\$600		
324	10-450-350	Maintenance Agreement	\$4,758	\$5,215	\$5,800	\$0	\$5,800	\$5,800		Honeywell heating system
325	10-450-400	Golf Simulator Expense	\$3,000	\$810	\$0	\$90	\$0	\$0		
326			\$47,458	\$50,455	\$15,400	\$3,000	\$14,000	\$20,400		

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
327		General Fund - Expenditures								
328		Grand Lake Center								
329		Utilities								
330	10-450-318	Trash/Recycle Services	\$0	\$50	\$0	\$0	\$0	\$0		
331	10-450-341	Electric Utility	\$15,000	\$12,941	\$16,500	\$7,375	\$10,000	\$10,500	###	
332	10-450-342	Sewer Utility	\$4,600	\$4,512	\$4,850	\$4,603	\$4,560	\$4,788	###	
333	10-450-343	Water Utility	\$1,200	\$1,246	\$1,200	\$735	\$1,000	\$1,050	\$50	
334	10-450-344	Telephone/Internet/TV Utility	\$7,500	\$6,542	\$8,000	\$4,240	\$5,600	\$5,880	###	
335	10-450-345	Natural Gas Utility	\$15,000	\$7,315	\$12,000	\$2,788	\$7,000	\$7,350	###	
336			\$43,300	\$32,605	\$42,550	\$19,741	\$28,160	\$29,568		
337		Professional Services								
338	10-450-312	Computer Services	\$3,000	\$12,563	\$5,000	\$9,543	\$9,000	\$9,000		Caselle & Executech & civic rec
339	10-450-351	Legal Services	\$0	\$0	\$0	\$0	\$0	\$0		
340	10-450-352	Audit	\$1,100	\$1,100	\$1,190	\$1,120	\$1,120	\$1,190		7% of audit
341	10-450-355	Purchased Professional Serv.	\$1,500	\$1,570	\$1,700	\$1,084	\$1,200	\$1,300		Fire and alarm inspection and agreement
342			\$5,600	\$15,233	\$7,890	\$11,746	\$11,320	\$11,490		
343		Other								
344	10-450-234	Signage	\$0	\$0	\$600	\$0	\$600	\$600		Banners and specialized signs for hours and rules etc.
345	10-450-236	Minor/Misc Equipment	\$1,000	\$1,776	\$1,500	\$825	\$1,500	\$1,500		for items that may need replaced throughout the year
346	10-450-238	Minor/Misc Furnishings	\$2,000	\$1,696	\$2,000	\$1,240	\$2,000	\$2,000		5 long banquet tables and other furnishings that may come up
347	10-450-320	Marketing	\$5,000	\$7,912	\$5,000	\$2,250	\$5,000	\$5,000		website, brochures/booklets, newspaper ads, GLC stickers/pens/chapstick
348	10-450-360	GLC Sales Tax	\$0	\$0	\$0	\$0	\$0	\$0		
349	10-450-370	Training/Travel	\$300	\$192	\$300	\$76	\$300	\$300		
350	10-450-513	Property/Casualty Insurance	\$10,000	\$10,142	\$12,000	\$10,661	\$10,660	\$12,000		
351	10-450-755	Exercise Equipment	\$4,000	\$3,546	\$4,000	\$2,806	\$4,000	\$6,000		PB Nets/Balls, equipment that may break/needs replacing
352	10-450-870	Contingency - GL Center	\$0	\$645	\$500	\$344	\$600	\$500		
353	10-450-871	GLC Event Expense	\$0	\$0	\$3,000	\$3,023	\$3,000			moved to 10-415-885
354	10-450-869	Summer Camp	\$30,000	\$30,509	\$30,000	\$30,000	\$30,000	\$30,000		
355			\$52,300	\$56,419	\$58,900	\$51,224	\$57,660	\$57,900		
356		Subtotal Grand Lake Center	\$372,418	\$382,656	\$375,790	\$271,640	\$353,456	\$385,456		
357										

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
358		General Fund - Expenditures								
359		Parks								
360		Personnel								
361	10-452-100	Gross Wages - Parks	\$50,776	\$0	\$0	\$0		\$0		moved labor to PW/Parks to combine
362	10-452-103	OT/Comp Time Buyout	\$0	\$0	\$0	\$0		\$0		
363	10-452-105	Bonus	\$0	\$0	\$0	\$0		\$0		
364	10-452-130	GLC Membership Benefit	\$0	\$0	\$0	\$0		\$0		
365	10-452-131	Longevity	\$0	\$0	\$0	\$0		\$0		
366	10-452-317	Uniform Allowance	\$660	\$0	\$0	\$0		\$0		
367	10-452-132	ICMA Town Paid Benefit	\$4,062	\$0	\$0	\$0		\$0		
368	10-452-133	Health/Dental-Employee	\$12,480	\$0	\$0	\$0		\$0		
369	10-452-135	Dep. Health/Dental	\$4,397	\$0	\$0	\$0		\$0		
370	10-452-136	Medical Benefit Allowance	\$1,013	\$0	\$0	\$0		\$0		
371	10-452-141	Unemployment Insurance	\$152	\$0	\$0	\$0		\$0		
372	10-452-142	Workers' Compensation	\$2,700	\$0	\$0	\$0		\$0		
373	10-452-143	Social Security Match	\$3,148	\$0	\$0	\$0		\$0		
374	10-452-144	Medicare Match	\$736	\$0	\$0	\$0		\$0		
375	10-452-145	FAMILI Benefit Parks	\$0	\$0	\$0	\$0		\$0		
376			\$80,124	\$0	\$0	\$0		\$0		
377		Supplies								
378	10-452-220	Restroom Operating Supplies	\$35,000	\$29,102	\$27,000	\$15,481	\$20,000	\$27,000		
379	10-452-221	Lawn Supplies	\$0	\$0	\$10,000	\$4,303	\$5,000	\$10,000		
380	10-452-226	Small Equipment	\$5,000	\$3,983	\$0	\$0	\$0	\$0		moved to PW
381	10-452-227	Small Tools	\$2,500	\$4,878	\$0	\$0	\$0	\$0		moved to PW
382			\$42,500	\$37,963	\$37,000	\$19,785	\$25,000	\$37,000		
383		Repairs and Maintenance								
384	10-452-232	Bear-Resistant Cans Maint	\$2,500	\$23	\$0	\$4	\$10	\$0		not currently utilized
385	10-452-233	Equipment Maintenance	\$2,500	\$15,751	\$0	\$0	\$0	\$0		moved to PW
386	10-452-234	Information Signs	\$2,500	\$316	\$5,000	\$0	\$0	\$5,000		interpretive signs
387	10-452-235	Greenbelt Maintenance	\$7,000	\$0	\$0	\$0	\$0	\$0		move to CIF
388	10-452-236	Sand & Dredge	\$5,000	\$1,388	\$5,000	\$1,057	\$2,000	\$5,000		
389	10-452-237	Building Maintenance	\$55,000	\$50,229	\$55,000	\$14,081	\$30,000	\$55,000		
390	10-452-238	Dock Maintenance	\$25,000	\$1,582	\$40,000	\$31,557	\$40,000	\$40,000		
391	10-452-239	Miscellaneous Maintenance	\$5,000	\$430	\$5,000	\$2,172	\$2,000	\$5,000		
392	10-452-243	Benches/Planters/Fences	\$5,000	\$5,762	\$5,000	\$530	\$1,000	\$5,000		
393	10-452-244	Thomasson Park Maintenance	\$4,000	\$0	\$1,000	\$0	\$1,000	\$1,000		
394	10-452-248	Irrigation System Maintenance	\$4,000	\$7,036	\$5,000	\$3,241	\$3,500	\$5,000		
395	10-452-250	Backflow Maintenance	\$3,000	\$2,291	\$3,000	\$361	\$2,000	\$3,000		
396	10-452-319	Miscellaneous Services	\$3,000	\$4,750	\$3,000	\$2,800	\$3,000	\$3,000		
397	10-452-399	Equipment Rental	\$5,600	\$3,085	\$0	\$0	\$0	\$0		move to PW
398			\$129,100	\$92,643	\$127,000	\$55,803	\$84,510	\$127,000		

	A	B	C	D	E	F	G	H	I	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
399		General Fund - Expenditures								
400		Parks								
401		Utilities								
402	10-452-341	Electric Utility	\$6,500	\$10,128	\$7,700	\$8,739	\$10,000	\$10,500	###	
403	10-452-342	Sewer Utility	\$540	\$424	\$600	\$598	\$600	\$630	\$30	
404	10-452-343	Water Utility	\$13,000	\$13,605	\$13,000	\$8,075	\$10,000	\$10,500	###	
405	10-452-345	Natural Gas Utility	\$4,000	\$5,138	\$7,000	\$4,676	\$8,000	\$8,400	###	
406			\$24,040	\$29,295	\$28,300	\$22,089	\$28,600	\$30,030		
407		Other								
408	10-452-400	Grand Avenue Gardens	\$0	\$0	\$0	\$0	\$0	\$0		
409	10-452-450	Park Improvements	\$10,000	\$19,964	\$10,000	\$3,685	\$5,000	\$10,000		
410	10-452-870	Contingency - Parks	\$0	\$0	\$0	\$0	\$0	\$1,000		
411	10-452-961	Memorial Benches	\$0	\$355	\$0	\$0	\$0	\$0		
412	TBD	Fireworks	\$0	\$0	\$0	\$0	\$53,000	\$60,000		See ordinances 28-2006 moving back to General Fund from Marina. 2 shows 4th of July and NYE
413	TBD	Ice Rink Expenses	\$0	\$0	\$0	\$0	\$2,000	\$2,000		
414			\$10,000	\$20,319	\$10,000	\$3,685	\$60,000	\$73,000		
415		Subtotal Parks	\$285,764	\$180,220	\$202,300	\$101,361	\$198,110	\$267,030		

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
416		General Fund - Expenditures								
417		Debt Service								
418	10-815-982	Land Acquisition - Principal	\$90,000	\$90,000	\$90,000	\$0	\$90,000	\$95,000		Principal for COP
419	10-815-983	Land Acquisition-Interest	\$39,615	\$39,613	\$37,050	\$18,524	\$37,050	\$34,485		Interest for COP
422			\$129,615	\$129,613	\$127,050	\$18,524	\$127,050	\$129,485		
423										
424										
425		Capital Outlay								
426	10-915-922	Admin Capital Expenditures	\$0	\$0	\$5,000	\$2,719	\$3,500	\$0		
427	10-915-923	Town Hall Capital Outlay	\$25,000	\$23,743	\$50,000	\$0	\$5,000	\$45,000		Town Hall steps and board walk - was budgeted for 24 and needs to be moved to 25
428	10-915-986	Replacement Vehicle	\$0	\$0	\$0	\$0	\$0	\$0		
429	10-915-950	Space to Create Expenditures	\$0	\$0	\$4,010,000	\$0		\$7,000,000		Most likely this amount will transfer over to 2026 as Construction in progress
430	10-931-910	Capital Equipment Purchase	\$120,000	\$122,652	\$150,000	\$149,862	\$149,362	\$150,000		\$50,000 Compact truck, \$50,000 Water Truck, \$50,000 replace John Deer mower looking at articulating tractor or front mount tractor plus attachments. This provides the rough terrain mowing application.
431	10-931-911	Capitalized Equipment Repair	\$0	\$0	\$0	\$0	\$0	\$0		
432	10-931-921	Paving	\$100,000	\$42,511	\$50,000	\$3,800	\$40,000	\$25,000		
433	10-931-922	Drainage	\$50,000	\$43,050	\$50,000	\$22,003	\$30,000	\$30,000		
434	10-952-970	Land Purchase	\$0	\$0	\$0	\$0	\$0	\$0		
435	10-931-974	Streetscape Project Funding	\$0	\$0	\$0	\$0	\$0	\$0		
436	10-931-972	W Portal Bridge Rehab	\$0	\$0	\$0	\$0	\$0	\$0		
437	10-931-973	Public Way Finding Signs	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000		
438	10-931-923	Town Shop Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0		
439	10-950-710	Other Capital Assets - No Depr	\$0	\$0	\$0	\$0	\$0	\$0		
440	10-952-500	Dock Improvements	\$160,516	\$132,135	\$0	\$0	\$0	\$0		
441	10-952-971	Park Improvements	\$250,000	\$35,009	\$165,000	\$43,106	\$165,000	\$0		
442	10-952-972	Boardwalks	\$0	\$0	\$0	\$0	\$0	\$0		
443	10-952-995	Lakefront Improvements	\$0	\$0	\$0	\$0	\$0	\$0		
444			\$710,516	\$399,100	\$4,485,000	\$221,491	\$392,862	\$7,255,000		
445		Total General Fund Expenditures	\$4,289,744	\$3,794,220	\$8,219,172	\$2,857,005	\$4,025,187	\$11,538,783		
446										

	Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025
Summation - Water Enterprise Fund Revenues and Expenditures					
72					
73					
74					
75	Water Enterprise Fund Beginning Balance	\$1,805,981	\$1,889,293	\$2,099,971	\$2,207,255
76					
77	Revenues				
78	Operations Revenue	\$688,500	\$772,835	\$720,500	\$765,800
79	Capital Revenue	\$32,500	\$110,500	\$13,000	\$39,000
80	Total Revenues	\$721,000	\$883,335	\$733,500	\$804,800
81					
82	Expenditures				
83	Operations	(\$633,931)	(\$613,006)	(\$690,656)	(\$782,285)
84	Debt Service	(\$94,788)	(\$94,788)	(\$94,788)	(\$58,919)
85	Capital Outlay	(\$48,000)	(\$43,098)	\$0	\$0
86	Total Expenditures	(\$776,719)	(\$750,891)	(\$785,444)	(\$841,204)
87					
88	Revenues Over (Under) Expenditures	(\$55,719)	\$132,444	(\$51,944)	(\$36,404)
89	Appropriate From (To) Fund Balance	\$55,719	(\$132,444)	\$51,944	\$36,404
90					
91	Water Enterprise Fund Ending Balance	\$1,750,262	\$2,021,737	\$2,048,027	\$2,170,851

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
447		Water Fund - Revenues								
448	20-344-100	Water Sales	\$675,000	\$686,024	\$680,000	\$508,445	\$680,000	\$685,000		Current rate is top of 10 year schedule with last increase in 2019
449	20-344-105	HP Net Meter Revenue	\$0	\$0	\$0	\$0	\$0	\$0		
450	20-344-120	Resale Meters Income	\$3,000	\$6,149	\$10,000	\$6,074	\$10,000	\$5,000		
451	20-344-140	Interest Revenue	\$10,000	\$79,221	\$30,000	\$70,699	\$75,000	\$50,000		
452	20-344-160	Misc. Revenues	\$0	\$785	\$0	\$0	\$0	\$0		
453	20-344-190	Bulk Water Permits	\$500	\$656	\$500	\$1,657	\$800	\$800		
454	20-344-110	Tap Fees - Capital	\$32,500	\$110,500	\$13,000	\$39,000	\$39,000	\$39,000		
455		Total Revenues	\$721,000	\$883,335	\$733,500	\$625,874	\$804,800	\$779,800		
456										

	A	B	C	D	E	F	G	H	I	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
457		Water Fund - Expenditures								
458		Personnel								
459	20-430-100	Gross Wages - Water	\$303,342	\$309,176	\$320,000	\$297,798	\$370,000	\$357,700		3 full time and one part time
460	20-430-103	OT/Comp Time Buyout	\$5,000	\$1,157	\$0	\$3,793	\$4,000	\$2,000		
461	20-430-105	Bonus	\$2,500	\$3,000	\$3,000	\$0	\$3,500	\$3,000		
462	20-430-110	Gross Wages-Water PT/Seasonal	\$0	\$2,565	\$0	\$0	\$0	\$0		
463	20-430-111	On Call Pay	\$13,000	\$17,950	\$18,200	\$13,600	\$1,820	\$18,200		
464	20-430-119	Year End Leave Expense	\$0	\$0	\$0	\$0	\$0	\$0		Year end financial reporting requirement
465	20-430-130	GLC Membership Benefit	\$0	\$0	\$0	\$0	\$0	\$0		
466	20-430-317	Uniform Allowance	\$3,900	\$1,250	\$1,800	\$900	\$1,800	\$1,800		
467	20-430-132	ICMA Town Paid Benefit	\$20,960	\$7,949	\$25,600	\$11,299	\$29,920	\$28,776		8% Maximum
468	20-430-133	Health/Dental-Employee	\$46,800	\$58,749	\$54,000	\$54,268	\$54,000	\$45,000		Medical/Dental/Life/Vision
469	20-430-135	Dep Health/Dental	\$5,400	\$5,400	\$6,000	\$0	\$0	\$18,000		
470	20-430-136	Medical Benefit Allowance	\$3,600	\$3,985	\$3,600	\$3,095	\$6,000	\$4,000		
471	20-430-141	Unemployment Insurance	\$786	\$901	\$676	\$554	\$748	\$719		.2% of wages + On Call
472	20-430-142	Workers' Compensation	\$21,000	\$13,384	\$40,000	\$31,933	\$40,000	\$42,000		
473	20-430-143	Social Security Match	\$16,244	\$21,072	\$19,840	\$20,298	\$23,188	\$22,301		6.2% of wages + Town 457 + On Call
474	20-430-144	Medicare Match	\$3,799	\$3,338	\$4,640	\$3,706	\$5,423	\$5,216		1.45% of wages + Town 457 + On Call
475	20-452-145	FAMILI Benefit	\$0	\$0	\$0	\$0	\$1,683	\$1,619		
476			\$446,331	\$449,877	\$497,356	\$441,244	\$542,082	\$550,331		
477		Office Supplies								
478	20-430-210	Office Supplies	\$1,500	\$746	\$1,500	\$607	\$1,500	\$1,500		
479	20-430-211	Computer Supplies	\$22,000	\$1,319	\$2,500	\$0	\$0	\$2,500		
480	20-430-215	Computer Software	\$7,000	\$5,915	\$8,000	\$6,642	\$8,000	\$9,000		
481	20-430-220	Computer Hardware	\$2,500	\$0	\$2,500	\$0	\$0	\$2,500		
482			\$33,000	\$7,981	\$14,500	\$7,250	\$9,500	\$15,500		
483		Operational Supplies								
484	20-430-221	Chemicals	\$13,000	\$18,814	\$20,000	\$20,890	\$20,000	\$20,000		
485	20-430-222	Lab Supplies/Equipment	\$1,500	\$2,003	\$1,500	\$1,085	\$1,500	\$1,500		
486	20-430-223	Well/Plant Supplies	\$600	\$356	\$600	\$0	\$600	\$600		
487	20-430-225	Meter Parts	\$500	\$0	\$500	\$0	\$500	\$500		
488	20-430-227	Small Equipment/Tools	\$600	\$426	\$600	\$234	\$600	\$800		
489	20-430-228	Safety Equipment	\$1,000	\$336	\$1,000	\$130	\$1,000	\$1,000		
490	20-430-229	Misc Operating Supplies	\$100	\$37	\$0	\$0	\$0	\$0		
491			\$17,300	\$21,971	\$24,200	\$22,339	\$24,200	\$24,400		

	A	B	C	D	E	F	G	H	I	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
492		Water Fund - Expenditures								
493		Repairs and Maintenance								
494	20-430-231	Gas/Fuel/Fluids	\$2,500	\$4,735	\$4,000	\$2,057	\$4,000	\$4,000		
495	20-430-232	Vehicle Maintenance	\$2,500	\$4,459	\$3,000	\$1,190	\$3,000	\$3,000		
496	20-430-233	Equipment Maintenance	\$5,000	\$96	\$5,000	\$3,731	\$5,000	\$5,000		Monthly software support for new itron
497	20-430-234	Well/Plant Maintenance	\$3,000	\$2,410	\$3,500	\$1,073	\$3,500	\$3,500		Plant - pretreatment/treatment
498	20-430-235	Tires & Chains	\$1,200	\$0	\$1,000	\$0	\$1,000	\$1,000		
499	20-430-237	Building Maintenance	\$1,000	\$108	\$1,000	\$223	\$1,000	\$1,000		
500	20-430-238	Distribution Line Maintenance	\$25,000	\$24,156	\$25,000	\$26,363	\$25,000	\$25,000		
501	20-430-239	Misc. Maintenance	\$150	\$15	\$150	\$0	\$150	\$150		
502	20-430-240	Road Materials	\$3,000	\$0	\$3,000	\$375	\$3,000	\$3,000		
503	20-430-241	Motors & Pumps	\$2,500	\$1,470	\$4,000	\$790	\$4,000	\$4,000		
504			\$45,850	\$37,450	\$49,650	\$35,802	\$49,650	\$49,650		
505		Resale Supplies								
506	20-430-251	Resale Parts	\$150	\$0	\$150	\$0	\$150	\$150		Parts for new construction meters
507	20-430-252	Resale Meters Expense	\$0	\$10,529	\$0	\$134	\$134	\$0		Meters & Setters for new construction - Reported on COGS line
508	20-430-253	COGS-Meter	\$11,000	\$0	\$8,000	\$0	\$8,000	\$10,000		Financial reporting requirement
509			\$11,150	\$10,529	\$8,150	\$134	\$8,284	\$10,150		
510		Purchased Services								
511	20-430-310	Misc Service Fees	\$0	\$0	\$0	\$0	\$0	\$0		
512	20-430-311	Postage/Freight	\$1,500	\$1,000	\$1,500	\$1,000	\$1,500	\$1,500		
513	20-430-314	Legal Notices/Ads	\$300	\$590	\$600	\$295	\$600	\$600		Publication of CCR
514	20-430-316	Memberships	\$500	\$665	\$700	\$712	\$700	\$700		CRWA; American Water Works Association
515	20-430-318	Testing Services	\$3,000	\$1,038	\$3,000	\$0	\$3,000	\$3,000		(2) lead/copper; Groundwater source testing rule 3-yr cycle; Also have a 9-yr cycle
516	20-430-319	Miscellaneous Services	\$100	\$213	\$100	\$1,134	\$0	\$100		
517	20-430-320	Telemetry Maintenance	\$1,000	\$1,020	\$4,000	\$2,580	\$4,000	\$4,000		
518	20-430-330	Bank Fees	\$700	\$401	\$200	\$67	\$200	\$100		
519	20-430-321	Computer System Support	\$12,000	\$15,760	\$16,000	\$13,564	\$16,000	\$17,000		Executech, caselle
520			\$19,100	\$20,686	\$26,100	\$19,351	\$26,000	\$27,000		

	A	B	C	D	E	F	G	H	I	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
521		Water Fund - Expenditures								
522		Utilities								
523	20-430-341	Electric Utility	\$23,000	\$33,573	\$30,000	\$26,201	\$30,000	\$31,000		
524	20-430-344	Telephone Utility	\$2,500	\$3,041	\$3,000	\$2,040	\$3,000	\$3,100		
525	20-430-345	Natural Gas Utility	\$7,000	\$6,498	\$8,500	\$2,498	\$5,000	\$5,100		
526			\$32,500	\$43,112	\$41,500	\$30,739	\$38,000	\$39,200		
527		Professional Services								
528	20-430-351	Legal Services	\$600	\$0	\$600	\$0	\$0	\$600		
529	20-430-352	Audit	\$3,000	\$3,000	\$3,100	\$3,200	\$3,200	\$3,400		20% Water
530	20-430-354	System Analysis/Eng & Survey	\$5,000	\$403	\$5,000	\$0	\$25,000	\$5,000		required engineering
531	20-430-355	State Fees	\$0	\$310	\$400	\$350	\$400	\$400		
532			\$8,600	\$3,713	\$9,100	\$3,550	\$28,600	\$9,400		
533		Other Expenses								
534	20-430-370	Training/Travel	\$2,000	\$1,074	\$2,000	\$1,723	\$2,000	\$2,000		
535	20-430-513	Property/Casualty Insurance	\$17,000	\$16,399	\$17,000	\$15,261	\$17,000	\$17,000		
536	20-430-514	Position Bonds	\$100	\$214	\$100	\$0	\$100	\$100		Position Bond
537	20-430-870	Contingency-Operations	\$1,000	\$0	\$1,000	\$0	\$1,000	\$6,000		\$5,000 budgeted incase of Cirsa claim - new deductible
538			\$20,100	\$17,687	\$20,100	\$16,984	\$20,100	\$25,100		
539		Water Fund - Expenditures								
540		Debt Service								
541	20-830-640	DWRF Loan - Principal	\$69,977	\$69,977	\$71,384	\$35,514	\$71,384	\$72,819		
542	20-830-645	DWRF Loan - Interest	\$24,811	\$24,811	\$23,404	\$23,404	\$23,404	\$21,969		
543			\$94,788	\$94,788	\$94,788	\$58,919	\$94,788	\$94,788		
544		Capital Outlay								
545	20-930-750	Transfer Out (Capital)	\$0	\$0	\$0	\$0	\$0	\$0		
546	20-930-994	System Upgrades	\$0	\$0	\$0	\$0	\$0	\$0		
547	20-930-995	Capital Contingency	\$0	\$0	\$0	\$0	\$0	\$0		
548	20-930-996	Capital Lease Purchase	\$0	\$0	\$0	\$0	\$0	\$0		
549	20-930-997	Capital Direct Purchase	\$48,000	\$43,098	\$0	\$0	\$0	\$0		
550			\$48,000	\$43,098	\$0	\$0	\$0	\$0		
551		Total Water Fund Expenditures	\$776,719	\$750,891	\$785,444	\$636,311	\$841,204	\$845,519		
552										

	Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025
92	Summation - Marina Enterprise Fund Revenues and Expenditures				
93					
94					
95	Marina Enterprise Fund Beginning Balance	\$1,016,255	\$892,451	\$868,043	\$781,591
96					\$868,602
97	Revenues	\$368,084	\$452,902	\$440,784	\$463,984
98					
99					
100	Operations	(\$419,698)	(\$428,940)	(\$429,186)	(\$376,974)
101	Debt Service	\$0	\$0	\$0	\$0
102	Capital Outlay	(\$80,000)	(\$25,333)	(\$60,000)	\$0
103	Total Expenditures	(\$499,698)	(\$454,273)	(\$489,186)	(\$376,974)
104					
105	Revenues Over (Under) Expenditures	(\$131,614)	(\$1,372)	(\$48,402)	\$87,011
106	Appropriate From (To) Fund Balance	\$131,614	\$1,372	\$48,402	(\$87,011)
107					
108	Marina Enterprise Fund Ending Balance	\$884,641	\$891,080	\$819,641	\$868,602

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2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
553		Marina Fund - Revenues								
554	40-344-113	Rentals (Non-Taxable)	\$300,000	\$344,460	\$350,000	\$364,332	\$360,000	\$365,000		
555	40-344-115	Tours	\$55,000	\$74,150	\$70,000	\$72,862	\$72,000	\$73,000		
556	40-344-120	Building Space Rental	\$3,584	\$2,509	\$3,584	\$3,891	\$3,584	\$3,584		
557	40-344-145	Kayak Slip Rental	\$3,600	\$4,554	\$3,600	\$3,600	\$3,600	\$3,600		(12) spaces; (2) whole racks for Mtn. Paddlers (\$900 each)
558	40-344-155	SUP Slip Rental	\$900	\$4,600	\$4,600	\$4,600	\$4,600	\$4,600		
559	40-344-160	Misc Revenue	\$0	\$0	\$0	\$200	\$200	\$0		
560	40-344-170	Interest Earned	\$4,000	\$22,629	\$8,000	\$18,499	\$20,000	\$8,000		
561	40-344-180	Boat Damage	\$1,000	\$0	\$1,000	\$0	\$0	\$1,000		
562	40-344-200	Sale of Assets	\$0	\$0	\$0	\$0	\$0	\$40,000		Sale of 2 pontoon boats
563		Total Revenues	\$368,084	\$452,902	\$440,784	\$467,984	\$463,984	\$498,784		
564										

	A	B	C	D	E	F	G	H	I	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
565		Marina Fund - Expenditures								
566		Personnel								
567	40-460-100	Gross Wages - Marina	\$71,500	\$75,122	\$78,000	\$80,013	\$85,000	\$86,000		Admin time, Captain full time pay
568	40-460-103	OT/Comp Time Buyout	\$1,500	\$6,872	\$8,000	\$5,756	\$8,000	\$8,000		
569	40-460-105	Bonus	\$1,000	\$4,050	\$4,000	\$0	\$4,000	\$4,000		
570	40-460-110	Gross Wages-Marina PT/Seasonal	\$130,000	\$102,702	\$120,000	\$102,247	\$120,000	\$136,000		Seasonal employees
571	40-460-132	ICMA Town Paid Benefit	\$5,720	\$0	\$5,000	\$2,035	\$2,000	\$5,000		8% Maximum
572	40-460-133	Health/Dental - Employee	\$17,000	\$19,813	\$25,000	\$21,060	\$20,000	\$20,000		Medical/Dental/Life/Vision 4.7% increase plus add Rick
573	40-460-135	Dep Health/Dental	\$0	\$0	\$0	\$0	\$0	\$0		
574	40-460-136	Medical Benefit Allowance	\$1,200	\$2,445	\$2,600	\$1,533	\$2,000	\$2,000		
575	40-460-141	Unemployment Insurance	\$609	\$739	\$800	\$806	\$434	\$800		.2% of wages
576	40-460-142	Workers' Compensation	\$20,000	\$12,447	\$20,000	\$29,320	\$29,000	\$37,000		
577	40-460-143	Social Security Match	\$12,586	\$11,559	\$12,276	\$11,886	\$13,454	\$13,839		6.2% of wages + Town 457 + On Call
578	40-460-144	Medicare Match	\$2,944	\$2,703	\$2,871	\$2,780	\$3,147	\$3,236		1.45% of wages + Town 457 + On Call
579	40-460-145	FAMILI Benefit	\$0	\$0	\$0	\$145	\$200	\$200		
580			\$264,059	\$238,452	\$278,547	\$257,580	\$287,235	\$316,075		
581		Office Supplies								
582	40-460-211	General Office Supplies	\$600	\$1,010	\$900	\$684	\$700	\$1,000		
583	40-460-214	Small Equip/Comp Hardware	\$500	\$86	\$500	\$0	\$500	\$500		
584			\$1,100	\$1,097	\$1,400	\$684	\$1,200	\$1,500		
585		Operational Supplies								
586	40-460-222	Shop Supplies	\$2,500	\$3,169	\$2,000	\$216	\$200	\$2,000		
587	40-460-223	Boat Supplies	\$2,000	\$550	\$1,500	\$606	\$700	\$1,500		
588	40-460-227	Tools	\$500	\$1,551	\$500	\$349	\$500	\$750		
589	40-460-231	Fuel	\$10,000	\$10,096	\$11,000	\$6,741	\$9,000	\$12,000		For refueling rentals, not for resale
590			\$15,000	\$15,366	\$15,000	\$7,911	\$10,400	\$16,250		
591		Repairs and Maintenance								
592	40-460-232	Vehicle Maintenance	\$500	\$62	\$500	\$0	\$0	\$0		
593	40-460-233	Equipment (Boat) Maintenance	\$15,000	\$30,392	\$20,000	\$51	\$30,000	\$30,000		Winterizing
594	40-460-237	Building/Facility Maintenance	\$2,000	\$13,045	\$2,000	\$9,062	\$10,000	\$4,000		
595			\$17,500	\$43,499	\$22,500	\$9,113	\$40,000	\$34,000		

	A	B	C	D	E	F	G	H	I	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
596		Marina Fund - Expenditures								
597		Purchased Services								
598	40-460-312	Computer Services	\$2,000	\$4,612	\$3,500	\$4,022	\$3,500	\$4,000		10% IT contract
599	40-460-314	Ads and Legal Notices	\$2,000	\$474	\$2,000	\$0	\$0	\$2,000		
600	40-460-316	Dues/Memberships	\$275	\$325	\$350	\$62	\$350	\$350		
601	40-460-317	Uniforms	\$1,000	\$552	\$1,000	\$760	\$1,200	\$1,000		
602	40-460-318	Miscellaneous Services	\$300	\$90	\$300	\$0	\$300	\$300		
603	40-460-320	Marketing	\$500	\$403	\$700	\$325	\$700	\$700		
604	40-460-330	Bank/Credit Card Fees	\$7,500	\$13,022	\$15,000	\$16,635	\$18,000	\$20,000		Heartland service fees - When Marina moves to CIVIC Rec these fees will no longer be charged.
605			\$13,575	\$19,477	\$22,850	\$21,804	\$24,050	\$28,350		
606		Permits and Fees								
607	40-460-350	Boat Registration	\$900	\$71	\$900	\$0	\$900	\$900		
608	40-460-351	Licenses	\$100	\$833	\$100	\$0	\$100	\$100		
609			\$1,000	\$904	\$1,000	\$0	\$1,000	\$1,000		
610		Utilities								
611	40-460-341	Electric Utility	\$800	\$731	\$1,000	\$789	\$1,000	\$1,100		
612	40-460-342	Sewer Utility	\$575	\$492	\$600	\$258	\$600	\$600		
613	40-460-343	Water Utility	\$588	\$882	\$588	\$441	\$588	\$588		
614	40-460-344	Telephone/Internet Utility	\$1,200	\$4,496	\$1,500	\$2,214	\$1,800	\$1,800		Includes Cell Phone and I Pads for Civic Rec
615			\$3,163	\$6,600	\$3,688	\$3,702	\$3,988	\$4,088		
616		Professional Services								
617	40-460-355	Purchased Professional Serv.	\$500	\$939	\$1,000	\$1,058	\$1,000	\$1,000		Background checks
618	40-460-510	Legal	\$0	\$0	\$0	\$0	\$0	\$0		
619	40-460-512	Audit	\$1,500	\$1,500	\$1,700	\$1,600	\$1,600	\$1,700		10% Marina
620	40-460-515	Engineering/Survey	\$0	\$0	\$3,000	\$0	\$0	\$5,000		Engineering for a new seawall and dock system
621			\$2,000	\$2,439	\$5,700	\$2,658	\$2,600	\$7,700		
622		Other Expenses								
623	40-460-360	Sales Tax	\$0	\$0	\$0	\$0	\$0	\$10,000		
624	40-460-370	Training/Travel	\$500	\$458	\$500	\$192	\$500	\$500		
625	40-460-513	Property/Casualty Insurance	\$4,500	\$3,554	\$5,200	\$3,763	\$5,200	\$5,200		
626	40-460-514	Position Bonds	\$300	\$93	\$300	\$0	\$300	\$300		Cash-handling Marina employees on blanket public employee bond
627	40-460-516	Site Lease	\$1	\$0	\$1	\$0	\$1	\$1		Lease of Marina from GF
628	40-460-750	Fireworks	\$91,000	\$97,000	\$70,000	\$52,500	\$0	\$0		See ordinance 28-2006
629	40-460-880	Ice Rink Expenses	\$0	\$0	\$2,000	\$0	\$0	\$0		
630	40-460-870	Contingency	\$6,000	\$0	\$500	\$0	\$500	\$500		
631			\$102,301	\$101,105	\$78,501	\$56,455	\$6,501	\$16,501		

	A	B	C	D	E	F	G	H	I	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
632		Marina Fund - Expenditures								
633		Capital Outlay								
634	40-960-610	Capital Equipment	\$0	\$0	\$0	\$0	\$0	\$100,000		2 new boats
635	40-960-750	Capital Contribs (Interfund)	\$0	\$0	\$0	\$0	\$0	\$0		
636	40-960-995	Facilities Improvements	\$80,000	\$25,333	\$60,000	\$0	\$0	\$100,000		Doors for Dock
637			\$80,000	\$25,333	\$60,000	\$0	\$0	\$200,000		
638		Total Marina Fund Expenditures	\$499,698	\$454,273	\$489,186	\$359,908	\$376,974	\$625,464		
639										

	Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025	
109	Summation - Pay-As-You-Throw (PAYT) Enterprise Fund Revenues and Expenditures					
110						
111						
112	PAYT Enterprise Fund Beginning Balance	\$146,333	\$156,300	\$170,659	\$175,624	\$157,943
113						
114	Revenues	\$79,300	\$68,215	\$80,000	\$79,000	\$79,368
115						
116	Expenditures					
117	Operations	(\$71,566)	(\$61,991)	(\$92,176)	(\$76,681)	(\$82,179)
118	Capital Outlay	\$0	\$0	(\$20,000)	(\$20,000)	(\$20,000)
119	Total Expenditures	(\$71,566)	(\$61,991)	(\$112,176)	(\$96,681)	(\$102,179)
120						
121	Revenues Over (Under) Expenditures	\$7,734	\$6,224	(\$32,176)	(\$17,681)	(\$22,811)
122	Appropriate From (To) Fund Balance	(\$7,734)	(\$6,224)	\$32,176	\$17,681	\$22,811
123						
124	PAYT Enterprise Fund Ending Balance	\$154,067	\$162,524	\$138,483	\$157,943	\$135,132

	A	B	C	D	E	F	G	H	I	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
640		Pay-As-You-Throw Fund - Revenues								
641	50-344-110	Bags: Direct Sales (T)	\$4,000	\$1,915	\$4,000	\$1,810	\$4,000	\$4,000		
642	50-344-115	Bags: Vendor Purchase (NT)	\$75,000	\$66,300	\$75,000	\$53,680	\$75,000	\$75,000		
643	50-344-140	Interest Revenue	\$300	\$0	\$1,000	\$0	\$0	\$0		
644	TBD	Sales Tax Collected				\$0		\$368		sales tax to direct sales 9.2%
645		Total Revenues	\$79,300	\$68,215	\$80,000	\$55,490	\$79,000	\$79,368		
646										
647		Pay-As-You-Throw Fund - Expenditures								
648		Operations Supplies								
649	50-470-200	Bags for Resale	\$2,300	-\$2,546	\$2,000	\$2,870	\$3,000	\$3,000		WasteZero
650	50-470-250	COGS - Bags	\$6,000	\$6,552	\$6,500	\$0	\$6,500	\$6,500		Financial reporting requirement; COGS=Cost of Goods Sold
651			\$8,300	\$4,006	\$8,500	\$2,870	\$9,500	\$9,500		
652		Repairs and Maintenance								
653	50-470-315	Site Maintenance	\$25,000	\$25,049	\$50,000	\$872	\$35,000	\$35,000		PW/Admin staff time
654										
655		Purchased Services								
656	50-470-300	Dumpster Service	\$30,000	\$30,666	\$30,000	\$24,167	\$30,000	\$35,000		
657	50-470-301	Recycling Contribution	\$1,500	\$1,625	\$1,500	\$1,125	\$1,500	\$1,500		
658	50-470-305	Recycling Program	\$5,000	\$0	\$0	\$0	\$0	\$0		
659	50-470-312	Computer Services	\$450	\$0	\$500	\$0	\$0	\$0		3% IT contract
660			\$36,950	\$32,291	\$32,000	\$25,292	\$31,500	\$36,500		
661										
662		Professional Services								
663	50-470-512	Audit	\$450	\$450	\$510	\$480	\$480	\$510		3% of audit
664										
665		Other Expenses								
666	50-470-310	Site Lease	\$1	\$0	\$1	\$0	\$1	\$1		
667	50-470-320	Business License	\$165	\$0	\$165	\$0	\$0	\$0		
668	50-470-350	Sales Tax	\$700	\$194	\$700	\$0	\$200	\$368		Direct Sales times 9.2% remitted to DOR
669	50-470-870	Contingency	\$0	\$0	\$300	\$0	\$0	\$300		
670			\$866	\$194	\$1,166	\$0	\$201	\$669		
671		Capital Outlay								
672	50-970-750	Capital Contribs (Interfund)	\$0	\$0	\$0	\$0	\$0	\$0		
673	50-970-751	Site Improvements	\$0	\$0	\$20,000	\$0	\$20,000	\$20,000		preparing for the new recycling requirements
674		Total Expenditures	\$71,566	\$61,991	\$112,176	\$29,513	\$96,681	\$102,179		
675										

	Budget FY2023	Actual FY2023	Budget FY2024	YTD Estimates for FY 2024	Budget FY2025	
125	Summation - Capital Improvement Fund Revenues and Expenditures					
126						
127						
128	\$522,253	\$364,269	\$364,269	\$886,866	\$773,141	
129						
130	\$590,250	\$741,258	\$595,000	\$620,000	\$600,000	
131						
132	Expenditures					
133	(\$300)	(\$1,275)	(\$300)	(\$275)	\$275	
134	(\$277,050)	(\$277,050)	(\$278,450)	(\$278,450)	(\$279,700)	
135	\$0	\$0	\$0	\$0	\$0	
136	(\$313,000)	(\$272,676)	(\$530,000)	(\$455,000)	(\$530,000)	
137	(\$590,350)	(\$551,001)	(\$808,750)	(\$733,725)	(\$809,425)	
138						
139	(\$100)	\$190,257	(\$213,750)	(\$113,725)	(\$209,425)	
140	\$100	(\$190,257)	\$213,750	\$113,725	\$209,425	
141						
142	\$522,153	\$554,526	\$150,519	\$773,141	\$563,716	Surplus Fund Requirement
143	\$ 280,500	\$ 280,500	\$ 280,500	\$ 280,500	\$ 280,500	
144	\$241,653	\$274,026	(\$129,981)	\$492,641	\$283,216	
145						

	A	B	C	D	E	F	G	H	I	J
2			Budget FY2023	Actual FY2023	Budget FY2024	YTD actuals for FY 2024	YTD Estimates for FY 2024	Budget FY2025		2025 Budget Explanatory Notes
676		Capital Improvement Fund								
677		Revenues								
678	90-344-110	Sales & use tax 1%	\$584,250	\$699,602	\$580,000	\$361,294	\$580,000	\$580,000		1% Sales & MV Use Tax a
679	90-344-140	Interest revenues	\$6,000	\$41,657	\$15,000	\$31,722	\$40,000	\$20,000		
680		Total Revenues	\$590,250	\$741,258	\$595,000	\$393,016	\$620,000	\$600,000		
681										
682		Expenditures								
683		Other Expenses								
684	90-431-500	Transfer Out to General Fund	\$0	\$0	\$0	\$0	\$0	\$0		
685	90-431-870	Contingency	\$300	\$1,275	\$300	\$275	\$275	\$275		US Bank fee
686			\$300	\$1,275	\$300	\$275	\$275	\$275		
687		Debt Service								
688	90-831-471	Sales tax bonds - principal	\$120,000	\$120,000	\$125,000	\$0	\$125,000	\$130,000		
689	90-831-472	Sales tax bonds - interest	\$157,050	\$157,050	\$153,450	\$76,725	\$153,450	\$149,700		
690			\$277,050	\$277,050	\$278,450	\$76,725	\$278,450	\$279,700		
691										
692	90-431-999	TABOR Emergency Reserve	\$0	\$0	\$0	\$0	\$0	\$0		Not required voter approved 1% sales tax
693										
694		Capital Outlay								
695	90-931-200	Capital Pavement	\$263,000	\$266,791	\$350,000	\$383,950	\$400,000	\$400,000		
696	90-931-201	Capital Boardwalks	\$50,000	\$5,886	\$100,000	\$38,118	\$50,000	\$50,000		
697	90-931-203	Capital Professional Services	\$0	\$0	\$25,000	\$4,562	\$5,000	\$25,000		
698	90-931-204	Capital Maintenance	\$0	\$0	\$50,000	\$0	\$0	\$50,000		
699	90-931-202	Greenbelt Maintenance	\$0	\$0	\$5,000	\$0	\$0	\$5,000		
706			\$313,000	\$272,676	\$530,000	\$426,630	\$455,000	\$530,000		
707		Total Expenditures	\$590,350	\$551,001	\$808,750	\$503,630	\$733,725	\$809,975		
708										

TOWN OF GRAND LAKE FEE AND DEPOSIT SCHEDULE

Section 4, Item E.

Updated 9/23/24

TYPE OF FEE/DEPOSIT	AMOUNT	TYPE
Administrative and Public Works		
Returned Payment Fee	\$35.00	Fee
Staff Time (unless otherwise indicated)	\$60.00 per hour	Fee
Records Request	\$40.00 per hr after the 1 st hr & material	Fee
Copying/Printing – Letter Size	25¢ per page	Fee
Copying/Printing – Ledger Size	\$1.00 per page	Fee
Copying/Printing – 24” x 36”	\$25.00 per page B&W \$45.00 per page Color	
Copy of Zoning Code	\$ 20.00 per copy	Fee
Copy of Subdivision Code	\$10.00 per copy	Fee
Send Fax – 1-2 Pages (No International)	\$2.00 per request	Fee
Send Fax – 3-5 Pages (No International)	\$4.00 per request	Fee
Send Fax – 6-10 Pages (No International)	\$6.00 per request	Fee
Send Fax – 11-20 Pages (No International)	\$10.00 per request	Fee
Motorized Equipment	\$150.00 per hour	Fee
Road Material (Road base/asphalt, etc.)	Cost per ton plus Equip & Staff per request	Fee
Other Materials (Acetylene, etc.)	Cost plus Equip & Staff per request	Fee
Fuel Surcharge	10% of sale	Fee
Business Licenses		
Fixed Business License (Half if purchased between 1/1 - 6/30)	\$165.00 per license	Fee
Fixed Business with Liquor License	\$187.00 per license	Fee
Non-Fixed Business License (Half if purchased between 1/1 – 6/30)	\$82.50 per license	Fee
Transient Merchant License	\$15.00 per license	Fee
Animal Drawn Vehicle License	\$50.00 per license	Fee
Sign Permit Application	\$ 25.00 per permit	Fee
Appeal to a denied Sign Permit Application	\$50.00 per appeal	Fee
Building Permit & Grading Permit Applications		
Building Permit		
Demolition	\$25.00 per permit	Fee
All other permits	See Grand County Building Dept	Fee
Appeal to a Denied Building Permit Application	\$ 300.00 per appeal	Fee
Grading Permit – General	\$ 50.00 per permit	Fee
Grading Permit – Engineered	\$ 100.00 per permit	Fee
Appeal to a Denied Grading Permit Application	\$75.00 per appeal	Fee

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TOWN OF GRAND LAKE FEE AND DEPOSIT SCHEDULE

Section 4, Item E.

Updated 9/23/24

TYPE OF FEE/DEPOSIT	AMOUNT	TYPE
Land Use Applications		
Land Use Applications		
Major Subdivision Request	\$ 1,750.00 per request	Deposit
Minor Subdivision Request	\$ 800.00 per request	Deposit
Plat or Plan Amendment Request	\$ 600.00 per request	Deposit
Redevelopment Request	\$ 300.00 per request	Deposit
Land Use Development Variances	\$ 600.00 per request	Deposit
Annexation Request	\$ 1,750.00 per request	Deposit
Rezoning Request	\$ 600.00 per request	Fee
Building Permit Change	\$ 100.00 per request	Fee
Special Use Permit Application	\$ 250.00 per request	Deposit
Conditional Use Permit Application (Except: Nightly Rental)	\$ 300.00 per request	Deposit
Nightly Rental License	\$ 600.00 per license (1-4 occupancy) \$ 750.00 per license (5-8 occupancy) \$ 900.00 per license (8+ occupancy)	Fee
Nightly Rental Application Fee	\$ Per application \$165	Fee
Variance Request Application – Zoning	\$ 350.00 per request	Deposit
Variance Request Application – Zoning (Limited to: Setbacks, Min. Area, Max. Bldg Ht, & Min. Lot Frontage)	\$ 350.00 per request	Fee
Variance Request Application – Design Standards	\$ 100.00 per request	Deposit
Variance Request Application – Stream and Lake Setbacks	\$ 325.00 per request	Deposit
Appeal to a Denied Application	\$ 100.00 per request	Fee
Off-Street Parking Fee in Lieu	\$ 20,000.00 per space	Fee
Lot Line Consolidation	\$ 250.00 each	Deposit
Change to Non-Conforming Uses/Structure Requests	\$ 100.00 per request	Fee
Municipal Property Applications		
Right-of-Way Permit Application	\$ 100.00 per permit	Fee
Public Property Encroachment License Application	\$ 350.00 per application	Deposit
Major Encroachment License	\$100.00 per license	Fee
Minor Encroachment Agreement	\$ 50.00 per agreement	Fee
Special Event Permit Application – new events only	\$250.00	Deposit
Special Event Permit (Damage Deposit)	\$ 250.00 per permit (+ credit card on file)	Deposit
Special Event Liquor License	\$ Case by Case	Fee
Variance Request Application - Street Standards	\$ 300.00 per application	Deposit
Right-of-Way Vacation Application	\$ 300.00 per application	Deposit
Boardwalk Fee in Lieu	\$150.00 per linear foot	Fee
Boardwalk Merchandise Permit (Annual) (Excludes News Racks – N/C)	\$ 25.00 per permit	Fee
Greenway Application New app required for any additions	\$ 20.00 per application	Fee
Appeal to a Denied Greenway Application	\$ 50.00 per request	Fee

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TOWN OF GRAND LAKE FEE AND DEPOSIT SCHEDULE

Section 4, Item E.

Updated 9/23/24

TYPE OF FEE/DEPOSIT	AMOUNT	TYPE
Water Service Availability and Usage		
In-Town Plant Investment (TAP) – 3/4" Service Line	\$6,500.00 per line	Fee
Out-of-Town Plant Investment (TAP) – 3/4" Service Line	\$13,000.00 per line	Fee
In-Town Plant Investment (TAP) – 1" Service Line	\$13,000.00 per line	Fee
Out-of-Town Plant Investment (TAP) – 1" Service Line	\$26,000.00 per line	Fee
In-Town Plant Investment (TAP) – 1 1/2" Service Line	\$26,000.00 per line	Fee
Out-of-Town Plant Investment (TAP) – 1 1/2" Service Line	\$52,000.00 per line	Fee
In-Town Plant Investment (TAP) – 2" Service Line	\$52,000.00 per line	Fee
Out-of-Town Plant Investment (TAP) – 2" Service Line	\$104,000.00 per line	Fee
In-Town Plant Investment (TAP) – 3" Service Line	\$104,000.00 per line	Fee
Out-of-Town Plant Investment (Tap) – 3" Service Line	\$208,000.00 per line	Fee
In-Town Plant Investment (TAP) – 4" Service Line	\$208,000.00 per line	Fee
Out-of-Town Plant Investment (Tap) – 4" Service Line	\$416,000.00 per line	Fee
In-Town Water Service Availability Rate "Based on Board of Trustees review and approval, increases 6% annually".	\$147 per quarter for up to 27,000 gallons of water used and \$2.00 per 1,000 gallons of water used over 27,000 gallons.	Fee
Out-of-Town Water Service Availability Rate	\$294 per quarter for up to 27,000 gallons of water used and \$4.00 per 1,000 gallons of water used over 27,000 gallons.	Fee
Water (Stop/Restart) Service Charge	\$25.00 per charge	Fee
Late Payment Charges (Over 30 Days Late)	\$25.00 per billing cycle	Fee
Disconnect for Non-Payment (Due before reconnect)	\$100.00 per disconnect	Deposit
Reconnect by Town Personnel	\$100.00 per hour (with a 2-hour minimum)	Fee
Reconnect by Private Contractor Hired by Town	Actual cost plus \$200.00 per reconnect	Fee
Water Supply Protection Permit	\$300.00 per permit	Fee
Bulk Water		
One time Permit (Up to 300 gallons)	\$25.00 per permit	Fee
Monthly Permit (Up to 9000 gallons)	\$50.00 per permit	Fee
Monthly Permit (Per 1000 gallons over 9000)	\$4.00 per permit	Fee
Monthly Permit – Additional Truck	\$10.00 each per permit	Fee
Water Well Permit Fee	\$250.00 per permit	Fee
Water Certification Fee	\$10.00 or 10%	Fee

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TOWN OF GRAND LAKE FEE AND DEPOSIT SCHEDULE
Updated 9/23/24

Section 4, Item E.

TYPE OF FEE/DEPOSIT	AMOUNT	TYPE
Use of Town Facilities		
Community House		
Key Deposit	\$50.00	Deposit
Damage and Cleaning Deposit	\$500.00 (+ credit card on file)	Deposit
Government/Non-Profits/Special Dist.	\$300.00	Fee
Private Function or Pecuniary Event	\$600.00	Fee
Private Use of AV Equipment	\$200.00	Fee
Additional Use of Kitchen	\$100.00	Fee
Heckert Pavilion		
Government/Non-Profits/Special Dist.	\$20.00 per hour	Fee
Private Function or Pecuniary Event	\$30.00 per hour	Fee
Electricity Use	\$25.00 per use	Fee
Lakefront Park (Upper and Lower) Picnic Shelter		
Electricity Use	\$25.00 per use	Fee
Government/Non-Profits/Special Dist.	\$20.00 per hour	Fee
Private Function or Pecuniary Event	\$30.00 per hour	Fee
Gazebo in Town Park	\$10 Non-Profit \$20 Private	Fee
Electricity Use	\$25.00 per use	Fee
Grand Lake Center Auditorium		
Non-resident	\$100 per hour	Fee
Resident	\$75 per hour	Fee
Non-profit	\$50 per hour	Fee
Cleaning fee required for parties over 100 people	\$150	Fee
Deposit	\$500	Deposit
Grand Lake Center Meeting Rooms (2)		
Non-resident	\$25 per hour	Fee
Resident	\$20	Fee
Non-profit	\$15	Fee
Deposit	\$50	Deposit
Grand Lake Center Double Room		
Non-resident	\$50	Fee
Resident	\$40	Fee
Non-profit	\$30	Fee
Grand Lake Center Additional add-ons		
Ceiling drapes (auditorium only)	\$200	Fee
Carpet Squares (auditorium only)	\$200	Fee
Key card (after-hours access)	\$10	Fee
Electronic Grand Piano	\$25	Fee
Projector	\$15	Fee
Speakers/microphone	\$25	Fee

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TOWN OF GRAND LAKE FEE AND DEPOSIT SCHEDULE

Section 4, Item E.

Updated 9/23/24

EV Charging Station		
EV Charging Station – Level 2	\$1.00/Hour	Fee
EV Charging Station – DC Fast	\$0.42/ kwh	Fee
EV Charging Station – DC Fast overtime	\$60.00 / hr	Fee
Cemetery Fees		
Traditional Perpetual Care Fee	\$750.00	Fee
Cremation Perpetual Care Fee	\$500.00	Fee
Reservation Fee Refundable.	\$50.00	Fee
Headstone Deposit	\$250.00	Deposit
Traditional Excavation	\$1,200.00	Fee
Cremation Excavation	\$175.00	Fee
Judicial Proceedings		
Appeal to Administrative Enforcement Citation	\$150.00 (if citation is upheld)	Fee
Municipal Court	As determined by Municipal Judge	Fee
Marijuana Licensing Fees		
Lottery Phase Application	\$4,000.00	Fee
License Phase Application	\$3,000.00	Fee
Annual Renewal	\$2,000.00	Fee
Transfer of Ownership	\$1,000.00	Fee

Grand Lake Center Fees			
	Non-Resident	Resident	
Annual Membership 2 Adults	\$720	\$600	Fee
6 Month Membership 2 Adults	\$440	\$350	Fee
Annual Single Membership	\$420	\$320	Fee
6 Month Membership	\$250	\$200	Fee
3 Month Membership	\$140	\$100	Fee
1 Month Membership	\$55	\$40	Fee
Daily Drop-In Adult	\$10		Fee
Daily Drop In – Senior/Military/Youth 14-17	\$7		Fee
3 Pass Punch Card	\$25		Fee
5 Pass Punch Card	\$40		Fee
10 Pass Punch Card	\$70		Fee
Daily Drop In Gymnasium Rec Activities	\$5		Fee
Month Unlimited Gymnasium Rec Activities	\$30		Fee
10 Punch Pass Gymnasium Rec Activities	\$40		Fee
Golf Simulator Per Person Per Hour	\$10		Fee
Annal Golf Simulator Unlimited	\$260		Fee
Pay – As – You – Throw (PAYT) Program			
Small Bag- 25 gal. (Blue)	\$5.00 per bag		Fee
Big Bag- 40 gal. (Green)	\$8.00 per bag		Fee

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1026 Park Ave · PO Box 99
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Town of Grand Lake Pay/Salary Grades and Job Classifications – January 22, 2024

<u>Salary Grade</u>	<u>Job Title</u>	<u>Range Minimum</u>	<u>Range Maximum</u>
500		\$102,823	\$171,840
	Town Manger (e)	\$49.43	\$82.62
400		\$74,693	\$134,800
	Treasurer (e)	\$35.91	\$64.81
	Public Works Director (e)		
	Water Superintendent		
	Community Development Director (e)		
	Clerk (e)		
350		\$58,240	\$87,360
	Planner (e)	\$28.00	\$42.00
	Asst. PW Director		
	Community Engagement Manager (e)		
300		\$41,100	\$72,800
	Marina Director (e)*	\$26.00	\$35.00
250		\$45,760	\$76,960
	PW Operator I	\$22.00	\$37.00
	PW Mechanic		
	Water Operator I		
	GLC Manager		
	Code Enforcement Officer		
	Bookkeeper		
200		\$43,680	\$66,560
	PW Operator II	\$21.00	\$32.00
	Water Operator II		
	Administrative Assistant		
	Parks Maintenance		
	Events Manager		
100		\$14.42	\$25.00
	Seasonal Marina Employee		



GRAND LAKE BOARD OF TRUSTEES WORKSHOP AND MEETING MINUTES

Monday, September 23, 2024, at 6:00 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*

A. Call to Order

The regular meeting of the Board of Trustees was called to order by Mayor Kudron at 7:08 P.M. in the Town Hall Board Room.

B. Pledge of Allegiance

Mayor Kudron led everyone in reciting the Pledge of Allegiance.

C. Announcements

Mayor Kudron announced that on Sunday, September 22nd he received a letter of resignation (dated Thursday, September 19th) from the Town Manager, Guy Patterson. On behalf of the board, he did ask Mr. Patterson for his resignation. We were prepared to have a personnel hearing this evening to discuss further action, but that will have some different implications today.

D. Roll Call

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

Mayor Pro-Tem Bergquist made a motion to excuse Trustee Schoenherr from the workshop and evening meeting. Trustee Sobon seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

E. Conflicts of Interest

None.

F. Public Comments (Limited to 3 Minutes)

None.

G. Consent Agenda

1. Meeting Minutes- September 9, 2024

2. Accounts Payable- September 23, 2024

Trustee Arntson made a motion to approve the consent agenda. Trustee Miller seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

H. Financial Review

1. July Sales Tax & August Financial Reports

Presented by Town Treasurer, Fawkes.

I. Items of Discussion

1. Consideration to Approve an Agreement for the Provision of Limited Professional Services Between the Town of Grand Lake and Miller & Associates Consulting Engineers, P.C.

Presented by Town Water Superintendent, Johnson.

Mayor Pro-Tem Bergquist motion to approve the agreement for the provision of limited professional services between the Town of Grand Lake and Miller & Associates Consulting Engineers, P.C. Trustee Causseaux seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

2. PR Painting- Holiday Lights

Presented by Patrick Rhea from PR Painting.

Town Attorney Krob advised the Town Board that the town is going to need something in writing for the business owners, an indemnification from the vendor, as well as insurance so if there is damage done to any properties if this is going to be a town project, that the town would be protected from that. Some discussion was had about two years, it would need to be subject to annual appropriation under TABOR. We would also want something that is clear that if the property owner does not want to continue with the program, the lighting would be removed. There is nothing there that can't be worked out, but recommend the motion be subject to negotiation for an agreement that's acceptable to the Board.

Mayor Pro-Tem Bergquist made a motion to add private businesses at \$500.00 per business and to add other trees to complete Gene Stover Park. Trustee Causseaux seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

3. Consideration of Resolution 57-2024, a Resolution Setting Certain Fees for the Grand Arts Council's Special Event, "Comedy Night"

Presented by Town Clerk, Carrell.

Alan Walker, 13132 US Hwy 34- present on behalf of the Grand Arts Council.

Trustee Sobon made a motion to approve Resolution 57-2024, a resolution setting certain fees for the Grand Arts Council's special event, "Comedy Night". Trustee Causseaux seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

4. Consideration of Resolution 58-2024, a Resolution Setting Certain Fees for the Grand Arts Council's, "Comedy Night", for a Special Event Liquor Permit

Presented by Town Clerk, Carrell.

Mayor Kudron opened the public hearing.

Alan Walker, 13132 US Hwy 34- present on behalf of the Grand Arts Council.

No public comment was made.

Mayor Kudron closed the public hearing.

Trustee Causseaux made a motion to approve the special event liquor permit application and Resolution 58-2024, a resolution setting certain fees for the Grand Arts Council's, "Comedy Night", for a special event liquor permit. Trustee Arntson seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

5. Consideration of Resolution 59-2024, an Amendment to the Annexation Agreement of the Genette Simpkins RLT for the Love Parcel

Presented by Town Community Development Director, White.

Trustee Sobon made a motion to approve Resolution 59-2024, an amendment to the annexation agreement of the Genette Simpkins RLT for the Love Parcel. Trustee Miller seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

6. Consideration of Resolution 60-2024, Regarding Celebration of Life for Mr. Greg Barnes

Presented by Mayor, Kudron.

Dustin Barnes was present on behalf of the Barnes family.

7. Consideration of Resolution 61-2024, a Resolution to Adopt the Grand Lake Stormwater Management Plan

Presented by Town Community Development Director, White.

Trustee Causseaux made a motion to approve Resolution 61-2024, a resolution to adopt the Grand Lake Stormwater Management Plan. Trustee Sobon seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

8. Consideration of Resolution 62-2024, to Adopt the Small Housing Innovation Program Pre-Development Report

Presented by Town Community Development Director, White.

Trustee Causseaux made a motion to approve Resolution 62-2024, a resolution to adopt the Small Housing Innovation Program Pre-Development Report. Mayor Pro-Tem Bergquist seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

9. Consideration of Ordinance Number 07-2024, an Ordinance Amending Town Code Section 12-7-6 and Adopting a Dark Sky Lighting Management Plan by Reference

Presented by Town Community Development Director, White.

Trustee Causseaux made a motion to approve Ordinance 07-2024, amending Town Code section 12-7-6 and adopting a Dark Sky Lighting Management Plan by reference. Mayor Pro-Tem Bergquist seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

10. Consideration of Attorney RFP

Trustee Arntson made a motion for Krob Law Firm to continue representing the Town of Grand Lake. Trustee Causseaux seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

J. Future Items for Consideration

- Space to Create Contracts
- Updated GCSO & Chamber of Commerce Contract
- Staff Coaching/Mentoring
- AeroLab Update

K. Mayor's Report

It's been an interesting couple of weeks and we are working diligently to ensure this town, the town's businesses and most importantly the people of the town trust us as a Board, not only to manage how we as a Board operate the future, but that we also bring in the right people that lead our team and that our team members are given every opportunity to succeed. At an executive session two weeks ago, we came out of that and affirmed that the allegations against our staff member had not enough merit to take further action. Also, during that time, we heard testimony from the manager, and we offered testimony back to the manager. After a week it became obvious that the manager's decision and the way they managed was not acceptable. A decision was reached with the Board and a conversation was had with our Town Attorney and proceeded on the 16th to ask for Mr. Patterson's resignation or that we would move forward with a personnel hearing on the charge of mismanagement of staff. The executive session that is posted was if we didn't receive Mr.

Patterson’s resignation because we have received his resignation, this Board is open to accept that resignation.

Mayor Pro-Tem Bergquist made a motion to accept Guy Patterson’s resignation. Trustee Sobon seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

Mayor Pro-Tem Berquist made a motion directing Staff to accept the termination as of today, September 23rd and complete necessary steps for termination. Trustee Sobon seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

Mayor Pro-Tem Berquist made a motion to recommend Mayor Kudron as the Interim Town Manager at \$75.00 an hour. Trustee Sobon seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

L. EXECUTIVE SESSION PURSUANT TO SECTION 24-6-402(4)(f) C.R.S., TO DISCUSS A PERSONNEL MATTER RELATED TO THE PERFORMANCE OF THE TOWN MANAGER AND SECTION 24-6-402(4)(b), C.R.S., TO CONFER WITH THE TOWN ATTORNEY ON SPECIFIC LEGAL QUESTIONS RELATED TO THE TOWN MANAGER’S CONTRACT AND EMPLOYMENT.

M. Adjourn Meeting

Mayor Pro-Tem Bergquist made a motion to adjourn the meeting. Trustee Causseaux seconded the motion. Town Clerk Carrell called the vote:

Mayor Kudron	Aye
Mayor Pro-Tem Bergquist	Aye
Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Schoenherr	Absent
Trustee Sobon	Aye

This meeting of the Board of Trustees was adjourned at 10:15 PM.

(Attest)

Alayna Carrell, Town Clerk

Stephan Kudron, Mayor



Request for Board Action

Meeting Date: 9/23/2024

<p>Department: Treasurer</p>	<p>Presenter: Fawkes</p>
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ITEM:

Consideration to approve Accounts Payable

BACKGROUND:

At every Board meeting, the Town Board of Trustees approves the accounts payable.

FISCAL NOTE

All documents were emailed to Trustees for review on Thursday, October 10, 2024.

STAFF RECOMMENDATION

Approve

SUGGESTED MOTIONS

I make a motion to approve/(deny) the accounts payable for October 14, 2024



1026 Park Ave · PO Box 99
Grand Lake, CO 80447
970-627-3435
www.townofgrandlake.com

To: Mayor Kudron and the Grand Lake Board of Trustees
From: Heike Fawkes, Treasurer
Re: Approval for Colorado Aerolab Funds for After-School Programming
Date: October 14, 2024

Background

Elain from Colorado Aerolab would like to seek your approval for a funding allocation of \$35,000 to support their after-school programming initiative. This initiative plays a crucial role in providing essential educational and enrichment services to the youth in our community.

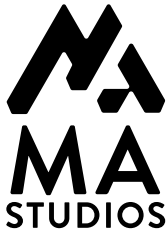
CO Aerolab has submitted a payment of \$35,000 to cover the rent for the summer camp facilities, resulting in a financial wash for our organization. This arrangement supports a valuable community resource.

By supporting CO Aerolab, we are investing in programs that directly benefit our local families. These services are especially vital for working families who rely on after-school care and enrichment to support their children's academic and personal growth.

Motion

If the Board of Trustees desires to approve this request it may do so by approving the following motion.

I move to approve Colorado Aerolab's request for \$35,000 for funding for the After-School Programming.



October 8, 2024
Town of Grand Lake
c/o Mayor Steve Kudron
1026 Park Ave. / PO Box 99
Grand Lake, CO 80447
steve@fogl.com
970-408-0448 Mbl.

RE: Letter of Agreement for Architectural Services
TOGL Attainable Housing Project
Parcel Number: 119305214001
Site Address: 1128 Park Ave.
Legal Summary Subd: GRAND LAKE Lot: 1 - 4 Block: 3

Dear Mayor Kudron:

MA Studios-AIA is pleased to submit this Letter of Agreement to provide architectural services related to the above referenced property. The purpose of this letter is to define the scope of work and the associated compensation.

PROJECT SCOPE

MA Studios - AIA understands you are requesting professional architectural services related a workforce housing project to include approximately 20 units located on property owned by the Town of Grand Lake (TOGL). Our Team will include Structural Engineers, Mechanical, Electrical & Plumbing Engineers, Civil Engineers, Building envelope / Water Proofing engineers and sound attenuation engineers. We will also coordinate with pre-fabrication / panelization companies as necessary. MA assumes the following design schedule for the project:

Owner/Architect Agreement signed – 2024-10-14
Schematic Design Completed (SD) – 2024-12-23
Design Development Completed (DD) – 2025-03-21
Construction Documents Completed (CD)– 2025-07-25

SERVICES NOT INCLUDED

Assessment of hazardous materials
Detailed Cost Estimating
Geo-Tech reports

COMPENSATION

Architectural and Engineering services fees are as follows:

*An estimated lump sum fee of **\$595,000.00** billed per phase / percentage completion of each phase. MA will solicit consultant fees after SD has been completed and approved by the Owner. These fees are only estimated in the fee above.
(* MA will present a Standard form AIA Agreement between the Architect and Owner document after this agreement letter has been accepted)*

REIMBURSABLE EXPENSES

Expenses attributable to your project are in addition to the compensation and will be invoiced as a Reimbursable Expense at 1.10 times the item's expense. Expenses may include:

- a. Drawing Reproduction/Photographic Reproduction
- b. Copying
- c. Supplies
- d. Mailing/Express Mail
- e. Agency reviews and fees
- f. Other, approved, miscellaneous expenses required by the project

We estimate reimbursable expenses will not exceed \$3,000.00. We will only invoice for expenses incurred in the interest of the project and will provide back-up receipts with our invoicing as required. Any monies remaining within this estimate at the completion of the project will be returned to the client in full.

Please review this Letter of Agreement and if all is in order, return an executed original for our file. If you have any questions, do not hesitate to contact me directly.

Thank you for considering MA Studios for your project.

My best,



J. Scott Munn-AIA | NCARB
Principal

AUTHORIZATION TO PROCEED:

Mayor Steve Kudron – Town of Grand Lake

Date

AGREEMENT FOR PROFESSIONAL SERVICES

THIS IS AN AGREEMENT made as of October 09, 2024, between the Town of Grand Lake, Colorado, with an address of 1026 Park Avenue, Grand Lake, CO 80447 (OWNER) and Ayres Associates Inc, with a Colorado address of 3665 John F Kennedy Parkway, Building 2, Suite 100, Fort Collins, CO 80525 (CONSULTANT).

OWNER intends to retain CONSULTANT for professional services for On-Call Planning Services, as described in Attachment A (hereinafter called the Project).


OWNER and CONSULTANT agree to performance of professional services by CONSULTANT and payment for those services by OWNER as set forth below.

The following Attachments are attached to and made a part of this Agreement.

- Attachment A - Scope of Services, consisting of 1 page
- Attachment B - Period of Services, consisting of 1 page
- Attachment C - Compensation and Payments, consisting of 3 pages (with Appendix A – Rates)
- Attachment D - Terms and Conditions, consisting of 3 pages
- Attachment E - Insurance, consisting of 2 pages

This Agreement (consisting of 1 page), together with the Attachments identified above, constitute the entire agreement between the OWNER and CONSULTANT and supersede all prior written or oral understandings. This Agreement and said Attachments may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first written above.

Town of Grand Lake, Colorado		Ayres Associates Inc	
OWNER		CONSULTANT	
	(Signature)		
Steve Kudron	(Typed Name)	Matthew J. Ashby	
Mayor and Interim Town Manager	(Title)	Vice President of Development Services	
	(Date)	October 09, 2024	

ATTACHMENT A - SCOPE OF SERVICES

This is an attachment to the Agreement dated October 09, 2024, between the Town of Grand Lake (OWNER) and Ayres Associates Inc (CONSULTANT).

ARTICLE 1 - BASIC SERVICES

1.1 General

1.1.1 CONSULTANT shall provide professional services for OWNER in all phases of the Project to which this Agreement applies. These services will include serving as OWNER's professional representative for the Project, providing professional consultation and advice, and performing the duties and responsibilities of CONSULTANT as provided below.

1.2 On-Call Professional Services

In general, the CONSULTANT is expected to provide on-call planning services for three focus roles to assist the OWNER on an interim basis due to staff shortages. The OWNER and CONSULTANT's representatives agree to work together to determine final logistics as work commences. Communication will be conducted via email, phone, and virtual or in-person meetings as needed, with response times within 1-2 business days.

1.2.1 Temporary Permit Technician Support Role.

The CONSULTANT shall provide assistance through the end of the calendar year or until a full-time Permit Technician is hired by the OWNER, whichever occurs first. Responsibilities under this role may include:

- Conducting completeness checks as part of an applicant's permit submittal through the CloudPermit system.
- Processing and reviewing permits through the CloudPermit system, focused on compliance with zoning and land use regulations.

It is acknowledged by both parties that the Grand County Building Department completes permit review, issuance, and project approval for the OWNER. At this time, it is not anticipated that the CONSULTANT will need to provide in-person office staffing for this role. If it becomes apparent that in-person office staffing is needed by the OWNER, the parties will work to coordinate the best service delivery to meet the needs of the community.

1.2.2 Development Review Support Role.

The CONSULTANT shall assist the OWNER with the following tasks:

- Analyzing development projects for compliance with the Town's adopted Community Plans available on the OWNER's website, including the 2020 Comprehensive Plan, Streetscape Master Plan, DarkSky Lighting Management Plan, and the Strategic Trails Plan.
- Reviewing projects for compliance with the Land Use Regulations found in Chapter 12 of the Municipal Code.
- Coordinating with the OWNER's representative to produce appropriate notification requirements for projects requiring a public meeting.

- Preparing staff reports for public hearings and meetings before the Planning Commission and Board of Trustees.
- Attending meetings virtually or in-person to present or discuss projects as needed.

The CONSULTANT will use Microsoft products and Adobe Acrobat to complete reviews and deliverables for the Owner. The parties acknowledge there may be instances where in-person site visits and meetings may be necessary to provide the level of services needed. In such situations, the CONSULTANT will coordinate with the OWNER to determine the appropriate level of travel to the community.

1.2.3 Technical Support Role.

The CONSULTANT is available to provide technical support to the OWNER, which may include:

- Advisory services across various specialties such as Community Planning, Economic Development, Landscape Architecture, Environmental Planning and Engineering, and Transportation.
- Specialty projects or studies as requested by the OWNER. No specific projects have been identified at this time.

ARTICLE 2 - ADDITIONAL SERVICES

No additional services have been identified at this time. In such event that the OWNER requests additional services, the CONSULTANT will provide a cost estimate and/or billing rates if different than those provided herein.

ARTICLE 3 - OWNER'S RESPONSIBILITIES

OWNER shall do the following in a timely manner so as not to delay the services of CONSULTANT.

- Designate a person to act as the OWNER's representative.
- Provide all guiding documents and criteria as to OWNER's requirements.
- Place at CONSULTANT's disposal all available pertinent information, including necessary login credentials for the CloudPermit system.
- Arrange for appropriate access for CONSULTANT to enter upon public and private property as required under this Agreement.
- Assist in furnishing appropriate contact information as well as comments and approvals from all governmental entities having jurisdiction over the Project and such approvals and consents from other development project reviewers as may be necessary for completion of the Project.

Recognizing and acknowledging that CONSULTANT'S services and expertise do not include the following services, provide, as required for the Project (1) Accounting, bond and financial advisory (including, if applicable, "municipal advisor" services as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) and the municipal advisor registration rules issued by the Securities and Exchange Commission), independent cost estimating, and insurance counseling services; and (2) Legal services with regard to issues pertaining to the Project as OWNER requires or CONSULTANT reasonably requests.

ATTACHMENT B - PERIOD OF SERVICES

This is an attachment to the Agreement dated October 09, 2024, between the Town of Grand Lake (OWNER) and Ayres Associates Inc (CONSULTANT).

ARTICLE 4 - PERIOD OF SERVICES

4.1 The period of services shall extend through December 31, 2024.

4.2 The period of services may be extended by the OWNER, in writing.

4.3 OWNER shall be liable for all costs and damages incurred by CONSULTANT for delays caused in whole or in part by OWNER's interference with CONSULTANT's ability to provide services, including, but not limited to, OWNER's failure to provide specified facilities or information, or if CONSULTANT's services are extended by OWNER's actions or inactions for more than ninety days. OWNER agrees to indemnify and hold CONSULTANT harmless for any delays caused by OWNER. If delays are caused by unpredictable occurrences including, without limitation, terrorism, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of material or services, process shutdowns, acts of God or the public enemy, or acts or regulations of any governmental agency, the costs for services and schedule commitments shall be considered no fault of CONSULTANT and OWNER and will be re-evaluated by both parties to determine a reasonable solution, as warranted.

ATTACHMENT C - COMPENSATION AND PAYMENTS

This is an attachment to the Agreement dated October 09, 2024, between the Town of Grand Lake (OWNER) and Ayres Associates Inc (CONSULTANT).

ARTICLE 5 - COMPENSATION AND PAYMENTS

5.1 Compensation for Services and Expenses

5.1.1 Basic Services. OWNER shall pay CONSULTANT for Basic Services set forth in Attachment A, as follows:

5.1.1.1 An amount equal to the cumulative hours charged to the Project by each class of CONSULTANT's employees times Standard Hourly Rates for each applicable billing class for all services performed on the Project, plus Reimbursable Expenses and charges of CONSULTANT's independent professional associates and subconsultants, if any.

5.1.1.2 CONSULTANT's Standard Hourly Rates Schedule is attached to this Attachment C as Appendix 1, respectively.

5.1.2 Reimbursable Expenses. OWNER shall pay CONSULTANT for all Reimbursable Expenses incurred in connection with services. Such reimbursable expenses are at cost and mileage calculated at the current IRS rate at the time of the travel.

5.1.3 Amounts Billed. The amounts billed for CONSULTANT's services will be based on the cumulative hours charged to the Project during the billing period by each class of CONSULTANT's employees times Standard Hourly Rates for each applicable billing class, plus Reimbursable Expenses and charges of CONSULTANT's independent professional associates and subconsultants.

5.1.4 Annual Adjustments. The Standard Hourly Rates and Reimbursements may be adjusted annually (as of January). A separate Reimbursable Expenses Schedule is available upon request by the OWNER, and will be adjusted annually (as of May) to reflect equitable changes in the compensation payable to CONSULTANT.

5.1.5 Other Provisions Concerning Compensation

5.1.5.1 Charges of CONSULTANT's Independent Professional Associates and Subconsultants. Whenever CONSULTANT is entitled to compensation for the charges of CONSULTANT's independent professional associates and subconsultants, those charges shall be the amounts billed to CONSULTANT.

5.1.5.2 Factors. The factors for external Reimbursable Expenses and CONSULTANT's independent professional associates and subconsultants include CONSULTANT's overhead and profit associated with CONSULTANT's responsibility for the administration of such services and costs.

5.1.5.3 Records. Records pertinent to CONSULTANT's compensation will be kept in accordance with generally accepted accounting practices. To the extent necessary to verify CONSULTANT's charges and upon OWNER's timely request, CONSULTANT shall make copies of such records available to OWNER at cost.

5.2 Payments

5.2.1 Times of Payments. CONSULTANT shall submit monthly invoices for Basic Services rendered and for Reimbursable Expenses incurred. OWNER shall make prompt monthly payments in response to

CONSULTANT's invoices within thirty (30) days of receipt of an invoice subject to the total invoicing not exceeding the total compensation.

5.2.2 Failure to Pay. If OWNER fails to make any payment due CONSULTANT for services and expenses within thirty days after receipt of CONSULTANT's invoices, the amounts due CONSULTANT will be increased at the rate of 1-1/2% per month (18% A.P.R.), or the maximum rate of interest permitted by law, if less, from said thirtieth day, and in addition, CONSULTANT may, after giving seven days' written notice to OWNER, suspend services under this Agreement until CONSULTANT has been paid in full all amounts due for services and expenses.

5.2.3 Payments Upon Termination. In the event of termination by OWNER, under Attachment D, CONSULTANT will be entitled to invoice OWNER and to receive full payment for all services performed or furnished and all Reimbursable Expenses incurred through the effective date of termination. In the event of termination by OWNER for convenience or by CONSULTANT for cause, CONSULTANT also shall be entitled to invoice OWNER and to payment of a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of terminating contracts with CONSULTANT's independent professional associates and subconsultants, and other related close-out costs, using methods and rates for Additional Services as set forth in this Attachment C. Termination by the Town for convenience will result in additional costs.

5.2.4 Payments for Taxes Assessed on Services. The amount of any excise, value-added, gross receipts, or sales taxes that may be imposed on payments shall be added to the compensation as determined above.

5.2.5 Deductions or Offsets. No deductions or offsets shall be made from CONSULTANT's compensation or expenses on account of any setoffs or back charges.

5.3 Definitions

5.3.1 Reimbursable Expenses. Reimbursable Expenses mean the actual expenses incurred by CONSULTANT, directly or indirectly in connection with the Project, such as expenses for: transportation and subsistence incidental thereto; obtaining bids or proposals from Contractor(s); providing and maintaining field office facilities including furnishings and utilities; subsistence and transportation of Resident Project Representatives and their assistants; toll telephone calls and mobile phone charges; facsimile transmissions; expenses incurred for computer time, survey and testing instruments, and other highly specialized equipment; and reproduction of reports, Drawings, Specifications, Bidding Documents, and similar Project-related items.

APPENDIX 1 STANDARD HOURLY RATES AND REIMBURSEMENTS

AYRES DEVELOPMENT SERVICES	
Billing Category	2024 Hourly Rates
Senior Specialist I - IV	\$220 - \$250
Senior Professional I - IV	\$175 - \$210
Project Manager I - IV	\$150 - \$165
Project Professional I - V	\$125 - \$145
CAD Designer I - II	\$120 - \$135
Junior Professional I - V	\$92 - \$120
Technician I - IV	\$86 - \$110
Administrator / Accounting	\$86 - \$105
Administrative Assistant / Intern	\$78 - \$92

Reimbursements are at cost, unless otherwise specified and agreed to in writing. Mileage is calculated at the IRS rate per mile in effect at the time of travel.

ATTACHMENT D - TERMS AND CONDITIONS

This is an attachment to the Agreement dated October 09, 2024, between the Town of Grand Lake (OWNER) and Ayres Associates Inc (CONSULTANT).

ARTICLE 6 - GENERAL CONSIDERATIONS

6.1 Standard of Performance

The standard of care for all professional services performed or furnished by CONSULTANT under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. CONSULTANT does not make any warranty or guarantee, expressed or implied, nor is this Agreement or contract subject to the provisions of any uniform commercial code. Similarly, CONSULTANT will not accept those terms and conditions offered by OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

6.2 Reuse of Documents

All documents including Drawings and Specifications prepared or furnished by CONSULTANT (and independent professional associates and subconsultants) pursuant to this Agreement are instruments of service and CONSULTANT shall retain an ownership and property interest therein whether or not the Project is completed. OWNER may make and retain copies for information and reference in connection with use and occupancy of the Project by OWNER and others; however, such documents are not intended or represented to be suitable for reuse by OWNER or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by CONSULTANT for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to CONSULTANT, or to independent professional associates or subconsultants, and OWNER shall indemnify and hold harmless CONSULTANT and independent professional associates and subconsultants from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle CONSULTANT to further compensation at rates to be agreed upon by OWNER and CONSULTANT. Both Consultant and Owner (the Town) should have ownership rights to the products.

6.3 Electronic Files

6.3.1 OWNER and CONSULTANT agree that any electronic files furnished by either party shall conform to the specifications agreed to at the time this Agreement is executed and listed elsewhere. Any changes to the electronic specifications by either OWNER or CONSULTANT are subject to review and acceptance by the other party. Additional services by CONSULTANT made necessary by changes to the electronic file specifications shall be compensated for as Additional Services.

6.3.2 Electronic files furnished by either party shall be subject to an acceptance period of 60 days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files.

6.3.3 OWNER is aware that differences may exist between the electronic files delivered and the printed hard-copy documents. In the event of a conflict between the hard-copy documents prepared by CONSULTANT and electronic files, the hard-copy documents shall govern.

6.4 Insurance

CONSULTANT shall procure and maintain insurance for protection from claims under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims or damages because of injury to or destruction of property including loss of use resulting therefrom. Requirements for insurance are amended and supplemented as indicated in Attachment E.

6.5 Termination

The obligation to provide further services under this Agreement may be terminated by either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

6.6 Controlling Law

This Agreement is to be governed by the law of the place of business of CONSULTANT at the address hereinbefore stated.

6.7 Successors and Assigns

6.7.1 OWNER and CONSULTANT each is hereby bound and the partners, successors, executors, administrators and legal representatives of OWNER and CONSULTANT (and to the extent permitted by paragraph 6.7.2 the assigns of OWNER and CONSULTANT) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements and obligations of this Agreement.

6.7.2 Neither OWNER nor CONSULTANT shall assign, sublet or transfer any rights under or interest in this Agreement (including, but without limitation, moneys that may become due or moneys that are due) without the written consent of the other, except to the extent mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent CONSULTANT from employing such independent professional associates and subconsultants as CONSULTANT may deem appropriate to assist in the performance of services hereunder.

6.7.3 Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than OWNER and CONSULTANT, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of OWNER and CONSULTANT and not for the benefit of any other party.

6.8 Dispute Resolution

6.8.1 Negotiation. OWNER and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice prior to exercising their rights under the dispute resolution provision below or other provisions of this Agreement, or under law.

6.8.2 Mediation. If direct negotiations fail, OWNER and CONSULTANT agree that they may submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement or the breach thereof to mediation in accordance with the Construction

Industry Mediation Rules of the American Arbitration Association effective on the date of this Agreement prior to exercising other rights under law.

6.9 Exclusion of Special, Indirect, Consequential, and Liquidated Damages

CONSULTANT shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the Project or this Agreement.

6.10 Limitation of Professional Liability

OWNER agrees to limit CONSULTANT's professional liability to the greater of the CONSULTANT'S fee or the limits of the CONSULTANT'S insurance policies.

ATTACHMENT E - INSURANCE

This is an attachment to the Agreement dated October 09, 2024, between the Town of Grand Lake (OWNER) and Ayres Associates Inc (CONSULTANT).

ARTICLE 7 - INSURANCE

7.1 Workers' Compensation

Workers' Compensation insurance covering the CONSULTANT for any and all claims which may arise against the CONSULTANT because of Workers' Compensation and Occupational Disease Acts shall be carried. The Employer's Liability Section shall have limits of not less than the following:

Each Accident:	\$	100,000
Disease, Policy Limit:	\$	500,000
Disease, Each Employee:	\$	100,000

7.2 Commercial General Liability

Commercial General Liability insurance protecting the CONSULTANT against any and all general liability claims which may arise in the course of performance of this Agreement shall be carried. The limits of liability shall not be less than the following:

General Aggregate:	\$	1,000,000
Products-Completed Operations Aggregate:	\$	1,000,000
Personal and Advertising Injury:	\$	1,000,000
Each Occurrence:	\$	1,000,000

Property damage liability coverage shall not exclude explosion, collapse, and underground perils if CONSULTANT is engaged in these activities.

Commercial General Liability coverage shall also protect the CONSULTANT for the same limits of liability for claims which may arise because of the indemnity or contractual liability agreement contained within this Agreement.

7.3 Business Automobile Liability

Business Automobile Liability insurance including Owned, Non-Owned, and Hired vehicles shall be carried with a limit of not less than the following:

Bodily Injury and Property Damage, Combined Single Limit:	\$	1,000,000
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7.4 Umbrella Excess Liability

Excess liability insurance (umbrella form) over underlying Employer's Liability, Commercial General Liability, and Business Automobile Liability shall be carried. The limits of liability shall be not less than the following:

Each Occurrence:	\$	1,000,000
Aggregate:	\$	1,000,000

7.5 Professional Liability (Errors and Omissions)

Professional Liability insurance protecting the CONSULTANT against Professional Liability claims which may arise in the course of this Agreement shall be carried. The limits of liability shall be not less than the following:

Each Claim:	\$	1,000,000
Aggregate:	\$	1,000,000

7.6 Valuable Papers

During the life of this Agreement, the CONSULTANT shall maintain in force Valuable Papers and Records insurance in an amount equal to the maximum exposure to loss of written, printed, or otherwise inscribed documents and records, including books, maps, films, drawings, abstracts, deeds, mortgages, and manuscripts as shall be required and/or produced in the completion of this Agreement by the CONSULTANT.



MEMORANDUM

Meeting Date: 10/14/2024

To: Town of Grand Lake Board of Trustees
From: Heike Fawkes, Treasurer

Re: Appointment of Budget Officer

Historically, the former Town Manager has held the title of Budget Officer, while the Treasurer has been responsible for all budget preparation and compliance work. To comply with Colorado’s Local Government Budget Law (C.R.S. 29-1-104), we need to formally designate a Budget Officer. This officer is responsible for preparing the annual budget for the town. The budget officer ensures that the budget aligns with statutory requirements and is submitted in a timely manner for adoption by the governing body.

Motion: I move to appoint _____ as the Town’s Budget Officer, in accordance with Colorado’s Local Government Budget Law (C.R.S. 29-1-104).



To: Town of Grand Lake Mayor and Trustees
From: Heike Fawkes, Town Treasurer
Re: AUTHORIZING CASH ACCOUNT AND SAFE DEPOSIT BOX SIGNERS

Date: 10/14/24

Background: Guy Patterson has resigned as Grand Lake’s Town Manager therefore he will be removed as a signer to all our financial accounts.

The following changes have been made to the financial account signers for the Town of Grand Lake. All the Town of Grand Lake’s bank accounts require two signers.

Bank account signers are:

Stephan J. Kudron, Mayor; Christina Berquist, Mayor Pro-Tem; and Mike Arnston, Financial Trustee

The Safe Deposit Box signers will be Stephan J Kudron, Mayor, and Alayna Carrell, Clerk.

Heikela Wilson, Treasurer will retain the authority to access financial account information and perform online banking needs.

Recommended Motion

I Move to approve Resolution 56-2024 AUTHORIZING CASH ACCOUNT AND SAFE DEPOSIT BOX SIGNERS

-Or-

I Move to approve Resolution 56-2024 AUTHORIZING CASH ACCOUNT AND SAFE DEPOSIT BOX SIGNERS with the Following Changes:

**TOWN OF GRAND
LAKE RESOLUTION
NO. 56-2024**

**A RESOLUTION AUTHORIZING CASH ACCOUNT AND SAFE DEPOSIT
BOX SIGNERS**

WHEREAS, the Town of Grand Lake Board of Trustees (the "Board) policy is to require two signers on all checks and two approvals for transfers, and

WHEREAS, the Town currently has cash accounts at the following entities:

- United Business Bank: 1 Money Market Account
- United Business Bank: 1 Checking Account
- U.S. Bank: 1 Checking Accounts
- CSAFE: 3 Money Market Funds
- ColoTrust: 1 Money Market Fund
- Midwest: 1 Checking Account

WHEREAS, cash account current authorized signers are Stephan J. Kudron, Mayor; Christina Berquist, Mayor Pro-Tem; Mike Arnston, Financial Trustee, Guy Patterson, Former Town Manager and

WHEREAS, the Town currently has a safe deposit box at United Business Bank; and

WHEREAS, United Business Bank suggests and the Board of Trustees desire two designees at a time be authorized to access the box;

NOW THEREFORE BE IT RESOLVED BY THE GRAND LAKE BOARD OF TRUSTEES AS FOLLOWS:

THAT, Stephan J. Kudron, Mayor; Christina Bergquist, Mayor Pro-Tem; and Mike Arnston, Financial Trustee; will remain signers and Guy Patterson, former Town Manager will be removed as a signer.

THAT, Stephan J. Kudron, Mayor; and Alayna Carrell, Clerk will continue to be authorized designees for the safe deposit box; and Guy Patterson, former Town Manager will be removed from the safe deposit box.

THAT, Stephan J. Kudron, Mayor, and Heikela Wilson, Treasurer will be continue as authorized online banking full access users; and Guy Patterson, former Town Manager will no longer have access to all accounts.

THAT, Heikela Wilson, Treasurer will continue as authorized to request information on cash accounts; and

THAT, Heikela Wilson, Treasurer will continue as authorized to set up and initiate ACH transactions for the purpose of payroll, water customer payments, accounts payable and loan payments; and

THAT, any previously authorized users not listed above will be removed from the accounts.

DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE THIS 14th DAY OF October 2024.

(SEAL)

Votes Approving:
Votes Opposing:
Votes Abstaining:
Absent:

ATTEST:

**BOARD OF TRUSTEES OF THE
TOWN OF GRAND LAKE,
COLORADO**

Alayna Carrell, Town Clerk

Stephan J. Kudron, Mayor



Request for Board Action

Meeting Date: 10/14/2024

<p>Department: Administration/Events</p>	<p>Presenter: Weekes</p>
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ITEM:

RESOLUTION 63-2024, A RESOLUTION SETTING CERTAIN FEES FOR THE GRAND ARTS COUNCIL’S SPECIAL EVENT, “OLD FASHIONED HOLIDAY CRAFT BAZAAR” ON NOVEMBER 27th, 28th, 29th AND 30th, 2024.

BACKGROUND:

The Grand Arts Council’s Annual Holiday Bazaar is another Grand Lake holiday tradition. Many community members have purchased or received a holiday gift from this event. Setup for vendors will begin on November 27th, the venue is closed on the 28th for Thanksgiving, with the public event to be held on November 29th and 30th.

The standard fee for use of the Community House, as adopted by the Board of Trustees, is \$600.00 a day and \$300.00 a day for non-profit organizations. The Grand Arts Council is a non-profit. They will be utilizing the AV equipment at \$200.00/day and the kitchen at \$100.00/day. The total fee for the four-day use would be \$1,800.

They request the Board waive the facility rental fees of \$1,800.00 as they are a non-profit organization.

FISCAL NOTE

In 2024, the following facility rental fees have been waived, totaling \$2,400.00.

- Opera Night 2/10/2024
- Moors & McCumber 3/16/2024
- Colorado Children’s Chorale 4/26/2024
- Comedy Night 5/25/2024
- Summer Concerts 7/3/2024 – 9/4/2024
- Comedy Night 10/28/2024

SUGGESTED MOTIONS

*I make a motion to approve/(deny) **RESOLUTION 63-2024: A RESOLUTION SETTING CERTAIN FEES FOR THE GRAND ARTS COUNCIL’S SPECIAL EVENT, “OLD FASHIONED HOLIDAY CRAFT BAZAAR” ON NOVEMBER 27th, 28th, 29th AND 30th, 2024.***

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 63-2024**

**A RESOLUTION SETTING CERTAIN FEES FOR THE GRAND ARTS COUNCIL’S SPECIAL
EVENT, “OLD FASHIONED HOLIDAY CRAFT BAZAAR” ON
NOVEMBER 27TH, 28TH, 29TH AND 30TH, 2024**

WHEREAS, the Grand Arts Council has scheduled a special event, “Old Fashioned Holiday Craft Bazaar”, November 27th, 28th, 29th and 30th, 2024; and,

WHEREAS, the \$1,200.00 facility rental fee for non-profit organizations, \$400.00 for the use of AV equipment and \$200.00 for use of the kitchen; and,

WHEREAS, the Board of Trustees has the authority pursuant to Colorado State Statute § 31-15-901 (1) (c) and Section 2-3-2 of the Municipal Code to adopt a resolution waiving the Town fees; and,

WHEREAS, upon consideration of staff comments and discussion amongst the Board members themselves, the Board concluded that waiving the \$1,200.00 facility rental fee, the \$400.00 AV equipment rental fee and \$200.00 for use of the kitchen is in the best interests of the Town and its citizens;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE, COLORADO:

THAT, the Board hereby waives the \$1,200.00 facility rental fee, the \$400.00 AV equipment fee and the \$200.00 use of kitchen fee for the Grand Arts Council’s special event, “Old Fashioned Holiday Craft Bazaar” to be held November 27th, 28th, 29th and 30th, 2024.

**DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF
THE TOWN OF GRAND LAKE THIS 14th DAY OF OCTOBER 2024.**

Votes Approving:
Votes Opposing:
Votes Abstaining:
Absent:

(SEAL)

ATTEST:

Alayna Carrell, Town Clerk

Stephan Kudron, Town Mayor



RECEIVED 11/29 11/30 10/14 BOT

Section 8, Item F.

Town Of Grand Lake Special Event Permit (SEP) Application

For a one-day Special Event, this application must be submitted at least 30 days prior. If the special event is for more than one day or involves liquor, this application must be submitted at least 90 days prior. This application must be submitted in full, with all required supporting documentation, to be considered for approval.

A permit will not be issued if the applicant is delinquent on any accounts of the Town or any of its enterprise funds.

Contact Information

Contact Person Name: Andrea cox Phone Number: _____
Address: _____ City: Grand Lake
State: _____ Zip: _____ Email: _____

Organization or Entity Information

Organization: Grand Arts Council Phone Number: _____
Address: _____ City: Grand Lake
State: CO Zip: 80447 Email: _____

Event Information

Event Name: Olde Fashhioned Holiday Craft Bazaar Dates of Event: 11/27/24-11/30/24
Is this the first occurrence of the event? Yes No
During Event Contact: Andrea Cox Phone Number: _____
Post Event Clean-up Contact: Andrea Cox Phone Number: _____

Event Details

Document Check List

The following items must be submitted with the application. If no applicable, please note NA.

Documents	Included in Application	Received By Town
Site Plan – Including the following:		
Dimensions and Locations of Specific Activities	✓	✓
Delineation for Liquor Service & Consumption	✓	✓
Ingress and Egress Points	✓	✓
Off-Street Parking and Track Circulation	✓	✓
Location of Any Signage	✓	✓
Trash Can/Dumpster Location	✓	✓
Restrooms/Porta-Potties Location	✓	✓
Copies of Colorado and Grand Lake Sales Tax Licenses	✓	✓
Copy of Government or Non-Profit Status	✓	✓
Copy of Grand Lake Business License and/or Peddler's Applications	✓	✓
Copy of Liquor License Application or License	✓	✓
Endorsed Liability Insurance - Town of Grand Lake Listed as Additional Insured	✓	✓
Fees Paid (New event fee \$250.00 and/or \$250.00 refundable damage deposit)	✓	✓
Any Additional Information or Documents Which Pertain to the Event or this Application	✓	✓

waived, not a new event floating \$250 deposit on file from GIL Creative District

Event Details Continued

Please answer the following questions in detail. If more space is needed to adequately respond to the questions, please attach them to this application; note in the space given where to find the response in the additional documentation.

What is the precise nature of the event:

It is a craft fair with 25 vendors

Detail the itinerary (dates & times) for event and clean-up:

We need to get in on Wed. the 27th no later than noon and will be done by 5pm, We won't be there

List all Town facilities or parks to be used for the event:

The community House including the stage.

Please fill out the Facility Rental Application for each facility to be utilized

State the compatibility with the surrounding properties and how the event will impact the neighboring businesses.

Comments from surrounding businesses may be requested.
No impact except for people parking

List exact dates, times, and locations of requested street closures or blocking of parking spaces:

none

What is the anticipated impact to on-street parking:
regular parking for people coming to the fair

Detail planned signage for the event including dimensions of signs, locations, dates placed & removed:

We will have a sign at Triangle Park, at the stop sign in town and on the boardwalk in front of the Community House. We also have a banner that will be put up on Wed. at the head of town and taken

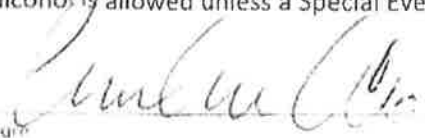
Detail trash and waste plan, including placement & removal of containers and post event clean up:
We will take out the trash and sweep the floors and kitchen.

List any special requests or services to be provided by the town such as electricity sprinkler shut-off, sound system use, marquee announcement, use of Town Park kiosk:

We would love the event to be on the marquee starting on Monday the 25th.

By signing below the applicant acknowledges they have received, reviewed, and understands the requirements set forth in Municipal Code Chapter 11: Municipal Property Regulations, including the notes bellow*. The applicant further acknowledges the information contained on the application is true and correct and that submission of false information shall be cause for the SEP to be immediately revoked without notice or hearing. During the event, the SEP shall be available and presented upon demand at the location of the Special Event.

- * Clean-up must be completed within 24 hours of the end of the event. If this is not accomplished the Town Staff will finish the clean-up resulting in a \$50.00 per hour per staff member charge to the even organization and no refunding of the damage deposit.
- * No stakes may be used in any town park
- * No alcohol is allowed unless a Special Event Liquor Permit has been issued


Signature

08/13/2024
Date

For questions contact the town: Phone: 970-627-3435 Email: town@toglco.com



RECEIVED NOV 13 2024

Date Received: _____
 Fee Total Paid: asking to be waived
 Deposit Total Paid: 250.00
 Facility Requested: Community House

TOWN OF GRAND LAKE STRUCTURE AND FACILITY APPLICATION AND USE AGREEMENT

According to the use policies for Town of Grand Lake public facilities and structures (outlined by Resolution), any group or governmental entity (User) desiring to use public facilities and structure shall comply with the terms of the Resolution. The following information is required for this Application and Use Agreement.

User Group Name: Grand Arts Council
 User / Group Contact Person: Andrea Cox
 Contact Mailing Address: Grand Lake CO 80447
 Contact Daytime Telephone Number: _____
 Contact Email Address: _____

- Is this user group a Government, Non-Profit, or Special District? Yes No
 Is this a recurring event? Yes No
 Is this a pecuniary use? (Will you be selling something?) Yes No

Please indicate event name, or use:
Old Fashioned Holiday Craft Bazaar

Please identify your waste removal plan:
Take it with us -

Please check which structure(s) and/or facility (and applicable subsequent amenity) you would like to use as well as note the date(s) and time period(s):

- Community House (\$550 Deposit) + Fee
 Non profit (\$150/\$300) all others (\$300/\$600)
- Heckert Pavilion (\$20 non profit per hr) private \$30 per hr.
 Electricity Use Requested (+\$25)
- Town Square Gazebo (\$10 per hr non-profit) private \$20 per hr.
 Electricity Use Requested(+\$25)
- Lakefront Park (Upper) Picnic Shelter (\$20 non-profit per hr) private \$30 per hr
 Electricity Use Requested(+\$25)
- Lakefront Park (Lower) Picnic Shelter (\$20 non-profit per hr) private \$30 per hr
 Electricity Use Requested(+\$25)
- Pitkin Annex (\$550 Deposit) +Fee (\$30 non-profit ½ day, \$50 full day) private \$50 ½ day, \$100 full day

DATE REQUESTED-START & END TIME

Nov. 27 from 12-4
Nov. 28 (Thanksgiving)
Nov. 29 + 30th all day to 6 pm

Please identify all businesses (including addresses and phone numbers) that may be providing services for this use. This list should include caterers, music services, rental companies, etc. Businesses providing delivery services should also be included:

Grand Arts Council only.

NOTE: No alcohol is allowed in Town Parks. If a private event, alcohol may be provided in the Community House only. If alcohol is to be sold, please contact the Town Clerk regarding liquor licensing.

ACKNOWLEDGEMENT: By my signature, I and my organization (User) hereby acknowledge to have received a copy of the Town of Grand Lake Resolution of policies for the Town of Grand Lake Public Facilities and Structures and that the policies have been read, understood and are agreed to comply with the terms thereof.

[Handwritten Signature]
User Group Point of Contact Signature

WAIVER OF LIABILITY, INDEMNIFICATION AND HOLD HARMLESS CLAUSE: By my signature, I agree and understand that the Town of Grand Lake is not responsible for the actions, activities or property of Users using the Town of Grand Lake's structures and/or facilities and hereby, for myself and the User Group I represent, I release and absolve the Town of Grand Lake from any liability associated with those actions, activities and/or property described herein this Agreement. I further indemnify and hold harmless the Town of Grand Lake from any and all claims arising out of our use of the premises; including costs associated with cleaning and waste removal as well as all costs and attorney's fees incurred in collecting for damages to said structure and/or facility or defending against claims of Users or User's invitees.

[Handwritten Signature]
User Group Point of Contact Signature

Town of Grand Lake
P.O. Box 99
Grand Lake, CO 80447
Ph. (970) 627-3435
FAX (970) 627-9290
town@toglco.com



Request for Board Action

Meeting Date: 10/14/2024

Department: Administration/Events	Presenter: Weekes
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ITEM:

A NEW SPECIAL EVENT PERMIT APPLICATION & RESOLUTION 64-2024, A RESOLUTION SETTING CERTAIN FEES FOR THE TOWN OF GRAND LAKE’S SPECIAL EVENT, “GRAND LAKE’S GHOSTS AND GOURDS GATHERING” ON OCTOBER 26, 2024

BACKGROUND:

In 2023, Shadowcliff Mountain Lodge facilitated the “Great Grand Lake Pumpkin Patch”, which brought families from all over the county. This year, the Town of Grand Lake is excited to host the “Grand Lake’s Ghosts and Gourds Gathering”. Citizens and visitors are invited to participate in this free event which includes picking a pumpkin from the town pumpkin patch, pumpkin painting/decorating, face painting, caricature drawings, costume contest (with prizes to be won), hot apple cider to keep the chill off, a business store front decorating contest (with trick or treaters to vote on) and classic trick or treating down Grand Avenue.

The request is to waive the facility rental fees of \$215.00 for the use of Heckert Pavilion, the Gazebo and electricity usage for both facilities and the new special event fee of \$250.00.

When reviewing the application, the Board of Trustees is to consider the following:

Municipal Code 11-6-3(C): Special Event Permit Application Review and Approval.

1. *Review Considerations. The following factors shall be considered prior to approval of a SEP:*
 - (a) *The predominant use of the primary facility being used; and*
 - (b) *The proposed event and the event hours; and*
 - (c) *Neighborhood compatibility; and*
 - (d) *Effect of the proposed event on the community; and*
 - (e) *The Town's anticipated cost in staff time and equipment use; and*
 - (f) *The benefit to non-profit from the event; and*
 - (g) *The benefit to local businesses from the event; and*
 - (h) *Duplication of services or sale items; and*
 - (i) *Nature of the past event issues or similar past event issues.*

FISCAL NOTE

In 2024, \$250.00 for a new special event fee for the community picnic was waived for the Town of Grand Lake.

The Town of Grand Lake has spent \$3,500.00 on this event.

SUGGESTED MOTIONS

I make a motion to approve/(deny) A NEW SPECIAL EVENT PERMIT APPLICATION & RESOLUTION 64-2024: A RESOLUTION SETTING CERTAIN FEES FOR THE TOWN OF GRAND LAKE’S SPECIAL EVENT, “GRAND LAKE’S GHOSTS AND GOURDS GATHERING” ON OCTOBER 26, 2024.

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 64-2024**

A RESOLUTION SETTING CERTAIN FEES FOR THE TOWN OF GRAND LAKE’S SPECIAL EVENT, “GRAND LAKE’S GHOSTS AND GOURDS GATHERING” ON OCTOBER 26, 2024

WHEREAS, the Town of Grand Lake has scheduled the use of the Town Park, Heckert Pavilion and the Town Park Gazebo, with use of electricity on October 26th, 2024, to hold their “Grand Lake’s Ghosts and Gourds Gathering”; and,

WHEREAS, the facility rental fees for the use of the Heckert Pavilion and Town Park Gazebo with electricity usage for the scheduled time are set at \$215 for government organizations and the fee for a new special event application is set at \$250; and,

WHEREAS, the Board of Trustees has the authority pursuant to Colorado State Statute § 31-15-901 (1)(c) and Section 2-3-2 of the Municipal Code to adopt a resolution waiving Town fees and the new special event fee; and,

WHEREAS, upon consideration of staff comments and discussion amongst the Board members themselves, the Board concluded that waiving the facility rental fees and the new special event fee is in the best interests of the Town and its citizens;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE, COLORADO:

THAT, the Board hereby waives the \$215 facility rental and electricity usage fees and the \$250.00 new special event application fee for the use of the for “Grand Lake’s Ghosts and Gourds Gathering” to be held on October 26th, 2024, from 12PM – 4PM.

DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE THIS 14th DAY OF OCTOBER 2024.

Votes Approving:
Votes Opposing:
Votes Abstaining:
Absent:

(SEAL)

ATTEST:

Alayna Carrell, Town Clerk

Stephan Kudron, Town Mayor



RECEIVED SEP 27 2024

Section 8, Item G.

Town Of Grand Lake Special Event Permit (SEP) Application

For a one-day Special Event, this application must be submitted at least 30 days prior. If the special event is for more than one day or involves liquor, this application must be submitted at least 90 days prior. This application must be submitted in full, with all required supporting documentation, to be considered for approval.

A permit will not be issued if the applicant is delinquent on any accounts of the Town or any of its enterprise funds.

Contact Information

Contact Person Name: Sarah Weekes Phone Number: 970-531-4795
 Address: 1026 Park Ave City: Grand Lake
 State: _____ Zip: 80447 Email: sweekes@toglco.com

Organization or Entity Information

Organization: Town of Grand Lake Phone Number: 970-627-3435
 Address: 1026 Park Ave City: Grand Lake
 State: CO Zip: 80447 Email: sweekes@toglco.com

Event Information

Event Name: Grand Lake's Ghosts & Gourds Event Dates of Event: 10/26/2024
 Is this the first occurrence of the event? Yes No
 During Event Contact: Sarah Weekes Phone Number: 970-531-4795
 Post Event Clean-up Contact: Sarah Weekes Phone Number: 970-531-4795

Event Details

Document Check List

The following items must be submitted with the application. If no applicable, please note NA.

Documents	Included in Application	Received By Town
Site Plan – Including the following:	✓	✓
Dimensions and Locations of Specific Activities	✓	✓
Delineation for Liquor Service & Consumption	n/a	✓
Ingress and Egress Points	✓	✓
Off-Street Parking and Track Circulation	✓	✓
Location of Any Signage	✓	✓
Trash Can/Dumpster Location	✓	✓
Restrooms/Porta-Potties Location	✓	✓
Copies of Colorado and Grand Lake Sales Tax Licenses	n/a	✓
Copy of Government or Non-Profit Status	Government	✓
Copy of Grand Lake Business License and/or Peddler's Applications	✓	✓
Copy of Liquor License Application or License	n/a	✓
Endorsed Liability Insurance - Town of Grand Lake Listed as Additional Insured	✓	✓
Fees Paid (New event fee \$250.00 and/or \$250.00 refundable damage deposit)	✓	✓
Any Additional Information or Documents Which Pertain to the Event or this Application	✓	✓

BOT 10114 for fee waiver

Event Details Continued

Please answer the following questions in detail. If more space is needed to adequately respond to the questions, please attach them to this application; note in the space given where to find the response in the additional documentation.

What is the precise nature of the event: pumpkin patch + trick or treating for grand county families + visitors to the town

Detail the itinerary (dates & times) for event and clean-up: 12PM-4PM Pumpkin Patch, Face Painting, Caricature Artist, Pumpkin Painting, Costume Contest 1PM-2PM Trick or Treating 2PM-4PM

List all Town facilities or parks to be used for the event: Town Park, Heckert Pavilion, Gazebo

Please fill out the Facility Rental Application for each facility to be utilized

State the compatibility with the surrounding properties and how the event will impact the neighboring businesses. Comments from surrounding businesses may be requested. Visiting each business on boardwalk to see who will be participating in trick or treating.

List exact dates, times, and locations of requested street closures or blocking of parking spaces: 2-4 PM Grand Ave vine to hancock Spas in front of town park blocked for emergency vehicle set up

What is the anticipated impact to on-street parking: road closure from vine to hancock on Grand Ave from 2:00PM-4:00PM for trick or treaters

Detail planned signage for the event including dimensions of signs, locations, dates placed & removed: Put on town marquee one week prior no other signs except directional signs in Pavilion

Detail trash and waste plan, including placement & removal or containers and post event clean up: trash cans to be added in Pavilion Town to remove trash at end of event.

List any special requests or services to be provided by the town such as electricity sprinkler shut-off, sound system use, marquee announcement, use of Town Park kiosk: Put on town marquee week prior.

By signing below the applicant acknowledges they have received, reviewed, and understands the requirements set forth in Municipal Code Chapter 11: Municipal Property Regulations, including the notes below*. The applicant further acknowledges the information contained on the application is true and correct and that submission of false information shall be cause for the SEP to be immediately revoked without notice or hearing. During the event, the SEP shall be available and presented upon demand at the location of the Special Event.

- * Clean-up must be completed within 24 hours of the end of the event. If this is not accomplished the Town Staff will finish the clean-up resulting in a \$50.00 per hour per staff member charge to the even organization and no refunding of the damage deposit.
- * No stakes may be used in any town park
- * No alcohol is allowed unless a Special Event Liquor Permit has been issued

Sarah Weekes
Signature

9/27/24
Date

For questions contact the town: Phone: 970-627-3435 Email: town@toglco.com



RECEIVED SEP 27 2024

Section 8, Item G.

Town Of Grand Lake Outdoor Structure and Facility Application and Use Agreement

According to the use policies for the Town of Grand public facilities and structures (outlined by section 11-6-2 in the Municipal Code), any group or governmental entity (User) desiring to use any public facility or structure shall comply with the terms of the of the Municipal Code and any Resolution enacted.

Please Note: There are blackout dates for facilities and structures throughout the year. Please contact the Town Hall for more information regarding those dates.

Please complete the below Application and Use Agreement and return to the Grand Lake Town Hall with payment. For questions, please contact the Town Hall. Phone: 970-627-3435 Email: town@toglco.com

Contact Information

Group or User: Town of Grand Lake Contact Person: Sarah Weekes
Contact Mailing Address: 1026 Park Ave
Town: Grand Lake State: CO ZIP Code: 80447
Contact Phone: 970-627-3435 Contact Email: sweekes@toglco.com
Special Event (If Applicable): Grand Lake's Ghosts and Gourds Gathering

Facility Information

Please select the requested structure and/or facility, including any applicable amenity:

	Deposit	Fees	Non-Profit Fees	
<input checked="" type="checkbox"/> Heckert Pavilion <i>12PM - 4PM = \$80</i>	None	\$30/hr	\$20/hr	<input checked="" type="checkbox"/> Electrical Use (+\$25)
<input checked="" type="checkbox"/> Town Square Gazebo <i>1PM - 2PM = \$10</i>	None	\$20/hr	\$10/hr	<input checked="" type="checkbox"/> Electrical Use (+\$25)
<input type="checkbox"/> Upper Lakefront Park Picnic Shelter	None	\$30/hr	\$20/hr	<input type="checkbox"/> Electrical Use (+\$25)
<input type="checkbox"/> Lower Lakefront Park Picnic Shelter	None	\$30/hr	\$20/hr	<input type="checkbox"/> Electrical Use (+\$25)

Event Information

Is this user group a Government, Non-Profit, or special District? YES NO
Is this a private or public event? Private Public
If the event is public, please fill out the special event application as well
Is this a reoccurring event? YES NO
Is this a pecuniary use? (Will you be selling something?) YES NO

Event Name: Grand Lake's Ghosts and Gourds Gathering
Event Use: Costume Contest, Pumpkin Painting, Face Painting, Caricature Artist
Explain clean-up & waste removal: town to clean up + remove trash

Event Information Continued

Section 8, Item G.

Please list the date(s), start & end time(s):

Date	Start Time	End Time
10/26/24	2PM	4PM

Date	Start Time	End Time

Please Identify businesses that may be providing services during the use of the facility or structure. Include all caterers, music services, rental companies, delivery services, etc. Provide all the information requested.

Business Type	Business Name	Phone	Address
Caricature Artist	Stan Yan		
Face Painting	High Schoolers Art class w/ volunteering		
Cider	8th Grade Class handing out - volunteering		
	Sage brush donating		

NOTE:

- No alcohol is allowed in Town Parks. The Community House is the only facility that allows alcohol to be provided in the Community House during a private event. If alcohol is to be sold, please contact the Town Clerk regarding liquor licensing.
- Clean up must be completed during the time rented. If the facility or structure is not left cleaned, the town will charge \$50.00 per hour per staff member.
- The approval of this application only grants the use of the requested structure(s), not use of the public parks or areas around the structure(s).
- Any event open to the public will need a special event permit.

ACKNOWLEDGEMENT: By my signature, I and my organization (User) hereby acknowledge to have received a copy of the Town of Grand Lake Resolution of policies for the Town of Grand Lake Public Facilities and Structures and that the policies have been read, understood and are agreed to comply with the terms thereof.

Sarah Weeks

Signature

9/27/24

Date

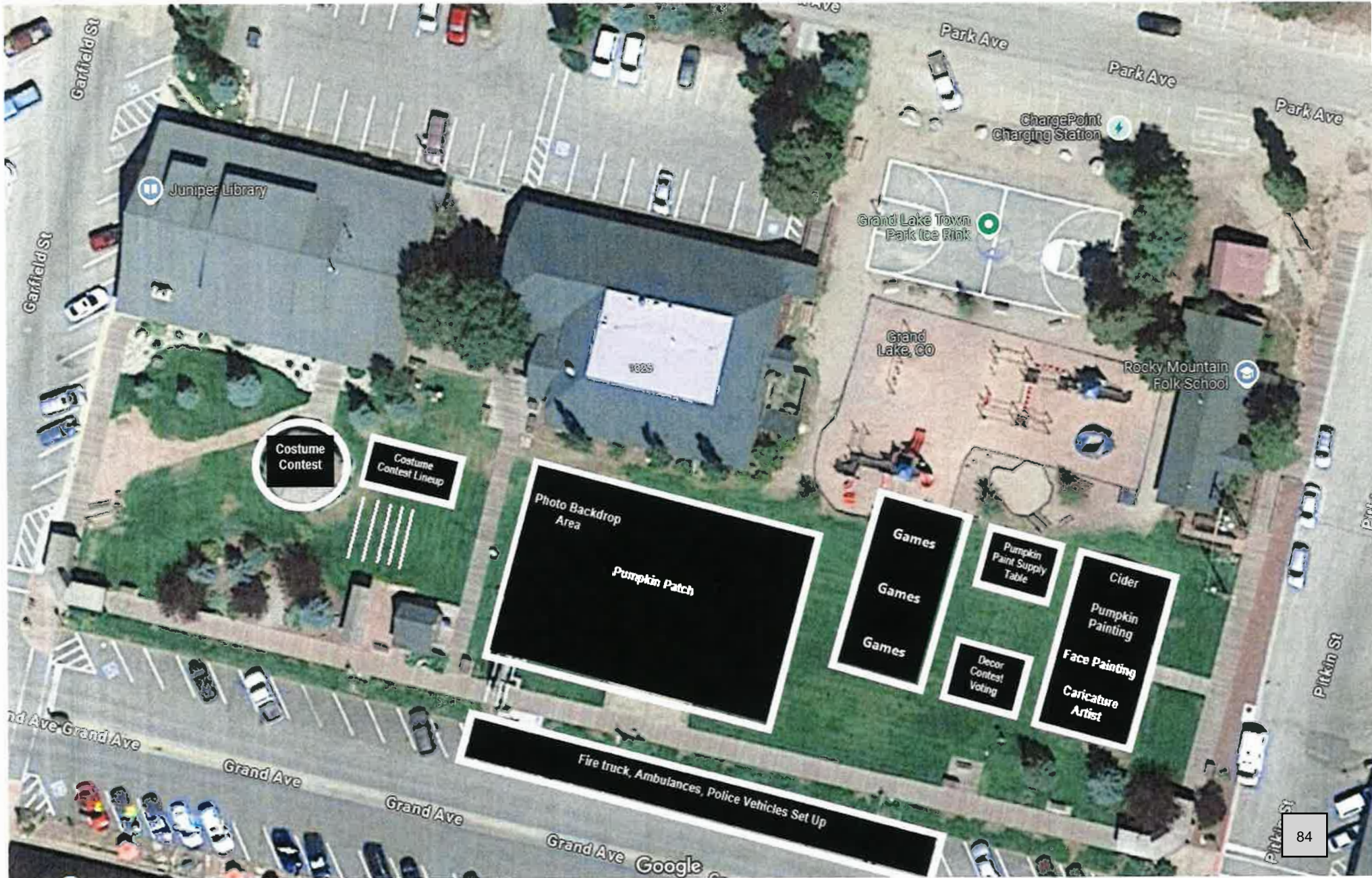
ACKNOWLEDGEMENT: By my signature, I and my organization (User) hereby acknowledge to have received a copy of the Town of Grand Lake Resolution of policies for the Town of Grand Lake Public Facilities and Structures and that the policies have been read, understood and are agreed to comply with the terms thereof.

Sarah Weeks

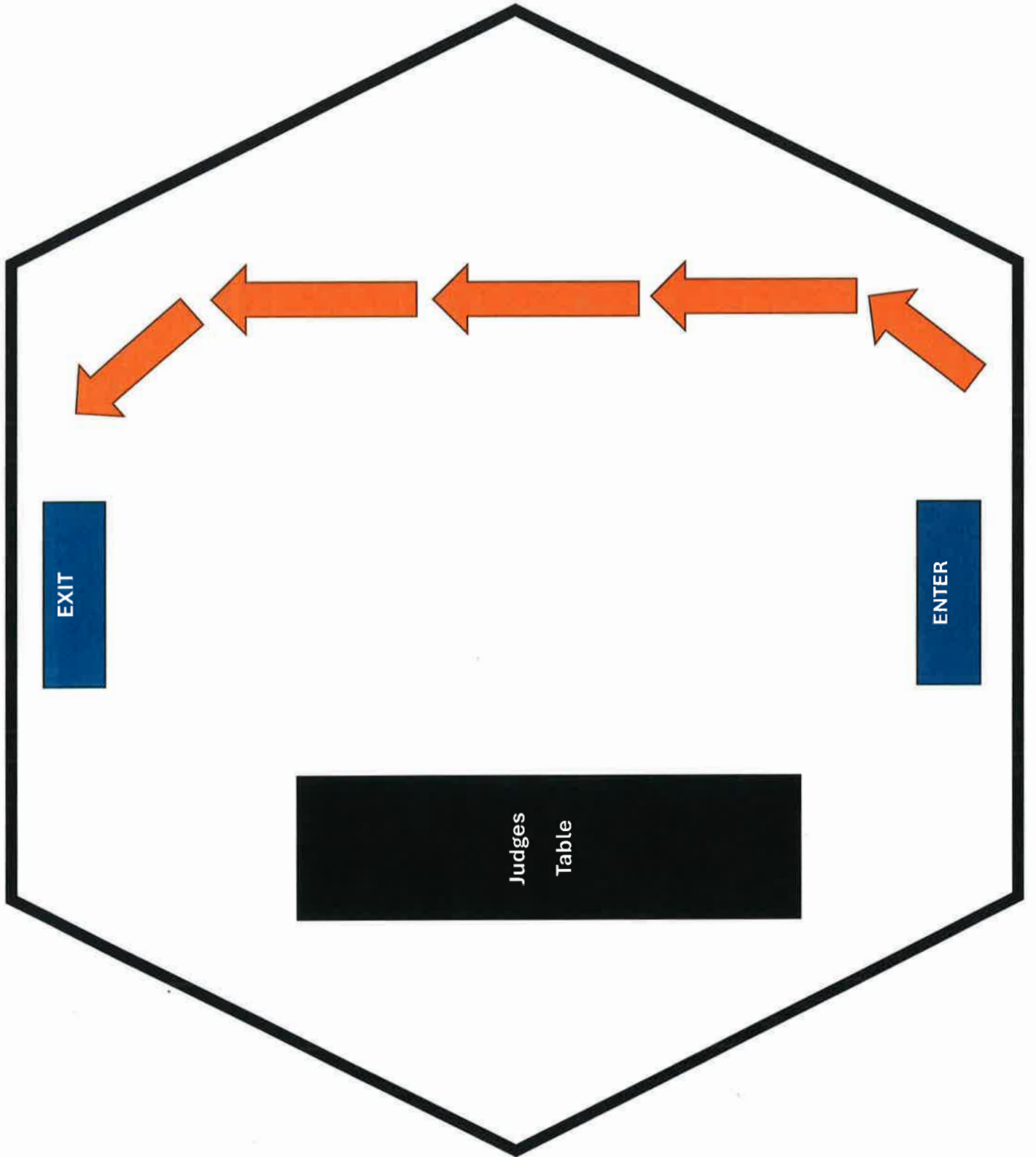
Signature

9/27/24

Date













Request for Board Action

Meeting Date: 10/14/2024

<p>Department: Administration/Events</p>	<p>Presenter: Weekes</p>
----------------------------------------------	------------------------------

ITEM:
RESOLUTION 65-2024, A RESOLUTION SETTING CERTAIN FEES FOR THE MOUNTAIN FAMILY CENTER’S SPECIAL EVENT, “SECRET SANTA SHOP” ON DECEMBER 6TH AND 7TH, 2024.

BACKGROUND:
 Mountain Family Center has sponsored this annual event since 2011. The Town of Grand Lake has had the honor to host Santa and all of his elves at the Grand Lake Community House from 2013 – 2016 and the Grand Lake Center since 2017, this will be the 12th year for Grand County kids to shop for free gifts for their families for the holidays.

Mountain Family Center request the Board waive the facility rental fees of \$1,920.00 for three full days of the gymnasium rental and double meeting rooms at the Grand Lake Center.

FISCAL NOTE
 In 2024, no fees have yet to be waived for the Mountain Family Center for a special event.

SUGGESTED MOTIONS
I make a motion to approve/(deny) RESOLUTION 65-2024: A RESOLUTION SETTING CERTAIN FEES FOR THE MOUNTAIN FAMILY CENTER’S SPECIAL EVENT, “SECRET SANTA SHOP” ON DECEMBER 6TH AND 7TH, 2024.

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 65-2024**

**A RESOLUTION SETTING CERTAIN FEES FOR THE MOUNTAIN FAMILY
CENTER’S SPECIAL EVENT, “SECRET SANTA SHOP” ON
DECEMBER 6TH AND 7TH, 2024**

WHEREAS, the Mountain Family Center has scheduled the use of the Grand Lake Center December 6th and 7th 2024, to hold their special event, “Secret Santa Shop”; and,

WHEREAS, the rental fee for the use of the Grand Lake Center for the scheduled time are set at \$1,920.00; and,

WHEREAS, the Board of Trustees has the authority pursuant to Colorado State Statute § 31-15-901 (1)(c) and Section 2-3-2 of the Municipal Code to adopt a resolution waiving Town fees and,

WHEREAS, upon consideration of staff comments and discussion amongst the Board members themselves, the Board concluded that waiving the facility rental fee is in the best interests of the Town and its citizens;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE, COLORADO:

THAT, the Board hereby waives the \$1,920.00 facility rental fee for the use of the Grand Lake Center for their special event, “Secret Santa Shop” to be held on December 6th and 7th 2024.

DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE THIS 14th DAY OF OCTOBER 2024.

- Votes Approving:
- Votes Opposing:
- Votes Abstaining:
- Absent:

(SEAL)

ATTEST:

Alayna Carrell, Town Clerk

Stephan Kudron, Town Mayor



FACILITY APPLICATION & USER AGREEMENT

According to the use policies for Town of Grand Lake public facilities and structures (outlined by Resolution), any group or governmental entity (User) desiring to use public facilities and structures shall comply with the terms of the Resolution. The following information is required for this application and use agreement:

Event/GroupName SECRET SANTA SHOP
 Group Contact Name Debi M. Gahan
 Mailing Address _____
 Phone Number _____ E-mail _____
 Event Date and Time (including setup/cleanup): _____
 Number of Attendees: including volunteers 500-600

Is this group a Government, Non Profit, or Special District? Y N
 Is this a recurring event? Y N
 Is this a for-profit Function? Y N
 Will you have significant trash accumulation (more than one 30 gallon trash can)? Y N

Brief description of venue needs, including preferred room choice, table/chair layout, special requests, etc. Please see the Grand Lake Center Rate Sheet for pricing details and add-ons:

SAME as last 3 events (2018, 2019, 2022) on Monday 12/14 2 rooms -
double room to make in + begin preliminary seating + setup -
cleanup + out SAT 12/19 by 5pm - gym/stage - THUR 12/19 -
Thursday - setup - Friday + Saturday event - Sat cleanup + out
by 5pm. As in past - will use various tables from center.

Please identify all businesses including phone number that will be providing services to your event such as caterers, music services, rental companies, and delivery services:

NONE

ALCOHOL POLICY: For private events, alcohol may be provided, but not sold. Guest lists for private events must be available upon request. If alcohol will be sold at your event, a liquor license must be purchased at Town Hall prior to the event. Please contact Grand Lake Town Hall at 970-627-3435 for liquor license arrangements.

Will there be alcohol at this event? Y N (circle one)

I have read and will abide by the Alcohol Policy: _____ (Initial here)

PAYMENT POLICY: Deposit is due at time of reservation. Full Payment is due prior to time of rental.

CANCELLATION POLICY: Please let us know as soon as possible if you need to reschedule. You may reschedule or cancel your event with no penalty up to 30 days prior to the event. If the event is canceled or rescheduled within 30 days prior to the event, charges and/or fees up to and including the full rental amount may apply. Please see Rental Venue Policies for full information.

By my signature, I and my organization (User) hereby acknowledge to have received a copy of the Town of Grand Lake resolution of policies for the Grand Lake Center. I have also read and understand the payment and cancellation policies and agree to the terms and conditions of this agreement.

Signature: Deb M. Deha Date: _____

WAIVER OF LIABILITY, INDEMNIFICATION AND HOLD HARMLESS CLAUSE: By my signature, I agree and understand that the Town of Grand Lake/Grand Lake Center is not responsible for the actions, activities or property of Users using the Grand Lake Center facility and hereby, for myself and the user group I represent, I release and absolve the Town of Grand Lake and Grand Lake Center from any liability associated with those actions, activities and/or property described herein this agreement. I further indemnify and hold harmless the Town of Grand Lake/Grand Lake Center from and all claims arising out of our use of the premises; including costs associated with cleaning and waste removal as well as all costs and attorney's fees incurred in collecting for damages to the Grand Lake Center or defending against claims of users or users invitees.

Signature: Deb M. Deha Date: _____

For Office Use Only

Application Date: _____ Event Date: _____ Room Assigned: _____
Deposit Amt :\$ _____ Date Pd: _____ Ck #: _____
Rental Fees: \$ _____ Date Pd: _____ Ck #: _____
Key Card #: _____ Date Returned: _____ Deposit Returned: \$ _____ Date: _____



Grand Lake Center
December 6th + 7th
BOT 10/14/12

Section 8, Item H.

Town Of Grand Lake Special Event Permit (SEP) Application

For a one-day Special Event, this application must be submitted at least 30 days prior. If the special event is for more than one day or involves liquor, this application must be submitted at least 90 days prior. This application must be submitted in full, with all required supporting documentation, to be considered for approval.

A permit will not be issued if the applicant is delinquent on any accounts of the Town or any of its enterprise funds.

Contact Information

Contact Person Name: DEB GAHAN Phone Number: _____
 Address: _____ City: _____
 State: CO Zip: _____ Email: _____

Organization or Entity Information

Organization: Mountain Family Center (Angels) Phone Number: _____
 Address: _____ City: Granby
 State: CO Zip: 80446 Email: _____

Event Information

Event Name: Secret Santa Shop Dates of Event: Setup - 2 rooms 12/3-12/7
9pm - setup 12/5
Event 12/6-12/7
 Is this the first occurrence of the event? Yes No
 During Event Contact: Deb Gahan Phone Number: _____
 Post Event Clean-up Contact: KATIE ELLIS Phone Number: _____

Event Details

Document Check List

The following items must be submitted with the application. If no applicable, please note NA.

Stacey
Stacy Mountain Family Center Org

Documents	Included in Application	Received By Town
Site Plan - Including the following:		
Dimensions and Locations of Specific Activities - <u>2 rooms + gym</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Delineation for Liquor Service & Consumption	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A
Ingress and Egress Points	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A
Off-Street Parking and Track Circulation	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A
Location of Any Signage	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A
Trash Can/Dumpster Location	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A
Restrooms/Porta-Potties Location	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A
Copies of Colorado and Grand Lake Sales Tax Licenses	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A
Copy of Government or Non-Profit Status - <u>MFC to provide</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Grand Lake Business License and/or Peddler's Applications	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A
Copy of Liquor License Application or License	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A
Endorsed Liability Insurance - Town of Grand Lake Listed as Additional Insured - <u>MFC to provide</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Fees Paid (New event fee \$250.00 and/or \$250.00 refundable damage deposit)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> 250 dep. pd
Any Additional Information or Documents Which Pertain to the Event or this Application	<input type="checkbox"/> N/A	<input type="checkbox"/> N/A

not new event - does that matter?

7 Cry STAI enclosed \$500 for deposit

+ 50-60 volunteers } at all times event being held at Grand Lake Events Center since 2017...
house (2013-2016); hold at event center since 2017...
missed 2 yrs - COVID; thus 12th year to have event

Event Details Continued

Section 8, Item H.

Please answer the following questions in detail. If more space is needed to adequately respond to the questions, attach them to this application; note in the space given where to find the response in the additional documentation.

* What is the precise nature of the event: CHARITY event for the kids of Grand County to shop for free for gifts for mom, dog, pet

Detail the itinerary (dates & times) for event and clean-up: event 12/16-12/17 - clean up 12/17
2 rooms (Rotary room & adjacent room -
more gifts to location + organize + setup) TUES 12/13-12/17; gym-setup-12/5

List all Town facilities or parks to be used for the event: Grand Lake Events Center

Please fill out the Facility Rental Application for each facility to be utilized

State the compatibility with the surrounding properties and how the event will impact the neighboring businesses. Comments from surrounding businesses may be requested. N/A

List exact dates, times, and locations of requested street closures or blocking of parking spaces: N/A

What is the anticipated impact to on-street parking: N/A

Detail planned signage for the event including dimensions of signs, locations, dates placed & removed: N/A
though the town usually puts the event on town marquee - we hope
this continues * town marquee

Detail trash and waste plan, including placement & removal or containers and post event clean up: all removed by volunteers

List any special requests or services to be provided by the town such as electricity sprinkler shut-off, sound system use, marquee announcement, use of Town Park kiosk: N/A

By signing below the applicant acknowledges they have received, reviewed, and understands the requirements set forth in Municipal Code Chapter 11: Municipal Property Regulations, including the notes below*. The applicant further acknowledges the information contained on the application is true and correct and that submission of false information shall be cause for the SEP to be immediately revoked without notice or hearing. During the event, the SEP shall be available and presented upon demand at the location of the Special Event.

- * Clean-up must be completed within 24 hours of the end of the event. If this is not accomplished the Town Staff will finish the clean-up resulting in a \$50.00 per hour per staff member charge to the event organization and no refunding of the damage deposit.
- * No stakes may be used in any town park
- * No alcohol is allowed unless a Special Event Liquor Permit has been issued

Don M. Hall
Signature

7/22/24
Date

For questions contact the town: Phone: 970-627-3435 Email: town@toglco.com

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 66– 2024**

A RESOLUTION AFFIRMING SUPPORT FOR THE COLORADO DEPARTMENT OF LOCAL AFFAIRS LOCAL PLANNING CAPACITY GRANT PROGRAM APPLICATION

WHEREAS, the Board of Trustees of the Town of Grand Lake, Colorado (the “Board”) pursuant to Colorado Statute is vested with the authority of administering the affairs of the Town of Grand Lake, Colorado (the “Town”); and

WHEREAS, the Colorado Department of Local Affairs (“DOLA”) accepted applications for a Local Planning Capacity Grant Program (the “Grant”) from September 1 to September 30, 2024; and

WHEREAS, the Town applied for the Grant, but overlooked a requirement of providing a letter of support withing the deadline from the Board of Trustees; and

WHEREAS, in order to effectively submit an application for the Grant in a timely fashion, the Mayor drafted a letter in support of the Grant application; and

WHEREAS, the Board of Trustees by desire to affirm the support for the Grant application in the letter drafted by the Mayor.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE AS FOLLOWS:

1. The Board of Trustees hereby affirm the contents of the letter in support of the Grant application, attached hereto and incorporated herein as Exhibit A.
2. Severability: If any section, paragraph, sentence, clause, or phrase of this Resolution is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution. The Board of Trustees declares that it would have passed this Resolution and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.
3. Repeal: Existing resolutions or parts of resolutions covering the same matters as embraced in this Resolution are hereby repealed and all resolutions or parts of resolutions inconsistent with the provisions of this Resolution are hereby repealed.

INTRODUCED, PASSED AND ADOPTED AT A SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE AND SIGNED THIS 14th DAY OF OCTOBER, 2024.

(S E A L)

Votes Approving:
Votes Opposed:
Absent:
Abstained:

ATTEST:

**BOARD OF TRUSTEES OF THE
TOWN OF GRAND LAKE, COLORADO**

Alayna Carrell, Town Clerk

By: _____
Steve Kudron, Mayor