



GRAND LAKE BOARD OF TRUSTEES WORKSHOP AND MEETING AGENDA

Monday, May 11, 2026 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/81655342895>

You can also dial in using your phone.

United States: 719-359-4580

Meeting ID: 816 5534 2895



WORK SESSION 4:30 PM

1. Call to Order
2. Roll Call
3. Conflicts of Interest
4. Items of Discussion
 - A. Grand Resource & Recycle Coalition
 - B. Discussion Regarding 2026 Board Retreat Planning and Strategic Priorities

EVENING MEETING 6:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Announcements
4. Roll Call
5. Conflicts of Interest
6. Mayor's Report
7. Manager's Report
 - A. May 11, 2026
8. Public Comments (Limited to 3 Minutes)

9. Consent Agenda

- A. Accounts Payable- May 11, 2026
- B. Meeting Minutes- April 27, 2026

10. Items of Discussion

- A. Consideration of Appointment of Dennis Mills to the Board of Trustees Vacancy
- B. **QUASI-JUDICIAL (PUBLIC HEARING)** – Resolution 42-2026 – Consideration of Approval of a Preliminary Plat for a Major Subdivision Located at 120 County Road 663
- C. **QUASI-JUDICIAL (PUBLIC HEARING):** Consideration of Approval of a Hotel and Restaurant Liquor License Transfer from Brothers Grand Lake LLC d/b/a Brothers Grand Lake LLC to Durbar Group Inc. d/b/a Durbar Nepalese and Indian Bistro
- D. Consideration of Approval of a Special Event Permit Application and Resolution 36-2026 for Colorado AeroLab’s “Upstage Youth Theatre Fundraising Cabaret” Event
- E. Consideration of Approval of a Special Event Permit Application and Resolution 37-2026 for Grand County Wildfire Council’s “PBS Documentary Showing: Fire Lives Here” Event
- F. Consideration of Approval of a Special Event Permit Application and Resolution 38-2026 for the Town of Grand Lake’s “Spring Clean Up & Arbor Day Celebration” Event
- G. Consideration of Approval of a Special Event Permit Application and Resolution 39-2026 for the Town of Grand Lake’s “Community Picnic” Event
- H. Consideration of Approval of a Special Event Permit Application and Resolution 40-2026 for the Grand Lake Yacht Club Sailing Foundation’s “Melges 15 Rocky Mountain Regatta” Event
- I. Consideration of Approval of Resolution 41-2026 for Striping and Pavement Marking of Grand Avenue and Associated Crosswalks and Stop Bars
- J. Consideration of Approval of a Memorandum of Understanding with Grand Resource & Recycle Coalition, Inc. for Operation of a Recycling Drop-Off Station
- K. Consideration of Approval of a Lease Agreement with Rocky Mountain Folk School for the Space to Create – Grand Spirit Makerspace
- L. Consideration of Adoption of the Town of Grand Lake Artificial Intelligence (AI) Use Policy
- M. Consideration of Cancellation or Rescheduling of the May 25, 2026 Board of Trustees Meeting

11. Future Items for Consideration

12. Adjourn Meeting

TOWN OF GRAND LAKE

Board of Trustees

Pre-Retreat Workshop

45 minutes to shape the May 27–29 Board Retreat

Outcome

4–6 prioritized retreat agenda blocks, sorted Discuss / Decide / Defer.

Why we're here today

One job, three columns, four-to-six blocks.

45

minutes

DISCUSS

Open direction-setting topics the Board wants to explore at the retreat.

DECIDE

Items the Board needs to land on by end of May 27–29 so staff can act.

DEFER

Topics that don't need full Board time at the retreat — staff or 1:1 follow-up.

Source: Five-Year Strategic Plan 2026–2031 (Town Manager Steve Kudron, April 2026)

The 45 minutes

Five segments. Tight on the openers, generous on the discussions.

00 – 05	5 min	Welcome & Frame	Anchor the 45 minutes to May 27–29. State the outcome.
05 – 12	7 min	Plan Orientation	60-second walk through pillars + 30 seconds per initiative.
12 – 30	18 min	Round 1 — Topics	Where does the Board need to lean in at the retreat?
30 – 40	10 min	Round 2 — Sorting	Discuss / Decide / Brief / Public Input — and onto a 3-day arc.
40 – 45	5 min	Capture & Confirm	Read back the prioritized blocks. Confirm pre-reads and assignments.

Welcome & Frame

LEAD PROMPT

"We have 45 minutes today to do one thing — agree on what the Board wants to spend three days on at the end of May. The plan is the menu. You are the chefs."

Plan Orientation

LEAD PROMPT

"Five pillars. Six special initiatives. One Stanley Property. The plan in 7 minutes — questions held until Round 1."

Five Strategic Pillars

Headline 5-year outcomes from the Town Manager's plan.

1 Economic Diversification

Off-season visitor spend +25% by 2031. 50+ remote-working residents/registrations by 2029. Year-round employment +15%.

2 Water Quality & Environment

Lake clarity improvement by 2028. State/federal cooperation on diversion remediation by 2027. Sustainability Plan adopted 2026.

3 Housing & Workforce Vitality

20+ net new attainable units by 2031. Population stabilized by 2028. Housing Needs Assessment by Dec 2026.

4 Infrastructure Modernization

100 Mbps broadband townwide by 2028. Infrastructure Assessment by 2027. \$2.5M+ external grants. 30%+ aging systems replaced.

5 Community Identity & Governance

80%+ resident satisfaction by 2028. Annual Town Report from 2026. Comp Plan updated by 2027. +20% civic participation.

★ Cuts across all pillars

Six Special Initiatives — Stanley Property, Space to Create, Granby–Grand Lake Transit, CEO IMPACT (\$2.135M), Stormwater Plan, MMOF Grant.

Six Special Initiatives

These cut across pillars and dominate the 2026–2027 calendar.



Stanley Property

21 acres, fully annexed 2024. 2026 = master planning. Manager's principles: housing first, mixed-use, infra-led, environmental, community-driven.



Space to Create

Nine live/work units + 3,000 sq ft Grand Spirit Makerspace. Grand opening targeted summer 2026. First Artspace modular build in the country.



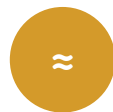
Granby–Grand Lake Transit

Year-round route via Lift. Connects to Bustang, Amtrak, Colorado Mountain Rail (Nov 2026). Funded by SB24-230 + lodging tax 1A.



CEO IMPACT Accelerator

\$2.135M — largest grant in Town history. Phase 1: Complete Streets, TDM, parking reform, ADU by-right. Phase 2: Mobility Hub, ADA, wayfinding.



Stormwater Plan

31-sheet bid set complete. Riprap swale on Perry, bioretention basins on Lake Ave & Marina. NPDES required. 2026 = bid, award, build.



CDOT MMOF Grant

Funds bike/ped capital, GHG mitigation, multimodal planning that implements CEO grant policies. Submitted via Intermountain TPR.

Round 1 — Topics

LEAD PROMPT

"Looking across the five pillars and the six special initiatives — where does this Board most need to lean in over three days at the end of May? What feels under-discussed? What feels urgent in the next 12 months?"

Round 1 — Probing Prompts

Use sparingly. Let trustees lead. Capture topics on the easel.

Stanley Property	2026 is master planning year. Aligned on the manager's five guiding principles, or are there principles trustees want to add or contest?	Housing	Housing Needs Assessment due Dec 2026. What does the Board want the assessment to test that the state minimum will not?
CEO IMPACT	Grant requires Complete Streets, TDM, parking reform, and ADU by-right. Is anyone uncomfortable with any one of those four? Better to surface now.	Water	Beyond stormwater construction this summer — what's our posture on advocacy for C-BT diversion remediation in the 2027 legislative cycle?
ED Partnership	Pillar 1 commits to a formal Economic Development Partnership with the County. What shape, who's at the table?	Comp Plan 2027	Update due 2027. How much retreat time should be reserved to set scoping direction?
Transit Launch	What does a successful first season of the Granby–Grand Lake Lift look like, in the Board's eyes?	Identity & Engagement	Annual Town Report and 80% satisfaction are committed. What new engagement habits will this Board model?

Round 2 — Sorting

LEAD PROMPT

"For each topic on the easel — is this a working discussion, a decision item, a briefing, or a community input session?"

Round 2 — Four block types

Each retreat block is one of these. Sort the easel before you arrange the day.

DISCUSS

Open-ended direction-setting; manager-led with trustee input.

Examples

Comp Plan scoping · Identity & engagement model

DECIDE

Items where the Board needs to land on direction so staff can act.

Examples

Stanley master plan principles · CEO grant policy package · Transit promo campaign

BRIEF

Technical or grant items where information needs to land before any direction.

Examples

Stormwater sequencing · MMOF status · CEO Phase 2 trigger

PUBLIC INPUT

Blocks where residents are explicitly invited.

Examples

Stanley scenario presentations · Housing assessment input

A starting frame for the 3 days

Wednesday → Thursday → Friday. The Board can rearrange freely.

W E D M A Y 2 7

Where We Stand

- Plan-on-a-page walkthrough
- Community Snapshot reset (demographics, age, housing pressure)
- Open priorities discussion
- Trustee 'what worries me / what excites me'

T H U M A Y 2 8

Money & Moves

- Stanley Property direction-setting
- CEO IMPACT policy package alignment
- Housing pathway decisions
- Stormwater + MMOF + CEO sequencing

F R I M A Y 2 9

How We Govern

- Economic Development Partnership scope
- Comp Plan update timeline
- Community engagement model for big decisions
- Trustee assignments & 90-day actions

Capture & Confirm

LEAD PROMPT

"Read the Capture Sheet aloud, block by block. Confirm pre-reads, confirm trustee assignments, close the loop."

What's next

From this room to your inbox.

This week

Manager's draft retreat agenda — built from the Capture Sheet — sent to trustees within 5 business days.

Two weeks out

Pre-read packet: Stanley parcel survey, Stormwater bid set summary, CEO grant scope, MMOF status, Comp Plan scoping memo.

Week of May 25

Notice posted, agenda finalized, room set, public attendance accommodated. Trustee block leads briefed.

May 27–29

Three working days. Short presentations, long conversations, real direction.

The plan is the menu. The Board is the kitchen. — Thank you, trustees.



MANAGER UPDATE

5/11/2026

To: Town of Grand Lake Board of Trustees

From: Steve Kudron, Town Manager

Department Notes

- **Finance**
 - Our Caselle contract expires at the end of June. Caselle was not willing to extend the contract for anything less than a year. Because of the success the Town and OpenGov team has had, our Go Live date for the financial suite will be June 30th, 75 days ahead of schedule. OpenGov will be on site the week of June 1, 2026, managing final conversion that week.
 - Budget module is scheduled for implementation in July ensuring our entire budget process will be completed on the new system.
 - The new utility billing module implementation is now being planned for a potential release for Q2

- **Code Enforcement**
 - The Bear, raccoons and other trash loving critters have woken from their winter slumber. The community has been responsive to incidents. It is expected that with the return of second homeowners and more visitors, an increase in activity is expected.

- **Planning**
 - ***There is an opening on the Grand Lake Planning Commission. A full commission ensures the best representation possible.***
 - The Next scheduled Planning Commission meeting is May 20, 2026
 - Our onsite planner from Ayres, Emily Weber began on the 5th and has been a welcome addition to staff. She ran her first Planning Commission meeting on the 6th. She will be in office Tuesday through Thursday on Planning Commission weeks.

- **Public Works**
 - Staff has asked for additional quotes to chip the slash piles. Another option is removal to Ranch Creek for \$102/ton
 - Public Works worked with our dock contractor and has placed all of the docks and ramps for ramp openings on the 8th.
 - The Marina facility has been de winterized by Public Works.

- **Grand Lake Center**
 - The Grand Lake Center courts will be closed the week of May 11, 2026 for floor refinishing
 - Pickleball is moving outside. A seasonal change.

- **Marketing/Events/Visitor Center/Communications**
 - Initializing guidebook with designer
 - Meetings with S2C, Hermann Global, TrueOmni (kiosk), CTO, CDTC
 - Assisting with spring/summer event planning/marketing
 - Coordinating Westgate Highschool community service trip
 - Town and Visitor monthly newsletters
 - First cut of S2C video from Pixel and Pine is posted at <https://www.townofgrandlake.com/community/page/space-create-grand-lake> - using to promote Makerspace opening
 - Putting together a Town Social Media policy to bring to BOT in the near future.

- **Intergovernmental**
 - Our CEO grant intake is going well. Our budget meeting was May 5, 2026.
 - The Three Lake Stormwater management plan implementation. has been posted on Bidnet and the Town website
 - The Creative District help a tour of the Creative District assets on May 8th, 2026. Staff participated.
 - I participated in the Northwest Council of Government’s Regional Economic Summit on May 7, 2026.
 - The Mayor Managers Commissioners meeting was held May 10, 2026 in Hot Sulphur Springs

- **Water Department**
 - Summer water will turn on as normal. No changes to operations.

- **Marina**
 - The Marina helped our Spring Splash be a great e
 - New Boats have been delivered
 - Marina boats are ready to rent!

- **Pay as You Throw**
 - Normal Operations
 - We are looking forward to our recycling bins be delivered.

- **Space to Create**
 - The Makerspace received the final Certificate of Occupancy on May 6, 2026
 - Most all concrete work has been completed as of last week.

Upcoming Event Highlights:

- May 12, 2026, Historical Happenings – Community House
- May 15, 2026, Upstage Youth Theatre Fundraiser – Community House
- May 16, 2026, Spring Clean Up/Arbor Day – Town Park, Town
- May 23, 2026, Grand Art Council’s Comedy Night – Community House
- May 25, 2026, Memorial Day Celebration/Parade – Town Park, Grand Ave
- June 4, 2026, Community Picnic – Grand Lake Center Park

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

Next Board Meeting: May 11, 2026



To: Mayor Bergquist & Trustees
From: Stephanie Rhone, Treasurer
Date: May 11, 2026
RE: Accounts Payable- May 11, 2026

BACKGROUND:

Pursuant to standard procedure, the Town Board of Trustees reviews and approves accounts payable at each Board meeting.

FISCAL NOTE

The accounts payable documentation was distributed to the Board via email on May 7, 2026, for review.

STAFF RECOMMENDATION

Staff recommends approval of the accounts payable as presented.

SUGGESTED MOTIONS

I move to approve (or deny) the accounts payable for May 11, 2026.



GRAND LAKE BOARD OF TRUSTEES WORKSHOP AND MEETING MINUTES

Monday, April 27, 2026, 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*

1. Call to Order

Mayor Bergquist called the Board of Trustees meeting to order at 6:03 P.M. in the Town Hall Board Room.

2. Pledge of Allegiance

Mayor Bergquist led the Pledge of Allegiance.

4. Announcements

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

The Mayor announced that following the swearing-in of the Mayor and Mayor Pro Tem, she will be excused from the remainder of the meeting. Any questions regarding her absence should be directed to Town Manager Kudron.

5. Roll Call

Present: Mayor Bergquist; Mayor Pro-Tem Sobon; Trustees Arntson, Causseaux, Miller, Mills, and Schoenherr; Town Attorney Krob; Town Manager Kudron; and Town Clerk Carrell.

6. Conflicts of Interest

None.

7. Mayor's Report

Mayor Bergquist expressed her appreciation to the Board of Trustees for their service and support, noting the upcoming transition. She gave special thanks to Mayor Pro Tem Michael Sobon for his leadership, dedication, and partnership, and wished him continued success in his future endeavors.

8. Manager's Report

A. April 27, 2026

Department Notes

- **Finance**
 - Our Caselle contract expires at the end of June. Caselle was not willing to extend the contract for anything less than a year. Because of the success the Town and OpenGov team has had,

our Go Live date for the financial suite will be June 30th, 75 days ahead of schedule. OpenGov will be on site the week of June 1, 2026, managing final conversion that week.

- Budget module is scheduled for implementation in July ensuring our entire budget process will be completed on the new system.
- Water bills have been mailed.
- The new utility billing module will be ready for Q3 billing.

- **Code Enforcement**

- The Bear, raccoons and other trash loving critters have woken from their winter slumber. The community has been responsive to incidents. It is expected that with the return of second homeowners and more visitors, an increase in activity is expected.

- **Planning**

- *There is an opening on the Grand Lake Planning Commission. A full commission ensures the best representation possible.*
- The Next scheduled Planning Commission meeting is May 6, 2026
- Our onsite planner from Ayres, Emily Weber will begin in the office May 5th, 2026

- **Public Works**

- We have received a quote for the chipping and removal of Town slash located mainly at the Mathews property. This is the result of nearly three years of material being cleaned from around town. The Town would keep usable chippings and the rest would be removed.
- The weekly running order includes many tasks that would be done in May and June.
- Access from Foxy Ln and Mad Moose is being restricted by a gate. This is at the request of the HOA during the annexation process and to keep visitors from strolling into that unimproved land.
- A 'Your Speed' sign has been posted on Portal Rd

- **Grand Lake Center**

- The new backboards have been installed at the Center. They work great!
- Lighting upgrades have been completed throughout the public spaces
- Concrete patch has been completed in front of the clinic

- **Marketing/Events/Visitor Center/Communications**
 - Finalizing 2026 Guidebook
 - Marketing add-ons rollout process has started
 - Received two CTO grants for social media co-ops - one will run week of 4/23 and the other in July
 - Held meetings with GCCTB, GCEM/PIO, Simpleview/Granicus, Hermann Global, Pixel n Pine
 - Small turnout for Dark Sky events but looking forward to gaining momentum on events in the future
 - I've included the updated Headwaters logo for your final input

- **Clerk**
 - Met with BIS Background Services to review our account and services
 - Scheduled a free community TIPS Training for Sunday, May 31 from 12:00–2:00 p.m. (lunch will be provided)
 - Working on UEI renewal
 - Trained Stephanie Rhone on the payroll process as she begins transitioning into this responsibility
 - Preparing for the upcoming Cemetery Committee meeting on May 26
 - Working on Grand Lake Chamber of Commerce trademark transfers and renewals
 - Mailed business license update memos to all license holders; email notifications were also sent on Friday, April 24
 - Met with AIMS Community College to enroll Jack Crawford and Jimmy Cowan in CDL training for this summer
 - Met with Paychex HR to continue building out our platform; first official training is scheduled for Monday, April 27
 - Began processing the Verts marijuana license renewal, which is anticipated to go before the Board for approval at the June 8 meeting

- **Intergovernmental**
 - Our CEO grant intake is going well. Our initial scoping meeting was held April 21, 2026
 - Staff met with the engineer and Three Lakes Watershed on final review of the bid package for phase 1 work of the Stormwater Improvement Plan. This work, being done through a grant from the Windy Gap Environmental Fund will improve stormwater movement from Park Ave into Shadow Mtn Lake.

- **Water Department**
 - Summer water will turn on as normal. No changes to operations.

- **Marina**
 - Based on water conditions, the Marina will try to open for Memorial Day Saturday and Sunday which is a week earlier than usual (May 23 & 24, 2026).

- **Pay as You Throw**
 - Normal Operations

- **Space to Create**
 - The project continues to be well ahead of schedule
 - Water has been charged
 - Meters for water and electricity have been installed

- **Conference Recap**
 - The Main Street USA Conference was both rewarding and inspirational. To be with a group of towns, districts and communities that love their Town's authentic individualities. I attended several meetings that highlighted the ways communities use their story to keep their identity and find ways to pay for it.
 - On Monday, Gayle Langley hosted a reception for the 20 other Colorado Main Streets. It was a great opportunity to meet the Colorado staff as well as many of the other Main Street communities in the state.
 - The sessions I attended were:
 - Harnessing the Art of Storytelling for Community Engagement
 - Falling in Love with Rural Places
 - The Durability of Main Street: Lessons, Momentum and the Road Ahead
 - Turning Assets into Strategic Action
 - Civic Leaders Forum
 - From Chaos to Clarity: Facilitation Tools for Effective Community Engagement
 - From Blurry to Brilliant: Focusing your Lens on Main Street
 - The Magic of Identifying and Understanding your Community Assets
 - Building Strong Economies through Strong Communities
 - I am happy to share any of these presentations that are available at your request

Upcoming Event Highlights

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Next Board Meeting: May 11, 2026

9. Public Comments (Limited to 3 Minutes)

Mickey Rourke, 1015 Mountain Avenue- Mr. Rourke inquired whether the Pitkin Annex building, currently housing the Rocky Mountain Folk School, will be staying at its current location. The Board confirmed that it will remain at that location.

10. Consent Agenda

A. Accounts Payable- April 27, 2026

B. Meeting Minutes- April 13, 2026

Trustee Miller motioned to approve the consent agenda for April 27, 2026. Trustee Arntson seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Schoenherr	Aye
Trustee Miller	Aye
Trustee Causseaux	Aye
Trustee Arntson	Aye
Trustee Mills	Aye
Mayor Pro Tem Sobon	Aye
Mayor Bergquist	Aye

3. Swearing-in of Mayor & Trustees

Mayor Bergquist presented plaques to Mayor Pro Tem Sobon and Trustee Mills in recognition of their service.

Mayor Pro Tem Sobon and Trustee Mills vacated their seats.

Town Clerk Carrell administered the oath of office to Christina Bergquist, Mayor, and Jim Schoenherr and Bob Miller, Trustees.

11. Financial Review

A. March 2026 Financial Report

12. Items of Discussion

A. Consideration of Appointment of Mayor Pro-Tem

Trustee Miller moved to appoint Trustee Arntson to serve as Mayor Pro-Tem for the current Board term. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Arntson	Aye
Trustee Schoenherr	Aye
Mayor Bergquist	Aye

B. Consideration of Appointment of Financial Trustee

Trustee Causseaux moved to appoint Trustee Miller to serve as Financial Trustee for the current Board term. Trustee Arntson seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Schoenherr	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Mayor Pro-Tem Arntson	Aye

C. Consideration of Appointment of Town Officers

Trustee Schoenherr moved to appoint Alayna Carrell as Town Clerk for the Town of Grand Lake. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Mayor Pro Tem Arntson	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Causseaux	Aye

Trustee Causseaux moved to appoint Sarah Weekes as Town Clerk Pro-Tem for the Town of Grand Lake. Trustee Miller seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Schoenherr	Aye
Trustee Miller	Aye
Trustee Causseaux	Aye
Mayor Pro Tem Arntson	Aye

Trustee Schoenherr moved to appoint Stephanie Rhone as Town Treasurer for the Town of Grand Lake. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Causseaux	Aye
Mayor Pro Tem Arntson	Aye

Trustee Schoenherr moved to appoint the Krob Law Office, LLC. as Town Attorney for the Town of Grand Lake. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Causseaux	Aye
Mayor Pro Tem Arntson	Aye

Trustee Schoenherr moved to appoint Natascha O’Flaherty as Town Judge for the Town of Grand Lake. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Causseaux	Aye
Trustee Schoenherr	Aye
Trustee Miller	Aye
Mayor Pro Tem Arntson	Aye

D. Direction to Staff Regarding Process to Fill Board of Trustees Vacancies

Trustee Causseaux explained that the applicant was unable to run for reelection due to being out of the country during the nomination period and therefore is seeking to return to the Board through the appointment process.

Trustee Causseaux moved to direct staff to get Dennis Mills letter of interest to be appointed at the May 11th board of trustees meeting, and also to direct staff to post a Notice of Vacancy and Request for Applicants, establish a submission deadline of June 12, 2026, and proceed with interviews at the June 22, workshop, followed by the appointment and swearing-in of one Trustees at that evening’s meeting. Trustee Schoenherr seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Miller	Aye
Trustee Schoenherr	Aye
Trustee Causseaux	Aye
Mayor Pro Tem Arntson	Aye

E. Consideration of Special Event Permit and Resolution 34-2026 – KFFR Membership Drive Spring Concert

Morgan Collin presented on behalf of KFFR.

Trustee Schoenherr motioned to approve the Special Event Permit Application and Resolution 34-2026, setting certain fees for KFFR’s “KFFR Membership Drive Spring Concert” event to be held June 6, 2026. Trustee Arntson seconded the motion, and Town Clerk Carrell called for a vote.

- Trustee Causseaux Aye**
- Trustee Miller Aye**
- Trustee Schoenherr Aye**
- Mayor Pro Tem Arntson Aye**

F. Consideration of Resolution 35-2026 – Purchase of Pontoon Boats for Headwaters Marina

Trustee Schoenherr motioned to approve Resolution 35-2026, a resolution approving the purchase of three Bennington Pontoon Boats for the Town-owned Headwaters Marina. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

- Trustee Causseaux Aye**
- Trustee Miller Aye**
- Trustee Schoenherr Aye**
- Mayor Pro Tem Arntson Aye**

G. Consideration of Heckert Pavilion Curtain Replacement

Trustee Schoenherr moved to direct the Town Manager to approve the quote and purchase replacement curtains for the Heckert Pavillion. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

- Trustee Miller Aye**
- Trustee Causseaux Aye**
- Trustee Schoenherr Aye**
- Mayor Pro Tem Arntson Aye**

H. Direction on East Grand School District Impact Fees and Fee-in-Lieu Policy

Trustee Schoenherr moved for staff to prepare the necessary documentation to update the Town’s policy regarding School District impact fees. Trustee Causseaux seconded the motion, and Town Clerk Carrell called for a vote.

- Trustee Causseaux Aye**
- Trustee Schoenherr Aye**
- Trustee Miller Aye**
- Mayor Pro Tem Arntson Aye**

13. EXECUTIVE SESSION PURSUANT TO SECTION 24-6-402(4)(b), C.R.S. TO CONFER WITH THE TOWN ATTORNEY FOR THE PURPOSE OF RECEIVING LEGAL ADVICE ON SPECIFIC LEGAL QUESTIONS AND PURSUANT TO SECTION 24-6-402(4)(e), C.R.S. TO DETERMINE THE TOWN POSITION REGARDING NEGOTIATIONS, ALL IN CONNECTION WITH A REQUEST FROM THE BAUMANNS FOR A LICENSE TO ALLOW THEIR EXISTING HOUSE AND DOCK TO CONTINUE TO ENCROACH ONTO TOWN PROPERTY

Trustee Causseaux moved to enter into executive session pursuant to section 24-6-402(4)(b), C.R.S. to confer with the Town Attorney for the purpose of receiving legal advice on specific legal questions and pursuant to section 24-6-402(4)(e), C.R.S. to determine the town’s position regarding negotiations, all in connection with a request from the Baumann’s for a license to allow their existing house and dock to continue to encroach onto town property. Trustee Schoenherr seconded the motion. Upon a vote called by Town Clerk Carrell, the motion passed unanimously.

Town Attorney Krob announced that the Board had concluded the executive session, confirmed that only authorized individuals were present and that the discussion remained within the approved scope, and stated that the Board would return to open session to continue discussion of the item.

14. Items of Discussion

A. Discussion and Possible Action on Public Property Encroachment Agreement – Baumann Property

Town Attorney Krob reported that the Board is not yet close to an agreement but has reviewed the draft encroachment agreement and the applicant’s correspondence. He stated that the Board requires a survey of both the subject property and the adjacent Jones parcel before proceeding. Additional considerations include addressing parking on Town property and evaluating appropriate timeframes. He noted that the standard 30-day enforcement provision may not be suitable in this case, and the Board may consider alternatives, including a longer notice period or potential property conveyance, pending further information. He also stated that no dock expansion would be permitted, and any decisions regarding the dock would be subject to further discussion.

15. Future Items for Consideration

- To be determined.

16. Adjourn Meeting

Trustee Causseaux moved to adjourn the meeting, seconded by Trustee Miller. Town Clerk Carrell called for a vote; the motion passed unanimously.

This meeting of the Board of Trustees was adjourned at 8:56 PM.

(Attest)

Alayna Carrell, Town Clerk

Christina Bergquist, Mayor



To: Mayor Bergquist & Town Trustees
From: Alayna Carrell, Town Clerk
Date: May 11, 2026
Re: **Consideration of Appointment of Dennis Mills to the Board of Trustees Vacancy**

BACKGROUND

Dennis Mills recently served approximately one year on the Town of Grand Lake Board of Trustees and is familiar with ongoing Board initiatives, projects, and operations. Due to Mr. Mills being out of the country during the nomination period for the April 7, 2026, regular municipal election, he was unable to obtain a candidate packet and secure the required number of nomination signatures by the January 26, 2026, filing deadline.

Due to these circumstances, the Board of Trustees directed staff at the April 27, 2026, meeting to move forward with the appointment process for Mr. Mills to fill the current Board vacancy, contingent upon receipt of a formal letter of interest and verification of eligibility requirements.

On April 28, 2026, the Town received a letter of interest from Dennis Mills requesting appointment to the vacant Trustee position. Staff has reviewed Mr. Mills’ qualifications and residency information and confirmed that he meets the statutory and local requirements for appointment to the Board of Trustees vacancy.

Pursuant to Colorado law and Town requirements, a person appointed to serve as a Trustee must:

- 1. Be a registered elector of the Town of Grand Lake;
- 2. Be at least eighteen (18) years of age; and
- 3. Have resided within the Town of Grand Lake for at least twelve (12) consecutive months immediately preceding the date of appointment.

Staff has verified that Mr. Mills satisfies each of the above requirements and is therefore eligible for appointment. If appointed, Mr. Mills would serve until the next regular municipal election in April 2028, or until a successor is elected and qualified pursuant to applicable law.

SUGGESTED MOTION

I move to appoint Dennis Mills to fill the vacant Trustee position on the Town of Grand Lake Board of Trustees, with a term to expire at the next regular municipal election in April 2028.



BOARD OF TRUSTEES STAFF MEMORANDUM

DATE: May 11, 2026
TO: Mayor and Board of Trustees
FROM: Emily Weber, Contract Staff - Planning Department
SUBJECT: **QUASI JUDICIAL (PUBLIC HEARING)** – Resolution 42-2026 – Review and consideration of a Preliminary Plat for a Major Subdivision located at 120 County Road 663.

Overview

- **Property Owner and Applicant:** Michael P Ruger Living Trust
- **Applicant Representatives:** Mike Ruger
- **Project Location:** 120 County Road 663
- **Project Zoning:** Single Family Residential – High Density
- **Request:** The applicant is proposing to subdivide a 4.88-acre parcel into nine individual residential lots. Lot sizes range from 0.39 acres to 0.88 acres.



Background

The property was annexed into the town in 2025 through Resolution 05-2025. The annexation agreement included the following key provisions:

1. A maximum of nine residential lots is permitted. Each dwelling must be accessible to fire and emergency services.
2. The access road is unlikely to meet town standards typical subdivisions. The Town Water Department emphasized the importance of the water main in County Road 663, which supplies all of Grand Lake. This main is protected from freezing by a specific combination of soil and snowpack. Relocation or replacement would be financially burdensome, potentially disruptive to water service, and may not be physically feasible. Road improvements are possible but must not endanger this



critical infrastructure. Specifically, paving or reducing the grade below 8% is unlikely.

3. Stormwater improvements are required to mitigate flood risks, particularly following post-fire flooding that impacted County Road 663. It is also required that drainage concerns are addressed during the subdivision process.

The applicant has since applied for a Major Subdivision, which applies to subdivisions creating five or more lots. The proposal includes nine residential lots. A Major Subdivision follows a three-step review process: Sketch Plan, Preliminary Plat, and Final Plat. The applicant completed the Sketch Plan review and received preliminary feedback from the Planning Commission on October 22, 2025, and from the Board of Trustees on October 27, 2025.

During the Sketch Plan review, both the Planning Commission and the Board of Trustees emphasized:

- The importance of ensuring all proposed lots are buildable;
- The need for a slope analysis to determine potential building areas on each lot; and
- The need for a drainage report demonstrating that County Road 663 will meet the requirements outlined in the annexation agreement.

The Planning Commission reviewed the application at their May 6, 2026 meeting, held a public hearing, and provided a recommendation to the Board of Trustees.

Staff Analysis

As part of the Preliminary Plat review, the application was noticed to all property owners within 200 feet of the site, noticed in the local newspaper, and distributed to applicable referral agencies. Referral agency responses are summarized later in this report.

Town Code Section 12-2-12 – Regulations for Single Family Residential – High Density (RSH)

The property is zoned RSH, and all proposed lots are required to meet the minimum zoning standards, including minimum lot size of 5,000 square feet (0.11 acre) and minimum lot frontage of 50 feet. All nine proposed lots meet the minimum lot size and frontage requirements.

Future development on individual lots must comply with all applicable setback requirements. The applicant has provided conceptual building locations to demonstrate that each lot can reasonably accommodate a structure meeting those setbacks. These building footprints are for illustrative purposes only and are not platted building envelopes.

Lots One and Nine currently show illustrative building footprints that do not meet setback requirements. However, given the size of these lots and the implied building footprint dimensions, staff finds that reasonable building potential exists. Staff recommends that the footprints be resized and/or relocated to meet building setbacks prior to Final Plat approval.

Town Code Section 12-9-10 (H) (7) Steep Slopes

Development on slopes greater than 20% but less than 40% requires engineering studies prepared to evaluate geologic and soil suitability and identify appropriate mitigation measures. Development on steep slopes is discouraged on slopes over 30% and prohibited on slopes over 40%.

The applicant has submitted a slope analysis identifying all areas with slopes of 40% or greater, which



are considered non-buildable. Each lot contains sufficient buildable area outside these prohibited slopes. Where development encroaches into areas with slopes greater than 20%, engineering studies will be required at the time of building permit submittal, in addition to all other applicable requirements.

Lots One and Nine currently show building footprints with encroachments into areas with slopes exceeding 40%. While staff finds that sufficient buildable area exists elsewhere on these lots, staff recommends all encroachments into slopes greater than 40% be prior to Final Plat approval.

Town Code Section 12-9-10 (I) (3) (f) Land Dedication

Town Code requires that 7% of the gross land area of a subdivision be dedicated to the Town of Grand Lake for public purposes, including schools, parks, police and fire facilities, or other civic uses. Payment in lieu of dedication is permitted; however, the applicant is proposing on-site dedication. The proposal includes a 10-foot-wide public trail easement along County Road 663 and an additional 0.37-acre parcel near the intersection of W Portal Road and County Road 663.

While the dedicated parcel includes areas with slopes greater than 40%, the site could accommodate approximately five parking spaces should the Town wish to consider future improvements to support nearby trailheads located north of the site.

Town Code Section 12-9-10 (K) Signature Certificates

The applicant has updated the dedication language on the plat since the Sketch Plan submittal. However, the Preliminary Plat is missing the Planning Commission Certificate, Clerk's Certificate, and Owner's Statement. Staff recommends these items be added at the time of Final Plat submittal. Staff has also provided additional comments regarding the plat title and notes, which staff recommends be addressed prior to recording.

Town Code Section 12-10-3 – Inclusionary Zoning

Subdivisions proposing five or more lots are required to provide at least 10% of the housing units as attainable housing for lower- and moderate-income households, in accordance with the Local Employee Residency Requirements and Guidelines. To meet this requirement, the applicant has agreed to dedicate Lot Eight to the Town for future use as attainable housing. Staff recommends this be formalized through a Development Improvements Agreement.

Referral Agencies Comments

Three Lakes Water and Sanitation District

Received via email on April 22, 2016: "Three Lakes Water and Sanitation does not have any concerns with this subdivision. A main line runs up the road and connection will be required."

Engineering Comments provided by Ayres Associates

The full comment letter and redlined plans are included as attachments to this staff report. A summarized list of key comments and recommendations is provided below for reference.

- It is recommended that the applicant obtain written confirmation from the Town of Grand Lake (and other providers) that water, sewer, gas, and electric utilities are available to serve all nine lots.
- County Road 663 will serve as the primary and sole access to the subdivision and will remain unpaved per the Town and the Annexation Agreement. The 20-foot right-of-way dedication was also



addressed with the Annexation. Emergency access will be provided by a 90-ft turnaround. Secondary access is not feasible due to terrain. A paved apron is recommended at the West Portal Road/CR 663 intersection to prevent pavement damage.

- Lots with slopes greater than 20% (Lots 1, 2, 4, 5, 6, and 8) require a geotechnical analysis before building permits. Lots 7 and 9 are also recommended for analysis due to adjacent steep slopes. Engineering recommends geotechnical analyses for all lots by a Colorado-licensed PE to address slope stability and suitable building areas.
- Lot 8, proposed for transfer to the Town, must include a statement of compliance with applicable code requirements (Town Code Section 12-10-3).
- At full build out, the proposed development will cause increased imperviousness and runoff associated with the minor and major storm events. Storm drainage facilities, i.e. a detention basin, may be required to control release of flows from the subdivision consistent with the historical release rates of the pre-development condition.
- Drainage Narrative needs to address the increased runoff associated with the planned development. Sizing the roadside swale for conveyance of the increased runoff will need to address the 100-yr discharge calculated for the proposed condition. Please provide hydraulic analysis indicating the current swale is sufficient or if additional modifications will need to be designed. This should be supported by topographic/survey investigation of the existing swale and shown on the plat as existing drainage infrastructure. The drainage plan shall result in a theoretical zero increase over historical levels in run-off volumes and velocities as a result of the development.

Planning Commission Public Hearing – May 6, 2026

The Planning Commission held a public hearing and considered the request at their May 6, 2026 meeting. The applicant was in attendance and addressed the Commission. The Commissioners discussed the following:

- The applicant will be responsible for installing the trail within the easement and the Town will assume responsibility for ongoing maintenance of the trail.
- Drainage concerns were a primary topic. The Commissioners emphasized the importance of fully addressing drainage associated with the proposed development. The applicant's engineer indicated that potential solutions are being evaluated, including detention ponds or drywells on individual lots. The Commission stated that the applicant must propose a definitive solution, and if drainage is to be addressed on a lot-by-lot basis, it should be reflected on the plat.
- The Commission discussed whether the dedicated open space lot to the Town would be usable and serve as a community asset, noting that open space should not be used for parking.
- Areas with slopes exceeding 40 percent should be identified as non-buildable on the plat.
- The Commission emphasized the need to ensure the plat is prepared such that all lots are ready for closing.

Summary of Public Comments:

- General concerns were raised regarding drainage and maintaining access throughout construction so it remains available for public use. Commenters suggested incorporating restorative measures and native plantings to both address drainage and enhance ecological benefits.
- Additional concerns included ensuring construction equipment is stored on-site rather than within roadways, and the need for a complete and workable construction management plan.



Planning Commission Motion and Recommendation

The Planning Commission voted to approve the Preliminary Plat for a Major Subdivision located at County Road 663, subject to the following conditions:

1. Conceptual building footprints on Lots One and Nine shall be adjusted to meet setback requirements and avoid encroachment into slopes of 40% or greater.
2. The plat shall be revised to include all required dedications and certificates in accordance with Town Code.
3. The plat title and notes shall be revised to address staff comments provided during Preliminary Plat review.
4. The applicant shall provide written confirmation from all applicable utility providers verifying that water, gas, electric, and sewer services are available and have sufficient capacity to serve all proposed lots.
5. The applicant shall address all drainage concerns identified in the attached engineering comments, including any required drainage improvements or detention facilities.
6. The applicant shall install a paved apron at the intersection of West Portal Road and County Road 663 to prevent damage to the existing pavement.
7. A Development Improvements Agreement shall be prepared and ready for execution at the time of Final Plat approval.
8. The plat shall be reviewed to ensure all lots are closeable.
9. The application shall be referred to the Colorado Geological Survey as part of the referral process.
10. The plat shall identify all areas with slopes greater than 40 percent as non-buildable.

Board of Trustees Discussion and Determination

The Board of Trustees is asked to review and discuss the proposed Preliminary Plat for a Major Subdivision located at County Road 663 and vote to approve, approve with conditions, or deny the request.

Sample Motions

Approval with or without conditions

I move to approve Resolution 42-2026, a resolution recommending approval of a Preliminary Plat for a Major Subdivision located at County Road 663, subject to the conditions outlined in the staff report.

OR... subject to the following conditions:

-
-

Denial

I move to approve Resolution 42-2026, a resolution recommending denial of a Preliminary Plat for a Major Subdivision located at County Road 663, based on the following findings of fact:

-
-



Attachments

1. Resolution 42-2026
2. Proposed Plat
3. Topographic Map
4. Slope Analysis
5. Drainage Memo
6. Engineering Comments and Redlined Plans
7. Plat with Staff Comments

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 42-2026**

**A RESOLUTION APPROVING A PRELIMINARY PLAT FOR A MAJOR
SUBDIVISION LOCATED AT 120 COUNTY ROAD 663, CREATING NINE
RESIDENTIAL LOTS**

WHEREAS, Michael P Ruger Living Trus (the “Owner”) is the owner of certain real property located at 120 County Road 663, within the Town of Grand Lake, State of Colorado; and

WHEREAS, the Owner has submitted for review and consideration of a Preliminary Plat for a Major Subdivision (“Application”); and

WHEREAS, the Owner is proposing to subdivide the property into nine residential lots; and

WHEREAS, Section 12-6-6 and Section 12-9-2 of the Code require that a Preliminary Plat be reviewed by the Planning Commission for a recommendation of approval, approval with conditions, or denial to the Town Board of Trustees; and

WHEREAS, the Planning Commission reviewed the Application at a public hearing on May 6, 2026, and found the Application to have satisfactorily addressed the consideration factors in Section 12-6-6 and Section 12-9-2 of the Code; and

WHEREAS, upon a thorough consideration of the Application and applicable Code requirements, the Planning Commission adopted Resolution 05-2026, a resolution recommending approval to the Board of Trustees of the Preliminary Plat with conditions; and

WHEREAS, the Board of Trustees reviewed the Application, the presentation by the Owner, the recommendation of the Planning Commission, and the public testimony presented at the regularly scheduled meeting on May 11, 2026; and

WHEREAS, based on these considerations, the Board of Trustees finds that the Application meets the applicable requirements of the Code and approves the Owner’s Preliminary Development Plan, with conditions.

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

1. The Board of Trustees approves the Application. Unless specified otherwise, the Owner shall satisfy any outstanding items that may include:
 - a. Payment by the Owner of all legal, engineering, and administrative fees incurred by the Town in connection with the review, processing, consideration, and action on the Application.
 - b. Compliance by the Owner with all representations made to the Planning Commission and Board of Trustees during all public hearings or meetings related to the Application.
 - c. The Owner complies with all other federal, state, and local regulations, including but not limited to, obtaining building permits, business regulations, and right of way permits; and,
 - d. In granting this Request the Board is not obligated to grant similar requests in the future nor does granting this Request set a precedent for any future requests.
 - e. This authorization shall run with the transfer of the Property from the Owner to their successors, heirs, or grantees.
 - f. The approval of the Application is subject to compliance with the following conditions:
 - i. Conceptual building footprints on Lots One and Nine shall be adjusted to meet setback requirements and avoid encroachment into slopes of 40% or greater.
 - ii. The plat shall be revised to include all required dedications and certificates in accordance with Town Code.
 - iii. The plat title and notes shall be revised to address staff comments provided during Preliminary Plat review.
 - iv. The applicant shall provide written confirmation from all applicable utility providers verifying that water, gas, electric, and sewer services are available and have sufficient capacity to serve all proposed lots.
 - v. The applicant shall address all drainage concerns identified in the attached engineering comments, including any required drainage improvements or detention facilities.
 - vi. The applicant shall install a paved apron at the intersection of West Portal Road and County Road 663 to prevent damage to the existing pavement.
 - vii. A Development Improvements Agreement shall be prepared and ready for execution at the time of Final Plat approval.
 - viii. The plat shall be reviewed to ensure all lots are closeable.
 - ix. The application shall be referred to the Colorado Geological Survey as part of the referral process.
 - x. The plat shall identify all areas with slopes greater than 40 percent as non-buildable.

- 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.

DULY MOVED, SECONDED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE, COLORADO THIS 11TH DAY OF MAY 2026.

(S E A L)

ATTEST:

TOWN OF GRAND LAKE

Alayna Carrell
Town Clerk

Christina Bergquist,
Mayor

Votes Approving:
Votes Opposed:
Absent:
Abstained:

FINAL PLAT RUGER SUBDIVISION SEC. 5 T3N R75W 6TH PM Grand County, Colorado

DEDICATION

KNOW ALL PEOPLE BY THESE PRESENTS: That The Linda Ashley Randall Living Trust dated 02-04-2011 and The Michael P. Ruger Living Trust dated 02-14-2011 are the owners of the real property situated in The Town of Grand Lake, Grand County, Colorado, more particularly described as follows:

Part of Government Lot 3, Sec. 5, Township 3 North, Range 75 West of the 6th PM, Book 249 Page 274

That it has caused said real property to be laid out and surveyed as Ruger Subdivision.

That it hereby dedicates all rights of ways shown on the accompanying plat to the public forever, and that it hereby dedicates all easements shown on the accompanying plat as easements.

In Witness Whereof:

By: Michael P. Ruger
For: Michael P. Ruger Living Trust Dated 02-14-2011

By: Linda Ashley Randall
For: Linda Ashley Randall Living Trust dated 02-14-2011

STATE OF COLORADO

COUNTY OF _____) SS

IN WITNESS WHEREOF: The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Michael P. Ruger, as authorized representative of Michael P. Ruger Living Trust Dated 02-14-2011.

My Commission Expires:

Notary Public

STATE OF COLORADO

COUNTY OF _____) SS

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ as authorized representative of The Linda Ashley Randall.

My Commission Expires:

Notary Public

S

SURVEYORS CERTIFICATE:

I W. D. Ward Colorado Registered Surveyor No. 25971, hereby certify that this plat of Ruger Subdivision represents the result of a field survey done by me or under my responsible charge, based on facts known to me, and that said survey complies with Article 38, Article 51, Colorado Revised Statutes, 1973, as applicable, and that the monuments required by said statutes and the Town of Grand Lake Subdivision Regulations have been placed on the ground.

W.D. Ward, PLS 25971

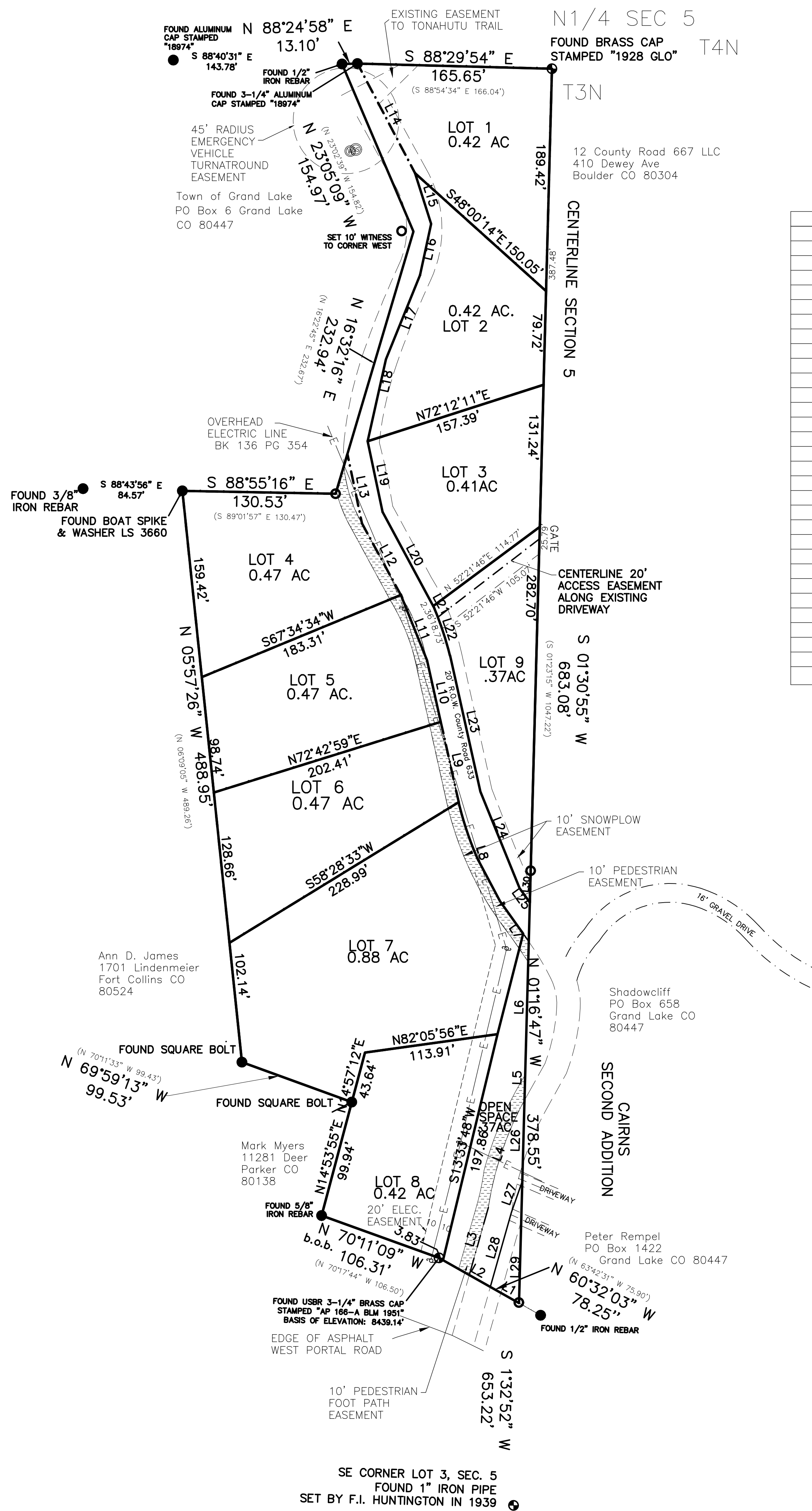
BOARD OF TRUSTEES CERTIFICATE

Approved and all public dedications accepted this _____ day of _____, 20____ by the Board of Trustees of Grand Lake, Colorado.

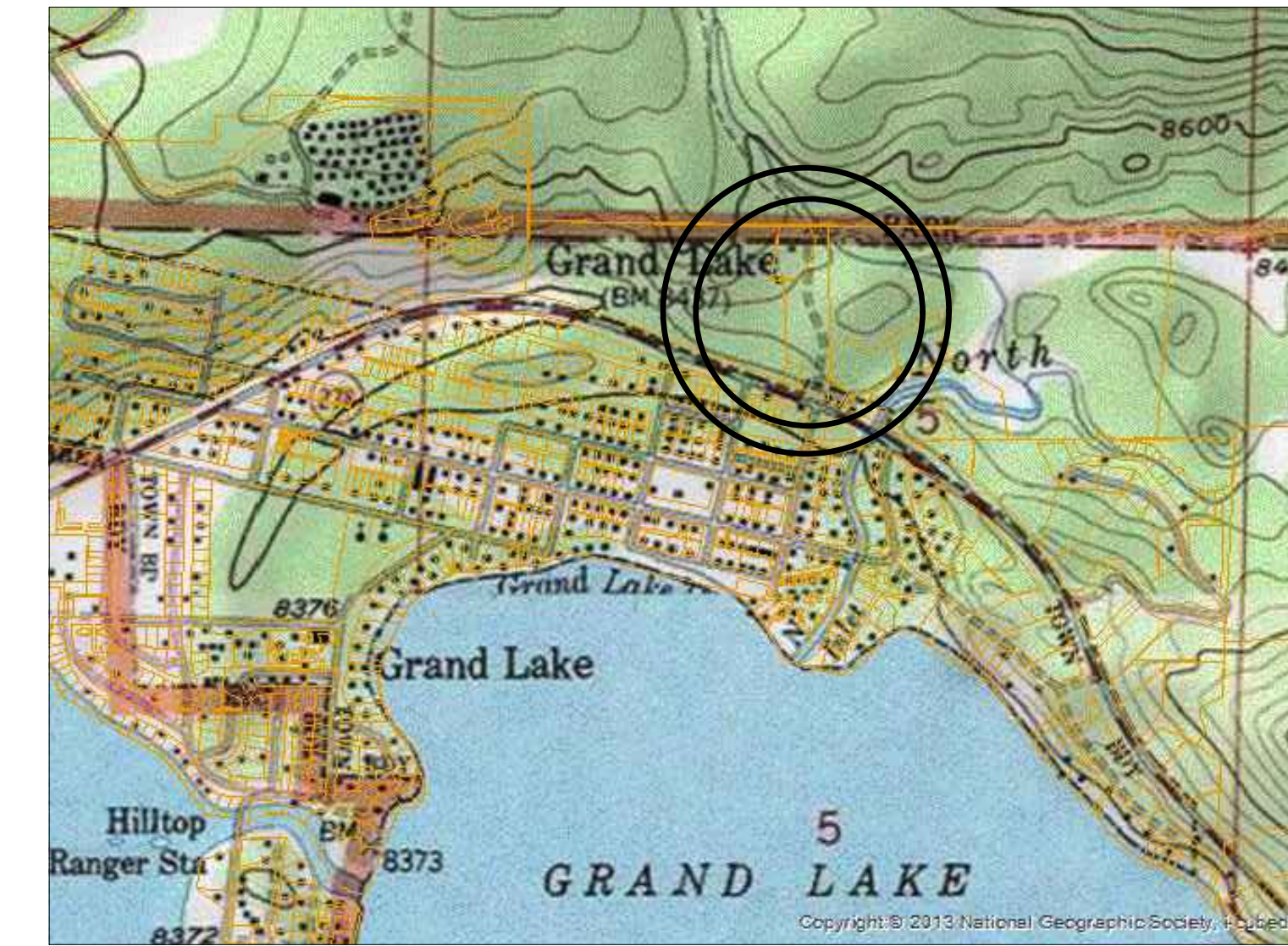
Mayor
Town of Grand Lake
Grandby County, Colorado

Attest:

Town Clerk



LINE	LENGTH	BEARING
L1	28.08	N60°29'05\"W
L2	31.03	N60°34'43\"W
L3	59.77	N15°46'46\"E
L4	92.99	N19°16'08\"E
L5	45.40	N01°32'52\"E
L6	74.45	N01°32'52\"E
L7	56.68	N34°04'29\"W
L8	94.56	N16°51'44\"W
L9	70.05	N12°35'36\"W
L10	47.05	N12°34'14\"W
L11	66.11	N20°39'34\"W
L12	69.33	N28°27'01\"W
L13	60.39	N11°51'04\"W
L14	105.41	S27°44'22\"E
L15	45.29	S17°31'27\"E
L16	45.11	S12°56'27\"W
L17	77.33	S22°02'03\"W
L18	71.46	S12°36'02\"W
L19	61.53	S11°54'16\"E
L20	91.06	S28°19'20\"E
L21	2.25	S28°19'20\"E
L22	42.15	S18°18'12\"E
L23	118.80	S12°34'20\"E
L24	88.72	S22°05'52\"E
L25	15.06	S35°31'20\"E
L26	68.95	S01°32'52\"W
L27	28.38	S19°18'45\"W
L28	65.86	S15°46'46\"W
L29	103.79	N01°32'52\"E
L30	27.10'	S01°16'47\"W



VICINITY MAP: 1" = 2000.00'

NOTES

1. Applicant: Michael P. Ruger Living Trust Dated 02-14-2011. 5160 Redwood Drive, Bow Mar CO 80123
2. Zoning: Grand Lake UGA
3. For title, reference to a title commitment is recommended.
4. Upon finalization of this plat, each new property corner will be monumented with an aluminum capped iron pipe, scribed ls 25971
5. Combined Open Space = 7.5% of total area.

GRAPHIC SCALE - FEET
0 60 120 180

UNIT OF MEASUREMENT: ISFT
CONTOUR INTERVAL 2'
DATUM: The surface of Grand Lake
= 8367.0' NAVD29

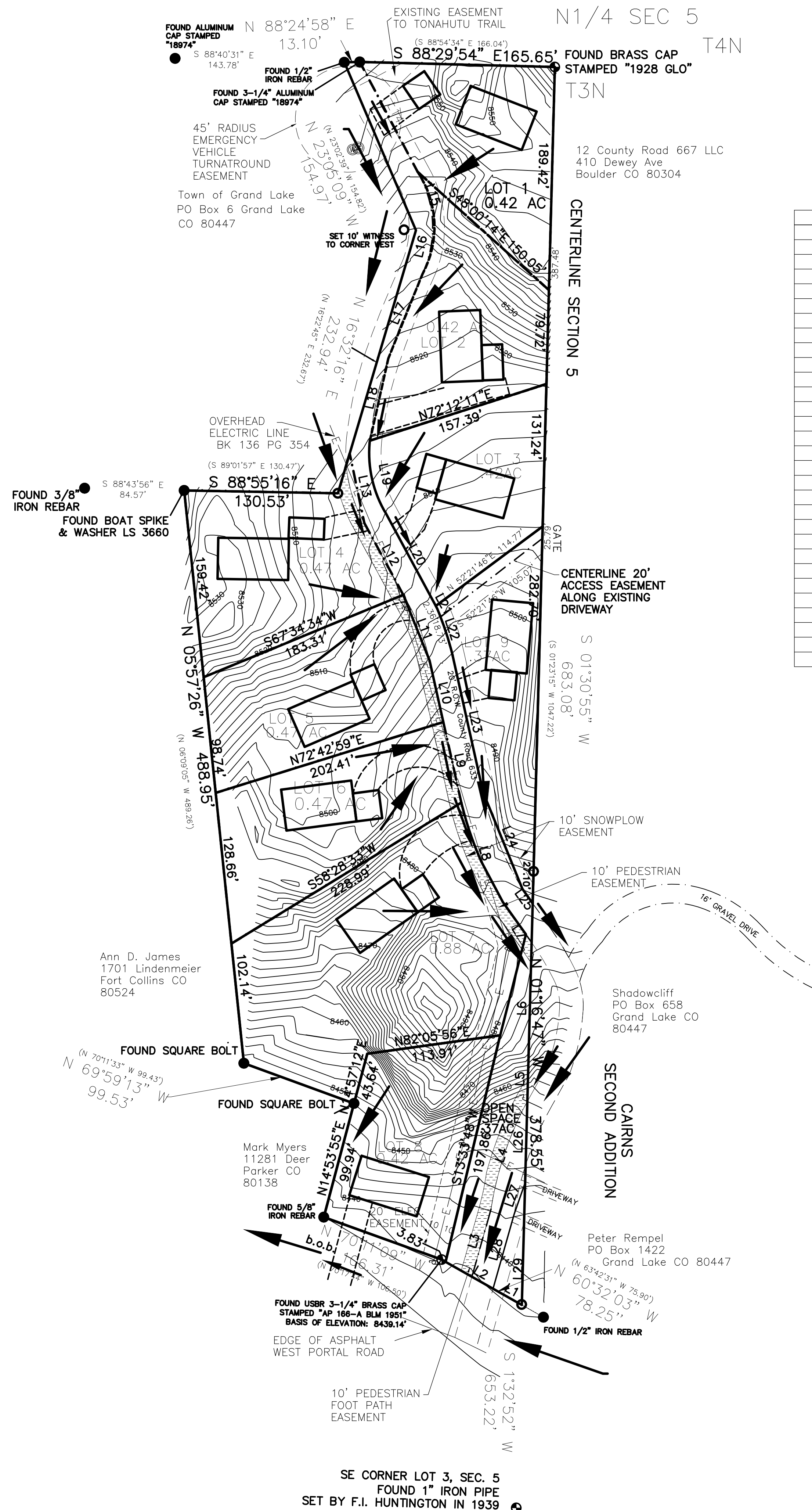
Azimuth Survey Company
P.O. Box 653 Fraser, Colorado 80442
f800-725-2734 p970-531-1120

FINAL PLAT
RUGER SUBDIVISION

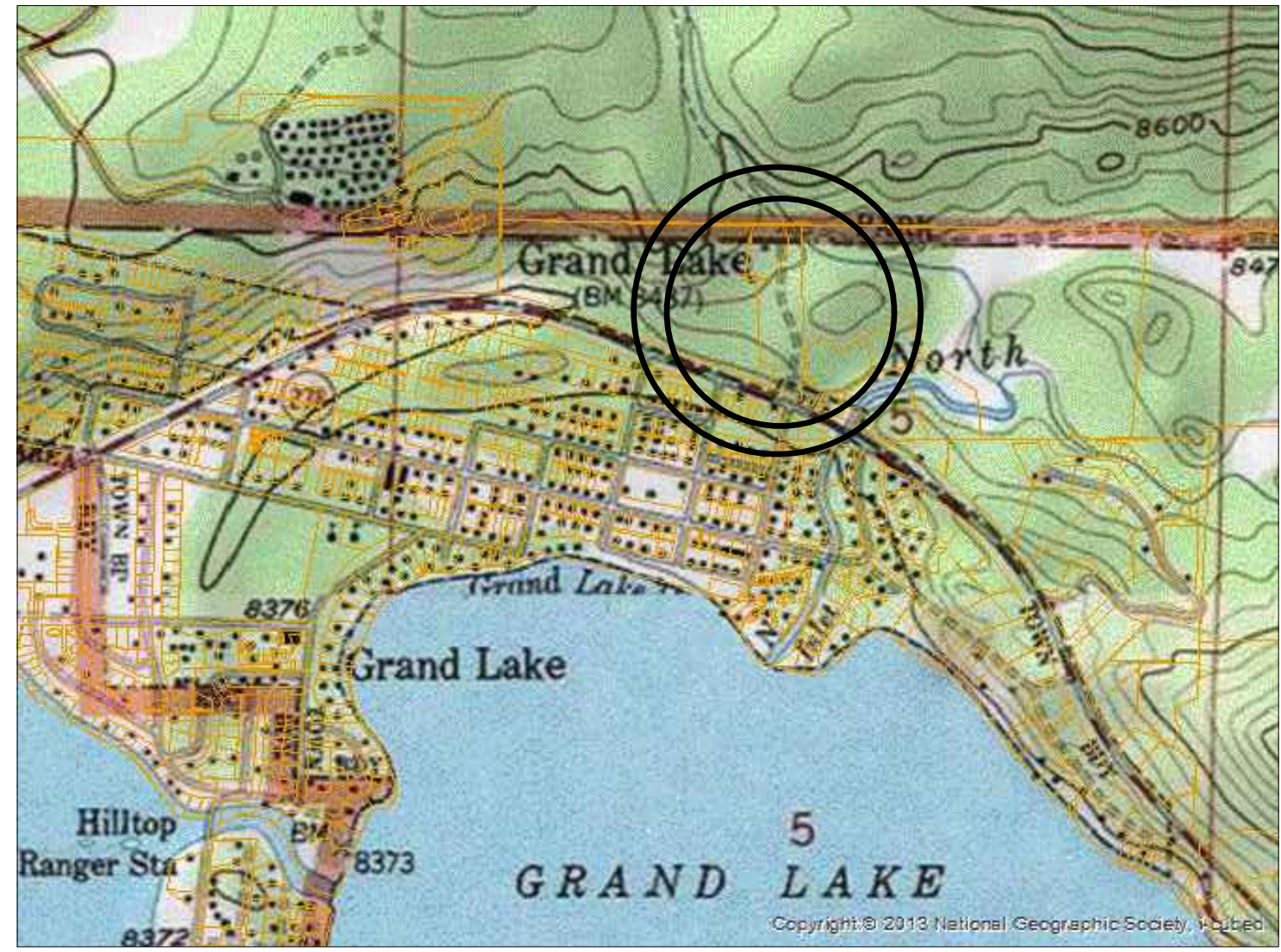
PART OF SEC. 5 T3N R75W 6TH PM
Grand County, Colorado

DATE: 01-06-26, 01-10-26
SCALE: 1"=60' wBY: A427023 JOB:

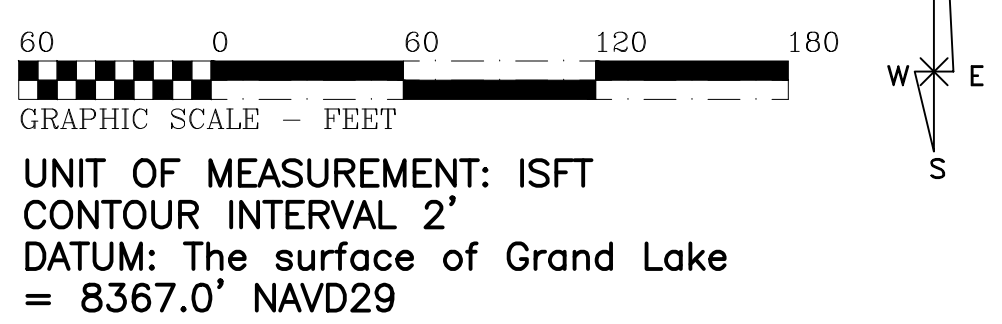
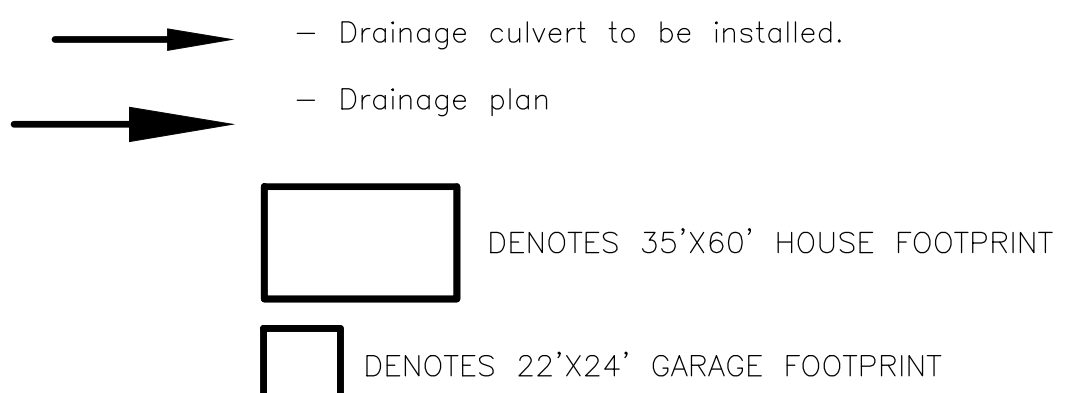
FINAL PLAT RUGER SUBDIVISION SEC. 5 T3N R75W 6TH PM Grand County, Colorado SHEET 2 OF 2



LINE	LENGTH	BEARING
L1	28.08	N60°29'05"W
L2	31.03	N60°34'43"W
L3	59.77	N15°46'46"E
L4	92.99	N19°16'08"E
L5	45.40	N01°32'52"E
L6	74.45	N01°32'52"E
L7	56.68	N34°04'29"W
L8	94.56	N16°51'44"W
L9	70.05	N12°35'36"W
L10	47.05	N12°34'14"W
L11	66.11	N20°39'34"W
L12	69.33	N28°27'01"W
L13	60.39	N11°51'04"W
L14	105.41	S27°44'22"E
L15	45.29	S17°31'27"E
L16	45.11	S12°56'27"W
L17	77.33	S22°02'03"W
L18	71.46	S12°36'02"W
L19	61.53	S11°54'16"E
L20	91.06	S28°19'20"E
L21	2.25	S28°19'20"E
L22	42.15	S18°18'12"E
L23	118.80	S12°34'20"E
L24	88.72	S22°05'52"E
L25	15.06	S35°31'20"E
L26	68.95	S01°32'52"W
L27	28.38	S19°18'45"W
L28	65.86	S15°46'46"W
L29	103.79	N01°32'52"E



- NOTES
- Applicant: Michael P. Ruger Living Trust Dated 02-14-2011. 5160 Redwood Drive, Bow Mar CO 80123
 - Zoning: Grand Lake UGA
 - For title, reference to a title commitment is recommended.
 - Upon finalization of this plat, each new property corner will be monumented with an aluminum capped iron pipe, scribed ls 25971
 - Combined Open Space = 7.5% of total area.
 - Town of Grand Lake setbacks are 25' Front, 10' Side, 10' Rear. Each new home must be separately positioned to apply for a building permit. The accompanying plat shows suggested house locations only.



Azimuth Survey Company
P.O. Box 653 Fraser, Colorado 80442
f800-725-2734 p970-531-1120

FINAL PLAT
RUGER SUBDIVISION

PART OF SEC. 5 T3N R75W 6TH PM
Grand County, Colorado
SHEET 2 OF 2

DATE: 01-06-26, 01-10-26
SCALE: 1"=60' wBY: A427023 JOB:



April 9, 2026

Town of Grand Lake
Grand County, Colorado

**RE: Preliminary Drainage Analysis
Ruger Subdivision
Part of Gov't Lot 3
section 5, Township 3 North
Range 75 West of the 6th PM
2N Project No. 26003**

Dear Engineering,

This letter serves to address the stormwater drainage impact of the proposed Ruger Subdivision. The 5-acre site is located on either side of County Road 663 and north of West Portal Road. The subject parcel is Part of section 5, Township 3 North Range 75 West of the 6th PM, Town of Grand Lake, Grand County, Colorado. A Vicinity Map is included in Appendix A.

Existing Drainage Characteristics

The area was divided into two existing drainage basins that convey runoff from north to south across steep natural terrain. The existing basins EX-1 have an area of 5.54 acres with composite imperviousness of 5.3% and basin EX-2 has an area of 10.70 acres with composite imperviousness of 11.3%. These basins drain to design points 1 and 2, which are near to West Portal Road and continue offsite to North Inlet Creek. This creek serves as the receiving water body for the site's historic drainage before eventually entering Grand Lake. The drainage patterns were delineated using publicly available contour data.

The existing property is composed of prominent rocky outcroppings, native grasses, and existing county road 663. The soil types present onsite are 23.7% Scout cobbly sandy loam [6-15% slopes], 76.3% Scout cobbly sandy loam [15-65% slopes], as designated by the Natural Resources Conservation Services (see Appendix A). The site is within Hydrologic Group A. Soil classified as Hydraulic Group A exhibits a high rate of infiltration when thoroughly wet. The site is located within a Zone X flood hazard area shown on the FEMA Map titled "National Flood Hazard Layer FIRMette", located in Grand County, Colorado and Incorporated Areas, Community 080280, Panel 0314, Map Number 08049C0314C, Dated January 2, 2008." (See Appendix A). Zone X areas are areas unmapped with an area of minimal flood hazard.

Runoff from the existing drainage basins was calculated using the Rational Method to determine runoff for the 100-year storm since the basins are smaller than 90-acres as recommended by Mile High Flood District.

Proposed Development and Drainage Characteristics

The proposed development for the site includes subdividing the property into nine lots, with eight of them being approximately 0.45-acre single family residential parcels and one with 0.88-acre parcel. Lots will be accessed from County Road 663 and West Portal Road.

Proposed flow calculations were performed using the Rational Method to calculate the additional runoff generated from the development of driveways and buildings, since the basins are smaller than 90-acres as recommended by Mile High Flood District. The proposed basins PR-1 has an area of 5.54 acres with composite imperviousness of 9.0% and basin PR-2 has an area of 10.70 acres with composite imperviousness of 17.0%. The proposed basin delineation for this study is consistent with the existing basin delineation; the proposed basins drain to design points 1 and 2. Refer to the attached Existing and Proposed Drainage Plans included in the Appendix.

Below is a summary table comparing the existing and proposed basin runoff flows in the 10-yr and 100-yr storm event using the criteria discussed above and below. Runoff calculations can be found in Appendix B.

Basin	Design Point	Existing Q _{10-yr}	Existing Q _{100-yr}	Proposed Q _{10-yr}	Proposed Q _{100-yr}
EX-1/PR-1	DP 1	0.24	2.68	0.55	3.22
EX-2/PR-2	DP 2	1.25	6.01	2.10	7.46

A small portion of the property is located offsite. This area has been disregarded from the analysis. The site to be developed consists of nine lots with each having the building of 2100 SF area, a garage of 528 SF area and driveways.

Existing Road-side Ditch

If required, the ditch will be regraded or improved to carry the major storm. Driveway Culvert has been sized to carry the major storm. A 15" CMP will pass the proposed major flow. Based on the provided hydraulic analysis, the 15-inch CMP driveway culvert possesses sufficient capacity to convey the 100-year peak design flow of 7.46 cfs without overtopping the driveway surface. The Corrugate Metal Pipe is appropriate for this site's shallow cover requirements under the driveway.

Conclusion

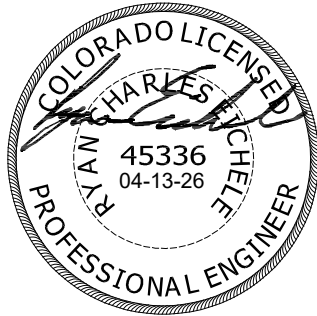
In conclusion, the proposed buildings and driveways for the site have been designed to ensure all stormwater runoff is directed away from the structures and toward the existing drainage system.

Thank you for taking the time to review this letter. If you have any questions or require additional information, please let us know.

Sincerely,

2N CIVIL, LLC

Ryan Eichele, P.E.
Project Manager

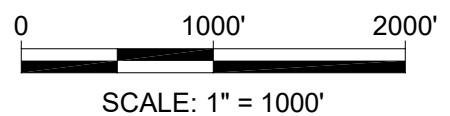
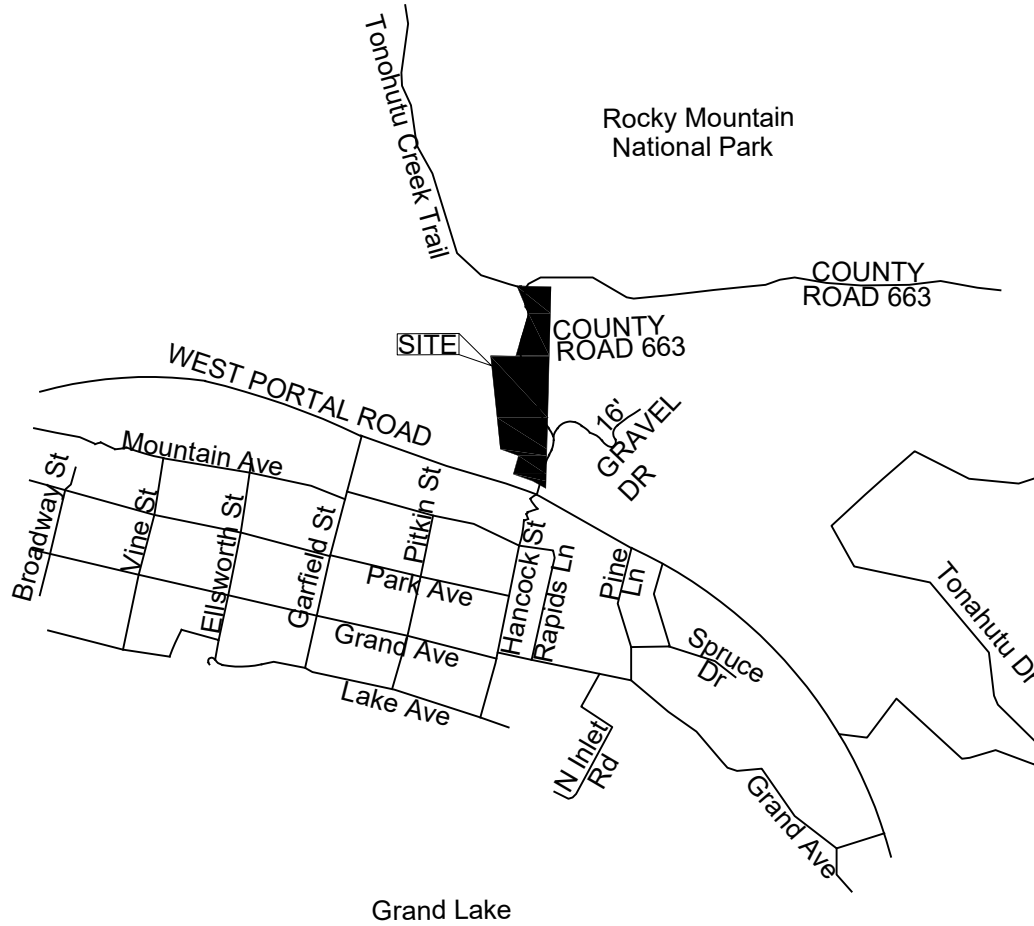


Enc.

APPENDIX A

Vicinity Map
Soils Map
FEMA Map

VICINITY MAP



Project Number: 26003

J:\Projects\26\26003\3rd Party\Vicinity Map.dwg

2N Civil, LLC

6 Inverness Ct. E., Suite 125
Englewood, CO 80112

Phone 303-925-0544 Fax 303-925-0547
www.2NCivil.com

VICINITY MAP RUGER SUBDIVISION

Drawn By: DR
Checked By: RCE
Revisions:

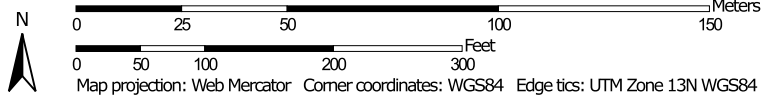


Hydrologic Soil Group—Grand County Area, Colorado
(ruger subdivision)

Section 10, Item B.



Map Scale: 1:1,790 if printed on A portrait (8.5" x 11") sheet.



Natural Resources
Conservation Service

Web Soil Survey
National Cooperative Soil Survey

4/8/2026
Page 1 of 4

MAP LEGEND

- Area of Interest (AOI)**
 - Area of Interest (AOI)
- Soils**
 - Soil Rating Polygons
 - A
 - A/D
 - B
 - B/D
 - C
 - C/D
 - D
 - Not rated or not available
 - Soil Rating Lines
 - A
 - A/D
 - B
 - B/D
 - C
 - C/D
 - D
 - Not rated or not available
 - Soil Rating Points
 - A
 - A/D
 - B
 - B/D
- Water Features**
 - Streams and Canals
- Transportation**
 - Rails
 - Interstate Highways
 - US Routes
 - Major Roads
 - Local Roads
- Background**
 - Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Grand County Area, Colorado
Survey Area Data: Version 19, Aug 29, 2025

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Aug 29, 2023—Sep 8, 2023

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.



Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
75	Scout cobbly sandy loam, 6 to 15 percent slopes	A	1.6	23.7%
76	Scout cobbly sandy loam, 15 to 65 percent slopes	A	5.0	76.3%
Totals for Area of Interest			6.6	100.0%

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.



Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher



NOTES TO USERS

This map is for use in administering the National Flood Insurance Program. It does not necessarily identify all areas subject to flooding, particularly from local drainage sources of small size. The community map repository should be consulted for possible updated or additional flood hazard information.

To obtain more detailed information in areas where **Base Flood Elevations (BFEs)** and/or **floodways** have been determined, users are encouraged to consult the Flood Profiles and Floodway Data and/or Summary of Stillwater Elevations tables contained within the Flood Insurance Study (FIS) report that accompanies this FIRM. Users should be aware that BFEs shown on the FIRM represent rounded whole-foot elevations. These BFEs are intended for flood insurance rating purposes only and should not be used as the sole source of flood elevation information. Accordingly, flood elevation data presented in the FIS report should be utilized in conjunction with the FIRM for purposes of construction and/or floodplain management.

Coastal Base Flood Elevations shown on this map apply only landward of 0.0' North American Vertical Datum of 1988 (NAVD 88). Users of this FIRM should be aware that coastal flood elevations are also provided in the Summary of Stillwater Elevations table in the Flood Insurance Study report for this jurisdiction. Elevations shown in the Summary of Stillwater Elevations table should be used for construction and/or floodplain management purposes when they are higher than the elevations shown on this FIRM.

Boundaries of the **floodways** were computed at cross sections and interpolated between cross sections. The floodways were based on hydraulic considerations with regard to requirements of the National Flood Insurance Program. Floodway widths and other pertinent floodway data are provided in the Flood Insurance Study report for this jurisdiction.

Certain areas not in Special Flood Hazard Areas may be protected by **flood control structures**. Refer to Section 2.4 "Flood Protection Measures" of the Flood Insurance Study report for information on flood control structures for this jurisdiction.

The **projection** used in the preparation of this map was Universal Transverse Mercator (UTM) zone 13. The **horizontal datum** was NAD83, GRS1980 spheroid. Differences in datum, spheroid, projection or UTM zones used in the production of FIRMs for adjacent jurisdictions may result in slight positional differences in map features across jurisdiction boundaries. These differences do not affect the accuracy of this FIRM.

Flood elevations on this map are referenced to the North American Vertical Datum of 1988. These flood elevations must be compared to structure and ground elevations referenced to the same vertical datum. For information regarding conversion between the National Geodetic Vertical Datum of 1929 and the North American Vertical Datum of 1988, visit the National Geodetic Survey website at <http://www.ngs.noaa.gov/> or contact the National Geodetic Survey at the following address:

NGS Information Services
NOAA, NNGS12
National Geodetic Survey
SSMC-3, #9202
1315 East-West Highway
Silver Spring, MD 20910-3282

To obtain current elevation, description, and/or location information for **bench marks** shown on this map, please contact the Information Services Branch of the National Geodetic Survey at (301) 713-3242, or visit its website at <http://www.ngs.noaa.gov/>.

Base map information shown on this FIRM was provided in digital format by the United States Department of Agriculture/ Service Center Agencies; produced from Digital Orthophoto Quadrangles at a scale of 1:12,000, dated 2005 or later as a part of the National Agricultural Imagery Program.

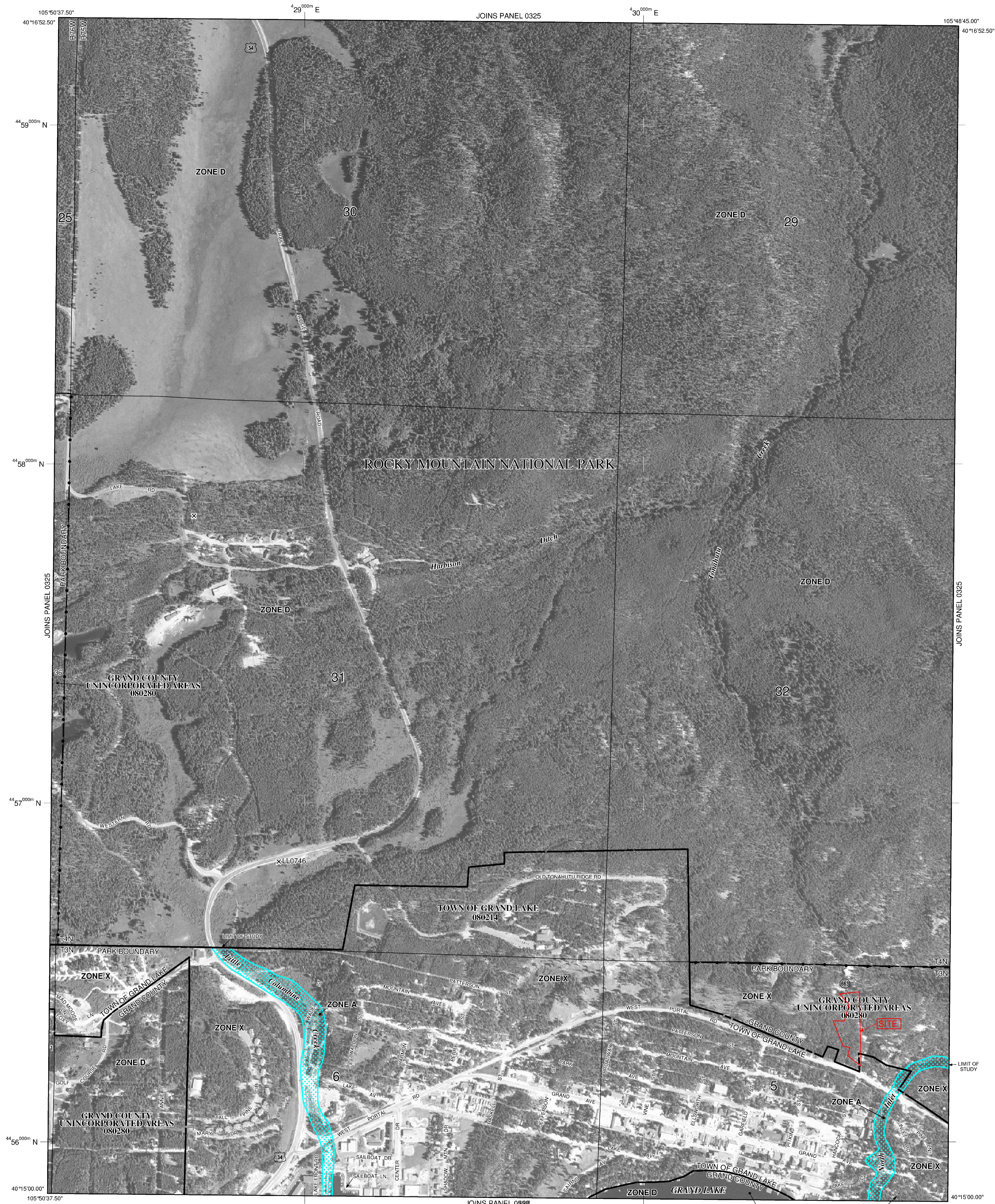
This map reflects more detailed and up-to-date **stream channel configurations** than those shown on the previous FIRM for this jurisdiction. The floodplains and floodways that were transferred from the previous FIRM may have been adjusted to conform to these new stream channel configurations. As a result, the Flood Profiles and Floodway Data tables in the Flood Insurance Study report (which contains authoritative hydraulic data) may reflect stream channel distances that differ from what is shown on this map.

Corporate limits shown on this map are based on the best data available at the time of publication. Because changes due to annexations or de-annexations may have occurred after this map was published, map users should contact appropriate community officials to verify current corporate limit locations.

Please refer to the separately printed **Map Index** for an overview map of the county showing the layout of map panels; community map repository addresses; and a Listing of Communities table containing National Flood Insurance Program dates for each community as well as a listing of the panels on which each community is located.

Contact the **FEMA Map Service Center** at 1-800-358-9616 for information on available products associated with this FIRM. Available products may include previously issued Letters of Map Change, a Flood Insurance Study report, and/or digital versions of this map. The FEMA Map Service Center may also be reached by Fax at 1-800-358-9620 and its website at <http://www.msc.fema.gov/>.

If you have **questions about this map** or questions concerning the National Flood Insurance Program in general, please call 1-877-FEMA MAP (1-877-336-2627) or visit the FEMA website at <http://www.fema.gov/>.



LEGEND

SPECIAL FLOOD HAZARD AREAS (SFHAs) SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD

The 1% annual chance flood (100-year flood), also known as the base flood, is the flood that has a 1% chance of being equaled or exceeded in any given year. The Special Flood Hazard Area is the area subject to flooding by the 1% annual chance flood. Areas of Special Flood Hazard include Zones A, AE, AH, AO, AR, A99, V and VE. The Base Flood Elevation is the water-surface elevation of the 1% annual chance flood.

- ZONE A** No Base Flood Elevations determined.
- ZONE AE** Base Flood Elevations determined.
- ZONE AH** Flood depths of 1 to 3 feet (usually areas of ponding); Base Flood Elevations determined.
- ZONE AO** Flood depths of 1 to 3 feet (usually sheet flow on sloping terrain); average depths determined. For areas of alluvial fan flooding, velocities also determined.
- ZONE AR** Special Flood Hazard Area formerly protected from the 1% annual chance flood by a flood control system that was subsequently decertified. Zone AR indicates that the former flood control system is being restored to provide protection from the 1% annual chance or greater flood.
- ZONE A99** Area to be protected from 1% annual chance flood by a Federal flood protection system under construction; no Base Flood Elevations determined.
- ZONE V** Coastal flood zone with velocity hazard (wave action); no Base Flood Elevations determined.
- ZONE VE** Coastal flood zone with velocity hazard (wave action); Base Flood Elevations determined.

FLOODWAY AREAS IN ZONE AE

The floodway is the channel of a stream plus any adjacent floodplain areas that must be kept free of encroachment so that the 1% annual chance flood can be carried without substantial increases in flood heights.

OTHER FLOOD AREAS

- ZONE X** Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.
- OTHER AREAS** Areas determined to be outside the 0.2% annual chance floodplain.
- ZONE D** Areas in which flood hazards are undetermined, but possible.

COASTAL BARRIER RESOURCES SYSTEM (CBRS) AREAS

CBRS areas and OPAs are normally located within or adjacent to Special Flood Hazard Areas.

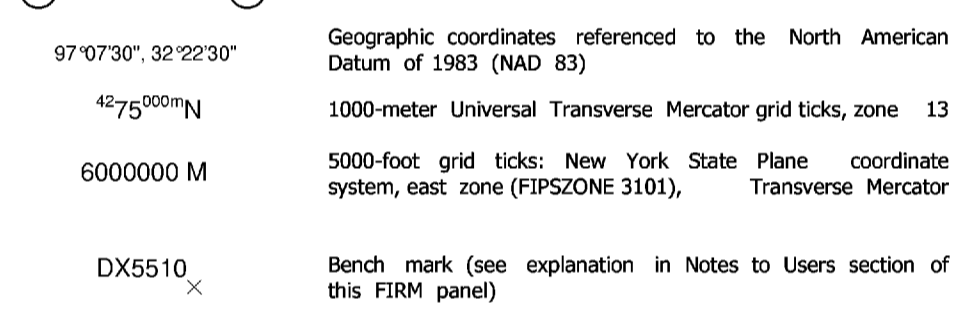
OTHERWISE PROTECTED AREAS (OPAs)

- 1% annual chance floodplain boundary
- 0.2% annual chance floodplain boundary
- Floodway boundary
- Zone D boundary
- CBRS and OPA boundary
- Boundary dividing Special Flood Hazard Areas of different Base Flood Elevations, flood depths or flood velocities.

- Base Flood Elevation line and value; elevation in feet* (EL 987)
- Base Flood Elevation value where uniform within zone; elevation in feet*
- * Referenced to the North American Vertical Datum of 1988 (NAVD 88)
- Transect line
- Geographic coordinates referenced to the North American Datum of 1983 (NAD 83)
- 1000-meter Universal Transverse Mercator grid ticks, zone 13
- 5000-foot grid ticks: New York State Plane coordinate system, east zone (FIPSZONE 3101), Transverse Mercator
- Bench mark (see explanation in Notes to Users section of this FIRM panel)
- River Mile
- MAP REPOSITORIES
- Refer to Map Repositories list on Map Index
- EFFECTIVE DATE OF COUNTYWIDE FLOOD INSURANCE RATE MAP
- January 2, 2008
- EFFECTIVE DATE(S) OF REVISION(S) TO THIS PANEL

For community map revision history prior to countywide mapping, refer to the Community Map History table located in the Flood Insurance Study report for this jurisdiction.

To determine if flood insurance is available in this community, contact your insurance agent or call the National Flood Insurance Program at 1-800-438-6620.



NATIONAL FLOOD INSURANCE PROGRAM

PANEL 0314C

FIRM FLOOD INSURANCE RATE MAP

GRAND COUNTY, COLORADO AND INCORPORATED AREAS

PANEL 314 OF 1200
(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:

COMMUNITY	NUMBER	PANEL	SUFFIX
GRAND COUNTY	080280	0314	C
GRAND LAKE, TOWN OF	080214	0314	C

Notice to User: The **Map Number** shown below should be used when placing map orders; the **Community Number** shown above should be used on insurance applications for the subject community.

MAP NUMBER 08049C0314C

EFFECTIVE DATE JANUARY 2, 2008

Federal Emergency Management Agency

Calculation of Peak Runoff using Rational Method Calculation of Peak Runoff using Rational Method Calculation of Peak Runoff using Rational Method

Designer: DR
 Company: 2N CIVIL
 Date: 4/10/2026
 Project: RUGER SUBDIVISION
 Location: GRAND COUNTY, CO

MHFD-Rational, Version 3.00 (August 2025)
 Cells of this color are for required user-input
 Cells of this color are for optional override values

$$t_t = \frac{0.395(1.1 - C_2)\sqrt{L_t}}{S^{0.33}}$$

$$t_t = \frac{L_t}{60K\sqrt{S_t}} = \frac{L_t}{60V_t}$$

Computed $t_c = t_t + t_d$

Regional $t_c = (26 - 17i) + \frac{L_t}{60(141 + 9)\sqrt{S_t}}$

t_c minimum = 5 (urban)
 t_c minimum = 10 (non-urban)

Selected $t_c = \max(t_{\text{minimum}}, \min(\text{Computed } t_c, \text{Regional } t_c))$

Select MHFD location for NOAA Atlas 14 Rainfall Depths from the pulldown list OR enter your own depths obtained from the NOAA website (click this link)

WQE	2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	500-yr
0.60	0.52	0.67	0.82	1.06	1.27	1.51	2.17

1-hour rainfall depth, P1 (in) =

a	b	c
28.50	10.00	0.786

Rainfall Intensity Equation Coefficients =

$$I(\text{in/hr}) = \frac{a + P_1}{(b + t_c)^c}$$

$Q(\text{cfs}) = CIA$

Provide input for area, soil type, and imperviousness on the Runoff Coeffs worksheet.

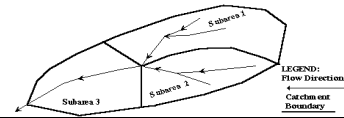
Subcatchment Name	Area (ac)	NRCS Hydrologic Soil Group(s)	Imperviousness	Runoff Coefficient, C								Overland (Initial) Flow Time					Channelized (Travel) Flow Time					Time of Concentration				Rainfall Intensity, I (in/hr)								Peak Flow, Q (cfs)								
				WQE & 2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	500-yr	Overland Flow Length L _t (ft)	U/S Elevation (ft) (Optional)	D/S Elevation (ft) (Optional)	Overland Flow Slope S _t (ft/ft)	Overland Flow Time t _t (min)	Channelized Flow Length L _t (ft)	U/S Elevation (ft) (Optional)	D/S Elevation (ft) (Optional)	Channelized Flow Slope S _t (ft/ft)	NRCS Conveyance Factor K	Channelized Flow Velocity V _t (ft/sec)	Channelized Flow Time t _t (min)	Computed t _c (min)	Regional t _c (min)	Selected t _c (min)	(Optional) Override t _c (min)	WQE	2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	500-yr	WQE	2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	500-yr
EX-1	5.54	A	5.3%	0.02	0.02	0.02	0.03	0.07	0.15	0.29	300.00	8566.53	8522.86	0.146	13.93	713.61	8522.86	8437.36	0.120	10	3.46	3.44	17.37	28.62	17.37		1.27	1.10	1.42	1.73	2.24	2.68	3.19	4.59	0.14	0.12	0.17	0.24	0.41	1.05	2.68	7.33
EX-2	10.70	A	11.3%	0.07	0.07	0.08	0.09	0.12	0.20	0.33	300.00	8654.00	8602.19	0.173	12.56	1715.81	8602.19	8438.30	0.096	10	3.09	9.25	21.81	32.82	21.81		1.13	0.98	1.26	1.53	1.99	2.39	2.84	4.08	0.83	0.72	0.97	1.25	1.83	3.10	6.01	14.26
PR-1	5.54	A	9.0%	0.05	0.05	0.06	0.07	0.10	0.18	0.31	300.00	8566.53	8522.86	0.146	13.52	713.61	8522.86	8437.36	0.120	10	3.46	3.44	16.96	27.83	16.96		1.28	1.11	1.43	1.75	2.27	2.72	3.23	4.64	0.36	0.31	0.43	0.55	0.83	1.53	3.22	8.03
PR-2	10.70	A	17.0%	0.12	0.12	0.13	0.14	0.17	0.24	0.36	300.00	8654.00	8602.19	0.173	11.95	1715.81	8602.19	8438.30	0.096	10	3.09	9.25	21.20	31.25	21.20		1.14	0.99	1.28	1.56	2.02	2.42	2.88	4.14	1.43	1.24	1.66	2.10	2.95	4.40	7.46	16.10

Determination of Runoff Coefficients for Rational Method

MHFD-Rational, Version 3.00 (August 2025)

Designer: DR
 Company: 2N CIVIL
 Date: 4/10/2026
 Project: RUGER SUBDIVISION
 Location: GRAND COUNTY, CO

Cells of this color are for required user-input
 Cells of this color are for optional override values



Provide subcatchment names on the Rational Calcs worksheet to open up the table below.

Subcatchment Name	# of Subareas	Area (ac)	NRCS Hydrologic Soil Group	Percent Imperviousness				Runoff Coefficient, C										Comments							
				Imperviousness Source	Imperviousness Category	Calculated Imperviousness	(Optional) Override Imperviousness	WQE & 2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	500-yr	(Optional) Override Runoff Coefficient, C	WQE & 2-yr	5-yr		10-yr	25-yr	50-yr	100-yr	500-yr		
EX-1	2	5.54	A	Land Use	Open Space, Undisturbed Native Grasses	5%	5.3%	0.02	0.02	0.02	0.03	0.07	0.15	0.29	0.02	0.02	0.02	0.03	0.07	0.15	0.29				
				Surface Type	Roofs	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87											
EX-2	3	10.70	A	Land Use	Open Space, Undisturbed Native Grasses	5%	11.3%	0.02	0.02	0.02	0.03	0.07	0.15	0.29	0.07	0.07	0.08	0.09	0.12	0.20	0.33				
				Surface Type	Gravel - High Traffic Areas	80%		0.63	0.65	0.66	0.69	0.71	0.73	0.77											
				Surface Type	Roofs	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87											
PR-1	3	5.54	A	Land Use	Open Space, Undisturbed Native Grasses	5%	9.0%	0.02	0.02	0.02	0.03	0.07	0.15	0.29	0.05	0.05	0.06	0.07	0.10	0.18	0.31				
				Surface Type	Roofs	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87											
				Surface Type	Concrete Driveways and Walks	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87											
PR-2	4	10.70	A	Land Use	Open Space, Undisturbed Native Grasses	5%	17.0%	0.02	0.02	0.02	0.03	0.07	0.15	0.29	0.12	0.12	0.13	0.14	0.17	0.24	0.36				
				Surface Type	Roofs	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87											
				Surface Type	Concrete Driveways and Walks	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87											
				Surface Type	Gravel - High Traffic Areas	80%		0.63	0.65	0.66	0.69	0.71	0.73	0.77											

Culvert Report

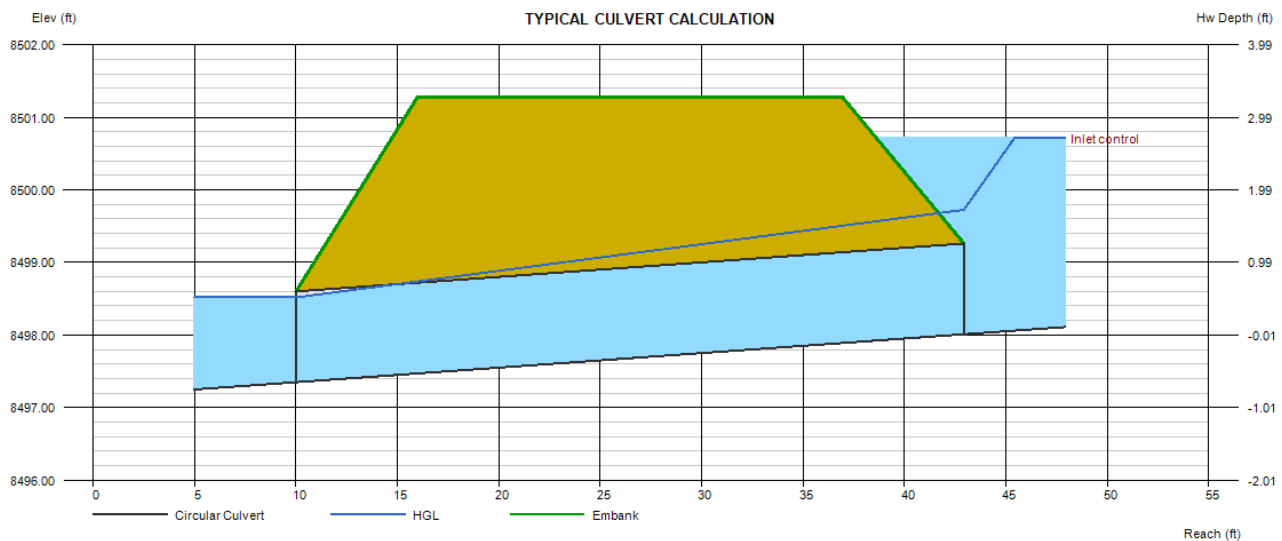
TYPICAL CULVERT CALCULATION

Invert Elev Dn (ft) = 8497.35
 Pipe Length (ft) = 32.93
 Slope (%) = 2.00
 Invert Elev Up (ft) = 8498.01
 Rise (in) = 15.0
 Shape = Circular
 Span (in) = 15.0
 No. Barrels = 1
 n-Value = 0.022
 Culvert Type = Circular Corrugate Metal Pipe
 Culvert Entrance = Projecting
 Coeff. K,M,c,Y,k = 0.034, 1.5, 0.0553, 0.54, 0.9

Embankment
 Top Elevation (ft) = 8501.28
 Top Width (ft) = 20.93
 Crest Width (ft) = 10.00

Calculations
 Qmin (cfs) = 7.46
 Qmax (cfs) = 7.46
 Tailwater Elev (ft) = (dc+D)/2

Highlighted
 Qtotal (cfs) = 7.46
 Qpipe (cfs) = 7.46
 Qovertop (cfs) = 0.00
 Veloc Dn (ft/s) = 6.25
 Veloc Up (ft/s) = 6.08
 HGL Dn (ft) = 8498.52
 HGL Up (ft) = 8499.73
 Hw Elev (ft) = 8500.72
 Hw/D (ft) = 2.16
 Flow Regime = Inlet Control





NOT FOR CONSTRUCTION

RUGER SUBDIVISION

EXISTING DRAINAGE MAP

DRAINAGE LEGEND

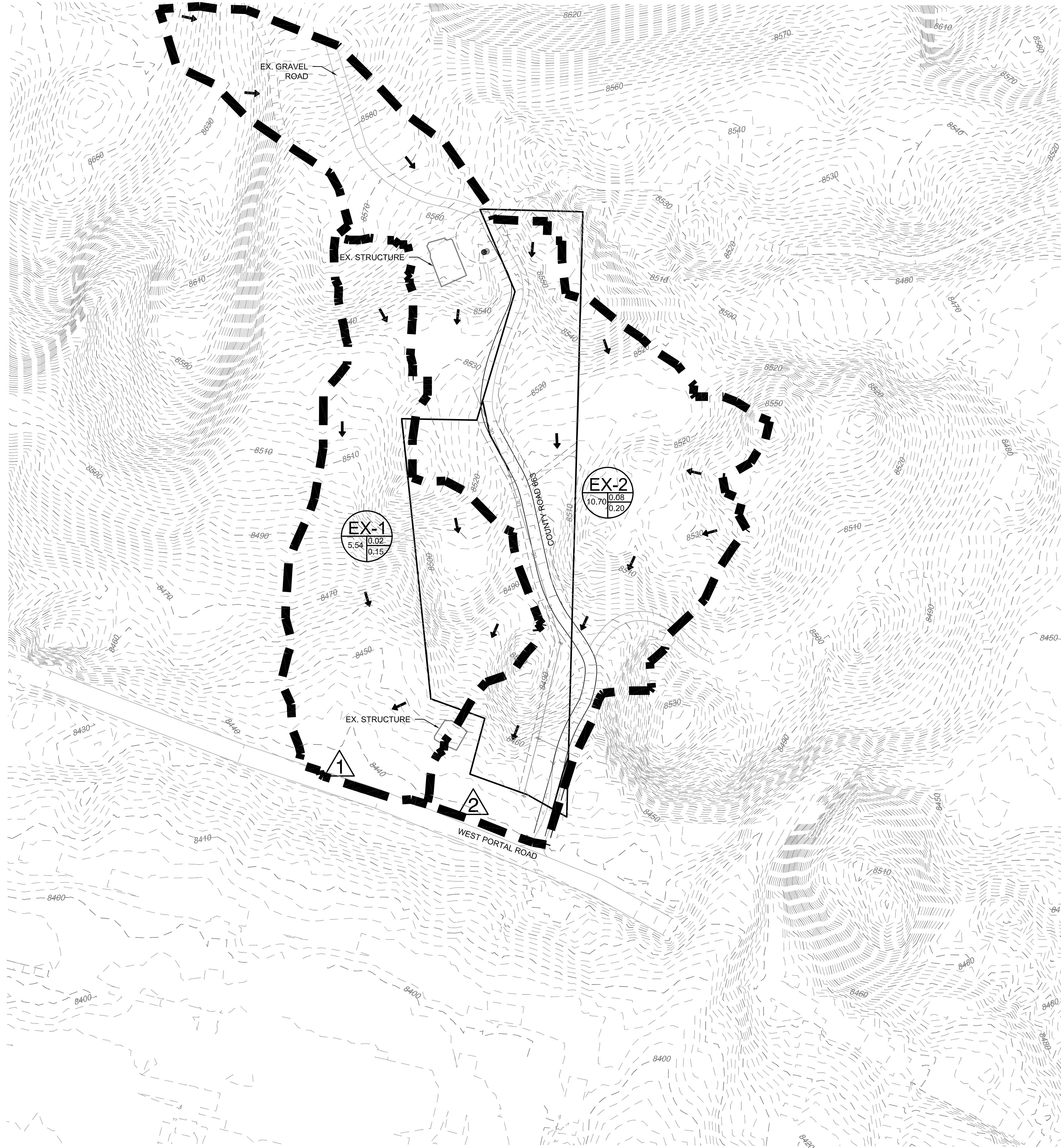
BASIN NAME
 10 YR RUNOFF COEFFICIENT
 100 YR RUNOFF COEFFICIENT
 BASIN AREA

BASIN DESIGN POINT

EXISTING BASIN LIMIT

FLOW DIRECTION

Design Point	Area (ac)	Contributing		
		Basins	Q ₁₀ (cfs)	Q ₁₀₀ (cfs)
1	5.54	EX-1	0.24	2.68
2	10.70	EX-2	1.25	6.01



PREPARED FOR:
CLIENT
ADDRESS LINE 1
ADDRESS LINE 2

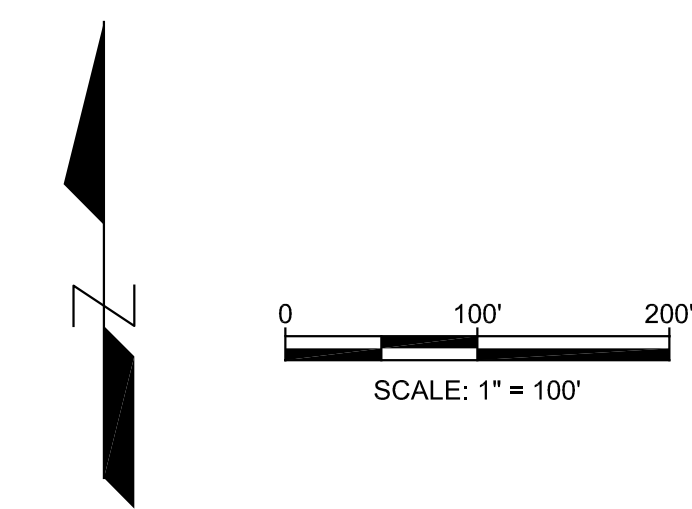
EXISTING DRAINAGE MAP
TYPE OF SUBMITTAL
RUGER SUBDIVISION
LOCATION

BY: DATE:

REVISIONS:
1.

PROJECT NUMBER: 26003
ISSUED DATE: 04-13-26
DESIGNED BY: DR
REVIEWED BY: RCE

EXISTING DRAINAGE MAP





NOT FOR CONSTRUCTION

PREPARED FOR:
CLIENT
ADDRESS LINE 1
ADDRESS LINE 2

PROPOSED DRAINAGE MAP
TYPE OF SUBMITTAL
RUGER SUBDIVISION
LOCATION

BY: DATE:

REVISIONS:
1.

PROJECT NUMBER: 26003
ISSUED DATE: 04-13-26
DESIGNED BY: DR
REVIEWED BY: RCE

PROPOSED DRAINAGE MAP

RUGER SUBDIVISION

PROPOSED DRAINAGE MAP

DRAINAGE LEGEND

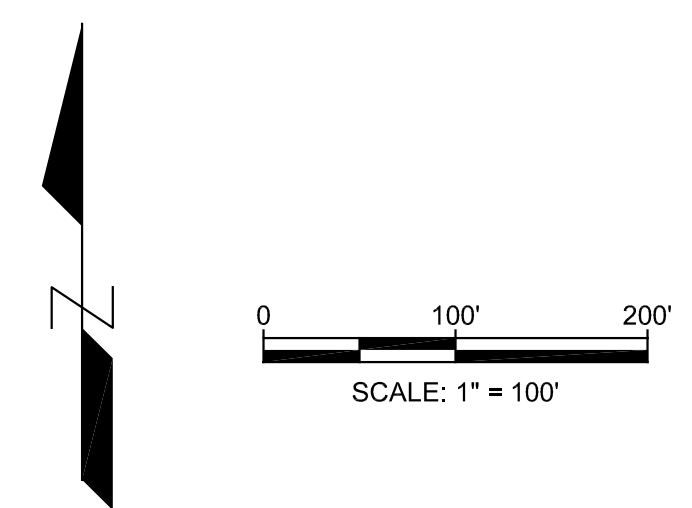
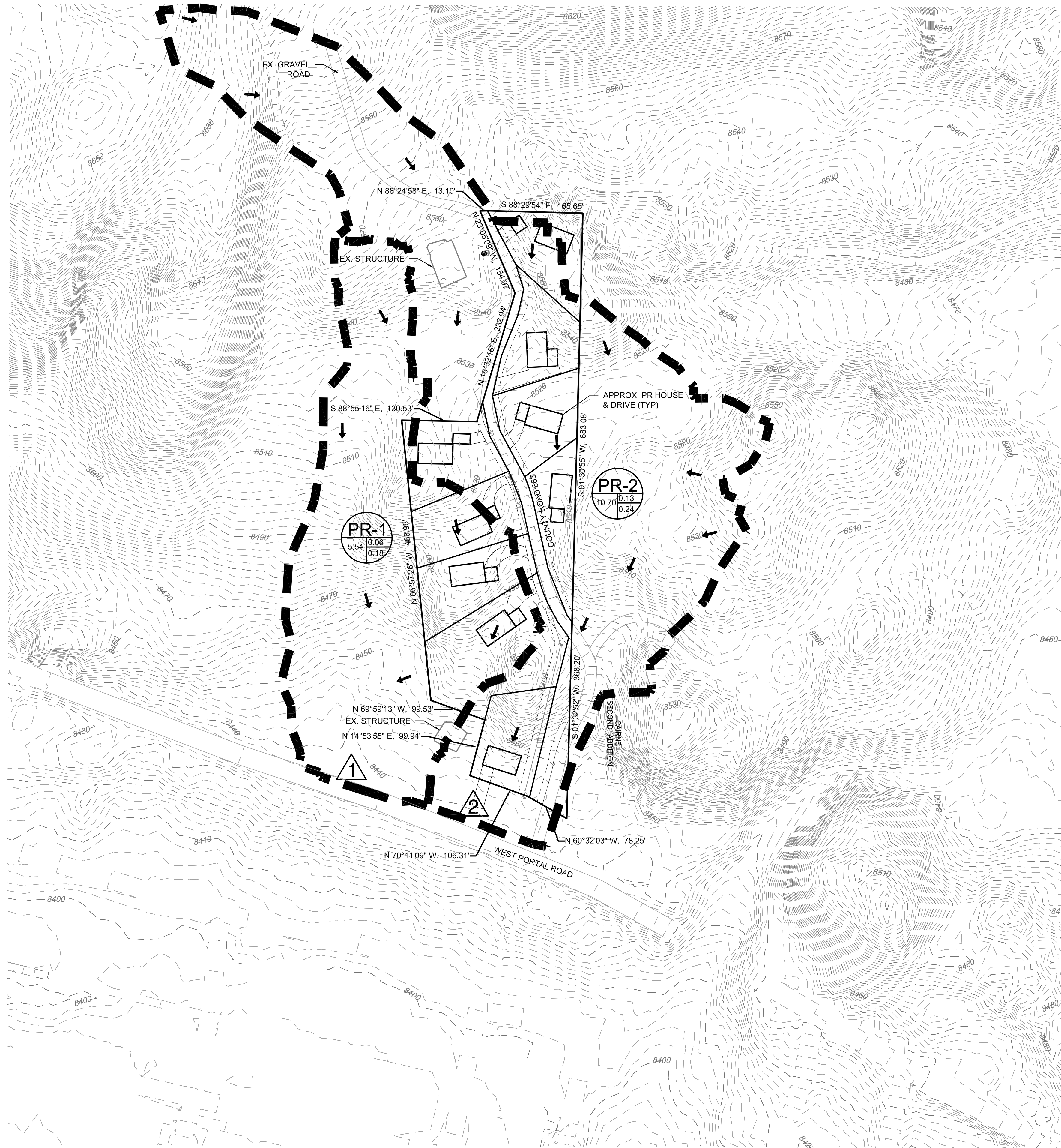
BASIN NAME
 PR-1
 0.0 ac
 .00 RUNOFF COEFFICIENT
 BASIN AREA

 BASIN DESIGN POINT
 1

PROPOSED BASIN LIMIT

FLOW DIRECTION

Design Point	Area (ac)	Contributing	
		Basins	Q ₁₀₀ (cfs)
1	5.54	PR-1	0.55
2	10.70	PR-2	2.10
			3.22
			7.46



Engineering Comments provided by Ayres Associates

It is recommended that the developer obtains written confirmation of availability of 9 water taps from the water provider, the Town of Grand Lake.

It is recommended that the developer obtains written confirmation of availability of Sewer, Gas, and Electric utilities from provider(s) for 9 lots.

Preliminary Plat The purpose of this preliminary review is to check the proposed development against the design standards and improvement requirements stated herein.

County Road 663 will be the primary access point for the subdivision and will be a publicly maintained. Paving requirements are waived per the Town and the Annexation Agreement. A 20-ft ROW dedication for CR 663 was addressed in the Annexation Agreement. Emergency access is addressed through 90' diameter turn-around at the dead end of the road. Secondary access is not feasible for this development due to terrain and existing access from West Portal Road. It is recommended that the Town request a paved apron be installed at the intersection of West Portal Road and CR 663 to protect the edge of the paved portion of West Portal Road from damage.

12-9-10-H-7 Lots that show slopes greater than 20% will require a geotechnical analysis prior to building permit issuance. This includes Lots 1, 2, 4, 5, 6, and 8. It is recommended that Lots 7 and 9 have geotechnical analysis to assess the slope stability for steep slopes that exist immediately adjacent to the proposed building envelopes. Engineering recommends all lots associated with the development are required to obtain geotechnical analysis by a Colorado Licensed PE to address slope stabilities and suitable building sites and footprints for the individual lots.

12-9-10-I-3 Lot 8 is proposed to be transferred to the Town of Grand Lake, please provide statement of compliance with 12-10-3 as outlined in 12-9-2-D-2-a-4.

12-9-10-H-8-b A landscaping plan shall be submitted which shall indicate the treatment and materials used for all open spaces of the development. Any amount of common or public open space may be left in its natural state except where landscaping plans are required as long as the recreational needs of the residents of the development and the general public are being met in the opinion of the Planning Commission. If the sequence of construction of various portions of the Final Development Plan is to occur in stages, then the open space and/or recreational facilities shall be developed in proportion to the number of dwelling units intended to be developed during any given stage of construction.

12-9-10-H-5 Storm Drainage and Flood Plain Standards.

(a) Complete drainage systems for the entire development area shall be designed by a professional engineer, licensed in the State of Colorado and qualified to perform such work and shall be shown graphically. All **existing drainage features** which are to be incorporated in the design shall be so identified. If the Final Plat is to be presented in sections, a general drainage plan for the entire area shall be presented with the first section and appropriate development stages for the drainage system for each section shall be indicated.

12-9-10-H-6. Drainage Regulations and Standards.

(a) The storm drainage and run-off system is to be designed for sufficient capacity to carry historical flow *plus* the increased run-off from all areas in its developed state; all drainage construction areas are to be re-landscaped.

The Development may not divert historical incoming flows to adjacent properties nor create drainage flows in addition to historical flows to adjacent properties. All buildings will be provided with exterior drainage of run-off water from roofs, decks and snow storage areas in such a way so as not to increase run-off from historic flows onto adjacent properties or live streams.

At full build out, the proposed development will cause increased imperviousness and runoff associated with the minor and major storm events. Storm drainage facilities, i.e. a detention basin, may be required to control release of flows from the subdivision consistent with the historical release rates of the pre-development condition.

(b)(2) The developer shall show evidence and plans to ensure that the proposed development will not result in degradation of streams. This condition shall apply both to the proposed development activities as well as the ultimate use of the land. No direct discharges to a creek, stream or river are allowed.

Drainage Narrative needs to address the increased runoff associated with the planned development. Sizing the roadside swale for conveyance of the increased runoff will need to address the 100-yr discharge calculated for the proposed condition. Please provide hydraulic analysis indicating the current swale is sufficient or if additional modifications will need to be designed. This should be supported by topographic/survey investigation of the existing swale and shown on the plat as existing drainage infrastructure. The drainage plan shall result in a theoretical zero increase over historical levels in run-off volumes and velocities as a result of the development.

(i) The drainage plan shall include techniques and measures to prevent erosion on the site as well as into any lakes and streams during construction.

(ii) The drainage plan is to avoid point source drains from the development without design of catchment basins or other suitable means to reduce pollution and sedimentation of streams and lakes in the Grand Lake area.

(iii) All proposed surface-drainage structures shall be indicated and all appropriate designs, details and dimensions necessary to clearly explain proposed construction materials and elevations shall be included in the drainage plans.

(iv) The drainage system shall be designed to consider the drainage basin as a whole and shall accommodate not only runoff from the development area but also, where applicable, the system shall be designed to accommodate the runoff from those areas adjacent to and "upstream" from the development itself, as well as its effects on lands downstream.

(3) Drainage and erosion control structures shall be required to direct and control the flow of all permanent and seasonal water courses. Such structures shall be designed by a registered professional engineer with proficiency in the fields of hydrology hydraulics, and soils engineering. Further, such structures shall be designed to prevent heavy sedimentation within or erosion or overtopping of channels, or damage to the structure.



April 9, 2026

Town of Grand Lake
Grand County, Colorado

**RE: Preliminary Drainage Analysis
Ruger Subdivision
Part of Gov't Lot 3
section 5, Township 3 North
Range 75 West of the 6th PM
2N Project No. 26003**

Dear Engineering,

This letter serves to address the stormwater drainage impact of the proposed Ruger Subdivision. The 5-acre site is located on either side of County Road 663 and north of West Portal Road. The subject parcel is Part of section 5, Township 3 North Range 75 West of the 6th PM, Town of Grand Lake, Grand County, Colorado. A Vicinity Map is included in Appendix A.

Creek cannot be the outfall under the developed condition.

Existing Drainage Characteristics

The area was divided into two existing drainage basins that convey runoff from north to south across steep natural terrain. The existing basins EX-1 have an area of 5.54 acres with composite imperviousness of 5.3% and basin EX-2 has an area of 10.70 acres with composite imperviousness of 11.3%. These basins drain to design points 1 and 2, which are near to West Portal Road and continue offsite to North Inlet Creek. This creek serves as the receiving water body for the site's historic drainage before eventually entering Grand Lake. The drainage patterns were delineated using publicly available contour data.

The existing property is composed of prominent rocky outcroppings, native grasses, and existing county road 663. The soil types present onsite are 23.7% Scout cobbly sandy loam [6-15% slopes], 76.3% Scout cobbly sandy loam [15-65% slopes], as designated by the Natural Resources Conservation Services (see Appendix A). The site is within Hydrologic Group A. Soil classified as Hydraulic Group A exhibits a high rate of infiltration when thoroughly wet. The site is located within a Zone X flood hazard area shown on the FEMA Map titled "National Flood Hazard Layer FIRMette", located in Grand County, Colorado and Incorporated Areas, Community 080280, Panel 0314, Map Number 08049C0314C, Dated January 2, 2008." (See Appendix A). Zone X areas are areas unmapped with an area of minimal flood hazard.

Provide precipitation values and cite source used for calculations

Runoff from the existing drainage basins was calculated using the Rational Method to determine runoff for the 100-year storm since the basins are smaller than 90-acres as recommended by Mile High Flood District.

Proposed Development and Drainage Characteristics

The proposed development for the site includes subdividing the property into nine lots, with eight of them being approximately 0.45-acre single family residential parcels and one with 0.88-acre parcel. Lots will be accessed from County Road 663 and West Portal Road.

Provide values used to determine % impervious

Proposed flow calculations were performed using the Rational Method to calculate the additional runoff generated from the development of driveways and buildings, since the basins are smaller than 90-acres as recommended by Mile High Flood District. The proposed basins PR-1 has an area of 5.54 acres with composite imperviousness of 9.0% and Basin PR-2 has an area of 10.70 acres with composite imperviousness of 17.0%. The proposed basin delineation for this study is consistent with the existing basin delineation; the proposed basins drain to design points 1 and 2. Refer to the attached Existing and Proposed Drainage Plans included in the Appendix.

Below is a summary table comparing the existing and proposed basin runoff flows in the 10-yr and 100-yr storm event using the criteria discussed above and below. Runoff calculations can be found in Appendix B.

Basin	Design Point	Existing Q _{10-yr}	Existing Q _{100-yr}	Proposed Q _{10-yr}	Proposed Q _{100-yr}
EX-1/PR-1	DP 1	0.24	2.68	0.55	3.22
EX-2/PR-2	DP 2	1.25	6.01	2.10	7.46

A small portion of the property is located offsite. This area has been disregarded from the analysis. The site to be developed consists of nine lots with each having the building of 2100 SF area, a garage of 528 SF area and driveways.

Please clarify or remove reference to off-site property.

Existing Road-side Ditch

If required, the ditch will be regraded or improved to carry the major storm. Driveway Culvert has been sized to carry the major storm. A 15" CMP will pass the proposed major flow. Based on the provided hydraulic analysis, the 15-inch CMP driveway culvert possesses sufficient capacity to convey the 100-year peak design flow of 7.46 cfs without overtopping the driveway surface. The Corrugate Metal Pipe is appropriate for this site's shallow cover requirements under the driveway.

driveway culverts should be called out on the plat as required for proper drainage, 15" CMP

Conclusion

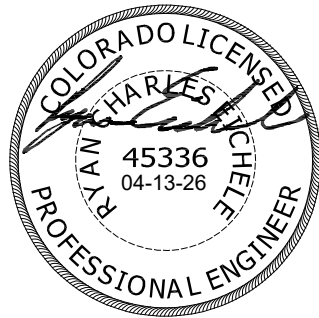
In conclusion, the proposed buildings and driveways for the site have been designed to ensure all stormwater runoff is directed away from the structures and toward the existing drainage system.

Thank you for taking the time to review this letter. If you have any questions or require additional information, please let us know.

Sincerely,

2N CIVIL, LLC

Ryan Eichele, P.E.
Project Manager



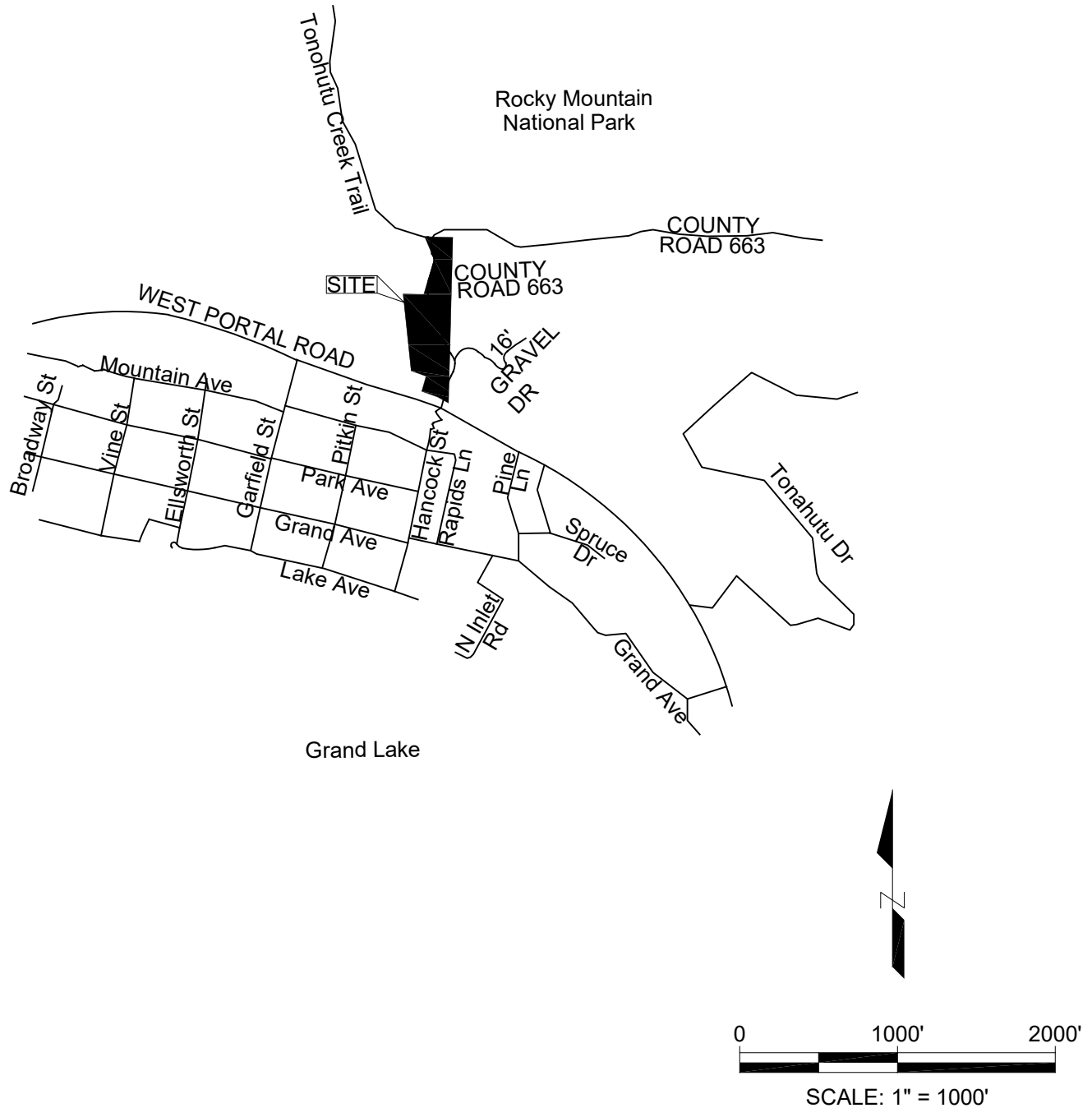
Developed flows are greater than historical flows. This may require additional design of the storm water system required to protect downstream properties and water quality for N Inlet Creek and Grand Lake

Enc.

APPENDIX A

Vicinity Map
Soils Map
FEMA Map

VICINITY MAP



Project Number: 26003
J:\Projects\26\26003\3rd Party\Vicinity Map.dwg
2N Civil, LLC
 6 Inverness Ct. E., Suite 125
 Englewood, CO 80112
 Phone 303-925-0544 Fax 303-925-0547
 www.2NCivil.com

VICINITY MAP RUGER SUBDIVISION

Drawn By: DR
 Checked By: RCE
 Revisions:

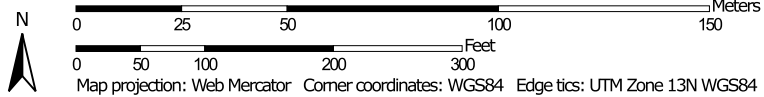


Hydrologic Soil Group—Grand County Area, Colorado
(ruger subdivision)

Section 10, Item B.



Map Scale: 1:1,790 if printed on A portrait (8.5" x 11") sheet.



































Natural Resources
Conservation Service

Web Soil Survey
National Cooperative Soil Survey

4/8/2026
Page 1 of 4

MAP LEGEND

- Area of Interest (AOI)**
 -  Area of Interest (AOI)
- Soils**
 - Soil Rating Polygons**
 -  A
 -  A/D
 -  B
 -  B/D
 -  C
 -  C/D
 -  D
 -  Not rated or not available
 - Soil Rating Lines**
 -  A
 -  A/D
 -  B
 -  B/D
 -  C
 -  C/D
 -  D
 -  Not rated or not available
 - Soil Rating Points**
 -  A
 -  A/D
 -  B
 -  B/D
- Water Features**
 -  Streams and Canals
- Transportation**
 -  Rails
 -  Interstate Highways
 -  US Routes
 -  Major Roads
 -  Local Roads
- Background**
 -  Aerial Photography
- Other**
 -  C
 -  C/D
 -  D
 -  Not rated or not available

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.
Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Grand County Area, Colorado
Survey Area Data: Version 19, Aug 29, 2025

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Aug 29, 2023—Sep 8, 2023

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
75	Scout cobbly sandy loam, 6 to 15 percent slopes	A	1.6	23.7%
76	Scout cobbly sandy loam, 15 to 65 percent slopes	A	5.0	76.3%
Totals for Area of Interest			6.6	100.0%

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.



Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher



NOTES TO USERS

This map is for use in administering the National Flood Insurance Program. It does not necessarily identify all areas subject to flooding, particularly from local drainage sources of small size. The community map repository should be consulted for possible updated or additional flood hazard information.

To obtain more detailed information in areas where **Base Flood Elevations (BFEs)** and/or **floodways** have been determined, users are encouraged to consult the Flood Profiles and Floodway Data and/or Summary of Stillwater Elevations tables contained within the Flood Insurance Study (FIS) report that accompanies this FIRM. Users should be aware that BFEs shown on the FIRM represent rounded whole-foot elevations. These BFEs are intended for flood insurance rating purposes only and should not be used as the sole source of flood elevation information. Accordingly, flood elevation data presented in the FIS report should be utilized in conjunction with the FIRM for purposes of construction and/or floodplain management.

Coastal Base Flood Elevations shown on this map apply only landward of 0.0' North American Vertical Datum of 1988 (NAVD 88). Users of this FIRM should be aware that coastal flood elevations are also provided in the Summary of Stillwater Elevations table in the Flood Insurance Study report for this jurisdiction. Elevations shown in the Summary of Stillwater Elevations table should be used for construction and/or floodplain management purposes when they are higher than the elevations shown on this FIRM.

Boundaries of the **floodways** were computed at cross sections and interpolated between cross sections. The floodways were based on hydraulic considerations with regard to requirements of the National Flood Insurance Program. Floodway widths and other pertinent floodway data are provided in the Flood Insurance Study report for this jurisdiction.

Certain areas not in Special Flood Hazard Areas may be protected by **flood control structures**. Refer to Section 2.4 "Flood Protection Measures" of the Flood Insurance Study report for information on flood control structures for this jurisdiction.

The **projection** used in the preparation of this map was Universal Transverse Mercator (UTM) zone 13. The **horizontal datum** was NAD83, GRS1980 spheroid. Differences in datum, spheroid, projection or UTM zones used in the production of FIRMs for adjacent jurisdictions may result in slight positional differences in map features across jurisdiction boundaries. These differences do not affect the accuracy of this FIRM.

Flood elevations on this map are referenced to the North American Vertical Datum of 1988. These flood elevations must be compared to structure and ground elevations referenced to the same vertical datum. For information regarding conversion between the National Geodetic Vertical Datum of 1929 and the North American Vertical Datum of 1988, visit the National Geodetic Survey website at <http://www.ngs.noaa.gov/> or contact the National Geodetic Survey at the following address:

NGS Information Services
NOAA, NNGS12
National Geodetic Survey
SSMC-3, #9202
1315 East-West Highway
Silver Spring, MD 20910-3282

To obtain current elevation, description, and/or location information for **bench marks** shown on this map, please contact the Information Services Branch of the National Geodetic Survey at (301) 713-3242, or visit its website at <http://www.ngs.noaa.gov/>.

Base map information shown on this FIRM was provided in digital format by the United States Department of Agriculture/ Service Center Agencies; produced from Digital Orthophoto Quadrangles at a scale of 1:12,000, dated 2005 or later as a part of the National Agricultural Imagery Program.

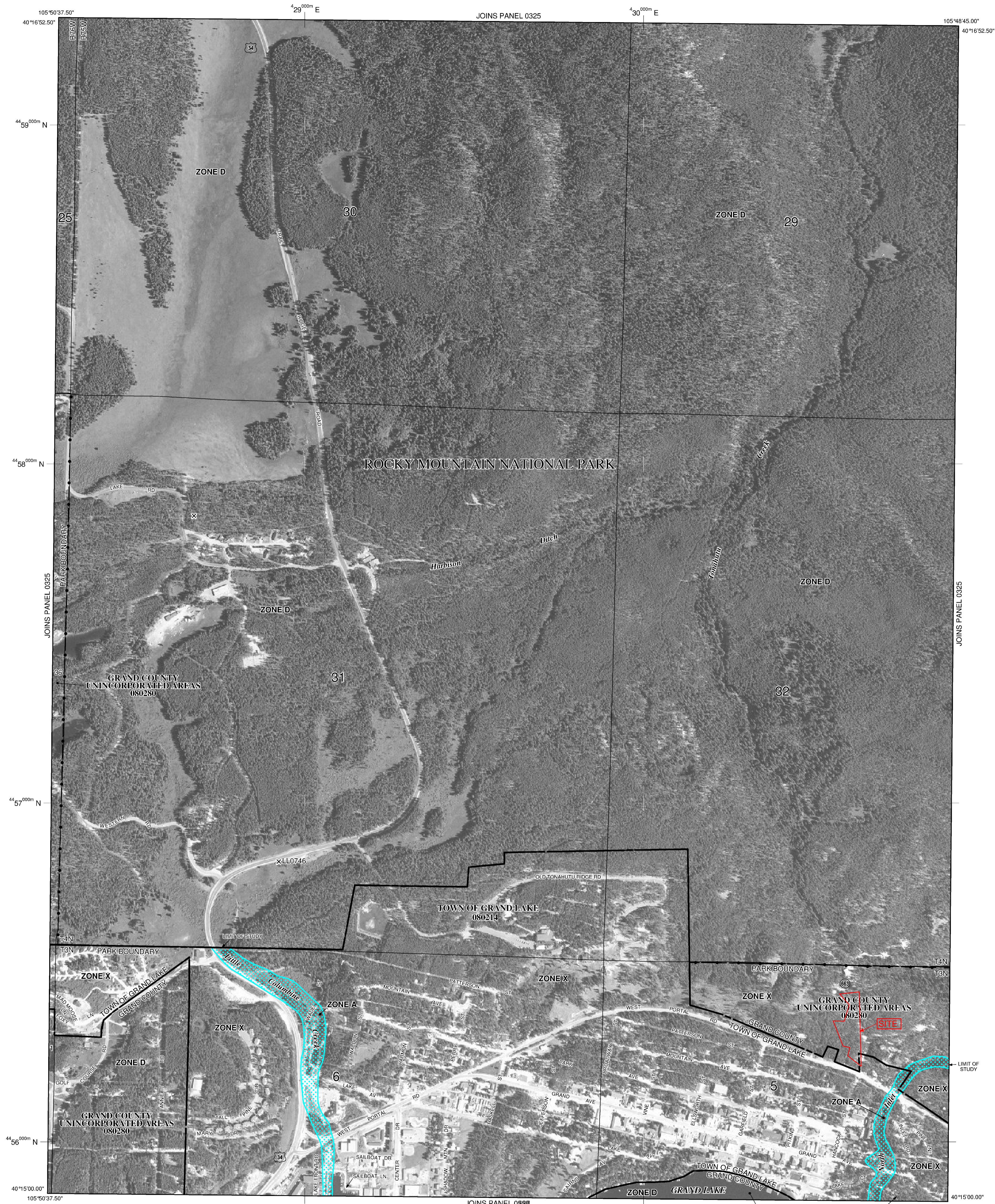
This map reflects more detailed and up-to-date **stream channel configurations** than those shown on the previous FIRM for this jurisdiction. The floodplains and floodways that were transferred from the previous FIRM may have been adjusted to conform to these new stream channel configurations. As a result, the Flood Profiles and Floodway Data tables in the Flood Insurance Study report (which contains authoritative hydraulic data) may reflect stream channel distances that differ from what is shown on this map.

Corporate limits shown on this map are based on the best data available at the time of publication. Because changes due to annexations or de-annexations may have occurred after this map was published, map users should contact appropriate community officials to verify current corporate limit locations.

Please refer to the separately printed **Map Index** for an overview map of the county showing the layout of map panels; community map repository addresses; and a Listing of Communities table containing National Flood Insurance Program dates for each community as well as a listing of the panels on which each community is located.

Contact the **FEMA Map Service Center** at 1-800-358-9616 for information on available products associated with this FIRM. Available products may include previously issued Letters of Map Change, a Flood Insurance Study report, and/or digital versions of this map. The FEMA Map Service Center may also be reached by Fax at 1-800-358-9620 and its website at <http://www.msc.fema.gov/>.

If you have **questions about this map** or questions concerning the National Flood Insurance Program in general, please call 1-877-FEMA MAP (1-877-336-2627) or visit the FEMA website at <http://www.fema.gov/>.



LEGEND

SPECIAL FLOOD HAZARD AREAS (SFHAs) SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD

The 1% annual chance flood (100-year flood), also known as the base flood, is the flood that has a 1% chance of being equaled or exceeded in any given year. The Special Flood Hazard Area is the area subject to flooding by the 1% annual chance flood. Areas of Special Flood Hazard include Zones A, AE, AH, AO, AR, A99, V and VE. The Base Flood Elevation is the water-surface elevation of the 1% annual chance flood.

- ZONE A** No Base Flood Elevations determined.
- ZONE AE** Base Flood Elevations determined.
- ZONE AH** Flood depths of 1 to 3 feet (usually areas of ponding); Base Flood Elevations determined.
- ZONE AO** Flood depths of 1 to 3 feet (usually sheet flow on sloping terrain); average depths determined. For areas of alluvial fan flooding, velocities also determined.
- ZONE AR** Special Flood Hazard Area formerly protected from the 1% annual chance flood by a flood control system that was subsequently decertified. Zone AR indicates that the former flood control system is being restored to provide protection from the 1% annual chance or greater flood.
- ZONE A99** Area to be protected from 1% annual chance flood by a Federal flood protection system under construction; no Base Flood Elevations determined.
- ZONE V** Coastal flood zone with velocity hazard (wave action); no Base Flood Elevations determined.
- ZONE VE** Coastal flood zone with velocity hazard (wave action); Base Flood Elevations determined.

FLOODWAY AREAS IN ZONE AE

The floodway is the channel of a stream plus any adjacent floodplain areas that must be kept free of encroachment so that the 1% annual chance flood can be carried without substantial increases in flood heights.

OTHER FLOOD AREAS

- ZONE X** Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.
- OTHER AREAS** Areas determined to be outside the 0.2% annual chance floodplain.
- ZONE D** Areas in which flood hazards are undetermined, but possible.

COASTAL BARRIER RESOURCES SYSTEM (CBRS) AREAS

CBRS areas and OPAs are normally located within or adjacent to Special Flood Hazard Areas.

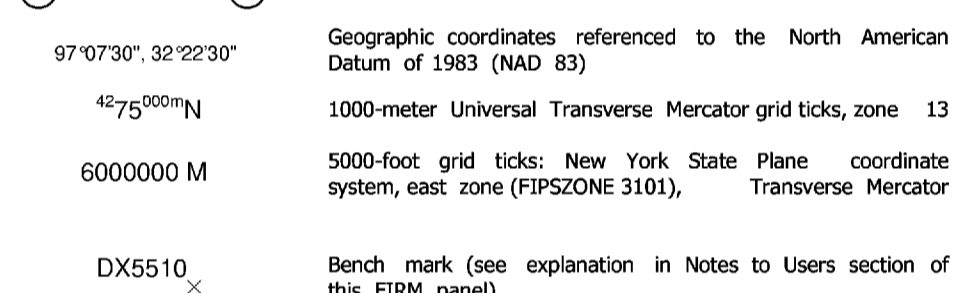
OTHERWISE PROTECTED AREAS (OPAs)

- 1% annual chance floodplain boundary
- 0.2% annual chance floodplain boundary
- Floodway boundary
- Zone D boundary
- CBRS and OPA boundary
- Boundary dividing Special Flood Hazard Areas of different Base Flood Elevations, flood depths or flood velocities.

- Base Flood Elevation line and value; elevation in feet* (EL 987)
- Base Flood Elevation value where uniform within zone; elevation in feet*
- * Referenced to the North American Vertical Datum of 1988 (NAVD 88)
- Transect line
- Geographic coordinates referenced to the North American Datum of 1983 (NAD 83)
- 1000-meter Universal Transverse Mercator grid ticks, zone 13
- 5000-foot grid ticks: New York State Plane coordinate system, east zone (FIPSZONE 3101), Transverse Mercator
- Bench mark (see explanation in Notes to Users section of this FIRM panel)
- River Mile
- MAP REPOSITORIES
- Refer to Map Repositories list on Map Index
- EFFECTIVE DATE OF COUNTYWIDE FLOOD INSURANCE RATE MAP
- January 2, 2008
- EFFECTIVE DATE(S) OF REVISION(S) TO THIS PANEL

For community map revision history prior to countywide mapping, refer to the Community Map History table located in the Flood Insurance Study report for this jurisdiction.

To determine if flood insurance is available in this community, contact your insurance agent or call the National Flood Insurance Program at 1-800-438-6620.



MAP SCALE 1" = 500'
0 250 500 1000 FEET
0 150 300 METERS

NATIONAL FLOOD INSURANCE PROGRAM

PANEL 0314C

FIRM FLOOD INSURANCE RATE MAP

GRAND COUNTY, COLORADO AND INCORPORATED AREAS

PANEL 314 OF 1200
(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:

COMMUNITY	NUMBER	PANEL	SUFFIX
GRAND COUNTY	080280	0314	C
GRAND LAKE, TOWN OF	080214	0314	C

Notice to User: The **Map Number** shown below should be used when placing map orders; the **Community Number** shown above should be used on insurance applications for the subject community.

MAP NUMBER 08049C0314C

EFFECTIVE DATE JANUARY 2, 2008

Federal Emergency Management Agency

Calculation of Peak Runoff using Rational Method

Designer: DR
 Company: 2N CIVIL
 Date: 4/10/2026
 Project: RUGER SUBDIVISION
 Location: GRAND COUNTY, CO

MHFD-Rational, Version 3.00 (August 2025)

Cells of this color are for required user-input
 Cells of this color are for optional override values

$$t_1 = \frac{0.395(1.1 - C_2)\sqrt{L_1}}{S^{0.33}}$$

$$t_1 = \frac{L_1}{60K\sqrt{S_1}} = \frac{L_1}{60V_1}$$

Computed $t_c = t_1 + t_2$

Regional $t_c = (26 - 17i) + \frac{L_1}{60(141 + 9)\sqrt{S_1}}$

t_c minimum = 5 (urban)
 t_c minimum = 10 (non-urban)

Selected $t_c = \max(t_{\text{minimum}}, \min(\text{Computed } t_c, \text{Regional } t_c))$

Calculation of Peak Runoff using Rational Method

Select MHFD location for NOAA Atlas 14 Rainfall Depths from the pulldown list OR enter your own depths obtained from the NOAA website (click this link)

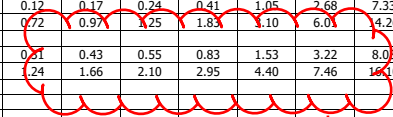
WQE	2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	500-yr	
1-hour rainfall depth, P1 (in) =	0.60	0.52	0.67	0.82	1.06	1.27	1.51	2.17
	a	b	c					
Rainfall Intensity Equation Coefficients =	28.50	10.00	0.786					

$$I(\text{in/hr}) = \frac{a + P_1}{(b + t_c)^c}$$

$Q(\text{cfs}) = CIA$

Provide input for area, soil type, and imperviousness on the Runoff Coeffs worksheet.

Subcatchment Name	Area (ac)	NRCS Hydrologic Soil Group(s)	Imperviousness	Runoff Coefficient, C								Overland (Initial) Flow Time					Channelized (Travel) Flow Time					Time of Concentration				Rainfall Intensity, I (in/hr)								Peak Flow, Q (cfs)								
				WQE & 2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	500-yr	Overland Flow Length L ₁ (ft)	U/S Elevation (ft) (Optional)	D/S Elevation (ft) (Optional)	Overland Flow Slope S ₁ (ft/ft)	Overland Flow Time t ₁ (min)	Channelized Flow Length L ₁ (ft)	U/S Elevation (ft) (Optional)	D/S Elevation (ft) (Optional)	Channelized Flow Slope S ₁ (ft/ft)	NRCS Conveyance Factor K	Channelized Flow Velocity V ₁ (ft/sec)	Channelized Flow Time t ₁ (min)	Computed t _c (min)	Regional t _c (min)	Selected t _c (min)	(Optional) Override t _c (min)	WQE	2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	500-yr	WQE	2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	500-yr
EX-1	5.54	A	5.3%	0.02	0.02	0.02	0.03	0.07	0.15	0.29	300.00	8566.53	8522.86	0.146	13.93	713.61	8522.86	8437.36	0.120	10	3.46	3.44	17.37	28.62	17.37		1.27	1.10	1.42	1.73	2.24	2.68	3.19	4.59	0.14	0.12	0.17	0.24	0.41	1.05	2.68	7.33
EX-2	10.70	A	11.3%	0.07	0.07	0.08	0.09	0.12	0.20	0.33	300.00	8654.00	8602.19	0.173	12.56	1715.81	8602.19	8438.30	0.096	10	3.09	9.25	21.81	32.82	21.81		1.13	0.98	1.26	1.53	1.99	2.39	2.84	4.08	0.83	0.72	0.97	1.25	1.83	3.10	6.01	14.26
PR-1	5.54	A	9.0%	0.05	0.05	0.06	0.07	0.10	0.18	0.31	300.00	8566.53	8522.86	0.146	13.52	713.61	8522.86	8437.36	0.120	10	3.46	3.44	16.96	27.83	16.96		1.28	1.11	1.43	1.75	2.27	2.72	3.23	4.64	0.36	0.21	0.43	0.55	0.83	1.53	3.22	8.01
PR-2	10.70	A	17.0%	0.12	0.12	0.13	0.14	0.17	0.24	0.36	300.00	8654.00	8602.19	0.173	11.95	1715.81	8602.19	8438.30	0.096	10	3.09	9.25	21.20	31.25	21.20		1.14	0.99	1.28	1.56	2.02	2.42	2.88	4.14	1.43	1.24	1.66	2.10	2.95	4.40	7.46	16.10



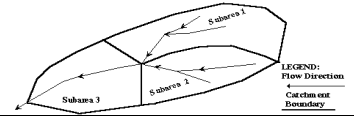
Increased runoff in minor and major storm event. How will this be addressed?

Determination of Runoff Coefficients for Rational Method

MHFD-Rational, Version 3.00 (August 2025)

Designer: DR
 Company: 2N CIVIL
 Date: 4/10/2026
 Project: RUGER SUBDIVISION
 Location: GRAND COUNTY, CO

Cells of this color are for required user-input
 Cells of this color are for optional override values



Provide subcatchment names on the Rational Calcs worksheet to open up the table below.

Subcatchment Name	# of Subareas	Area (ac)	NRCS Hydrologic Soil Group	Percent Imperviousness		Runoff Coefficient, C										(Optional) Override Runoff Coefficient, C						Comments				
				Imperviousness Source	Imperviousness Category	Calculated Imperviousness	(Optional) Override Imperviousness	WQE & 2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	500-yr	WQE & 2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	500-yr					
EX-1	2	5.54	A	Land Use	Open Space, Undisturbed Native Grasses	5%	5.3%	0.02	0.02	0.02	0.03	0.07	0.15	0.29	0.02	0.02	0.02	0.03	0.07	0.15	0.29					
				Surface Type	Roofs	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87												
EX-2	3	10.70	A	Land Use	Open Space, Undisturbed Native Grasses	5%	11.3%	0.02	0.02	0.02	0.03	0.07	0.15	0.29	0.07	0.07	0.08	0.09	0.12	0.20	0.33					
				Surface Type	Gravel - High Traffic Areas	80%		0.63	0.65	0.66	0.69	0.71	0.73	0.77												
				Surface Type	Roofs	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87												
PR-1	3	5.54	A	Land Use	Open Space, Undisturbed Native Grasses	5%	9.0%	0.02	0.02	0.02	0.03	0.07	0.15	0.29	0.05	0.05	0.06	0.07	0.10	0.18	0.31					
				Surface Type	Roofs	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87												
				Surface Type	Concrete Driveways and Walks	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87												
PR-2	4	10.70	A	Land Use	Open Space, Undisturbed Native Grasses	5%	17.0%	0.02	0.02	0.02	0.03	0.07	0.15	0.29	0.12	0.12	0.13	0.14	0.17	0.24	0.36					
				Surface Type	Roofs	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87												
				Surface Type	Concrete Driveways and Walks	95%		0.79	0.81	0.82	0.83	0.84	0.85	0.87												
				Surface Type	Gravel - High Traffic Areas	80%		0.63	0.65	0.66	0.69	0.71	0.73	0.77												

Culvert Report

TYPICAL CULVERT CALCULATION

Invert Elev Dn (ft)	=	8497.35
Pipe Length (ft)	=	32.93
Slope (%)	=	2.00
Invert Elev Up (ft)	=	8498.01
Rise (in)	=	15.0
Shape	=	Circular
Span (in)	=	15.0
No. Barrels	=	1
n-Value	=	0.022
Culvert Type	=	Circular Corrugate Metal Pipe
Culvert Entrance	=	Projecting
Coeff. K,M,c,Y,k	=	0.034, 1.5, 0.0553, 0.54, 0.9

Embankment

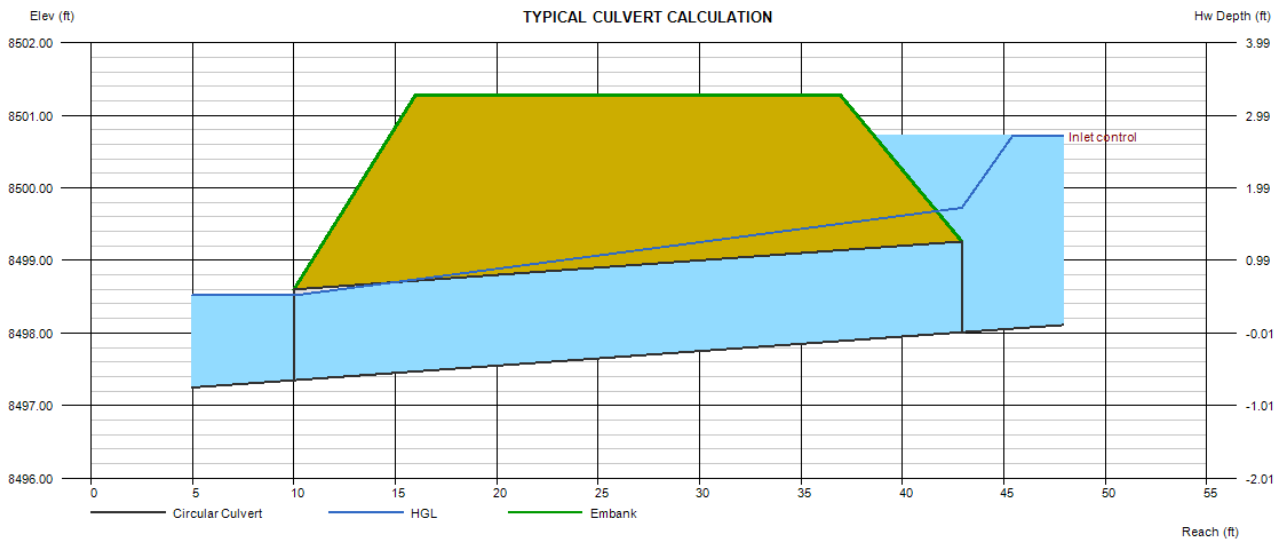
Top Elevation (ft)	=	8501.28
Top Width (ft)	=	20.93
Crest Width (ft)	=	10.00

Calculations

Qmin (cfs)	=	7.46
Qmax (cfs)	=	7.46
Tailwater Elev (ft)	=	(dc+D)/2

Highlighted

Qtotal (cfs)	=	7.46
Qpipe (cfs)	=	7.46
Qovertop (cfs)	=	0.00
Veloc Dn (ft/s)	=	6.25
Veloc Up (ft/s)	=	6.08
HGL Dn (ft)	=	8498.52
HGL Up (ft)	=	8499.73
Hw Elev (ft)	=	8500.72
Hw/D (ft)	=	2.16
Flow Regime	=	Inlet Control





NOT FOR CONSTRUCTION

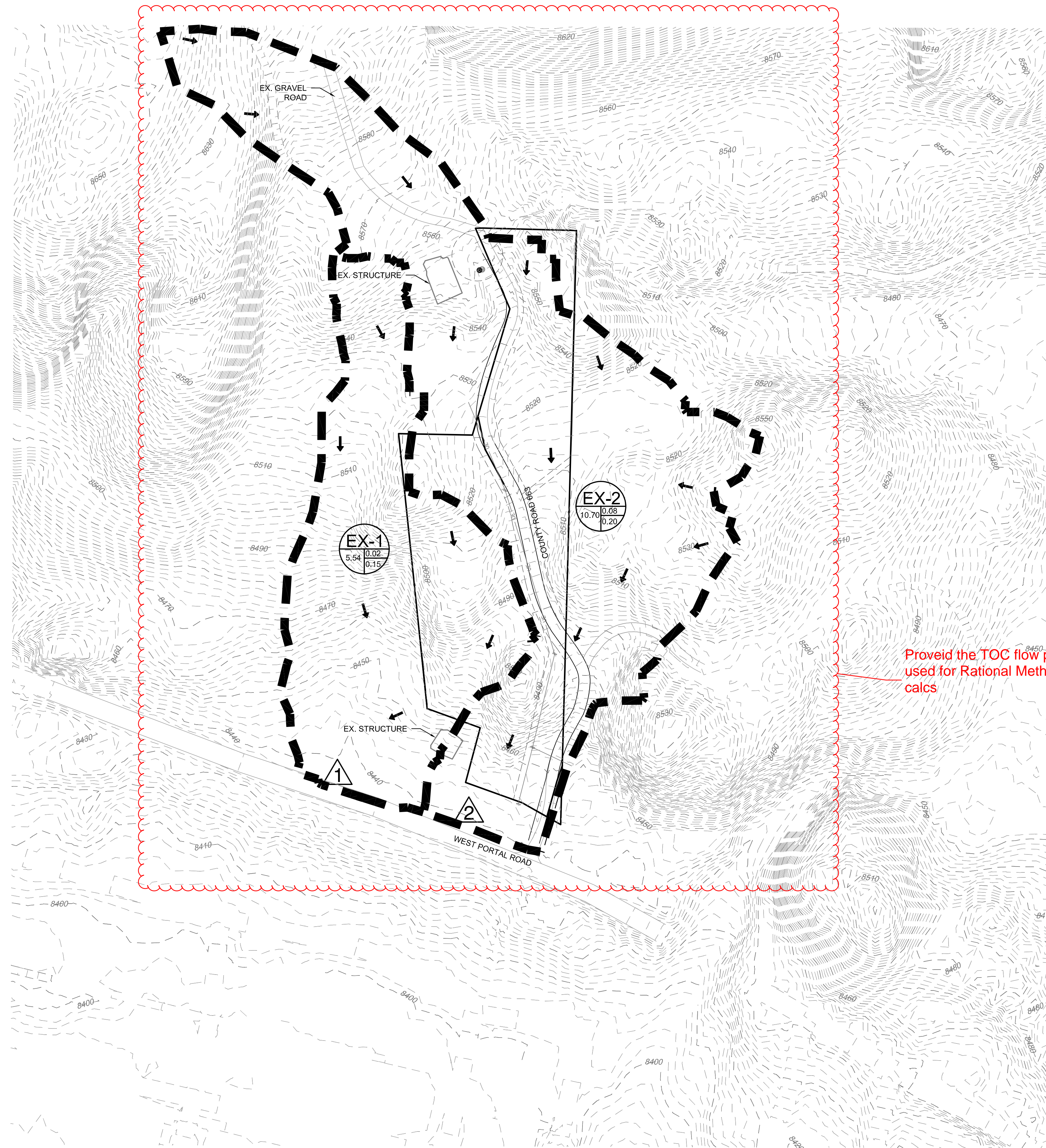
RUGER SUBDIVISION

EXISTING DRAINAGE MAP

DRAINAGE LEGEND

EX-1	BASIN NAME	---	EXISTING BASIN LIMIT
0.0 ac	10 YR RUNOFF COEFFICIENT	→	FLOW DIRECTION
.00	100 YR RUNOFF COEFFICIENT	▲	BASIN DESIGN POINT
1	BASIN AREA		

Design Point	Area (ac)	Contributing	
		Basins	Q ₁₀ (cfs)
1	5.54	EX-1	0.24
2	10.70	EX-2	1.25
			Q ₁₀₀ (cfs)
			2.68
			6.01



Provide the TOC flow path used for Rational Method calcs

PREPARED FOR:
CLIENT
ADDRESS LINE 1
ADDRESS LINE 2

EXISTING DRAINAGE MAP
TYPE OF SUBMITTAL
RUGER SUBDIVISION
LOCATION

BY: DATE:

REVISIONS:
1.

PROJECT NUMBER: 26003
ISSUED DATE: 04-13-26
DESIGNED BY: DR
REVIEWED BY: RCE

EXISTING DRAINAGE MAP



NOT FOR CONSTRUCTION

PREPARED FOR:
CLIENT
ADDRESS LINE 1
ADDRESS LINE 2

PROPOSED DRAINAGE MAP
TYPE OF SUBMITTAL
RUGER SUBDIVISION
LOCATION

BY: DATE:

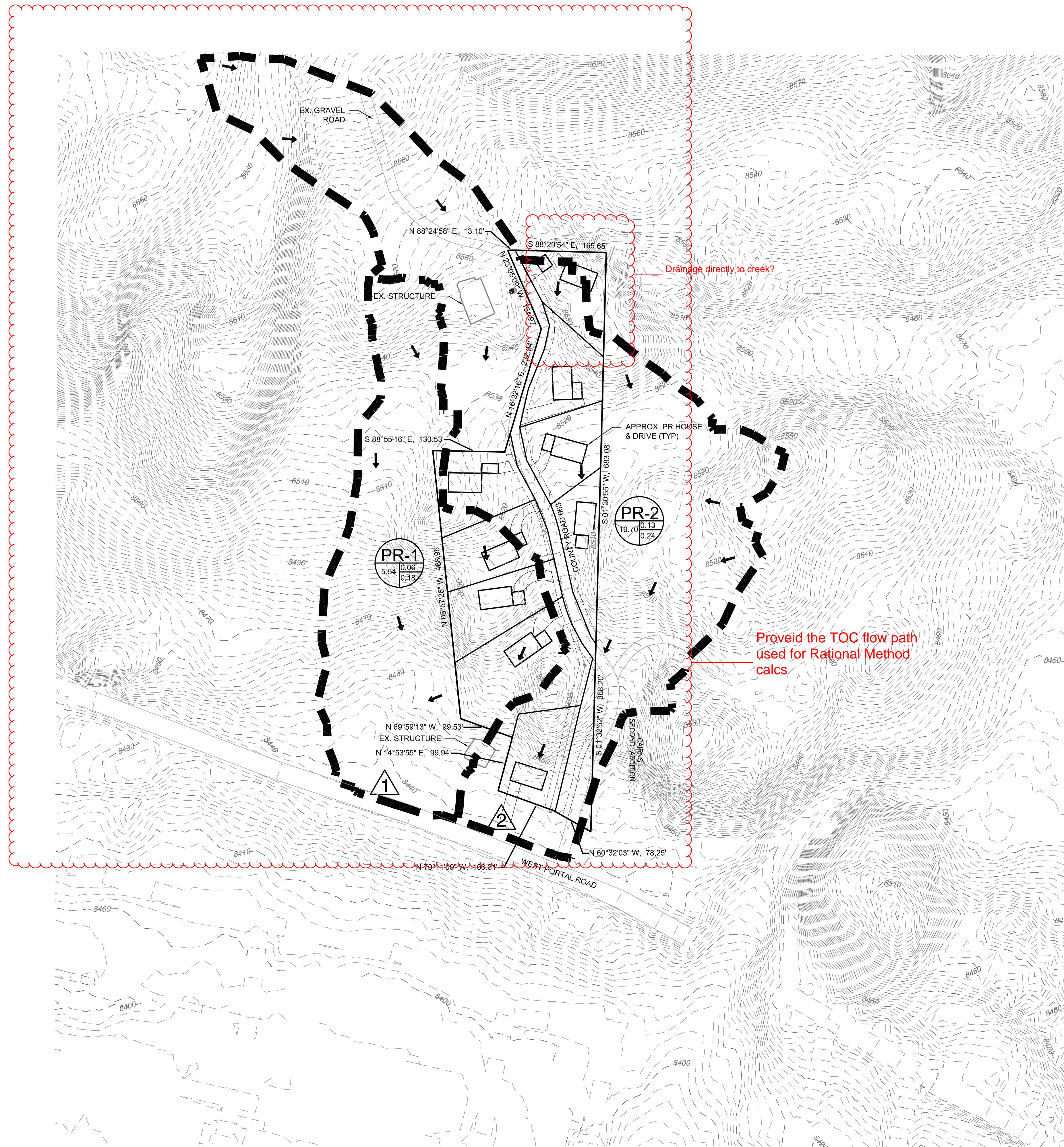
REVISIONS:
1.

PROJECT NUMBER: 26003
ISSUED DATE: 04-13-26
DESIGNED BY: DR
REVIEWED BY: RCE

PROPOSED DRAINAGE MAP

RUGER SUBDIVISION

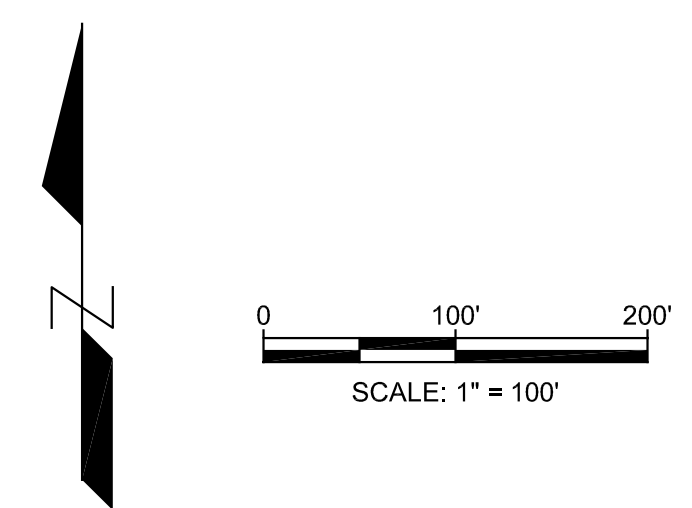
PROPOSED DRAINAGE MAP



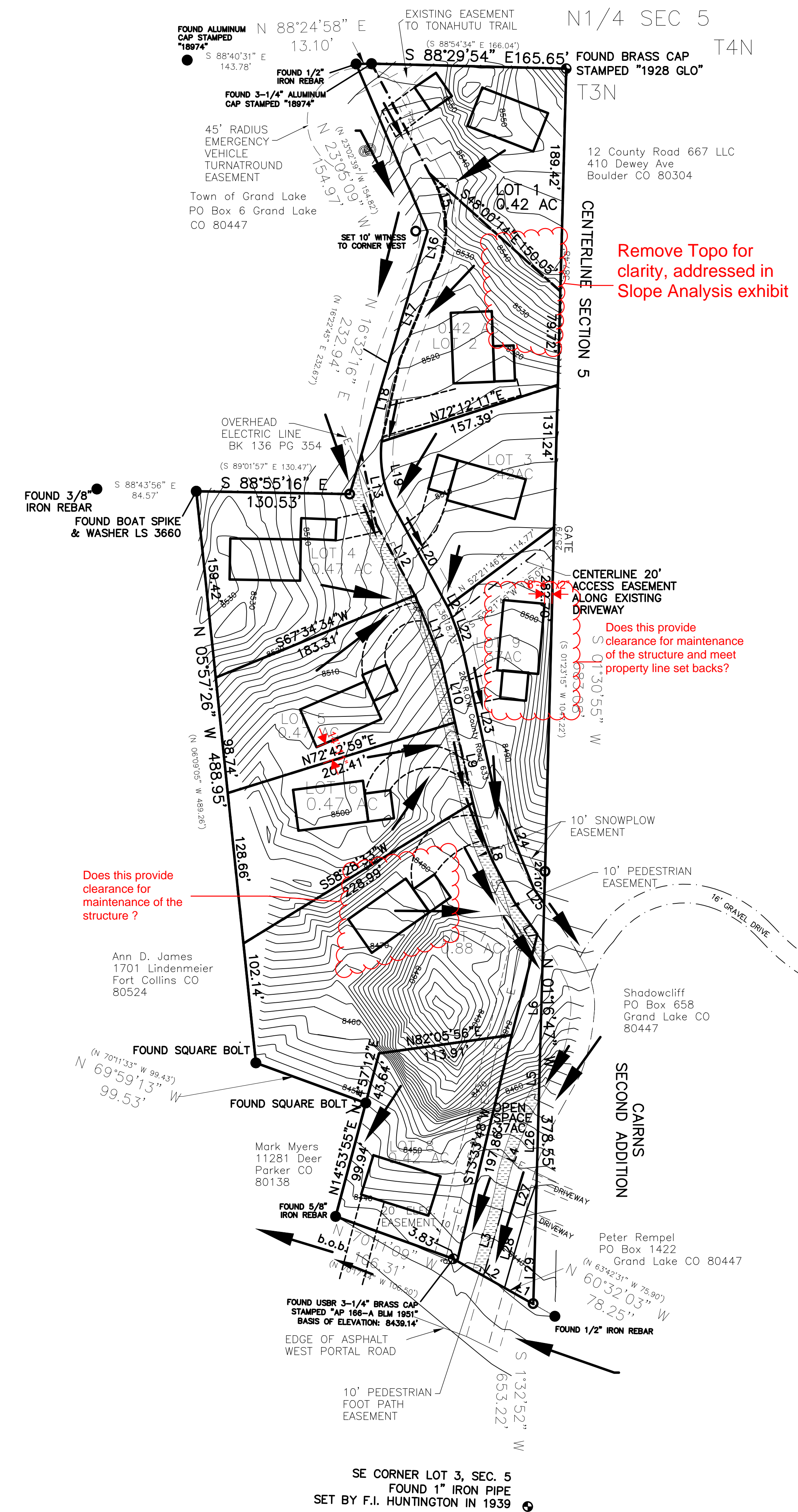
DRAINAGE LEGEND

- PR-1**: BASIN NAME
- 0.0**: 10 YR RUNOFF COEFFICIENT
- .00**: 100 YR RUNOFF COEFFICIENT
- ac**: BASIN AREA
- 1**: BASIN DESIGN POINT
- : PROPOSED BASIN LIMIT
- : FLOW DIRECTION

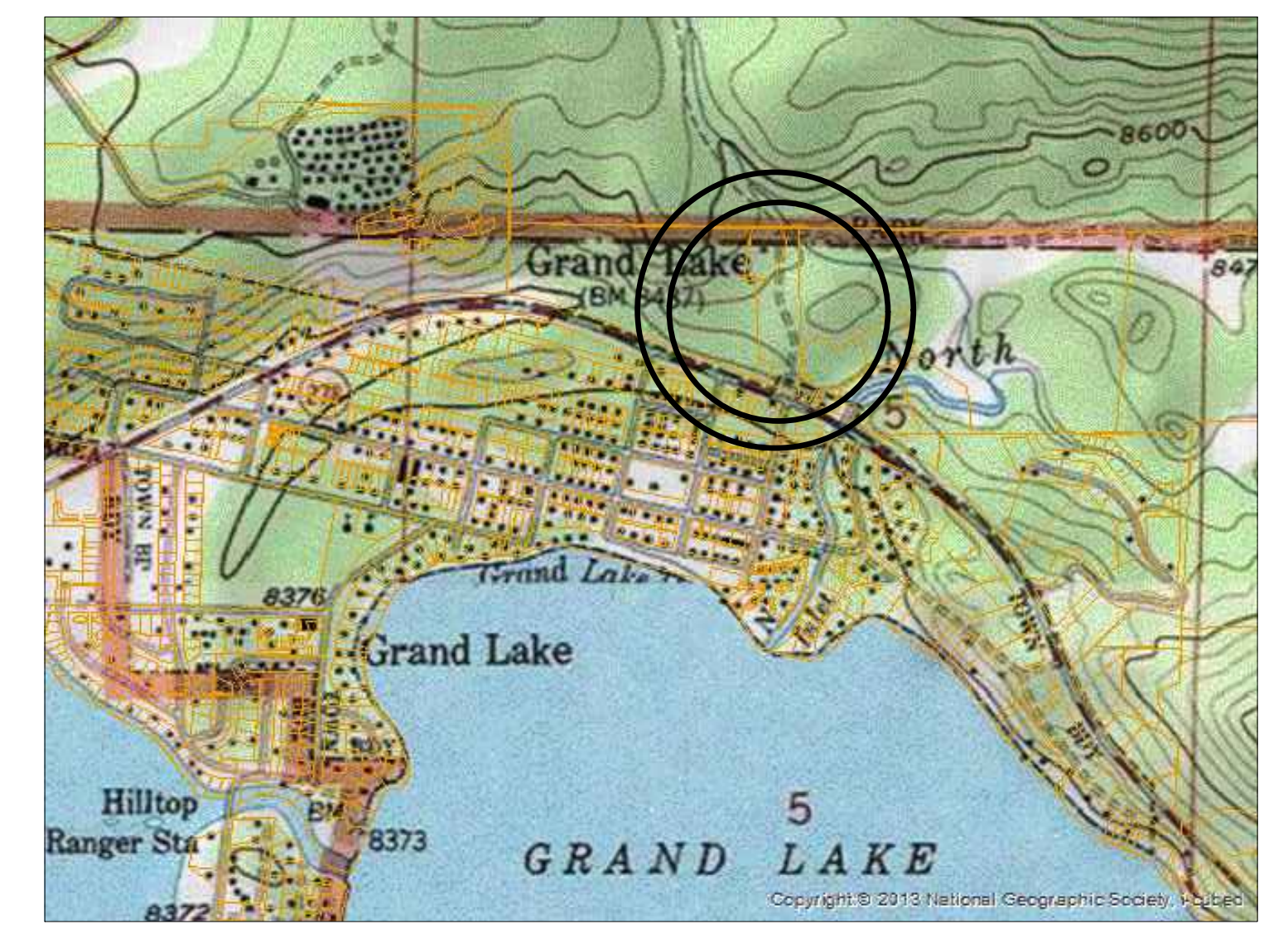
Design Point	Area (ac)	Contributing Basins		Q ₁₀ (cfs)	Q ₁₀₀ (cfs)
		Basins	Q ₁₀ (cfs)		
1	5.54	PR-1	0.55	3.22	
2	10.70	PR-2	2.10	7.46	



FINAL PLAT RUGER SUBDIVISION SEC. 5 T3N R75W 6TH PM Grand County, Colorado SHEET 2 OF 2

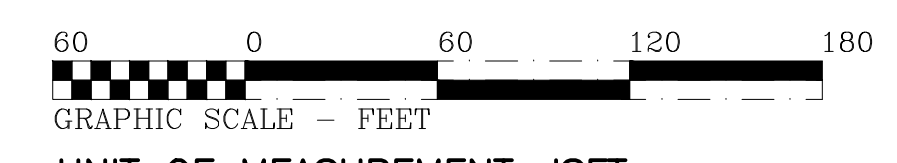
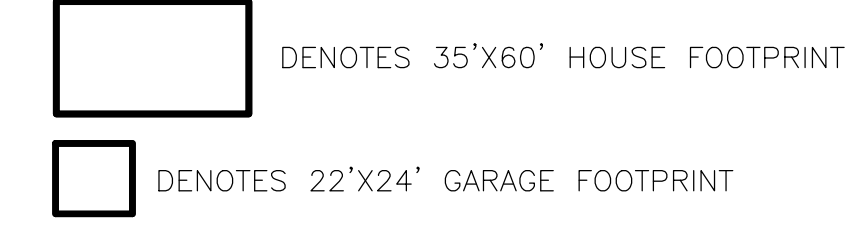
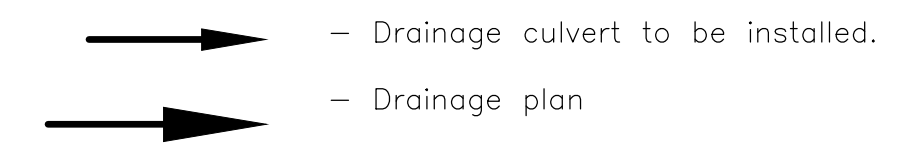


LINE	LENGTH	BEARING
L1	28.08	N60°29'05"W
L2	31.03	N60°34'43"W
L3	59.77	N15°46'46"E
L4	92.99	N19°16'08"E
L5	45.40	N01°32'52"E
L6	74.45	N01°32'52"E
L7	56.68	N34°04'29"W
L8	94.56	N16°51'44"W
L9	70.05	N12°35'36"W
L10	47.05	N12°34'14"W
L11	66.11	N20°39'34"W
L12	69.33	N28°27'01"W
L13	60.39	N11°51'04"W
L14	105.41	S27°44'22"E
L15	45.29	S17°31'27"E
L16	45.11	S12°56'27"W
L17	77.33	S22°02'03"W
L18	71.46	S12°36'02"W
L19	61.53	S11°54'16"E
L20	91.06	S28°19'20"E
L21	2.25	S28°19'20"E
L22	42.15	S18°18'12"E
L23	118.80	S12°34'20"E
L24	88.72	S22°05'52"E
L25	15.06	S35°31'20"E
L26	68.95	S01°32'52"W
L27	28.38	S19°18'45"W
L28	65.86	S15°46'46"W
L29	103.79	N01°32'52"E



NOTES

- Applicant: Michael P. Ruger Living Trust Dated 02-14-2011. 5160 Redwood Drive, Bow Mar CO 80123
- Zoning: Grand Lake UGA
- For title, reference to a title commitment is recommended.
- Upon finalization of this plat, each new property corner will be monumented with an aluminum capped iron pipe, scribed ls 25971
- Combined Open Space = 7.5% of total area.
- Town of Grand Lake setbacks are 25' Front, 10' Side, 10' Rear. Each new home must be separately positioned to apply for a building permit. The accompanying plat shows suggested house locations only.



UNIT OF MEASUREMENT: ISFT
CONTOUR INTERVAL: 2'
DATUM: The surface of Grand Lake = 8367.0' NAVD29

Azimuth Survey Company
P.O. Box 653 Fraser, Colorado 80442
f800-725-2734 p970-531-1120

FINAL PLAT
RUGER SUBDIVISION
PART OF SEC. 5 T3N R75W 6TH PM
Grand County, Colorado
SHEET 2 OF 2

DATE: 01-06-26, 01-10-26
SCALE: 1"=60' wBY: A427023 JOB:



**NOT FOR
CONSTRUCTION**

PREPARED FOR:
MICHAEL RUGER
5160 REDWOOD DRIVE
LITTLETON, CO

SLOPE ANALYSIS
RUGER SUBDIVISION
GRAND LAKE, CO

BY: DATE:

REVISIONS:

PROJECT NUMBER: 26003

ISSUED DATE: 04-13-2026

DESIGNED BY: CVP

REVIEWED BY: RCE

**SLOPE
ANALYSIS**

RUGER SUBDIVISION

SLOPE ANALYSIS

PART OF GOVT LOT 3 SECTION 5, TOWNSHIP 3 NORTH, RANGE 75 WEST OF THE 6TH P.M.



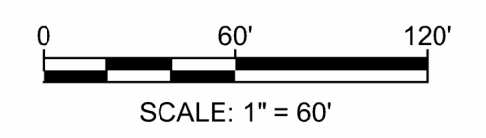
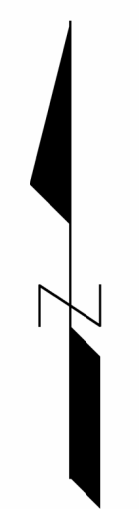
Lots 1, 2, 4, 5, 6, and 8 will need geotechnical analysis prior to building permit issuance for residential structures.

LEGEND

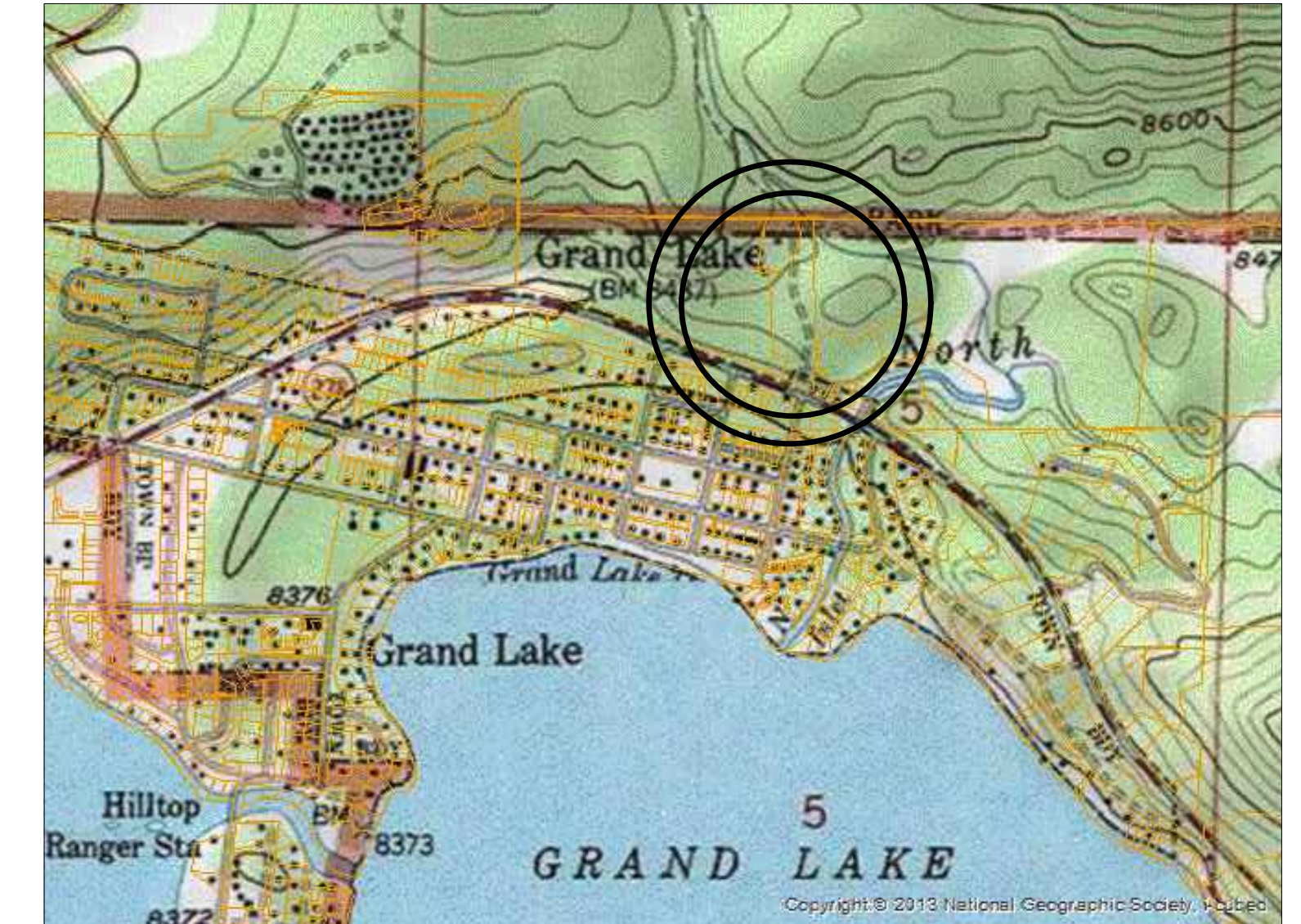
NO HATCH

-
-
-

- SLOPES 0%-20%
- SLOPES 21%-30%
- SLOPES 31%-40%
- SLOPES 40%+



RUGER SUBDIVISION PRELIMINARY SUBDIVISION PLAT SEC. 5 T3N R75W 6TH PM Grand County, Colorado



- NOTES
1. Applicant: Michael P. Ruger Living Trust Dated 02-14-2011. 5160 Redwood Drive, Bow Mar CO 80123
 2. Zoning: Grand Lake UGA
 3. For title, reference to a title commitment is recommended.
 4. Upon finalization of this plat, each new property corner will be monumented with an aluminum capped iron pipe, scribed LS 25971
 5. Combined Open Space = 7.5% of total area.



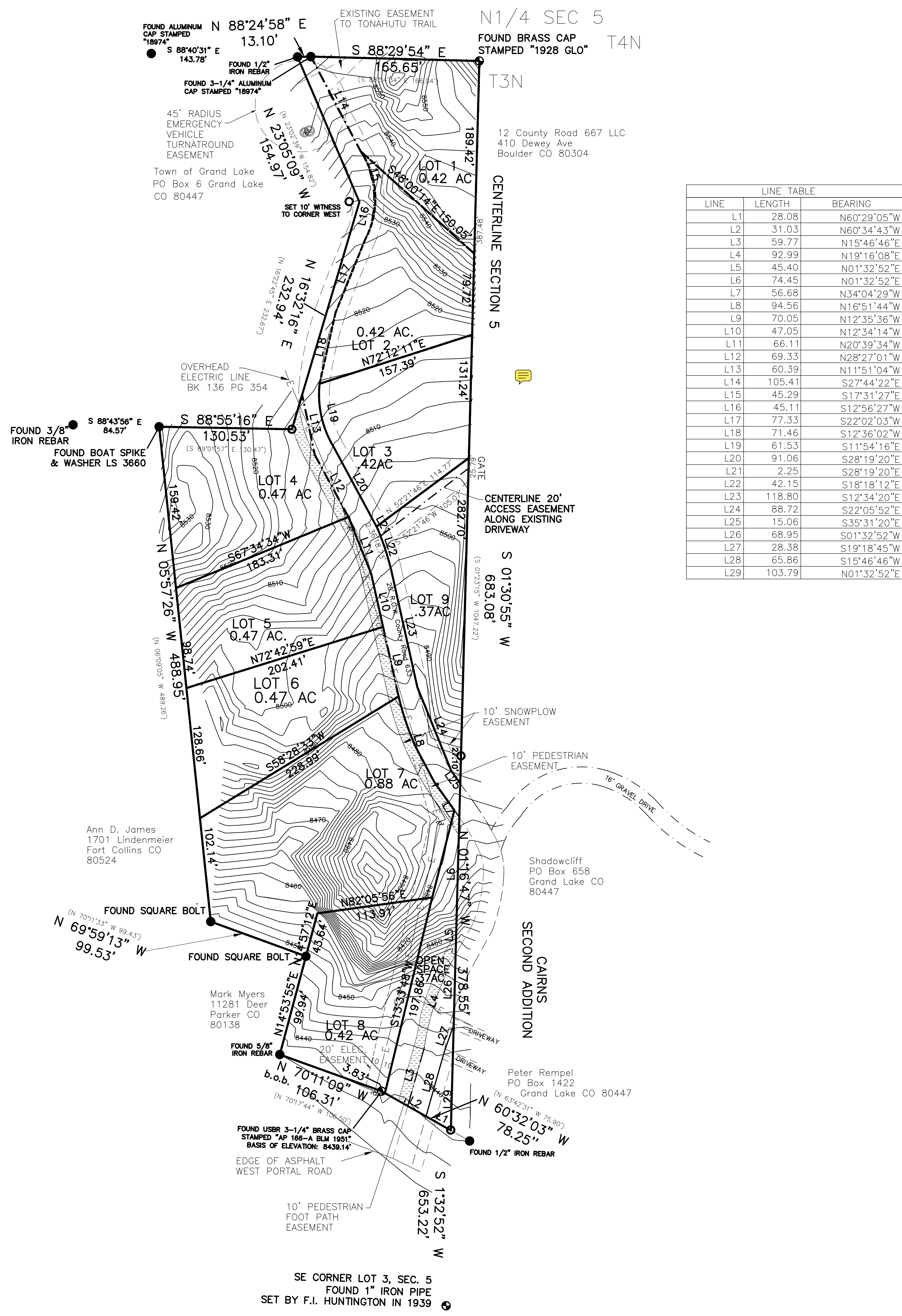
UNIT OF MEASUREMENT: ISFT
 CONTOUR INTERVAL 2'
 DATUM: The surface of Grand Lake
 = 8367.0' NAVD29

Azimuth Survey Company
 P.O.Box 653 Fraser, Colorado 80442
 f800-725-2734 p970-531-1120

FINAL PLAT
 RUGER SUBDIVISION

PART OF SEC. 5 T3N R75W 6TH PM
 Grand County, Colorado

DATE: 01-06-26
 SCALE: 1"=60' wBY: A427023 JOB:



DEDICATION

KNOW ALL PEOPLE BY THESE PRESENTS: That The Linda Ashley Randall Living Trust dated 02-04-2011 and The Michael P. Ruger Living Trust dated 02-14-2011 are the owners of the real property situated in The Town of Grand Lake, Grand County, Colorado, more particularly described as follows:

Part of Government Lot 3, Sec. 5, Township 3 North, Range 75 West of the 6th PM, Book 249 Page 274

That it has caused said real property to be laid out and surveyed as Ruger Subdivision.

That it hereby dedicates all rights of ways shown on the accompanying plat to the public forever, and that it hereby dedicates all easements shown on the accompanying plat as easements.

In Witness Whereof:

By: Michael P. Ruger
 For: Michael P. Ruger Living Trust Dated 02-14-2011

By: Linda Ashley Randall
 For: Linda Ashley Randall Living Trust dated 02-14-2011

STATE OF COLORADO
 COUNTY OF _____) SS

IN WITNESS WHEREOF: The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Michael P. Ruger, as authorized representative of Michael P. Ruger Living Trust Dated 02-14-2011.

My Commission Expires:

Notary Public

STATE OF COLORADO
 COUNTY OF _____) SS

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ as authorized representative of The Linda Ashley Randall.

My Commission Expires:

Notary Public

S

SURVEYORS CERTIFICATE:

I W. D. Ward Colorado Registered Surveyor No. 25971, hereby certify that this plat of Ruger Subdivision represents the result of a field survey done by me or under my responsible charge, based on facts known to me, and that said survey complies with Article 38, Article 51, Colorado Revised Statutes, 1973, as applicable, and that the monuments required by said statutes and the Town of Grand Lake Subdivision Regulations have been placed on the ground.

W.D. Ward, PLS 25971

BOARD OF TRUSTEES CERTIFICATE

Approved and all public dedications accepted this _____ day of _____, 20____ by the Board of Trustees of Grand Lake, Colorado.

Mayor
 Town of Grand Lake
 Grand County, Colorado

Attest:

Town Clerk

SE CORNER LOT 3, SEC. 5
 FOUND 1" IRON PIPE
 SET BY F.I. HUNTINGTON IN 1939



**TOWN OF GRAND LAKE
LIQUOR LICENSING AUTHORITY**

May 11, 2026

**CONSIDERATION TO APPROVE A LIQUOR LICENSE TRANSFER OF A HOTEL &
RESTAURANT LIQUOR LICENSE FROM BROTHERS GRAND LAKE LLC. D/B/A
BROTHERS GRAND LAKE LLC. TO DURBAR GROUP INC. D/B/A DURBAR
NEPALESE AND INDIAN BISTRO**

Applicant: Durbar Group Inc.

Initiated by: Ravi Shrestha, Janardan Ghirmire, Surendra Pokharel

Presented By: Alayna Carrell, Town Clerk

Establishment Name and Address: Durbar Nepalese and Indian Bistro
920 Grand Avenue
Grand Lake, CO 80447

This memo provides a clear overview of the liquor license transfer process relevant to the current application filed by Durbar Group Inc. on April 2, 2026. It outlines the procedural steps completed to date, the criteria for approval or denial, and offers key considerations ahead of the public hearing scheduled for May 11, 2026.

Background and Context

A business entity seeking to acquire an existing liquor license must follow a defined transfer process:

- **Application Submission:** The transfer application was properly filed with the Town Clerk’s office on April 2, 2026.
- **Temporary Permit:** Yes, a temporary liquor permit was requested in this case, which is optional and allows continued alcohol sales while the transfer is pending.
- **Background Investigation:** All individuals with significant ownership interest underwent fingerprinting and background checks through the Colorado Bureau of Investigation. The results showed no issues.



- Local Authority Review: The application is currently under review by the Local Licensing Authority.
- Public Hearing: Scheduled for May 11, 2026, at 6:00 p.m. to gather community input.
- State Authority Review: Pending local approval, the application will be forwarded to the Colorado State Liquor Licensing Division.
- License Issuance: Subject to approval at both local and state levels.

Grounds for Denial

The Local Liquor Licensing Authority's decision-making scope is limited to two statutory factors:

- Applicant's Age: Must be over 21 years old.
- Applicant's Moral Character: As defined under C.R.S. § 44-3-307, the Authority must assess whether the applicant demonstrates the requisite moral character to hold a liquor license.

Current Assessment

The applicants meet the age requirement. The thorough background checks revealed no criminal history or character concerns. Therefore, from a compliance and regulatory standpoint, there appear to be no grounds for denial based on these criteria.

Next Steps

- Review any public comments or concerns presented at the May 11th hearing. To date, the Town Clerk has not received any written comment.
- Consider any additional information or evidence that may impact the moral character evaluation.

MOTIONS

I motion to approve/deny the liquor license transfer of a hotel and restaurant liquor license application from Brothers Grand Lake LLC. d/b/a Brothers Grand Lake LLC. to, Durbar Group Inc. d/b/a, Durbar Nepalese and Indian Bistro located at 920 Grand Avenue

Colorado Liquor Retail License Application

* Note that the Division will not accept cash Paid by Check Date Uploaded to MoveIt Paid Online

New License New-Concurrent Transfer of Ownership State Property Only Master file

- All answers must be printed in black ink or typewritten
- Applicant must check the appropriate box(es)
- Applicant should obtain a copy of the Colorado Liquor and Beer Code: SBG.Colorado.gov/Liquor

Applicant is applying as a/an Individual Limited Liability Company Association or Other
 Corporation Partnership (includes Limited Liability and Spouse or Partner in a Civil Union)

Applicant Name If an LLC, name of LLC; if partnership, at least 2 partner's names; if corporation, name of corporation

DURBAR GROUP INC

FEIN Number

State Sales Tax Number

Trade Name of Establishment (DBA)

Business Telephone

DURBAR NEPALESE AND INDIAN BISTRO

Address of Premises (specify exact location of premises, include suite/unit numbers)

920 GRAND AVE,

City: GRAND LAKE County: GRANDBY State: CO ZIP Code: 80447

Mailing Address (Number and Street)

City or Town: State: ZIP Code:

Email Address

If the premises currently has a liquor or beer license, you **must** answer the following questions.

Present Trade Name of Establishment (DBA)

BROTHERS

Present State License Number Present Class of License Present Expiration Date

Section A Nonrefundable application fees*

Section 10, Item C.

<input type="checkbox"/>	Application Fee for New License.....	\$1,100.00
<input type="checkbox"/>	Application Fee for New License with Concurrent Review.....	\$1,200.00
<input checked="" type="checkbox"/>	Application Fee for Transfer.....	\$1,100.00

Section B Liquor License Fees*

<input type="checkbox"/>	Add Optional Premises to H & R.....	\$100.00 X	<input type="text"/>	Total	<input type="text"/>
<input type="checkbox"/>	Add Sidewalk Service Area.....				\$75.00
<input type="checkbox"/>	Arts License (City).....				\$308.75
<input type="checkbox"/>	Arts License (County).....				\$308.75
<input type="checkbox"/>	Beer and Wine License (City).....				\$351.25
<input type="checkbox"/>	Beer and Wine License (County).....				\$436.25
<input type="checkbox"/>	Brew Pub License (City).....				\$750.00
<input type="checkbox"/>	Brew Pub License (County).....				\$750.00
<input type="checkbox"/>	Campus Liquor Complex (City).....				\$500.00
<input type="checkbox"/>	Campus Liquor Complex (County).....				\$500.00
<input type="checkbox"/>	Campus Liquor Complex (State).....				\$500.00
<input type="checkbox"/>	Club License (City).....				\$308.75
<input type="checkbox"/>	Club License (County).....				\$308.75
<input type="checkbox"/>	Distillery Pub License (City).....				\$750.00
<input type="checkbox"/>	Distillery Pub License (County).....				\$750.00
<input type="checkbox"/>	Entertainment Facility License (City).....				\$500.00
<input type="checkbox"/>	Entertainment Facility License (County).....				\$500.00
<input type="checkbox"/>	Hotel and Restaurant License (City).....				\$500.00
<input checked="" type="checkbox"/>	Hotel and Restaurant License (County).....				\$500.00
<input type="checkbox"/>	Hotel and Restaurant License with one optional premises (City).....				\$600.00
<input type="checkbox"/>	Hotel and Restaurant License with one optional premises (County).....				\$600.00
<input type="checkbox"/>	Liquor-Licensed Drugstore (City).....				\$227.50
<input type="checkbox"/>	Liquor-Licensed Drugstore (County).....				\$312.50
<input type="checkbox"/>	Lodging Facility License (City).....				\$500.00
<input type="checkbox"/>	Lodging Facility License (County).....				\$500.00

Section B Liquor License Fees* (Continued)

Section 10, Item C.

<input type="checkbox"/> Manager Registration - H & R.....	\$30.00
<input type="checkbox"/> Manager Registration - Tavern.....	\$30.00
<input type="checkbox"/> Manager Registration - Lodging & Entertainment.....	\$30.00
<input type="checkbox"/> Manager Registration - Campus Liquor Complex.....	\$30.00
<input type="checkbox"/> Optional Premises License (City).....	\$500.00
<input type="checkbox"/> Optional Premises License (County).....	\$500.00
<input type="checkbox"/> Racetrack License (City).....	\$500.00
<input type="checkbox"/> Racetrack License (County).....	\$500.00
<input type="checkbox"/> Resort Complex License (City).....	\$500.00
<input type="checkbox"/> Resort Complex License (County).....	\$500.00
<input type="checkbox"/> Related Facility - Campus Liquor Complex (City).....	\$160.00
<input type="checkbox"/> Related Facility - Campus Liquor Complex (County).....	\$160.00
<input type="checkbox"/> Related Facility - Campus Liquor Complex (State).....	\$160.00
<input type="checkbox"/> Retail Gaming Tavern License (City).....	\$500.00
<input type="checkbox"/> Retail Gaming Tavern License (County).....	\$500.00
<input type="checkbox"/> Retail Liquor Store License - Additional (City).....	\$227.50
<input type="checkbox"/> Retail Liquor Store License - Additional (County).....	\$312.50
<input type="checkbox"/> Retail Liquor Store (City).....	\$227.50
<input type="checkbox"/> Retail Liquor Store (County).....	\$312.50
<input type="checkbox"/> Tavern License (City).....	\$500.00
<input type="checkbox"/> Tavern License (County).....	\$500.00
<input type="checkbox"/> Vintners Restaurant License (City).....	\$750.00
<input type="checkbox"/> Vintners Restaurant License (County).....	\$750.00

Questions? Visit: SBG.Colorado.gov/Liquor for more information

Do not write in this space - For Department of Revenue use only

Liability Information

License Account Number

Liability Date

License Issued Through (Expiration Date)

Total

\$

Application Documents Checklist and Worksheet

Section 10, Item C.

Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. **All** documents must be properly signed and correspond with the name of the applicant exactly. **All** documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable.
Questions? Visit: SBG.Colorado.gov/Liquor for more information

Items submitted, please check all appropriate boxes completed or documents submitted

I. Applicant information

- Applicant/Licensee identified
- State sales tax license number listed or applied for at time of application
- License type or other transaction identified
- Return originals to local authority (additional items may be required by the local licensing authority)
- All sections of the application need to be completed
- Master file applicants must include the Application for Master File form DR 8415 and applicable fees to this Retail License Application

II. Diagram of the premises

- No larger than 8½" X 11"
- Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.)
- Separate diagram for each floor (if multiple levels)
- Return originals to local authority (additional items may be required by the local licensing authority)
- Kitchen - identified if Hotel and Restaurant
- Bold/Outlined Licensed Premises

III. Proof of property possession (One Year Needed)

- Deed in name of the applicant (or) (matching Applicant Name provided on page 1) date stamped / filed with County Clerk
- Lease in the name of the applicant (or) (matching Applicant Name provided on page 1)
- Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant
- Other agreement if not deed or lease. (matching Applicant Name provided on page 1)

IV. Background information (DR 8404-I) and financial documents

- Complete DR 8404-I for each principal (individuals with more than 10% ownership, officers, directors, partners, members)
- Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved State Vendor. Master File applicants submit results to the State

Do not complete fingerprint cards prior to submitting your application.

The Vendors are as follows:

IdentoGO

Appointment Scheduling Website: <https://uenroll.identogo.com/workflows/25YQHT>

Phone: 844-539-5539 (toll-free)

IdentoGO FAQs: <https://cbi.colorado.gov/sections/biometric-identification-and-records-unit/biometric-identification-and-records-unit-faqs>

State Liquor Code for IdentoGO: 25YQHT

Colorado Fingerprinting

Appointment Scheduling Website: <http://www.coloradofingerprinting.com/cabs/>

Phone: 720-292-2722 833-224-2227 (toll free)

State Liquor Code for Colorado Fingerprinting: C030LIQI

- Purchase agreement, stock transfer agreement, and/or authorization to transfer license
- List of all notes and loans (Copies to also be attached)

V. Sole proprietor/Spouse or partners in a civil union (if applicable)

- Form DR 4679 Lawful Presence Affidavit
- Copy of State issued Driver's License or Colorado Identification Card for each applicant

VI. Corporate applicant information (if applicable)

- Certificate of Incorporation
- Certificate of Good Standing
- Certificate of Authorization if foreign corporation (out of state applicants only)

VII. Partnership applicant information (if applicable)

- Partnership Agreement (general or limited).
- Certificate of Good Standing

VIII. Limited Liability Company applicant information (if applicable)

- Copy of articles of organization
- Certificate of Good Standing
- Copy of Operating Agreement (if applicable)
- Certificate of Authority if foreign LLC (out of state applicants only)

IX. Manager registration for Hotel and Restaurant, Tavern, Lodging & Entertainment, and Campus Liquor Complex licenses when included with this application

- \$30.00 fee
- If owner is managing, no fee required

1. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years?..... Yes No

2. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state):

a. Been denied an alcohol beverage license?..... Yes No

b. Had an alcohol beverage license suspended or revoked?..... Yes No

c. Had interest in another entity that had an alcohol beverage license suspended or revoked?..... Yes No

If you answered yes to a, b or c above, explain in detail on a separate sheet.

3. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years?..... Yes No

If "yes", explain in detail.

4. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?..... Yes No
or

Waiver by local ordinance? Yes No

Other

5. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,000? **NOTE:** The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS..... Yes No

6. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,000? **NOTE:** The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS..... Yes No

For additional Retail Liquor Store only.

a. Was your Retail Liquor Store License issued on or before January 1, 2016?.... Yes No

b. Are you a Colorado resident?..... Yes No

7. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any current financial interest in said business including any loans to or from a licensee..... Yes No

8. Does the applicant, as listed on line 2 of this application, **have legal possession of the premises by ownership**, lease or other arrangement?..... Yes No

Ownership Lease Other (Explain in detail)

a. If leased, list name of landlord and tenant, and date of expiration, **exactly** as they appear on the lease:

Landlord	Tenant	Expires
BLACK STONE INVESTMENTS	DURBAR GROUP INC	

b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question on page 9..... Yes No

c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8½" X 11".

9. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.

Last Name		First Name	
<input type="text"/>		<input type="text"/>	
Date of Birth (MM/DD/YY)	FEIN or SSN Number	Interest/Percentage	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Last Name		First Name	
<input type="text"/>		<input type="text"/>	
Date of Birth (MM/DD/YY)	FEIN or SSN Number	Interest/Percentage	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Last Name		First Name	
<input type="text"/>		<input type="text"/>	
Date of Birth (MM/DD/YY)	FEIN or SSN Number	Interest/Percentage	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.

10. Optional Premises or Hotel and Restaurant Licenses with Optional Premises: Has a local ordinance or resolution authorizing optional premises been adopted?..... Yes No

Number of additional Optional Premise areas requested. (See license fee chart)

For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.

11. Liquor Licensed Drugstore (LLDS) applicants, answer the following:
a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's L L D S premise?..... Yes No

If "yes" a copy of license must be attached.

12. Club Liquor License applicants answer the following: **Attach a copy of applicable documents**

- a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain?..... Yes No
- b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain?..... Yes No

c. How long has the club been incorporated?.....

d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above?..... Yes No

13. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following:

a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached)..... Yes No

14. Campus Liquor Complex applicants answer the following:

a. Is the applicant an institution of higher education?..... Yes No

b. Is the applicant a person who contracts with the institution of higher education to provide food services?..... Yes No

If "yes" please provide a copy of the contract with the institution of higher education to provide food services.

15. For all on-premises applicants.

a. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit an Manager Permit Application - DR 8000 and fingerprints.

Last Name of Manager

First Name of Manager

16. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number..... Yes No

Name

Type of License

Account Number

17. Related Facility - Campus Liquor Complex applicants answer the following:

a. Is the related facility located within the boundaries of the Campus Liquor Complex?..... Yes No

If yes, please provide a map of the geographical location within the Campus Liquor Complex.

If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex.

b. Designated Manager for Related Facility - Campus Liquor Complex

Last Name of Manager

First Name of Manager

18. Entertainment Facility License

If Applicant is applying for an Entertainment Facility License, you affirm that your business model and aligns with the statutory privileges and requirements:..... Yes No

Pursuant to 44-3-103(15.5) C.R.S., an Entertainment Facility means an establishment in which the primary business is to provide the public with sports or entertainment activities within its licensed premises; and that, incidental to its primary business, sells and serves alcohol beverages at retail for consumption on the licensed premises; and has sandwiches and light snacks available for consumption on the licensed premises.

If Applicant is applying for a Lodging Facility License, you affirm that your business model and aligns with the statutory privileges and requirements:..... Yes No

Pursuant to 44-3-103(29) C.R.S., a Lodging Facility means an establishment in which the primary business is to provide the public with sleeping rooms and meeting facilities; and that sells and serves alcohol beverages at retail for consumption on the licensed premises; and has sandwiches and light snacks available for consumption on the licensed premises.

19. Tax Information.

a. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business?..... Yes No

b. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.?..... Yes No

If applicant is a corporation, partnership, association or limited liability company, apply **Officers, Directors, General Partners, and Managing Members**. In addition, applicant must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.

Name Date of Birth (MM/DD/YY)

Street Address

City State ZIP Code Position % Owned

Name Date of Birth (MM/DD/YY)

Street Address

City State ZIP Code Position % Owned

Name Date of Birth (MM/DD/YY)

Street Address

City State ZIP Code Position % Owned

Name Date of Birth (MM/DD/YY)

Street Address

City State ZIP Code Position % Owned

Name Date of Birth (MM/DD/YY)

Street Address

City State ZIP Code Position % Owned

** If applicant is owned 100% by a parent company, please list the designated principal officer on above.

** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable)

** If total ownership percentage disclosed here does not total 100%, applicant must check this box:

Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.

I would like to apply for a Two-Year Renewal..... Yes No

Oath Of Applicant

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer and Wine Code which affect my license.

Printed Name

Ravi Shrestha

Title

partner

Authorized Signature

[Signature area]

Date (MM/DD/YY)

04/02/2026

Report and Approval of Local Licensing Authority (City/County)

Section 10, Item C.

Date application filed with local authority

Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application)

For Transfer Applications Only - Is the license being transferred valid?..... Yes No

The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been:

Fingerprinted

Subject to background investigation, including NCIC/CCIC check for outstanding warrants

That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license

(Check One)

Date of inspection or anticipated date

Will conduct inspection upon approval of state licensing authority

Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,000?..... Yes No

Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,000?..... Yes No

NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.

Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period?..... Yes No

The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. **Therefore, this application is approved.**

Report and Approval of Local Licensing Authority (Continued)

Section 10, Item C.

Local Licensing Authority approves the Temporary Permit Yes No

Approval Date of the Temporary Permit

Expiration Date of the Temporary Permit

*If the temporary permit expires or an extension is required, the state liquor licensing authority should be notified of the status of the temporary permit.

**If the temporary permit information is not filled out for the transfer of ownership, the Transfer Application will not be accepted and processed.

Local Licensing Authority Approves this license for a two-year renewal..... Yes No

If "No", please cite the law, regulation, local ordinance or resolution that gives the local licensing authority the ability to deny the applicant and grounds for denial. Also, please provide any and all investigative reports, and administrative or criminal action that relate or justify this denial.

Proof of Violation

Local Licensing Authority for

Telephone Number

Town, City

County

Printed Name

Title

Signature

Date (MM/DD/YY)

Printed Name

Title

Signature

Date (MM/DD/YY)

Tax Check Authorization, Waiver, and Request to Release Information

I, Ravi Shrestha

am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of

(the "Applicant/Licensee")

Durbar Group Inc.

to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business)

Section 10, Item C.

Ravi Shrestha

Social Security Number/Tax Identification Number

Home Phone Number

Business/Work Phone Number

Street Address

City

State

ZIP Code

Printed name of person signing on behalf of the Applicant/Licensee

Ravi Shrestha

Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)

Date Signed

04/02/2026

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).



To: Mayor Bergquist & Town Trustees
From: Sarah Weekes, Event Manager
Date: May 11, 2026
Re: **Consideration of Approval of a New Special Event Permit Application and Resolution 36-2026 for Colorado AeroLab’s “Upstage Youth Theatre Fundraising Cabaret” Event, May 15, 2026**

BACKGROUND:

Colorado Aerolab, in partnership with Upstage Youth Theatre Collective (UYT), plans to host the “Upstage Youth Theatre Fundraising Cabaret.” The event will feature student performances of Broadway musical numbers presented on stage for community audiences. Admission to the event will be free of charge, with voluntary donations accepted to support youth theatre programming and related educational arts initiatives.

Colorado AeroLab is a nonprofit educational organization based in Denver that designs and delivers experiential, out-of-school-time learning opportunities for K-12 students, families, and educators across Colorado. As a statewide network of blended education centers in partnership with local school districts, each AeroLab site acts as a hands-on learning lab focused on multidisciplinary engineering design and collaborative problem-solving. Programs prepare students for success in college, career, and community life—particularly within Colorado’s growing aeronautics industry.

Upstage Youth Theatre Collective (UYT) is a newly formed youth theater program built by the students and educators behind years of successful productions at EGSD. After seeing the impact of theater on local kids, they founded UYT in 2025 to create a sustainable, inclusive home for youth performance and technical training.

Colorado AeroLab has submitted a new Special Event Permit application for the Upstage Youth Theatre Fundraising Cabaret and is requesting the Board of Trustees waive the following fees due to its nonprofit status:

- Special event permit fee in the amount of **\$250.00**
- Community House rental fees for the requested date in the amount of **\$300**
- Audio/visual equipment rental fees for the requested date in the amount of **\$200**
- Kitchen use rental fees for the requested date in the amount of **\$100**



REVIEW CONSIDERATIONS

Pursuant to Municipal Code Section 11-6-3(C): Special Event Permit Application Review and Approval, the Board of Trustees shall consider the following factors prior to approval of a Special Event Permit:

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 2026, the Board of Trustees approved fee waivers totaling **\$500.00** in special event permit fees and **\$19,000.00** in Community House and audio/visual equipment rental fees for Colorado AeroLab’s Radium Girls and Hadestown musical productions.

SUGGESTED MOTIONS

I make a motion to approve/(deny) THE SPECIAL EVENT PERMIT APPLICATION AND approve/(deny) RESOLUTION 36-2026, A RESOLUTION SETTING CERTAIN FEES FOR COLORADO AEROLAB’S “UPSTAGE YOUTH THEATRE FUNDRAISING CABARET” EVENT TO BE HELD MAY 15, 2026

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 36-2026**

**A RESOLUTION SETTING CERTAIN FEES FOR COLORADO AEROLABS
“UPSTAGE YOUTH THEATRE FUNDRAISING CABARET” EVENT TO BE HELD ON
MAY 15, 2026**

WHEREAS, Colorado AeroLab has scheduled a special event, Upstage Youth Theatre Fundraising Cabaret, May 15, 2026; and,

WHEREAS, the fee for a new special event application is set at \$250, the rental fee for the Community House for the scheduled time is set at \$300, the rental fee for use of the AV equipment for the scheduled time is set at \$200, the rental fee for use of the Town Hall Kitchen for the scheduled time is set at \$100; 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 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 application 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:

1. The Board of Trustees hereby waives the special event permit application fee for Colorado AeroLab’s *Upstage Youth Theatre Fundraising Cabaret* event to be held May 15, 2026.
2. The Board of Trustees further waives the Community House rental fee, audio/visual equipment rental fee, and Town Hall kitchen use fee associated with the event for the scheduled dates.

**DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF
THE TOWN OF GRAND LAKE THIS 11TH DAY OF MAY 2026.**

Votes Approving:
Votes Opposing:
Votes Abstaining:
Absent:

(SEAL)

ATTEST:

Alayna Carrell, Town Clerk

Christina Bergquist, Mayor



To: Mayor Bergquist & Town Trustees
From: Sarah Weekes, Event Manager
Date: May 11, 2026
Re: **Consideration of Approval of a New Special Event Permit Application and Resolution 37-2026 for Grand County Wildfire Councils “PBS Documentary Showing: Fire Lives Here” Event, July 16, 2026**

BACKGROUND:

The Grand County Wildfire Council (GCWC) is a nonprofit, community-based education and wildfire mitigation organization serving the residents and visitors of Grand County, Colorado. The organization is comprised of representatives from local, state, and federal agencies, local fire departments, homeowner associations, businesses, and community members dedicated to wildfire preparedness and forest resilience.

GCWC is planning to host a screening of *Fire Lives Here*, a documentary examining Colorado’s evolving relationship with wildfire and the increasing use of prescribed fire as a tool to reduce the risk of catastrophic wildfires and improve forest health. Filmed over a two-year period across Colorado’s Front Range, the documentary highlights the ongoing collaboration among firefighters, scientists, land managers, and local communities to reintroduce controlled fire to Colorado’s forests. The film also documents the planning, coordination, and implementation required for prescribed burns and evaluates the impacts of the Alexander Mountain Fire in areas where forest mitigation treatments had previously occurred. The documentary is intended to provide educational insight into wildfire mitigation strategies, forest management practices, and community resilience efforts throughout Colorado.

Grand County Wildfire Council has submitted a new Special Event Permit application for the PBS Documentary Showing: *Fire Lives Here* and is requesting the Board of Trustees waive the following fees due to its nonprofit status:

- Special event permit fee in the amount of **\$250.00**
- Community House rental fees for the requested dates in the amount of **\$300**
- Audio/visual equipment rental fees for the requested dates in the amount of **\$200**

REVIEW CONSIDERATIONS

Pursuant to Municipal Code Section 11-6-3(C): Special Event Permit Application Review and Approval, the Board of Trustees shall consider the following factors prior to approval of a Special Event Permit:



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 2026, the Board of Trustees has not approved any fee waivers for the Grand County Wildfire Council

SUGGESTED MOTIONS

I make a motion to approve/(deny) THE SPECIAL EVENT PERMIT APPLICATION AND approve/(deny) RESOLUTION 37-2026, A RESOLUTION SETTING CERTAIN FEES FOR GRAND COUNTY WILDFIRE COUNCILS “PBS DOCUMENTARY SHOWING: FIRE LIVES HERE” EVENT TO BE HELD JULY 16, 2026

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 37-2026**

**A RESOLUTION SETTING CERTAIN FEES FOR THE GRAND COUNTY WILDFIRE
COUNCILS “PBS DOCUMENTARY SHOWING: FIRE LIVES HERE” EVENT TO BE
HELD ON JULY 16, 2026**

WHEREAS, Grand County Wildfire Council has scheduled a special event, PBS Documentary Showing: Fire Lives Here, July 16, 2026; and,

WHEREAS, the fee for a new special event application is set at \$250, the rental fee for the Community House for the scheduled time is set at \$300, the rental fee for use of the AV equipment for the scheduled time is set at \$200; 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 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 application 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:

1. The Board of Trustees hereby waives the special event permit application fee for Grand County Wildfire Councils *PBS Documentary Showing: Fire Lives Here* event to be held July 16, 2026.
2. The Board of Trustees further waives the Special Event Permit Fee, Community House rental fee and audio/visual equipment rental fee with the event for the scheduled date.

**DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF
THE TOWN OF GRAND LAKE THIS 11TH DAY OF MAY 2026.**

Votes Approving:
Votes Opposing:
Votes Abstaining:
Absent:

(SEAL)

ATTEST:

Alayna Carrell, Town Clerk

Christina Bergquist, Mayor



To: Mayor Bergquist & Town Trustees
 From: Sarah Weekes, Event Manager
 Date: May 11, 2026
 Re: **Consideration of Approval of a Special Event Permit Application and Resolution 38-2026 for the Town of Grand Lake’s “Spring Clean Up & Arbor Day Celebration” Event, May 16, 2026**

BACKGROUND:

The Town of Grand Lake is pleased to announce their annual Spring Clean Up & Arbor Day Celebration, an opportunity for residents to help beautify the community and prepare for the summer season. This community-wide event encourages residents, businesses, and volunteers to participate in spring cleaning efforts throughout town while also celebrating the importance of trees and environmental stewardship.

The Town of Grand Lake has submitted a Special Event Permit application for the Spring Clean Up & Arbor Day and is requesting the Board of Trustees waive the following fees due to its government status:

- Special event permit fee in the amount of **\$250.00**
- Community House rental fees for the requested date in the amount of **\$300**
- Heckert Pavilion rental fees for the requested date in the amount of **\$240**

REVIEW CONSIDERATIONS

Pursuant to Municipal Code Section 11-6-3(C): Special Event Permit Application Review and Approval, the Board of Trustees shall consider the following factors prior to approval of a Special Event Permit:

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 2026, the Board of Trustees approved fee waivers totaling **\$250.00** in special event permit fees and **\$160.00** in Community House rental fees for the Town of Grand Lake’s A Viking Winter Carnival.

SUGGESTED MOTIONS

I make a motion to approve/(deny) **THE SPECIAL EVENT PERMIT APPLICATION AND approve/(deny) RESOLUTION 38-2026, A RESOLUTION SETTING CERTAIN FEES FOR TOWN OF GRAND LAKES “SPRING CLEAN UP & ARBOR DAY CELEBRATION” EVENT TO BE HELD MAY 16, 2026**

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 38-2026**

**A RESOLUTION SETTING CERTAIN FEES FOR THE TOWN OF GRAND LAKE
“SPRING CLEAN UP & ARBOR DAY CELEBRATION” EVENT TO BE HELD ON
MAY 16, 2026**

WHEREAS, The Town of Grand Lake has scheduled a special event, Spring Clean Up & Arbor Day Celebration, May 16, 2026; and,

WHEREAS, the fee for a special event application is set at \$250, the rental fee for the Community House for the scheduled time is set at \$300, and the rental fee for use of the Heckert Pavilion for the scheduled time is set at \$240; 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 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 application 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:

1. The Board of Trustees hereby waives the special event permit application fee for the Town of Grand Lake’s *Spring Clean Up & Arbor Day Celebration* event to be held May 16, 2026.
2. The Board of Trustees further waives the Community House rental fee, and Heckert Pavilion rental fee associated with the event for the scheduled date.

DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE THIS 11TH DAY OF MAY 2026.

Votes Approving:
Votes Opposing:
Votes Abstaining:
Absent:

(SEAL)

ATTEST:

Alayna Carrell, Town Clerk

Christina Bergquist, Mayor



To: Mayor Bergquist & Town Trustees
 From: Sarah Weekes, Event Manager
 Date: May 11, 2026
 Re: **Consideration of Approval of a Special Event Permit Application and Resolution 39-2026 for the Town of Grand Lake's "Community Picnic" Event, June 4, 2026**

BACKGROUND:

The Town of Grand Lake is excited to host a Community Picnic & Meet-and-Greet designed to bring residents, local organizations, businesses, and visitors together for an evening of food, music, and community connection. The Community Picnic serves as an opportunity to celebrate the spirit of Grand Lake while encouraging community involvement and collaboration among residents, businesses, and civic organizations. Town staff and community partners will be available to connect with attendees, answer questions, and share information about local programs, upcoming events, volunteer opportunities, and community initiatives. Residents are encouraged to attend, enjoy an evening of community fellowship, and celebrate all that makes Grand Lake a vibrant and welcoming place to live, work, and visit.

The Town of Grand Lake has submitted a Special Event Permit application for the Community Picnic and is requesting the Board of Trustees waive the following fees due to its government status:

- Special event permit fee in the amount of **\$250.00**

REVIEW CONSIDERATIONS

Pursuant to Municipal Code Section 11-6-3(C): Special Event Permit Application Review and Approval, the Board of Trustees shall consider the following factors prior to approval of a Special Event Permit:

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 2026, the Board of Trustees approved fee waivers totaling **\$250.00** in special event permit fees and **\$160.00** in Community House rental fees for the Town of Grand Lake’s A Viking Winter Carnival.

SUGGESTED MOTIONS

I make a motion to approve/(deny) **THE SPECIAL EVENT PERMIT APPLICATION AND approve/(deny) RESOLUTION 39-2026, A RESOLUTION SETTING CERTAIN FEES FOR TOWN OF GRAND LAKES “COMMUNITY PICNIC” EVENT TO BE HELD JUNE 4, 2026**

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 39-2026**

**A RESOLUTION SETTING CERTAIN FEES FOR THE TOWN OF GRAND LAKE
“COMMUNITY PICNIC” EVENT TO BE HELD ON JUNE 4, 2026**

WHEREAS, The Town of Grand Lake has scheduled a special event, Community Picnic, June 4, 2026;
and,

WHEREAS, the fee for a 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 the Town 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 application 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:

- 1. The Board of Trustees hereby waives the special event permit application fee for the Town of Grand Lake’s *Community Picnic* event to be held June 4, 2026.

**DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF
THE TOWN OF GRAND LAKE THIS 11TH DAY OF MAY 2026.**

Votes Approving:
Votes Opposing:
Votes Abstaining:
Absent:

(SEAL)

ATTEST:

Alayna Carrell, Town Clerk

Christina Bergquist, Mayor



To: Mayor Bergquist & Town Trustees
From: Sarah Weekes, Event Manager
Date: May 11, 2026
Re: **Consideration of Approval of a Special Event Permit Application and Resolution 40-2026 for the Grand Lake Sailing Foundation’s “Melges 15 Rocky Mountain Regatta” Event, June 18, 2026, through June 21, 2026**

BACKGROUND:

The Grand Lake Yacht Club Sailing Foundation is a non-profit organization created to promote amateur sailing, including sailing education, competition, and water safety, and is committed to broadening the base of support for the sport of sailing in our community through community sailing programs for youth and adults. The Foundation supports these activities and the development of future sailors and racers through community outreach programs, training activities, the provision of sailing equipment and the encouragement of participation in local and national sailing activities.

The Foundation will host the Melges 15 Rocky Mountain Regatta which has become a premier sailing event in the Rocky Mountain region and an important stop on the national Melges 15 circuit. Since the launch of the Melges 15 class in 2020, Grand Lake has developed one of the nation’s largest fleets, helping establish the community as a destination for high-altitude sailing competition and recreation. The event supports both competitive and educational sailing opportunities through racing, training activities, rigging and tuning support, and community outreach programs for youth and adults.

The Grand Lake Yach Club Sailing Foundation has submitted a Special Event Permit application for the Melges 15 Rocky Mountain Regatta and is requesting the Board of Trustees waive the following fees due to its non-profit status:

- Special event permit fee in the amount of **\$250.00**

REVIEW CONSIDERATIONS

Pursuant to Municipal Code Section 11-6-3(C): Special Event Permit Application Review and Approval, the Board of Trustees shall consider the following factors prior to approval of a Special Event Permit:

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 2026, the Board of Trustees has not approved any fee waivers for the Grand Lake Yach Club Sailing Foundation,

SUGGESTED MOTIONS

I make a motion to approve/(deny) **THE SPECIAL EVENT PERMIT APPLICATION AND approve/(deny) RESOLUTION 40-2026, A RESOLUTION SETTING CERTAIN FEES FOR GRAND LAKE YACH CLUB SAILING FOUNDATION'S "MELGES 15 ROCKY MOUNTAIN REGATTA" EVENT TO BE HELD JUNE 18, 2026, THROUGH JUNE 21, 2026**

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 40-2026**

**A RESOLUTION SETTING CERTAIN FEES FOR GRAND LAKE YACH CLUB
SAILING FOUNDATION’S “MEGLES 15 ROCKY MOUNTAIN REGATTA” EVENT
TO BE HELD ON JUNE 18, 2026, THROUGH JUNE 21, 2026**

WHEREAS, Grand Lake Yach Club Sailing Foundation has scheduled a special event, Melges 15 Rocky Mountain Regatta, June 18, 2026, through June 21, 2026; and,

WHEREAS, the fee for a 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 the Town 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 application 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:

1. The Board of Trustees hereby waives the special event permit application fee Grand Lake Yach Club Sailing Foundation’s *Melges 15 Rocky Mountain Regatta* event to be held June 18, 2026 through June 21, 2026.

**DULY MOVED, SECONDED, AND ADOPTED BY THE BOARD OF TRUSTEES OF
THE TOWN OF GRAND LAKE THIS 11TH DAY OF MAY 2026.**

Votes Approving:
Votes Opposing:
Votes Abstaining:
Absent:

(SEAL)

ATTEST:

Alayna Carrell, Town Clerk

Christina Bergquist, Mayor



To: Mayor Bergquist & Town Trustees
From: Logan Cross, Public Works Director
Date: May 11, 2026
Re: **Consideration of Resolution 41-2026 Approving the Striping and Pavement Marking of Grand Avenue and Associated Crosswalks and Stop Bars**

BACKGROUND

The Town performs routine pavement striping and marking along the primary roadway into Town, extending along Grand Avenue to the end of Grand Avenue at Hancock Street. This work includes repainting roadway lines, crosswalks, and stop bars. Maintaining clear and visible pavement markings enhances the overall appearance of the Town and improves pedestrian and traffic safety, particularly during the busy summer season.

FISCAL NOTE

- **2026 Budget Allocation:** \$75,000
- **Quoted Cost:** \$18,152
- **Budget Status:** Within allocated budget

STAFF RECOMMENDATION

Staff recommends proceeding with the road striping and pavement marking project as quoted. The work is efficient, and necessary to maintain roadway safety and visibility.

SUGGESTED MOTION

I move to approve Resolution No. 41-2026, authorizing the striping and pavement marking of Grand Avenue, including all associated crosswalks and stop bars, with work to be scheduled for completion in mid-June.

**TOWN OF GRAND LAKE
BOARD OF TRUSTEES
RESOLUTION NO. 41-2026**

A RESOLUTION APPROVING THE STRIPING AND PAVEMENT MARKING OF GRAND AVENUE AND ASSOCIATED CROSSWALKS AND STOP BARS

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

WHEREAS, the Town of Grand Lake is responsible for the maintenance and safety of its roadways, including pavement markings; and

WHEREAS, clear and visible pavement markings, including centerlines, fog lines, crosswalks, and stop bars, are essential for traffic control, pedestrian safety, and overall roadway functionality; and

WHEREAS, Grand Avenue serves as the primary roadway into and through the Town of Grand Lake, beginning at U.S. Highway 34 and continuing through downtown to the end of Grand Avenue at Hancock Street; and

WHEREAS, the restriping and repainting of this corridor, including all associated crosswalks and stop bars, will improve safety, visibility, and compliance with applicable roadway standards;

INTRODUCED, READ, AND ADOPTED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE ON THIS 11th DAY OF May, 2026.

TOWN OF GRAND LAKE, COLORADO

BY: _____
Christina Bergquest, Mayor

ATTEST:

Alayna Carrell, Town Clerk



MEMORANDUM

To: Town of Grand Lake Board of Trustees
From: Steve Kudron, Town Manager
Date: May 11, 2026
Re: **MOU with Grand Resource & Recycle Coalition, Inc. for Operation of a Recycling Drop-Off Station**

Trustees:

The Town of Grand Lake currently operates a Pay As You Throw (PAYT) trash facility on Center Drive for the convenience of community members and their guests. While the facility provides a needed means of trash disposal, it does *not* currently offer a recycling drop-off option. As a result, residents and visitors who wish to recycle must travel outside the Town to do so.

The Grand Resource & Recycle Coalition, Inc. (“GRRC”) is a Grand County nonprofit formed in 2010 whose mission is to reduce waste, educate the community, strengthen the local economy, and preserve the natural environment. GRRC currently operates a successful recycling drop-off station at ACE County Hardware in Granby and has indicated a willingness to extend a similar program to Grand Lake.

Staff has worked with GRRC to develop a Memorandum of Understanding (“MOU”) that would establish a Recycling Drop-Off Station within the existing PAYT facility. The proposed MOU sets forth the responsibilities of each party, including the Town providing a designated, maintained area for a minimum of three (3) six-yard containers, and GRRC managing the collection vendor relationship, volunteer staffing, and signage. Operations would run weekly on Saturdays from 9:00 a.m. to 12:00 p.m., Memorial Day weekend through October 31, with reduced winter hours as mutually agreed.

Establishing this drop-off station advances the Town’s sustainability goals, provides a long-requested service to residents and visitors, and leverages GRRC’s existing operational expertise rather than requiring the Town to build out its own program.

The Town’s financial commitment under the proposed MOU is summarized below:

Item	Amount	Frequency
Annual reimbursement to GRRC (\$250/month equivalent)	\$3,000.00	Annually
One-time container relocation reimbursement (Waste Management)	\$250.00	One-time
In-kind: Site maintenance, snow plowing, video monitoring Existing operations		Ongoing
In-kind: Use of existing on-site shed for storage/volunteers No additional cost		Ongoing
Total Year-One Cash Outlay	\$3,250.00	



Subsequent years are anticipated to be approximately \$3,000 in direct cash outlay, subject to mutual annual review under the MOU. GRRC supplements these costs through user donations of \$3.00 per drop and pays directly for weekly hauling by Waste Management. The MOU has a one-year initial term, providing the Town an opportunity to evaluate usage and renegotiate as appropriate. Currently, the Town contributes, \$1,500.00

Staff Recommendation

Staff recommends that the Board of Trustees approve the Memorandum of Understanding with the Grand Resource & Recycle Coalition, Inc. for the operation of a Recycling Drop-Off Station at the Town’s PAYT facility. The proposed arrangement delivers a meaningful community benefit at modest cost, leverages an established and trusted local nonprofit partner, and aligns with the Town’s broader sustainability objectives. The one-year term affords the Board flexibility to assess outcomes before committing to a longer-term arrangement.

Approval of the following motion:

“I move to approve the Memorandum of Understanding between the Town of Grand Lake and the Grand Resource & Recycle Coalition, Inc. regarding the operation of a Recycling Drop-Off Station, and to authorize the Mayor to execute the MOU on behalf of the Town.”

MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF GRAND LAKE AND GRAND RESOURCE & RECYCLE COALITION, INC. REGARDING THE OPERATION OF A RECYCLING DROP-OFF STATION

This Memorandum of Understanding (“MOU”) is entered into between the Town of Grand Lake, Colorado (the “TOWN”) and the Grand Resource & Recycle Coalition, Inc. (“GRRC”).

WHEREAS, the Town provides a Pay As You Throw (PAYT) trash facility located on Center Drive for the convenience of community members and their guests to deposit trash that does not include a recycling drop-off station.

WHEREAS, GRRC is a non-profit entity formed in 2010 with a mission to foster Grand County’s stewardship of community resources by increasing our opportunities to reduce waste while educating our community, strengthening our local economy, and preserving our natural environment.

WHEREAS, GRRC operates a Recycling Dropoff Station on the site of the ACE County Hardware in Granby, CO and the Town wishes to have a recycling drop-off station in Grand Lake.

WHEREAS, the Town and GRRC desire to enter into this MOU to set forth their understanding and agreement of terms between the two parties specific to providing a recycling drop-off station for the use of Grand Lake community members, hereafter referred to as the Recycling Drop-off Station.

NOW THEREFORE, the Town and GRRC enter into this MOU on the following terms and conditions and reflect the rights and obligations of the parties.

I. Responsibilities of the Town to support GRRC’s program:

The Town will:

- a. Provide and maintain a designated area, maintenance to include, but not limited, to snow plowing, video monitoring, etc., located within the Town’s current PAYT trash facility to accommodate a minimum of 3 six-yard containers to be provided by GRRC’s contractor. Additional bins may be added, to not exceed six, after determining the usage of the Recycling Drop-Off Station.
- b. Allow access to the existing on-site Shed for the use of GRRC for storage of materials and volunteers.
- c. Reimburse GRRC a monthly equivalent of \$250.00, to be reimbursed in an annual payment of \$3,000, paid upon receipt of invoice from GRRC. The amount of the reimbursement shall be mutually reviewed annually.
- d. Reimburse GRRC an amount of \$250.00 to offset its costs for the relocation of 3 six-yard containers by Waste Management.
- e. Promote the Recycling Drop-Off Station as a resource to community members using the Town’s various print and social media formats.

II. Responsibilities of GRRC

GRRC will:

- a. Contract with Waste Management, or other mutually approved materials waste collection vendors, to provide a minimum of 3 six-yard containers and pay for the removal of the contents of the containers once per week.
- b. Organize volunteers to oversee the operations of the Recycling Drop-Off Station to be open weekly on Saturday's of each month during the hours of 9 AM to 12 PM, or until the containers are full, from Memorial Day weekend through October 31 with the potential of reducing operations during the winter months to twice per month as mutually agreed.
- c. Collect \$3/drop donations from the users of the Recycle Drop-Off Station. The donations will be maintained by GRRC to offset it's expenses associated with operation of the Recycle Drop-Off Station. The rate of the donation will be adjusted annually as mutually agreed.
- d. Provide appropriate signage to assist users in understanding what recycled materials will be accepted.
- e. Provide access of the containers to the Town for depositing appropriate recycle materials after Town sponsored events.
- f. Ensure the containers are locked and the site is generally free of debris at the conclusion of each day of operation.

III. Miscellaneous Provisions

- a. Term of the MOU. The MOU will be in force for a period of one (1) year. Prior to expiration, the Town and GRRC will negotiate a mutually beneficial MOU with the intent of continuing with similar terms.
- b. Notice. Any notices under this MOU are deemed to have been received and to be effective:
 - 1. Three (3) days after the same shall have been mailed by certified mail, return receipt requested; and
 - 2. Immediately upon hand delivery; or
 - 3. Immediately upon receipt of confirmation that an E-mail was received. For the purposes of this MOU, any and all notices shall be addressed to the contacts listed below:

Town of Grand Lake
PO Box 99
Grand Lake, CO 80447

Grand Resource & Recycle Coalition, Inc.
PO Box 306
Hot Sulphur Spring, CO 80451

- c. Third-Party Beneficiaries. This MOU does not and is not intended to confer any rights or remedies upon any person or entity other than the Parties. Enforcement of this MOU and all rights and obligations hereunder are reserved solely to the Parties. Any services or benefits which third parties receive as a result of this MOU are incidental.

Signatures

Grand Resource and Recycle Coalition, Inc.

By: _____

Town of Grand Lake

By: _____

Mayor

ATTEST:

Town Clerk



MEMORANDUM

To: Town of Grand Lake Board of Trustees
From: Steve Kudron, Town Manager
Date: May 11, 2026
Re: Approval of Lease Agreement with Rocky Mountain Folk School for the Space to Create – Grand Spirit Makerspace

Trustees:

The Town and the Rocky Mountain Folk School (“RMFS”), a Colorado nonprofit corporation organized under Section 501(c)(3) of the Internal Revenue Code, have negotiated a proposed Lease Agreement (the “Lease”) for the Space to Create – Grand Spirit Maker Space, an approximately 3,000 square foot building, together with the adjacent exterior courtyard, located at 1128 Park Avenue, Building A, Grand Lake, Colorado (the “Building”). The proposed Lease implements the leasing arrangement contemplated by the previously executed Memorandum of Understanding between the Town and RMFS regarding the Building (the “MOU”).

The Town developed the Space to Create – Grand Lake Project on the Property to provide, among other things, space for artistic and other creative endeavors. The Project consists of nine (9) workforce multi-family rental apartments (the Space to Create Residences) and the Building. The proposed Lease places day-to-day operation of the Building with RMFS, whose mission and programming – including artistic, educational, cultural, and creative classes, workshops, exhibitions, performances, and community events – align directly with the purposes for which the Building was developed.

The proposed Lease has an initial one (1) year term and is intended to formalize the parties’ working relationship under the MOU, allowing both parties to evaluate operations before negotiating any successor lease. The Lease is structured to be subordinate to and consistent with the MOU; in the event of any conflict between the Lease and the MOU regarding the leasing of the Premises during the Term, the terms of the Lease control.

Key terms of the proposed Lease include:

- Term: One (1) year, commencing June 1, 2026, and ending May 31, 2027, with the option to extend or replace by mutual written agreement consistent with the MOU;
- Base Rent: No base rent is due from the Commencement Date through December 31, 2026; beginning January 1, 2027, RMFS shall pay base rent of Five Hundred and 00/100 Dollars (\$500.00) per month through the end of the Term;



- Permitted Use and Subleases: Artistic, educational, cultural, and creative programming, classes, workshops, exhibitions, performances, community events, and administrative office use, with the right to sublease portions of the Building to other organizations consistent with such purposes upon written notice to the Town;
- Town Responsibilities: Maintaining property insurance and performing ongoing interior and exterior maintenance of the Building, including utilities (domestic water, sanitary sewer, electrical, Wi-Fi, natural gas), snow removal, trash service, landscape and hardscape maintenance, and repair of exterior glass and exterior vandalism;
- Tenant Responsibilities: Reimbursing the Town within thirty (30) days for all utility and service costs associated with operation of the Building; maintaining contents and occupant insurance and commercial general liability insurance with limits of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate, naming the Town as an additional insured; and performing routine cleaning and upkeep of the interior of the Building;
- Operating Assistance: Subject to annual appropriation by the Board of Trustees and consistent with the MOU, the Town will provide annual financial operating assistance to RMFS in support of the Building of not less than Twenty-Five Thousand and 00/100 Dollars (\$25,000.00) for fiscal year 2026; and
- Standard Provisions: Customary terms covering default and remedies, surrender, alterations and improvements, governmental immunity under the Colorado Governmental Immunity Act, annual appropriation pursuant to Article X, Section 20 of the Colorado Constitution, governing law, venue in Grand County, and a written-amendment requirement.

The Lease also provides for an annual review of operating costs by the Town and RMFS, and requires RMFS to provide written notice of any proposed sublease prior to its execution. RMFS will remain responsible to the Town for the acts and omissions of all sublessees and their respective employees, agents, invitees, and guests.

The Grand Lake Creative District is contributing more than \$500,000.00 to the completion of the Grand Spirit Makers Space and Residences, one of the Town's largest financial contributors. The financial obligations of the Town under the Lease, including the \$25,000 annual operating assistance, are expressly subject to annual appropriation by the Board of Trustees in accordance with Article X, Section 20 of the Colorado Constitution. The 2026 operating assistance is contemplated within the Town's current budget, and the Town's ongoing maintenance and utility obligations are absorbed within existing operations and partially offset by reimbursement from RMFS under the Lease



Staff Recommendation

Staff recommends that the Board of Trustees approve the Lease Agreement between the Town of Grand Lake and the Rocky Mountain Folk School for the Space to Create – Grand Spirit Maker Space, in substantially the form presented, and authorize the Mayor to execute the Lease on behalf of the Town. Approval of the Lease implements the multi-year arrangement contemplated by the MOU, places day-to-day operation of the Building with a qualified nonprofit partner whose mission aligns with the purposes of the Project, and provides clear, enforceable terms protecting the Town’s interests. Because the initial Term is one (1) year, the Board will have an opportunity to evaluate operations and the parties’ respective costs before negotiating any successor lease.

Recommended motion:

“I move to approve the Lease Agreement between the Town of Grand Lake and Rocky Mountain Folk School for the Space to Create – Grand Spirit Maker Space, in substantially the form presented, and to authorize the Mayor to execute the Lease and the Town Manager to take such further actions as are reasonably necessary to implement the Lease.”

This document was prepared with a substantial amount of content created by generative ai. Staff has reviewed and made necessary changes to ensure the accuracy of the information contained within.

LEASE AGREEMENT

(Space to Create – Grand Spirit Maker Space)

THIS LEASE AGREEMENT (this “**Lease**”) is made and entered into this ____ day of _____, 2026 (the “**Effective Date**”), by and between the **TOWN OF GRAND LAKE**, a Colorado statutory municipality, whose address is P.O. Box 99, Grand Lake, Colorado 80447 (the “**Town**” or “**Landlord**”), and the **ROCKY MOUNTAIN FOLK SCHOOL**, a Colorado nonprofit corporation organized under Section 501(c)(3) of the Internal Revenue Code, whose address is P.O. Box 545, Grand Lake, Colorado 80447 (“**RMFS**” or “**Tenant**”). The Town and RMFS are sometimes referred to herein individually as a “**Party**” and collectively as the “**Parties**.”

RECITALS

WHEREAS, the Town is the owner of certain real property located within the Town of Grand Lake, County of Grand, State of Colorado, commonly known as 1128 Park Avenue, Building A, and referred to as the Space to Create – Grand Spirit Maker Space (the “**Property**”); and

WHEREAS, the Town has developed the Space to Create – Grand Lake Project on the Property to provide, among other things, space for artistic and other creative endeavors, which Project consists of nine (9) workforce multi-family rental apartments referred to as the Space to Create Residences and an approximately 3,000 square foot building referred to as the Space to Create – Grand Spirit Maker Space (the “**Building**”); and

WHEREAS, the Town and RMFS previously entered into that certain Memorandum of Understanding regarding the leasing and subleasing of space within the Building (the “**MOU**”), which contemplates an initial multi-year lease arrangement between the Parties; and

WHEREAS, the Town desires to lease the Building and the adjacent exterior courtyard to RMFS, and RMFS desires to lease the same from the Town, on the terms and conditions set forth in this Lease.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Premises.

The Town hereby leases to RMFS, and RMFS hereby leases from the Town, the Building, consisting of an approximately 3,000 square foot structure located at 1128 Park Avenue, Building A, Grand Lake, Colorado 80447, together with the adjacent exterior courtyard area (collectively, the “**Premises**”). The Premises are leased in their “**AS-IS**” condition existing on the Effective Date, subject to the Town’s maintenance obligations set forth herein.

2. Term.

The initial term of this Lease shall be for a period of one (1) year, commencing on **June 1, 2026** (the “**Commencement Date**”), and ending at 11:59 p.m. on **May 31, 2027** (the “**Term**”), unless sooner terminated as provided herein. The Parties acknowledge that this Lease is contemplated by, and consistent with, the MOU and may, upon mutual written agreement of the Parties, be extended or replaced with a successor lease consistent with the term provisions of the MOU.

3. Rent.

- (a) **Base Rent.** Consistent with the MOU, no Base Rent shall be due or payable for the period commencing on the Commencement Date through and including December 31, 2026. Beginning **January 1, 2027**, and continuing on the first (1st) day of each month thereafter through the expiration of the Term, RMFS shall pay to the Town base rent in the amount of **Five Hundred and 00/100 Dollars (\$500.00) per month** (“**Base Rent**”).
- (b) **Place and Manner of Payment.** RMFS shall pay all Base Rent to the Town at the address set forth in Section 14 (Notices) of this Lease, or at such other place as the Town may from time to time designate in writing. Rent shall be paid without demand, deduction, or offset, except as otherwise expressly provided in this Lease.
- (c) **Late Charges.** Any installment of Base Rent not received by the Town within ten (10) days after the date such payment is due shall be considered delinquent. The Town reserves the right to assess a reasonable late fee, not to exceed five percent (5%) of the delinquent amount, on any delinquent installment.

4. Use of Premises.

RMFS shall use and occupy the Premises for purposes consistent with the mission and programming of the Rocky Mountain Folk School, including but not limited to artistic, educational, cultural, and creative programming, classes, workshops, exhibitions, performances, community events, administrative office use, and the leasing and subleasing of space within the Building to other organizations and users in support of such purposes. RMFS shall not use the Premises for any unlawful purpose or in any manner that would violate the certificate of occupancy for the Building or any applicable federal, state, or local law, ordinance, rule, or regulation.

5. Subleases.

RMFS is authorized to sublease portions of the Building to various organizations and users consistent with the use of the Premises permitted under Section 4. RMFS shall provide the Town with written notice of any proposed sublease, including the identity of the sublessee and the general terms thereof, prior to execution of any such sublease. Each sublease shall be subject and subordinate to this Lease, and no sublease shall release RMFS from any of its obligations to the Town under this Lease. RMFS shall be responsible for the acts and omissions of all sublessees and their respective employees, agents, invitees, and guests.

6. Landlord Responsibilities.

Throughout the Term, and subject to the other provisions of this Lease, the Town shall:

- (a) Maintain ownership of the Building and lease the Premises to RMFS in accordance with the terms of this Lease;
- (b) Maintain property insurance on the Building consistent with the Town's insurance practices;
- (c) Be responsible for the initial installation and ongoing maintenance of utilities and services serving the Building, including but not limited to domestic water, sanitary sewer, electrical, Wi-Fi, natural gas, snow removal, and trash service, subject to reimbursement by RMFS as provided in Section 7;
- (d) Perform normal interior and exterior maintenance of the Building, including but not limited to maintenance and repair of the domestic water heater, heating elements, trash removal, snow removal, landscape and hardscape maintenance, repair of breakage of exterior glass, and repair of exterior vandalism by third parties; and
- (e) Subject to annual appropriation by the Board of Trustees of the Town and consistent with the MOU, provide annual financial operating assistance to RMFS in support of the Building of not less than **Twenty-Five Thousand and 00/100 Dollars (\$25,000.00)** for fiscal year 2026. The financial commitment of the Town under this Section 6(e) is subject to annual appropriation by the Town Board of Trustees, and the failure of the Town to appropriate such funds shall not constitute a breach or default by the Town under this Lease.

7. Tenant Responsibilities.

Throughout the Term, and subject to the other provisions of this Lease, RMFS shall:

- (a) Take possession of and occupy the Premises commencing on the Commencement Date;
- (b) Be responsible for any and all subleases entered into in accordance with Section 5 above, and shall inform the Town in writing prior to the execution of any such sublease;
- (c) Maintain insurance covering the contents of the Building owned by RMFS and covering occupants and users of the Building, and shall require all sublease tenants to maintain similar insurance policies consistent with applicable statutory requirements and customary practice;
- (d) Reimburse the Town for all utility and service costs associated with the operation of the Building, including but not limited to domestic water, sanitary sewer, electrical, Wi-Fi, trash, and natural gas, within thirty (30) days following receipt of an invoice or statement therefor from the Town; and
- (e) Perform normal cleaning and routine upkeep of the interior of the Building, and otherwise maintain the interior of the Premises in a neat, clean, and orderly condition consistent with the use permitted hereunder.

8. Insurance.

In addition to the contents and occupant insurance described in Section 7(c), RMFS shall maintain throughout the Term commercial general liability insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate, naming the Town as an additional insured. RMFS shall provide the Town with a certificate evidencing such coverage upon request. Each Party waives any right of recovery against the other Party for any loss or damage to the extent such loss or damage is covered by insurance carried by the waiving Party.

9. Compliance with Laws.

RMFS shall, at its own expense, comply with all federal, state, and local laws, ordinances, rules, and regulations applicable to its use of the Premises. The Town shall be responsible for compliance of the Building structure with applicable building codes to the extent related to the Town's maintenance obligations under Section 6.

10. Alterations and Improvements.

RMFS shall not make any structural alterations, additions, or improvements to the Building without the prior written consent of the Town, which consent shall not be unreasonably withheld, conditioned, or delayed. Non-structural interior alterations and improvements consistent with the permitted use may be made by RMFS without the Town's prior written consent, provided that any such alterations comply with applicable codes and do not adversely affect the Building's structural, mechanical, electrical, or plumbing systems. All permanent alterations and improvements shall, at the Town's option, become the property of the Town upon installation or upon termination of this Lease.

11. Surrender.

Upon the expiration or earlier termination of this Lease, RMFS shall peaceably surrender the Premises to the Town in substantially the same condition as existed on the Commencement Date, ordinary wear and tear and damage by casualty excepted. Any of RMFS's personal property remaining on the Premises more than thirty (30) days following the expiration or termination of this Lease shall be deemed abandoned and may be disposed of by the Town without liability to RMFS.

12. Default; Remedies.

The occurrence of any of the following shall constitute an event of default by RMFS under this Lease: (i) the failure of RMFS to pay any installment of Base Rent or any other sum due under this Lease within ten (10) days after written notice from the Town that such payment is past due; or (ii) the failure of RMFS to perform any other material obligation under this Lease, which failure continues for thirty (30) days after written notice from the Town specifying such failure (or, if the failure cannot reasonably be cured within thirty (30) days, such longer period as is reasonably necessary so long as RMFS commences the cure within such 30-day period and diligently pursues the same to completion). Upon the occurrence of an event of default, the Town may, in addition to any other remedies available at law or in equity, terminate this Lease upon written notice to RMFS, and recover possession of the Premises.

13. Annual Review of Operating Costs.

Consistent with the MOU, the Town and RMFS shall annually review their respective operating costs related to the Building and shall cooperate in good faith to identify reasonable measures to manage and allocate such costs.

14. Notices.

Any notice, demand, request, consent, or other communication required or permitted to be given under this Lease shall be in writing and shall be deemed to have been duly given and effective: (i) three (3) days after deposit in the United States mail, postage prepaid, certified mail, return receipt requested; (ii) immediately

upon hand delivery; or (iii) immediately upon receipt of confirmation that an e-mail transmission was received, in each case addressed to the applicable Party at the address set forth below, or to such other address as a Party may designate by notice given in accordance with this Section:

If to the Town:

Town of Grand Lake
Attn: Town Manager
P.O. Box 99
Grand Lake, Colorado 80447

If to RMFS:

Rocky Mountain Folk School
P.O. Box 545
Grand Lake, Colorado 80447

15. Governmental Immunity.

The Parties acknowledge and agree that the Town is a governmental entity entitled to the protections of the Colorado Governmental Immunity Act, §24-10-101, et seq., C.R.S., as amended (the “Act”). Liability for claims for injuries to persons or property arising from the negligence of the Town, its divisions, boards, commissions, committees, bureaus, officers, employees, and officials shall be controlled and limited by the provisions of the Act. No term or condition of this Lease shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protections, or other provisions contained in the Act.

16. Annual Appropriation.

Notwithstanding any other provision of this Lease to the contrary, the financial obligations of the Town under this Lease, including without limitation the financial operating assistance described in Section 6(e), are expressly subject to annual appropriation by the Town Board of Trustees in accordance with Article X, Section 20 of the Colorado Constitution and other applicable law. The Town shall not be obligated to appropriate funds for any future fiscal year, and the failure of the Town to appropriate such funds shall not constitute a default by the Town under this Lease.

17. No Third-Party Beneficiaries.

This Lease does not, and is not intended to, confer any rights or remedies upon any person or entity other than the Parties. Enforcement of this Lease and all rights and obligations hereunder are reserved solely to the Parties. Any services or benefits which third parties receive as a result of this Lease are incidental.

18. Assignment.

RMFS shall not assign this Lease without the prior written consent of the Town, which consent shall not be unreasonably withheld, conditioned, or delayed. Subject to Section 5, RMFS may sublease portions of the Premises as contemplated by this Lease and the MOU.

19. Entire Agreement; Relationship to MOU.

This Lease, together with the MOU, constitutes the entire agreement between the Parties with respect to the leasing of the Premises and supersedes all prior negotiations, representations, and agreements between the Parties with respect thereto. In the event of any conflict between the terms of this Lease and the terms of the MOU with respect to the leasing of the Premises during the Term, the terms of this Lease shall control.

20. Amendments.

No amendment, modification, or waiver of any provision of this Lease shall be effective unless in writing and signed by both Parties.

21. Governing Law; Venue.

This Lease shall be governed by and construed in accordance with the laws of the State of Colorado, without regard to its conflict of laws principles. Venue for any action arising out of or relating to this Lease shall lie exclusively in the District Court for Grand County, Colorado.

22. Severability.

If any provision of this Lease is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect to the maximum extent permitted by law.

23. Counterparts; Electronic Signatures.

This Lease may be executed in one or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Signatures delivered by facsimile or in electronic (PDF) format shall be deemed originals for all purposes.

IN WITNESS WHEREOF, the Parties have executed this Lease as of the Effective Date first written above.

TOWN OF GRAND LAKE, COLORADO

By: _____

Christina Bergquist, Mayor

Date: _____

ATTEST:

Alayna Carrell, Town Clerk

**ROCKY MOUNTAIN FOLK SCHOOL,
a Colorado nonprofit corporation**

By: _____

Alan Walker, President

Date: _____



MEMORANDUM

To: Town of Grand Lake Board of Trustees
 From: Steve Kudron, Town Manager
 Date: May 11, 2026
Re: Adoption of the Town of Grand Lake Artificial Intelligence (AI) Use Policy

Trustees:

Generative artificial intelligence (“AI”) tools — including Anthropic’s Claude, OpenAI’s ChatGPT, Microsoft Copilot, Google Gemini, and similar services — are now widely available and are increasingly being used by local governments to draft communications, summarize documents, analyze data, and improve service to residents. Approximately five (5) Town employees currently use ai tools in the course of their duties, and the Town anticipates that AI features embedded in everyday software (such as Microsoft 365, Adobe products, and meeting platforms) will become increasingly difficult to avoid.

While these tools offer real productivity benefits, they also introduce new risks related to accuracy, confidentiality, public records, cybersecurity, and public trust. AI tools have been documented to fabricate facts and legal citations, and information entered into a consumer AI tool may be transmitted to a third-party vendor and, depending on the vendor’s terms, used to train future models. Without a clear policy, the Town has no consistent standard for what staff may and may not do with these tools.

Staff (with the use of ai tools) has prepared a proposed Artificial Intelligence (AI) Use Policy that establishes Town-wide rules for the responsible use of generative AI by employees, elected officials, contractors, interns, and volunteers. The policy is modeled on emerging best practices for Colorado municipalities and is structured to be a practical, enforceable document rather than an aspirational statement.

Key elements of the proposed policy include:

- Designating Anthropic Claude as the only currently approved AI tool, with all other tools (ChatGPT, Copilot, Gemini, etc.) requiring written approval by the Town Manager before use on Town business;
- Prohibiting entry of confidential information, PII, executive-session materials, attorney-client communications, and other protected records into any AI tool;
- Requiring human review and verification of AI-generated content, with the employee remaining the author of record and accountable for accuracy;



- Treating AI prompts and outputs created in the course of Town business as potential public records subject to CORA and the Town’s retention schedule;
- Imposing heightened restrictions on law-enforcement and Municipal Court use, including prohibitions on facial recognition, evidence evaluation, and submission of AI-drafted court filings without attorney review;
- Establishing a procurement and vendor-approval process for any new AI tool, including free consumer tools, before they are used on Town business; and
- Requiring disclosure when AI generates a substantial portion of public-facing materials, when AI-generated images or audio are used, or when a resident asks in good faith.

The policy designates the Town Manager as Policy Owner, in consultation with the Town Clerk and IT, and requires an annual review (or sooner as AI tools and laws evolve). All covered personnel will be required to sign an acknowledgment of receipt and understanding, which will be retained in the employee’s personnel file.

Adoption of this policy does not require any new appropriation. Existing ai usage is already absorbed within current operations, and any future paid AI subscription, integration, or vendor would be evaluated under current procurement provisions. The principal cost is staff time for initial training and ongoing oversight, both of which fall within existing operations.

Staff Recommendation

Staff recommends that the Board of Trustees adopt the Town of Grand Lake Artificial Intelligence (AI) Use Policy. The proposed policy provides clear, practical guardrails for staff who are already using these tools, protects the Town’s residents, employees, and confidential information, and brings the Town into alignment with emerging public-sector standards for responsible AI use. Because the policy contemplates annual review, the Board will have a regular opportunity to update it as AI tools and the legal landscape continue to evolve.

Recommended motion:

“I move to adopt the Town of Grand Lake Artificial Intelligence (AI) Use Policy as presented, effective upon a date set by the Town Manager, and to authorize the Town Manager to maintain the list of Approved AI Tools and to make non-substantive administrative updates to the Policy as needed.”



TOWN OF GRAND LAKE, COLORADO Artificial Intelligence (AI) Use Policy

Employee Guidelines for the Responsible Use of Generative AI

Policy Title	Artificial Intelligence (AI) Use Policy
Issuing Authority	Town of Grand Lake, Colorado
Applies To	All Town employees, elected officials, contractors, interns, and volunteers
Effective Date	May 11, 2026
Last Reviewed	May 6, 2026
Next Review	Annually, or as AI tools and laws evolve
Policy Owner	Town Manager (in consultation with Town Clerk and IT)



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1. Purpose

The Town of Grand Lake (“the Town”) recognizes that generative artificial intelligence (AI) tools — including Claude, ChatGPT, Microsoft Copilot, Google Gemini, and similar services — can help staff draft communications, summarize documents, analyze data, and serve residents more efficiently. At the same time, these tools introduce new risks related to accuracy, confidentiality, public records, cybersecurity, and public trust.

This policy establishes the rules under which Town personnel may use generative AI tools so that the Town receives the benefits of this technology while protecting residents, employees, and the integrity of Town operations.

2. Scope

This policy applies to:

- All Town of Grand Lake employees (full-time, part-time, seasonal, and temporary);
- Elected and appointed officials acting in their official capacity;
- Contractors, consultants, interns, and volunteers performing work on behalf of the Town; and
- Any use of generative AI conducted on Town-owned devices, Town accounts, Town networks, or in the performance of Town duties — whether the AI tool is paid for by the Town or by the user personally.

The policy applies to standalone AI tools (such as Claude.ai) and to AI features embedded within other software (such as Microsoft 365 Copilot, Adobe AI features, or AI-assisted note-taking in meeting platforms).

3. Definitions

Generative AI. Software that produces new content — text, images, audio, video, code, or data — in response to a user prompt, typically by drawing on a large machine-learning model.

Approved AI Tool. A generative AI service that has been reviewed and authorized in writing by the Town Manager (or designee) for use on Town business. The current list is maintained by the Town Clerk and updated as tools are added or removed.

Prompt. Any text, file, image, or other input a user provides to an AI tool to obtain a response.

Output. Content produced by an AI tool in response to a prompt.

Confidential Information. Any non-public Town information, including personnel records, attorney-client communications, executive session materials, draft contracts, security information, IT credentials, investigative records, and any record subject to a statutory exception



under the Colorado Open Records Act (CORA) or the Colorado Criminal Justice Records Act (CCJRA).

Personally Identifiable Information (PII). Information that identifies a specific individual, alone or combined with other information — e.g., name, address, date of birth, Social Security number, driver’s license number, financial account information, utility account number, health information, or login credentials.

Public Record. As defined in C.R.S. § 24-72-202, any writing made, maintained, or kept by the Town for use in the exercise of functions required or authorized by law, including electronic records.

4. Guiding Principles

All AI use by Town personnel must be:

- **Lawful** — consistent with federal, Colorado, and Town law, including CORA, CCJRA, HIPAA where applicable, and copyright law.
- **Transparent** — the Town does not hide its use of AI from residents, councilmembers, or coworkers when the use is material to a decision or document.
- **Human-supervised** — a Town employee reviews and takes responsibility for any AI output before it is used in Town business.
- **Privacy-protective** — confidential information and PII are not entered into AI tools that are not approved for that data.
- **Accurate** — AI output is verified before it is relied on.
- **Equitable** — AI is not used in ways that produce biased or discriminatory results against residents or employees.

5. Approved AI Tools

As of the effective date of this policy, the following generative AI tools are approved for general Town business use, subject to the rules in this policy:

- **Anthropic Claude** (claude.ai and authorized integrations) — currently in use by approximately five (5) Town employees.

All other generative AI tools — including but not limited to ChatGPT, Microsoft Copilot, Google Gemini, Perplexity, Grok, Meta AI, character.ai, and any AI feature added to existing Town software — require written approval from the Town Manager before use on Town business. See Section 11 (Procurement and Vendor Approval).

Employees may not adopt new AI tools, sign up for paid AI subscriptions billed to the Town, or use personal AI accounts to handle Town information without prior approval.



6. Acceptable Use

With the safeguards in this policy, employees may use Approved AI Tools to:

- Draft, edit, and proofread routine communications such as memos, newsletter copy, social media posts, and internal emails;
- Summarize lengthy non-confidential documents (e.g., state guidance, published reports, public meeting minutes already on the website);
- Brainstorm options, outlines, or talking points for meetings and projects;
- Translate routine public-facing content into other languages, with human review before publication;
- Generate first drafts of forms, checklists, job descriptions, or standard operating procedures;
- Help interpret formulas, code, or scripts used in spreadsheets, GIS, or utility billing tools — again, with verification;
- Research general topics where the same answer could be found through a public search.

In all cases, the employee remains the author of record and is accountable for the final content.

7. Prohibited Use

Employees shall NOT use generative AI to:

- Make or substantially influence final decisions about hiring, discipline, termination, performance evaluations, benefits eligibility, code enforcement actions, permit denials, or any other decision that materially affects an individual’s rights, employment, or property;
- Generate the official text of ordinances, resolutions, contracts, legal notices, or formal Town Council communications without attorney review;
- Impersonate residents, employees, officials, or other governments, including the creation of synthetic audio, video, or images of real people;
- Produce content intended to deceive the public, manipulate public meetings, or influence elections;
- Circumvent CORA, the Colorado Sunshine Law, retention schedules, or any other public-records or transparency requirement;
- Generate, evaluate, or process content that is harassing, discriminatory, sexually explicit, or otherwise inconsistent with the Town’s personnel rules;
- Write or analyze malware, exploit code, or other materials that could be used to compromise IT systems;



- Bypass copyright, paywalls, or licensing restrictions; and
- Conduct any activity prohibited elsewhere in this policy, the Employee Handbook, or applicable law.

8. Data Handling, PII, and Confidential Information

Information entered into an AI tool may be transmitted to a third-party vendor, stored on the vendor’s servers, and — depending on the vendor’s terms — used to improve future models. Employees must therefore treat AI prompts as if they were being shared with an outside party.

8.1 Do Not Enter Into Any AI Tool

- Social Security numbers, driver’s license numbers, dates of birth, or other government identifiers;
- Bank account, credit card, or utility-billing financial details tied to identifiable residents;
- Employee personnel files, medical information, disciplinary records, or compensation information for a specific named employee;
- Passwords, API keys, or other credentials;
- Attorney-client privileged communications or legal strategy;
- Executive-session materials or recordings;
- Records protected from disclosure under CORA § 24-72-204, CCJRA, HIPAA, FERPA, or any confidentiality agreement;
- Information that could compromise critical infrastructure, water-system controls, public-safety operations, or cybersecurity defenses;
- Identifiable details about minors.

8.2 De-identify When Possible

If AI assistance would be useful on a task that involves sensitive information, de-identify the inputs first — remove names, addresses, account numbers, and other identifiers — before pasting them into the AI tool. When in doubt, ask the Town Clerk or your supervisor before submitting.

8.3 Vendor Data Settings

Where an Approved AI Tool offers settings that disable model training on user inputs, retain less data, or provide enterprise-grade privacy controls, the Town will configure those settings to the most protective option practical. Employees must use the Town-configured account, not personal accounts, when handling Town work.

9. Public Records and CORA Compliance



AI prompts and outputs created in the course of Town business are public records under the Colorado Open Records Act when they are made, maintained, or kept by the Town for use in the exercise of its functions. Employees shall therefore:

- Assume that any prompt or output relating to Town business is potentially a public record subject to disclosure;
- Save AI-generated drafts that materially shape an official document, decision, or communication to the appropriate Town file, the same way a hand-written draft would be retained;
- Follow the Town’s records-retention schedule for any AI-related record — do not delete prompts or outputs to avoid disclosure;
- Cooperate with the Town Clerk in responding to CORA requests, including searches that may need to cover AI tool histories;
- Not conduct Town business in personal AI accounts, personal email, or personal messaging apps, which complicates CORA compliance and may violate retention requirements; and
- Apply CORA exceptions (such as personnel records or security information) the same way they apply to any other Town record — the involvement of AI does not change what is or is not exempt.

Questions about whether a particular AI use creates a public record, or how long it must be kept, should be directed to the Town Clerk.

10. Law Enforcement and Municipal Court Use

Generative AI poses heightened risks in law-enforcement and judicial settings, where errors can affect liberty, due process, and admissibility. The following additional restrictions apply:

- **No use in evidence or charging decisions.** AI tools shall not be used to identify suspects, predict criminal behavior, evaluate evidence, or draft probable-cause statements that are submitted to a court without independent verification by a sworn officer and review by the prosecuting attorney.
- **No facial recognition or biometric matching.** Use of generative or analytical AI for facial recognition, voice matching, or other biometric identification of members of the public is prohibited unless specifically authorized in writing by the Town Manager and the Chief of Police (or contracted law-enforcement agency) and consistent with Colorado law.
- **No body-worn-camera or interview transcription on unapproved tools.** Body-worn-camera footage, dispatch audio, witness interviews, and similar recordings shall not be uploaded to any consumer AI tool. Transcription must occur only on systems approved through the Town’s procurement process and compliant with CCJRA.



- **No drafting of court filings without attorney review.** AI may not be used to generate citations, motions, briefs, or other filings submitted to a court on behalf of the Town without review and sign-off by the Town Attorney or prosecuting attorney. AI-fabricated case law has resulted in sanctions in other jurisdictions; verifying every citation is mandatory.
- **Municipal Court records.** Court records, including those concerning juveniles, sealed cases, and victim information, are subject to CCJRA and court rules. They shall not be entered into any AI tool.
- **Disclosure to defense.** Any documented use of AI in a law-enforcement matter that produces a record relevant to a pending case must be disclosed to the prosecuting attorney for evaluation under Brady, Rule 16, and applicable discovery obligations.

11. Procurement and Vendor Approval

Before any new generative AI tool is acquired, subscribed to, integrated, or used on Town business, the Town Manager (or designee) shall confirm that:

- The vendor’s terms of service permit governmental use and do not assert ownership of Town inputs or outputs;
- The vendor’s privacy and data-handling practices are consistent with this policy, including reasonable controls on training, retention, and sub-processor use of Town data;
- Cybersecurity due diligence has been performed appropriate to the risk (e.g., review of SOC 2, ISO 27001, or equivalent attestations for higher-risk uses);
- The intended use complies with CORA, CCJRA, HIPAA, PCI-DSS, and any other framework triggered by the data involved;
- Procurement and budget rules have been followed, including any required Town Council approval for the contract value; and
- A designated employee is responsible for managing the account, user access, and offboarding.

Free, consumer-grade AI tools are not exempt from this requirement. “No cost” does not mean “no review.” Departments shall not click through vendor terms of service on behalf of the Town without authorization.

The Town Clerk maintains the official list of Approved AI Tools and circulates it to staff when it changes.



12. Accuracy, Verification, and Human Oversight

Generative AI tools can produce confident-sounding but incorrect information, including invented facts, citations, statutes, and quotations. Employees are responsible for verifying every AI-assisted output before it is used.

- Confirm factual claims against authoritative sources (e.g., C.R.S., Town Code, official Town records, vendor documentation);
- Verify any statute, case, ordinance, or regulation cited by an AI tool by reading the source directly;
- Check numerical calculations independently; do not rely on AI as a calculator for budget, billing, or engineering work;
- Treat AI as a draft-generating assistant, not a subject-matter expert. The accountable subject-matter expert is the human employee.

13. Disclosure and Transparency

The Town does not require a disclaimer on every email or memo that received light AI assistance with grammar or phrasing. However, employees shall affirmatively disclose AI involvement when:

- AI generated a substantial portion of a public-facing document, report, or analysis presented to the Town Council, a board, or the public;
- AI-generated images, audio, or video are used in Town communications (these shall be clearly labeled as AI-generated);
- AI was used to summarize or translate material in a way that could meaningfully affect a resident’s understanding of a Town decision; or
- A resident, councilmember, or coworker directly asks whether AI was used.

Employees shall not deny or obscure the use of AI when asked in good faith.

14. Security and Account Management

- Use Town-issued accounts and Town-issued devices for AI work whenever practical;
- Protect AI accounts with strong, unique passwords and multi-factor authentication where supported;
- Do not share AI account credentials with other employees;



- Notify IT or the Town Manager immediately if an AI account is compromised, if you suspect a phishing attempt impersonating an AI vendor, or if an AI tool returns information that appears to belong to another organization;
- Promptly disable AI access for departing employees as part of the offboarding checklist;
- Do not install AI browser extensions, desktop apps, or mobile apps on Town devices without IT approval.

15. Training and Awareness

All employees who use generative AI in their work shall complete an initial orientation on this policy and a refresher whenever this policy is materially updated. Department heads are responsible for ensuring their staff complete the training and document completion. The Town will share periodic guidance on emerging AI risks and good practices.

16. Reporting Issues and Incidents

Employees shall promptly report to their supervisor and to the Town Manager any of the following:

- Suspected entry of confidential or personal information into an AI tool;
- Receipt of AI output that contains another organization’s confidential information;
- AI-related security incidents, including suspected account compromise;
- Identification of AI output that, if it had not been caught, would have caused a material error in a public document, decision, or communication; and
- Any request, internal or external, to use AI in a way that may violate this policy.

Good-faith reports will not result in discipline for the act of reporting.

17. Policy Violations and Enforcement

Violation of this policy may result in corrective action up to and including termination of employment or contract, consistent with the Town’s Personnel Policies. Violations that involve unauthorized disclosure of confidential information, intentional deception, or conduct prohibited by law may also be referred to law enforcement or other appropriate authorities.

18. Policy Review

The Town Manager will review this policy at least annually and recommend updates to the Town Council as needed. Staff are encouraged to submit suggestions for improvement to the Town Manager or Town Clerk at any time.



Acknowledgment of Receipt and Understanding

I acknowledge that I have received, read, and understand the Town of Grand Lake Artificial Intelligence (AI) Use Policy. I understand that:

- I am responsible for following this policy when I use any generative AI tool for Town business, on Town devices, or under a Town account;
- I will not enter confidential information, personally identifiable information, or other restricted data into AI tools;
- I will verify the accuracy of AI-generated content before relying on it;
- Prompts and outputs created on Town business may be public records under CORA;
- I will direct questions about appropriate AI use to my supervisor, the Town Clerk, or the Town Manager; and
- Failure to comply with this policy may result in corrective action up to and including termination.

Employee Name (printed)	
Position / Department	
Signature	
Date	
Supervisor Signature	
Date	

Return signed acknowledgment to the Town Clerk for retention in the employee's personnel file.

This document was prepared with a substantial amount of content created by generative ai. Staff has reviewed and made necessary changes to ensure the accuracy of the information contained within.



To: Mayor Bergquist & Town Trustees
 From: Alayna Carrell, Town Clerk
 Date: May 11, 2026
 Re: **Consideration of Cancellation or Rescheduling of the May 25, 2026, Board of Trustees Meeting**

BACKGROUND

The Town of Grand Lake Board of Trustees is scheduled to hold a regular meeting on Monday, May 25, 2026. This date falls on the observed Memorial Day holiday.

Due to the holiday, staff is requesting Board direction regarding whether the regular meeting should be canceled or rescheduled to an alternate date. Historically, meetings falling on major holidays have often been canceled due to limited agenda items, anticipated attendance conflicts, holiday travel schedules, and staff availability.

Should the Board choose to reschedule the meeting, staff can coordinate an alternate meeting date and ensure all required public noticing requirements pursuant to Colorado Open Meetings Law are satisfied.

At this time, staff anticipates that agenda items currently scheduled for May 25 could either:

- Be deferred to the June 8, 2026, regular meeting; or
- Be scheduled for a rescheduled special meeting date, if directed by the Board.

SUGGESTED MOTION

Option 1 – Cancellation

I move to cancel the May 25, 2026, regular meeting of the Town of Grand Lake Board of Trustees due to the Memorial Day holiday

Option 2 – Rescheduling

I move to reschedule the May 25, 2026, regular meeting of the Town of Grand Lake Board of Trustees to _____, 2026 at _____ .m.