TOWN OF GRAND LAKE
BOARD OF TRUSTEES - REGULAR MEETING
MONDAY, FEBRUARY 27, 2017 @ 7:30 P.M. – TOWN HALL

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

AGENDA

A.) **CALL TO ORDER**

B.) **PLEDGE OF ALLEGIANCE**

C.) **ROLL CALL**

D.) **ANNOUNCEMENTS**

1.) We would appreciate it if you would turn your cell phones off during this meeting.
2.) A sign-in sheet is located by the door, if you have not already done so, please sign in before you leave.
3.) The 6th annual Catch & Release Fishing Contest will be held March 4th & 5th on Grand Lake. For more information visit www.grandlakeicefishingcontest.com or call 970-798-8021

E.) **CONFLICTS OF INTEREST**

F.) **UNSCHEDULED PUBLIC COMMENTS** – COMMENTS ARE LIMITED TO 3 MINUTES
(This time is reserved for members of the public to make a presentation to the Board on items or issues that are not scheduled on the agenda. The Board will not discuss/debate these items, nor will the Board make any decisions on items presented during this time, rather, the Board will refer the items to staff for follow up.)

G.) **SCHEDULED PRESENTATIONS/DELEGATIONS**

1.) George Coolen, Grand Lake Metropolitan Recreation District.

H.) **APPROVAL OF MINUTES**

1.) Minutes – February 13, 2017. *(Page E3)*

I.) **REPORTS**

1.) Sales Tax Cash Flow Reports – January, 2017 Sales Tax collections. *(Page E14)*
2.) Sales Tax 2012-2016 Total Year by Industry. *(Page E17)*
3.) Financial Report – January, 2017. *(Page E18)*

J.) **LOCAL LIQUOR LICENSING AUTHORITY – QUASI-JUDICIAL**

1.) Consideration of a liquor license conversion and modification for The Gateway Inn, Inc, d/b/a The Gateway Inn, located at 200 West Portal Road. *(Page E44)*

K.) **OLD BUSINESS**

1.) **QUASI-JUDICIAL** – Continuation of consideration to grant a variance for required open space for Lots 3-5, Block 12, Town of Grand Lake; more commonly referred to as 824 Grand Avenue. *(Page E58)*

L.) **NEW BUSINESS**

1.) Consideration of Resolution XX-2017, a resolution opting out of 2017 water increase.*(Page E98)*
2.) Consideration of Resolution XX-2017, a resolution adopting a Financial Policies and Procedures Manual. *(Page E101)*
3.) Consideration of Grand Lake Clarity Alternate Assignment. *(Page E111)*
4.) Consideration of assignment of Grand Gala Tickets. *(Page E114)*
5.) Consideration to set a Special Election to fill Board of Trustees vacancies. *(Page E115)*
6.) Consideration of a property claim between the Town of Grand Lake and James Peterson. *(Page E117)*

M.) **MAYOR'S REPORT AND COMMENT**

N.) **ADJOURNMENT**

REGULAR MEETING
TOWN OF GRAND LAKE BOARD OF TRUSTEES
MONDAY, FEBRUARY 13, 2017 7:30 P.M.

CALL TO ORDER: The regular meeting of the Board of Trustees was called to order by Mayor Jim Peterson at 7:30 p.m. at the Town Hall, 1026 Park Avenue.

PLEDGE OF ALLEGIANCE: Mayor Peterson led everyone in reciting the Pledge of Allegiance.

ROLL CALL PRESENT: Mayor Peterson; Trustees Jenkins, Kudron, and Lewis,; Town Manager White, Town Clerk Nicholls, Interim Town Planner Wally Baird, Town Code Administrator ORourke, and Town Attorney Krob.

ABSENT: Mayor Peterson noted that Trustee Goodfellow was listening on the phone but would not be voting.

ANNOUNCEMENTS: Mayor Peterson announced that it would be appreciated if cell phones were turned off during the meeting.

Mayor Peterson announced that a sign-in sheet is located by the door and to please sign in before leaving.

Mayor Peterson announced that a snowmobile poker run to benefit Flight for Life Colorado will be held Saturday, February 25th at 9 a.m. at the Grand Lake Community House.

Mayor Peterson announced that a freestyle Nordic Race to benefit the National Sports Center for Disabled Competitive Nordic Program is being held at the Grand Lake Nordic Center on Saturday, February 25th and Sunday, February 26th.

Mayor Peterson then announced the Board of Trustees has 2 vacancies to be filled by appointment at the February 27th Board of Trustees Meeting. Interested parties must be at least 18 years old, have resided in the Town of Grand Lake for at least 12 consecutive months immediately preceding the date of appointment, and may not run or hold 2 offices simultaneously. Submit letters of interest to the Town Clerk by February 22nd.

CONFLICTS OF INTEREST: Mayor Peterson stated that if there are any Trustees wishing to announce a conflict of interest with any items on this evening's agenda, they should do so at this time.

There were no conflicts of interest.

UNSCHEDULED PUBLIC COMMENTS: Mayor Peterson announced that this time is reserved for members of the public to make a presentation to the Board on items or issues that are not scheduled on the agenda. The Board will not discuss/debate these items, nor will the Board make any decisions on items presented during this time, rather, the Board will refer the items to staff for follow up. He then asked if there were any unscheduled public comments and noted that comments are limited to 3 minutes.

Andy Murphy, 1224 Lake Avenue #3, was recognized by the Chair. Mr. Murphy stated that he is removing his interest in the Board of Trustees positions due to residency requirements. He commended the Public Works Department for their diligent work on snow and slush removal over the weekend. He concluded by recommending that the snow between Harmon and Broadway be completely clear instead of maintaining two snowmobile lanes.

SCHEDULED PRESENTATIONS/ DELEGATIONS: Mayor Peterson introduced Greg Barnes, 604 Marina Drive. Mr. Barnes stated that the lot where his sign currently resides has been sold and the new owners will not allow him to retain the Daven Haven sign on their property. He has been unable to secure another location for his off-premise sign and asked the Town to consider letting him put the sign on Town property. He suggested a location across from the go-carts and stated he would be willing to put up a sign for the Grand Lake Center in conjunction with the Daven Haven sign.

After a discussion regarding the sign design and other location possibilities the Board directed Staff to work with Mr. Barnes on possible locations and to bring the item back to the Board for action.

Stephen Wall, 12692 US Highway 34, was recognized by the Chair. Ms. Wall expressed her approval of the dual Daven Haven and Grand Lake Center sign as proposed by Mr. Barnes.

CONSENT AGENDA: Mayor Peterson introduced the Consent Agenda which contained the Minutes from the January 23, 2017 Meeting and Accounts Payable for January 2017.

Trustee Jenkins moved to approve the Consent Agenda as presented. Trustee Lewis seconded the motion and all Trustees voted aye.

LIQUOR LICENSING AUTHORITY: None

OLD BUSINESS:

CONSIDERATION OF TRANSPORTATION SPONSORSHIP FOR THE GRAND GALA A FUNDRAISING EVENT FOR THE GRAND FOUNDATION – Mayor Peterson asked Town Manager White to present this matter to the Board. White stated that the Grand Foundation is requesting support from the Town of Grand Lake in the amount of $700 as a Transportation Sponsorship, equivalent to a Bronze Level Sponsorship for its annual fundraiser. Last year, the Town provided this level of support for the Grand Foundation event. Last year's Grand Foundation fund raising efforts subsequently resulted in awards to the Rocky Mountain Repertory Theater, the Grand Lake Area Historical Society, Grand County Characters, Grand Angels and the Independent Sports Club. This year's event will be held at Devils Thumb Ranch Resort and Spa, Tabernash, CO on Saturday, April 29, 2017 at 6pm at High Lonesome Lodge. The Town's contribution to this event would help cover the cost of transporting Gala guests to and from the event, thereby providing a safe and convenient service to all of the guests throughout the county. The transportation service would provide a pickup/drop off location again in Grand Lake. Staff has recommended that a funding request for this event be submitted during our budget review process henceforth.

A discussion ensued regarding budgeting, funding request requirements and deadlines.

Trustee Lewis moved to support in the amount of $700 to provide a 2017 Transportation Scholarship to the Grand Foundation in support of its annual Grand Foundation Gala, and require them to request during the budget cycle for next year. Trustee Kudron seconded the motion and all Trustees voted aye, except Trustee Jenkins who voted nay.

NEW BUSINESS:

CONSIDERATION OF LETTER OF SUPPORT FOR A FUNDING REQUEST FOR THE GRAND LAKE AREA HISTORICAL SOCIETY – Mayor Peterson asked Town Manager White to present this matter to the Board. White stated that the Town of Grand Lake received a request from Elin Capps of the Grand Lake Area Historical Society in support of a grant application it is submitting to History Colorado. The Smith Eslick Cottage Court is thought to be the earliest, original-condition "motor Court" in the nation. It has been placed on the Colorado State Register of Historic Properties. Town Staff supports the application and recommends approval and requests Town Board direction to have the Mayor sign the letter of support from the

Town of Grand Lake. He concluded by stating that Elin Capps was present.

Elin Capps, 122 County Road 4652, was recognized by the Chair. Ms. Capps stated that they are trying for a substantial amount of money for exhibits. She thanked the Board for their support through the years.

Trustee Lewis moved to support the funding request made by the Grand Lake Area Historical Society to stabilize and preserve the Smith Eslick Cottage Court and to authorize the Mayor to sign the letter for submittal to History Colorado. Trustee Kudron seconded the motion and all Trustees voted aye.

NEW BUSINESS: **CONSIDERATION TO REITERATE AND RECONFIRM THE TOWN OF GRAND LAKE'S SUPPORT FOR THE DOLA GRANT** – Mayor Peterson asked Town Manager White to present this matter to the Board. White stated the Town recently submitted a DOLA grant application on January 31, 2017 for an Energy Mineral Grant. The Town has been asked by its DOLA representative to reiterate and reconfirm the Town Board's support for the DOLA funding request. The Town Attorney has drafted a formal motion to verify the Town Board's support for the DOLA application and the Town's funding request.

Trustee Lewis moved to reiterate and reconfirm the Town of Grand Lake's support for the DOLA grant for our Streetscape and Infrastructure Improvement Project as previously evidenced by the Board of Trustees approval on January 9, 2017 of a contract with Diamondback Engineering to, among other things, provide assistance for the Town's DOLA grant application, and also to authorize the Mayor/and/or the Town Manager to sign all documents in furtherance of such DOLA grant. Trustee Jenkins seconded the motion and all Trustees voted aye.

NEW BUSINESS: **CONSIDERATION OF SPONSORSHIP FOR THE 2017 ACROSS THE DIVIDE GEO TOUR** – Mayor Peterson asked Town Manager White to present this matter to the Board. White stated that Mayor Peterson was contacted by Fran Grooters of Estes Park regarding consideration by the Town of Grand Lake for sponsorship of the Across the Divide Geo Tour, from Estes Park to Grand Lake, through Rocky Mountain National Park. The Across the Divide Geo Tour is put on by volunteers who believe geo-caching is a great activity for people of all walks of life and physical abilities. It is a way to let kids and adults use their electronics to explore our natural surroundings, especially here in the western gateway to Rocky Mountain National Park and

extending across the divide to Estes Park. The request from the Town of Grand Lake is for the amount of $500.

After a brief discussion regarding funding requests and budgeting, Trustee Lewis moved to deny support from the Town of Grand Lake in the amount of $500 to provide sponsorship for the 2017 Across the Divide Geo Tour. Trustee Jenkins seconded the motion and all Trustees voted aye, except Mayor Peterson who voted nay.

Andy Murphy, 1224 Lake Avenue #3, was recognized by the Chair. Mr. Murphy stated that with his experience in the banking business he frequently saw discretionary funds set aside for unexpected donation requests, and recommended that the Town consider doing the same.

NEW BUSINESS:

CONSIDERATION OF ORDINANCE 01-2017, AN ORDINANCE AMENDING THE TOWN'S GENERAL PENALTY PROVISION CONTAINED IN SECTION 1-1-9 OF THE TOWN CODE TO INCREASE THE MAXIMUM POSSIBLE FINES FOR MUNICIPAL VIOLATIONS – Mayor Peterson asked Town Attorney Krob to present this matter to the Board. Krob stated that upon reviewing the sign code, he noticed that the Town's penalty provisions still provide for a maximum possible penalty of $300 plus jail. The Colorado legislature has increased the maximum amount of fines that municipal courts can impose to $2,650, but this has to be accomplished by the municipality adopting a local ordinance increasing the maximum possible fines. He recommended that the Town adopt an ordinance that makes the following changes in connection with all its penalty provisions, including its general penalty clause. First, increase the maximum possible fines from $300 to $2,650, as permitted by statute. Second eliminate the possibility of a jail sentence. In the 25 years he has represented the Town, the Town's municipal judge has never imposed a jail sentence, which is true for most small towns. However, if there is a possibility of a jail sentence under the Town's code, then the Town has to provide the defendant with a jury trial if they request one. Jury trials for small towns, particularly for the clerks of small towns, are a truly painful exercise and expensive. However, if the possibility of jail time is eliminated from the Town code, then there is no right to a jury trial and all cases are tried to the judge without a jury.

After a brief discussion Trustee Jenkins moved to approve Ordinance 01-2017, an ordinance amending the Town's general penalty provision contained in Section 1-1-9 of the Town Code to increase the maximum possible fines for municipal violations. Trustee Lewis seconded the motion and all Trustees voted aye.

NEW BUSINESS:

CONSIDERATION OF A PUBLIC PROPERTY ENCROACHMENT APPLICATION FOR SHADOW MOUNTAIN YACHT CLUB LOT A; MORE COMMONLY REFERRED TO AS 605 LAKE FRONT ROAD – Mayor Peterson asked Interim Town Planner Baird to present this matter to the Board. Baird stated the purpose of this item is the consideration of a major Public Property Encroachment Application to place a new sign for the Shadow Mountain Yacht Club. The proposed sign would be located on the south side of the yacht club entrance. The existing sign is on the north side of the entrance. The application is complete. In order to make the entrance to the Shadow Mountain Yacht Club more identifiable, the yacht club has determined that a new sign at the proposed location would meet their objective. The proposed encroachment is approximately the same as occupied by the existing sign. The proposed location also has the same setbacks from the driving surface on Lake Front Road. The proposed sign plan shows the sign being made with flagstone which is contrary to the Town's sign code. The sign application has been denied so the owners will be able to appeal the denial and present their case to use the flagstone surface. Removing the existing sign and replacing it with another sign on the opposite side of the road does not appear to create any impact or undue disturbance of traffic, either pedestrian or vehicle. The property is and has been properly maintained and is not in any way a detriment to the neighborhood or the Town. Staff is in favor of granting the encroachment request.

Doug Pahnke, Treasurer, Shadow Mountain Yacht Club was recognized by the Chair. Mr. Pahnke described the location and current signs at Shadow Mountain Yacht Club. He stated that people have a difficult time finding the complex and the proposed encroachment would give them the best visibility.

After a brief discussion regarding current sign locations, Trustee Jenkins moved to approve the request for Public Property Encroachment to place a sign for the Shadow Mountain Yacht Club within the public right-of-way at the entrance to the Shadow Mountain Subdivision as described in the plan submitted for the location of the sign, subject to the Town receiving a copy of the property owners' general liability insurance naming the Town of Grand Lake as an additional insured, and direct the staff to prepare a resolution regarding this matter and authorize the mayor to sign it. Trustee Kudron seconded the motion and all Trustees voted aye.

NEW BUSINESS: **APPEAL HEARING - CONSIDERATION OF AN APPEAL TO A DENIED SIGN PERMIT APPLICATION FOR THE SHADOW MOUNTAIN YACHT CLUB SUBDIVISION MONUMENT** – Mayor Peterson asked Town Code Administrator ORourke to present this matter to the Board. ORourke stated that the Town has received a Sign Application for a sign to be placed, at the corner of Shadow Mountain Yacht Club and Lake Front Road, for the use of identifying the Shadow Mountain Yacht Club Subdivision. Staff denied the request based on the Municipal Code. The applicant is Doug Pahnke and he has requested an appeal, which requires Board review. The Sign Application was submitted on January 25, 2017. Applicant was contacted on January 30, 2017 and notified the sign application was denied and why. On January 31, 2017 Town Staff received a written request, from Doug Pahnke, to appeal the denial of the Sign Application. Staff recommends the Board consider granting the appeal request of the denied Sign Application appeal. The proposed sign does not meet the wood-like appearance requirement, however, the etched stone proposed by the Applicant is in keeping with Grand Lake's natural and rustic feel.

Town Attorney Krob stated that the item before them is not a request for a variance of the Town's Sign Code, but rather an appeal to a Staff decision. As this is not a variance request, and variance requests are not allowed with the current Sign Code, the decision before the Board is if the Staff properly applied the Code as it currently exists in its denial.

Doug Pahnke, Treasurer, Shadow Mountain Yacht Club was recognized by the Chair. Mr. Pahnke stated that he feels that the proposed sign is wood-like in appearance in the colors and tones of the sign. He further explained the materials of the proposed sign.

A discussion ensued regarding the sign code revisions currently being reviewed by the Board. Review of sign materials and adding a variance process were briefly discussed as topics for the next sign code revision discussion.

Trustee Kudron moved to continue the topic with consideration at the March 13, 2017 Meeting. Trustee Jenkins seconded the motion and all Trustees voted aye.

NEW BUSINESS: **QUASI-JUDICIAL - CONSIDERATION TO GRANT VARIANCES FOR REQUIRED OPEN SPACE, UTILITY LOCATIONS, AND ONSITE PARKING REQUIREMENTS FOR LOTS 3-5, BLOCK 12, TOWN OF GRAND LAKE; MORE COMMONLY REFERRED TO AS 824 GRAND**

AVENUE – Mayor Peterson asked Interim Town Planner Baird to present this matter to the Board. Baird stated that the purpose of this item is to consider the variances recommended for the proposed development at 824 Grand Avenue. The proposed development is known as Boardwalk Lofts. The variances may be approved, denied or modified by the Town Board. The spokesman for the proposed development, Jim Kruetzer, presented proposed variances to the Grand Lake Municipal Code concerning a mixed use commercial and residential development, to the planning commission at their regular meeting on January 18, 2017. These variances include: a variance in the required open space; a variance in the utility locations; and a variance in the onsite parking requirement. After closing the public hearing the planning commission discussed the matter before them and determined to recommend a variance to the open space requirement and to the parking for the commercial space to be worked on by staff with the developer, as stated, would pay the in-lieu fee. Staff, Mr. Kruetzer and Mountain Parks Electric, have developed potential solutions to the electrical line issues and keeping within the National Electrical Code. The developer would be required to pay all costs involved in the proposed solutions. These solutions include leaving the existing electrical lines in place and moving the proposed building, or burying the electrical lines. Burying the electric lines create an issue with putting the electric power lines closer to the existing water line than is preferable. This issue can be mitigated by encasing the power lines in concrete or flowable fill. Another alternative to the electric utility issue would be to move the electric line to the south side of the alley and road. This alternative was deemed to be unacceptable due to the impact on the property to the south and the ability of the owners of these properties to enjoy the use of their property. Staff is in favor of the planning commission's recommendation for approval.

Jim Kruetzer, Senior Project Manager, Sloan Construction Company was recognized by the Chair. Mr. Kruetzer explained the overall project and that they have use by right for the project. The building is located within an area of zero lot line construction, as some adjacent buildings currently have. The proposed building is within the allowable 35 feet height maximum, meets the 50 foot commercial frontage space requirement for the first level, and exceeds the 30 percent second level commercial requirement. He questioned the necessity of an open space requirement on commercial lots, stating that it seems to be a requirement more appropriate for larger parcels of land. There are lots within Town that currently do not meet the open space requirements. He further stated that they plan to pay the fee-in-lieu for parking as is allowable per the Town Code. He concluded by explaining how the project meets the Comprehensive Plan and the efforts made to

work with the neighbors and alleviate the concerns they have regarding the project. He offered to have three units with deed restrictions to be allotted as low income housing.

A brief discussion ensued regarding parking fee-in-lieu requirements.

Tom Wydert, 401 Ellsworth Street, was recognized by the Chair. Mr. Wydert stated that there are surrounding property owners who comply with the open space requirements. The proposed project maximizes everything to the limit and he questioned why the rules need to be broken for it. He further stated that parking will become a problem, and the $28,000 generated with the parking fee-in-lieu will not allow the Town to come up with 28 parking spaces. He questioned whether the proposed garages for the residents will become storage units.

Sara Clements, 213 West Topaz, Granby and 828 Lake Avenue, was recognized by the Chair. Ms. Clements stated she was here on behalf of Gay Shaffer, her mother as well as herself. She expressed concerns with lighting, parking, lack of open space, new business potential, and exhaust system in the garage. She concluded by requesting more information from the developer.

Jim Kruetzer was again recognized by the Chair. Mr. Kruetzer addressed the lighting concerns by Ms. Clements. He further stated that the property is use by right and will not be coming back to the Board for approval. They are meeting all the codes as expected and will go straight to permitting. He concluded by stating he is available to meet with anyone who has questions or concerns.

Tom Wydert was again recognized by the Chair. Mr. Wydert stated that the Board does not have to make a decision tonight and other options are available.

Judy Burke, 390 West Mary Drive, was recognized by the Chair. Ms. Burke stated that there are Town Codes for Affordable Housing, to which there are already some projects, with requirements, already in Town. She encouraged the Town to review them. She inquired to the sales price of the units, and suggested that the developer look at current prices of affordable units. She described the history on the proposed development project next to Pancho & Lefty's, a similar project, and the parking issues raised during that project, specifically space and parking for peoples recreational vehicles. She concluded by stating that development is needed and she hopes the project works out.

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Andy Murphy, 1224 Lake Avenue #3, was recognized by the Chair. Mr. Murphy stated that the Town does not have the right to micro-manage the project because people do not like it. The only issues the Board can address are those supported by the Town Code, which is open space on this project. He concluded by supporting development in the Town.

Town Attorney Krob recited the criteria for granting a variance.

A discussion ensued regarding traffic on Lake Avenue, snow loads and snow removal plans, affordable housing, parking, and the potential of a fee-in-lieu for open space.

Mr. Kruetzer expressed his frustration with working with the Town regarding the project. He further stated that he would be in favor of a fee-in-lieu for open space depending on the fee.

Tom Wydert was again recognized by the Chair. Mr. Wydert stated that if the applicant brought a plan in that did not require any variances, it would be a done deal as they have a use by right. Opinions on the overall project are irrelevant with a use by right. He concluded by stating his support of Town Staff.

Trustee Kudron moved to approve the variance of the open space requirement for the Boardwalk Lofts project at 824 Grand Avenue Lots 3-5, Block 12, Grand Lake. The motion did not come before the Board for lack of a second.

A discussion ensued regarding open space, potential fee-in-lieu, and the variance process.

Trustee Lewis moved to continue the issue to the February 27, 2017 meeting with the condition that the applicant works with Staff on open space and other issues raised. Trustee Jenkins seconded the motion and all Trustees voted aye except Trustee Kudron who voted nay.

At 9:43 p.m. the Board took a brief break, reconvening at 9:48 p.m.

Mayor Peterson announced that in the continuation of the Town Manager's contract discussion, the Board has decided to continue the contract with a four percent raise for the year and granting an additional 40 hours of use it or lose it administrative leave for the 2017 year. Both are retroactive to the beginning of the year.

Town Clerk Nicholls stated that she received a record request from Real Estate Agent Donna Ready regarding an unrecorded vacation of Patterson Street in front of Lots 1-2, Block 8. The research uncovered the property was transferred via court order. The court order had an error in the legal description which needs to be clarified.

Town Attorney Krob explained that the property was not vacated but was transferred by quiet title through the court. He stated the order is sufficient to state the Town has no interest in Patterson Street. The request from the title company is to acknowledge a typo in the Town's intent in the legal description. He stated he believed there is a typo but the Town cannot rewrite the court order and the Town's intent was likely not misrepresented as it was a defendant. He recommended that a quit claim deed be the method of clarifying the issue.

MAYOR'S REPORT AND COMMENT: Mayor Peterson thanked the Public Works Department for all their hard work over the last week. He also thanked all the people who helped with Winter Carnival.

ADJOURNMENT: Trustee Jenkins moved to adjourn, seconded by Trustee Lewis. All Trustees voted aye, and the meeting was adjourned at 9:57 p.m., February 13, 2017.

_____ ATTEST: _____

JAMES C. PETERSON, MAYOR

KATIE NICHOLLS, TOWN CLERK

SALES TAX CASH FLOW REPORT: FEBRUARY 2017

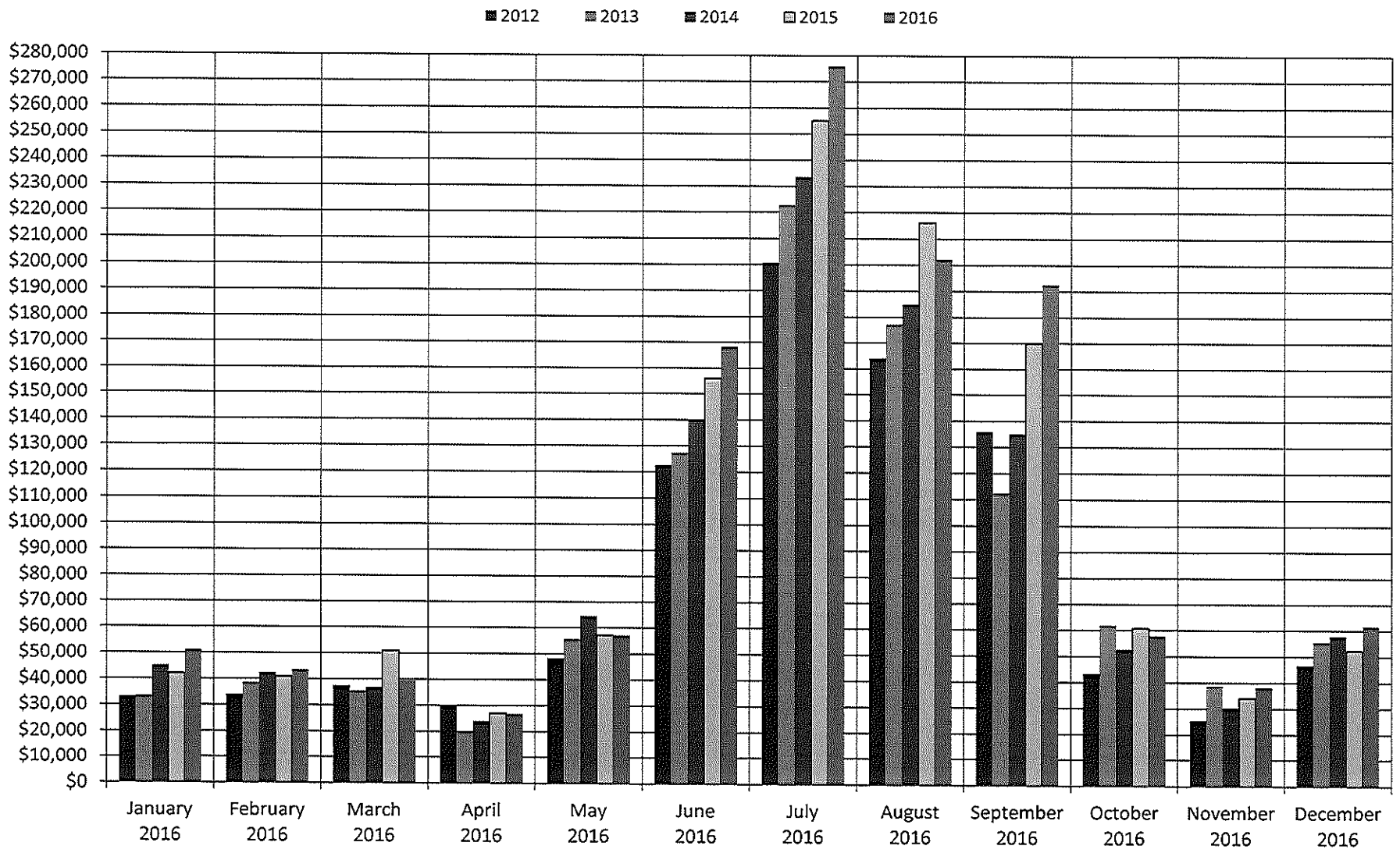
TOWN OF GRAND LAKE — CDOR Revenue Period: 1/31/17

FISCAL YEAR 2016 — for the Collection Period Through: December 2016

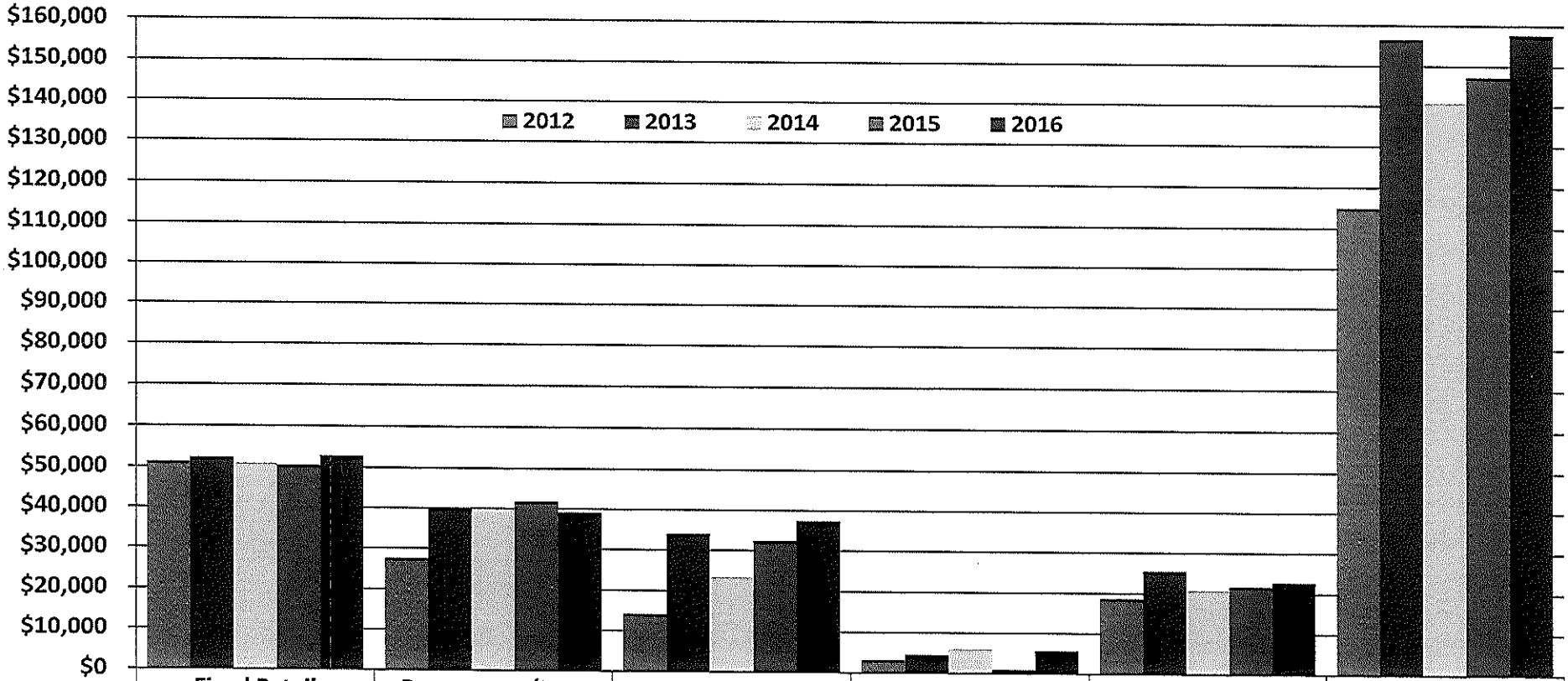
Sales Month	Fiscal Year 2016	2015	2014	2013	2012
January 2016	$51,196	$42,067	$45,127	$33,549	$33,118
February 2016	$43,528	$40,983	$42,400	$38,629	$34,025
March 2016	$39,568	$51,000	$37,017	$35,708	$37,522
April 2016	$26,769	$27,083	$24,091	$19,885	$29,802
May 2016	$57,188	$57,180	$64,590	$55,694	$48,305
June 2016	$168,446	$155,999	$140,004	$127,372	$122,573
July 2016	$275,977	$255,274	$233,571	$222,735	$200,787
August 2016	$202,184	$216,174	$184,912	$177,253	$164,138
September 2016	$192,607	$169,958	$135,006	$112,631	$135,765
October 2016	$57,975	$60,786	$52,724	$61,935	$43,395
November 2016	$38,189	$34,202	$30,389	$39,055	$25,568
December 2016	$61,633	$52,351	$57,826	$55,646	$46,657

Year to Date Cash Flow Comparison				Budget Comparison	
		Percent of Budget	Percent change from previous Year to Date	Dollar change from previous Year to Date	Budgeted Amount
2016	$1,215,262	104.34%	4.49%	$ 52,205.34	$1,164,718
2015	$1,163,056	109.38%	11.02%	$ 115,401.01	$1,063,352
2014	$1,047,655	112.24%	6.89%	$ 67,563.18	$933,401
2013	$980,092	107.11%	6.34%	$ 58,438.04	$915,000
2012	$921,654	108.43%	5.83%	$ 50,733.75	$850,000

SALES TAX CASH FLOW 2016
February 2017 Receipts
(December 2016 Collections)



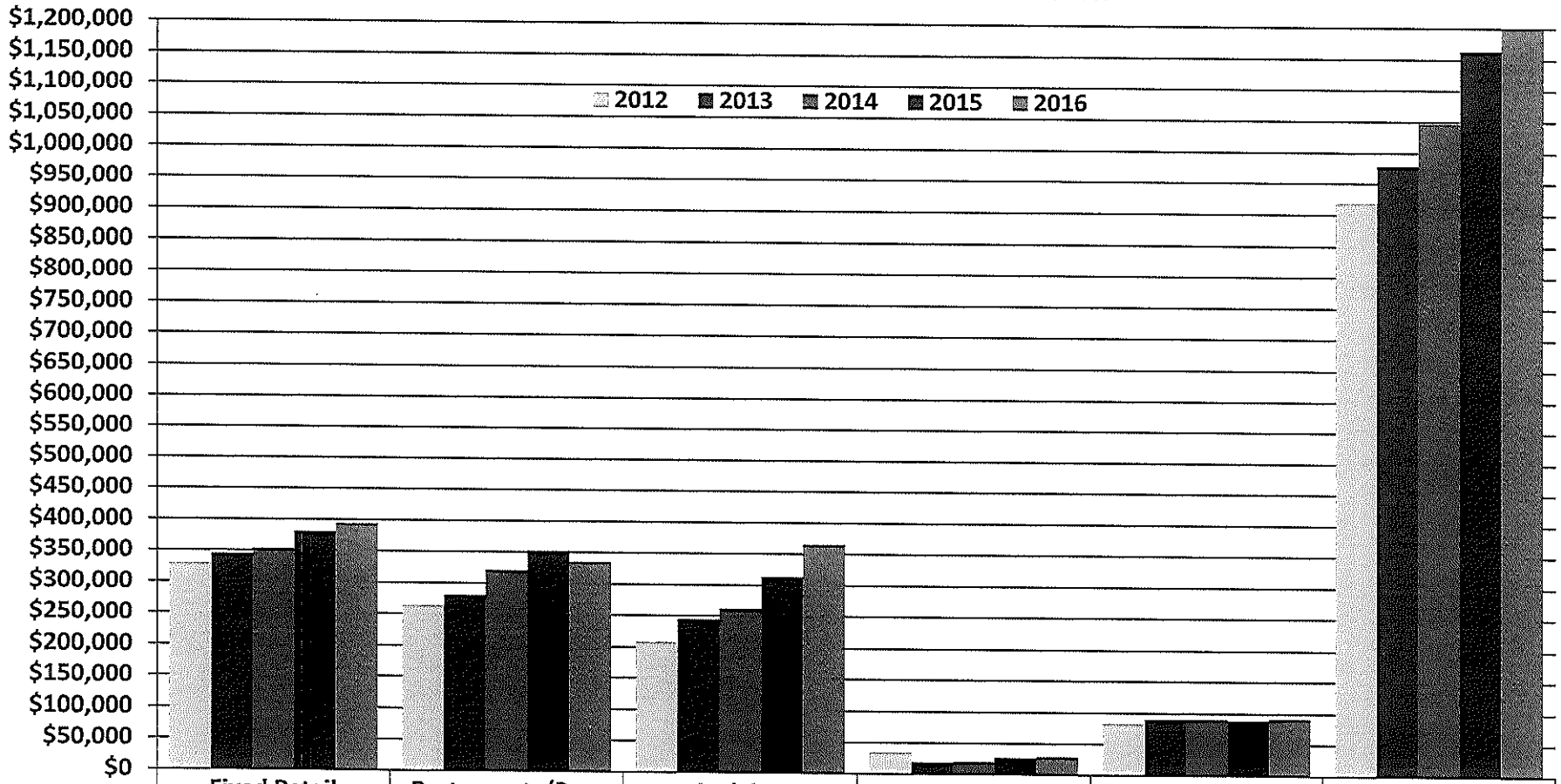
TOWN OF GRAND LAKE
4th Quarter Sales Tax Collection by Industry
October - December: 2012-2016



	Fixed Retail	Restaurants/Bars	Lodging	Miscellaneous	Utilities	Quarter Total
2012	$51,294	$27,575	$14,222	$3,241	$18,769	$115,102
2013	$52,330	$40,190	$34,016	$4,581	$25,519	$156,636
2014	$50,912	$39,646	$23,436	$6,057	$20,888	$140,939
2015	$50,464	$41,759	$32,350	$991	$21,775	$147,339
2016	$52,781	$39,201	$37,350	$5,719	$22,746	$157,797

TOWN OF GRAND LAKE

Sales Tax 2012 - 2016: TOTAL YEAR BY INDUSTRY



	Fixed Retail	Restaurants/Bars	Lodging	Miscellaneous	Utilities	Year Total
2012	$329,333	$263,866	$207,983	$34,946	$83,221	$919,349
2013	$344,450	$280,342	$244,300	$19,517	$90,549	$979,158
2014	$352,967	$321,254	$261,724	$20,453	$91,258	$1,047,655
2015	$380,953	$352,355	$313,072	$27,621	$89,056	$1,163,056
2016	$393,978	$335,095	$365,212	$29,156	$91,821	$1,215,262

TOWN OF GRAND LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	GENERAL TAXES					
10-311-100	PROPERTY TAXES	.00	.00	249,338.00	249,338.00	.0
10-311-110	SPECIFIC OWNERSHIP	.00	.00	14,000.00	14,000.00	.0
10-311-120	INTEREST & PENALTY-PROP TAXES	.00	.00	450.00	450.00	.0
10-311-130	MOTOR VEHICLE USE TAX	.00	.00	23,000.00	23,000.00	.0
10-311-140	SALES TAX	.00	.00	1,182,454.00	1,182,454.00	.0
10-311-150	BUILDING USE TAX	.00	.00	30,000.00	30,000.00	.0
10-311-160	CIGARETTES-SELECT SALES TAX	.00	.00	3,000.00	3,000.00	.0
	TOTAL GENERAL TAXES	.00	.00	1,502,242.00	1,502,242.00	.0
	UTILITY FRANCHISES					
10-316-170	CABLE FRANCHISE FEES	.00	.00	18,500.00	18,500.00	.0
10-316-171	TELEPHONE FRANCHISE	.00	.00	3,899.00	3,899.00	.0
10-316-172	ELECTRIC FRANCHISE	.00	.00	30,000.00	30,000.00	.0
10-316-173	NATURAL GAS FRANCHISE	.00	.00	12,000.00	12,000.00	.0
	TOTAL UTILITY FRANCHISES	.00	.00	64,399.00	64,399.00	.0
	LICENSES & PERMITS					
10-321-100	LIQUOR LICENSE	540.00	540.00	2,900.00	2,360.00	18.6
10-321-110	BUSINESS LICENSE - 95%	.00	.00	.00	.00	.0
10-321-115	NIGHTLY RENTAL LICENSE - 95%	.00	.00	.00	.00	.0
10-321-120	TOWN SALES TAX LICENSE	20.00	20.00	400.00	380.00	5.0
10-321-130	MOTOR VEHICLE LICENSE	.00	.00	2,000.00	2,000.00	.0
10-321-140	SIGN PERMIT	10.00	10.00	300.00	290.00	3.3
10-321-150	GRADING PERMIT	.00	.00	50.00	50.00	.0
10-321-160	ANIMAL LICENSE	15.00	15.00	150.00	135.00	10.0
10-321-170	ENCROACHMENT PERMIT/LICENSE	.00	.00	500.00	500.00	.0
10-321-175	BUSINESS LICENSE COMMISSION	123.75	123.75	29,000.00	28,876.25	.4
10-321-180	NIGHTLY RENTAL LICENSE	45,000.00	45,000.00	50,400.00	5,400.00	89.3
	TOTAL LICENSES & PERMITS	45,708.75	45,708.75	85,700.00	39,991.25	53.3

TOWN OF GRAND LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	GRANTS					
10-334-201	GRAND LAKE HISTORICAL ASSOC	.00	.00	.00	.00	.0
10-334-202	CO STATE HISTORICAL FUND	.00	.00	.00	.00	.0
10-334-203	DOLA CCRA	.00	.00	.00	.00	.0
10-334-204	GOCO SNOWMOBILE BRIDGE	.00	.00	.00	.00	.0
10-334-205	PARKS & WILDLIFE GRANT	.00	.00	.00	.00	.0
10-334-206	GOCO PLANNING GRANT	.00	.00	.00	.00	.0
10-334-207	DOLA ADMIN GRANT	.00	.00	.00	.00	.0
10-334-208	NWCCOG TECH. ASSIST. GRANT	.00	.00	.00	.00	.0
10-334-209	DOLA ADMIN GRANT - MP PATH	.00	.00	.00	.00	.0
	TOTAL GRANTS	.00	.00	.00	.00	.0
	INTERGOVERNMENTAL REVENUES					
10-335-100	FUEL DEPOT CLEAN-UP	.00	.00	.00	.00	.0
10-335-130	GRAND CNTY ROAD & BRIDGE	1,588.00	1,588.00	6,360.00	4,772.00	25.0
10-335-200	HIGHWAY USER TAX FUND	.00	.00	31,606.00	31,606.00	.0
10-335-800	CONSERVATION TRUST FUND	.00	.00	2,000.00	2,000.00	.0
10-335-900	OTHER INTERGOVERNMENTAL	.00	.00	4,000.00	4,000.00	.0
	TOTAL INTERGOVERNMENTAL REVENUES	1,588.00	1,588.00	43,966.00	42,378.00	3.6
	CHARGES FOR SERVICES					
10-341-100	COURT FEES	.00	.00	.00	.00	.0
10-341-200	CEMETERY	.00	.00	5,000.00	5,000.00	.0
10-341-201	HEADSTONE DEPOSIT	.00	.00	1,600.00	1,600.00	.0
10-341-300	ZONING & SUBDIVISION REVIEW	.00	.00	4,000.00	4,000.00	.0
10-341-400	ATTAINABLE HOUSING FEE	.00	.00	2,000.00	2,000.00	.0
10-341-500	EV CHARGING STATION	.00	.00	500.00	500.00	.0
10-341-600	FUEL DEPOT SURCHARGE	.00	.00	850.00	850.00	.0
10-341-700	COPIES/FAXES/SODA	.00	.00	50.00	50.00	.0
10-341-850	NIGHTLY RENTAL APPLICATION FEE	.00	.00	300.00	300.00	.0
	TOTAL CHARGES FOR SERVICES	.00	.00	14,300.00	14,300.00	.0
	GRAND LAKE CENTER					
10-350-101	GL CENTER - RENTAL FEES	5,425.50	5,425.50	20,400.00	14,974.50	26.6
10-350-111	GL CENTER - (T) MERCH SALES	.00	.00	3,126.00	3,126.00	.0
10-350-115	GL CENTER - (N) MERCH SALES	.00	.00	.00	.00	.0
10-350-121	GL CENTER - MEMBERSHIPS	7,156.13	7,156.13	34,000.00	26,843.87	21.1
10-350-201	GL CENTER - DONATIONS	.00	.00	.00	.00	.0
10-350-701	DOLA REDI BUS PLAN GRANT	.00	.00	40,000.00	40,000.00	.0
	TOTAL GRAND LAKE CENTER	12,581.63	12,581.63	97,526.00	84,944.37	12.9

TOWN OF GRAND LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	FINES					
10-351-100	ORDINANCE/TRAFFIC FINES	.00	.00	100.00	100.00	.0
	TOTAL FINES	.00	.00	100.00	100.00	.0
	MISCELLANEOUS					
10-360-100	INTEREST REVENUE	430.08	430.08	5,000.00	4,569.92	8.6
10-360-110	SALE OF ASSETS	.00	.00	.00	.00	.0
10-360-140	RENT - LAND, BUILDINGS	1,990.00	1,990.00	3,000.00	1,010.00	66.3
10-360-160	RENT - ENTERPRISE FUND SITES	.00	.00	2.00	2.00	.0
10-360-180	RENT - VISITORS CENTER	.00	.00	2,500.00	2,500.00	.0
10-360-190	GIFTS - DONATIONS	.00	.00	1,200.00	1,200.00	.0
10-360-200	MISC. REVENUES - GENERAL	.00	.00	8,000.00	8,000.00	.0
10-360-210	5% BUSINESS LICENSE FEE	.00	.00	.00	.00	.0
10-360-220	5% NIGHTLY RENTAL LICENSE	.00	.00	.00	.00	.0
10-360-230	MEMORIAL BENCHES	.00	.00	600.00	600.00	.0
10-360-300	MARINA LOAN PRINCIPAL PAYMENT	.00	.00	.00	.00	.0
10-360-320	DPA LOAN REPAYMENT	.00	.00	.00	.00	.0
10-360-350	DEVELOPER LETTER OF CREDIT	.00	.00	16,427.00	16,427.00	.0
	TOTAL MISCELLANEOUS	2,420.08	2,420.08	36,729.00	34,308.92	6.6
	CAPITAL SPECIFIC REVENUE					
10-377-100	CAPITAL LEASE PROCEEDS	.00	.00	.00	.00	.0
10-377-150	CDOT OFF-SYSTEM BRIDGE PROGRAM	.00	.00	593,056.00	593,056.00	.0
10-377-151	W. PORTAL BRIDGE FUNDING	.00	.00	100,000.00	100,000.00	.0
10-377-152	STATE HISTORIC FUND-COMM HOUSE	.00	.00	.00	.00	.0
10-377-153	DOLA ADMIN GRANT	.00	.00	.00	.00	.0
10-377-154	FISHING IS FUN	.00	.00	24,000.00	24,000.00	.0
10-377-155	DOLA TIER 1 GRANT	.00	.00	.00	.00	.0
10-377-156	CEO - GRANT EV STATION	.00	.00	.00	.00	.0
10-377-157	DOLA TIER 1 - W. PORTAL BRIDGE	.00	.00	65,433.00	65,433.00	.0
10-377-158	TLWA - E INLET PROJECT	.00	.00	1,000.00	1,000.00	.0
10-377-159	GOCO - E INLET PROJECT	.00	.00	215,500.00	215,500.00	.0
	TOTAL CAPITAL SPECIFIC REVENUE	.00	.00	998,989.00	998,989.00	.0
	TOTAL FUND REVENUE	62,298.46	62,298.46	2,843,951.00	2,781,652.54	2.2

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CEMETERY COMMITTEE					
10-410-211	GENERAL SUPPLIES/MISC EXPENSES	.00	.00	3,900.00	3,900.00	.0
10-410-215	GRAVE MARKERS	.00	.00	2,800.00	2,800.00	.0
10-410-242	GENERAL MAINTENANCE	.00	.00	4,000.00	4,000.00	.0
	TOTAL CEMETERY COMMITTEE	.00	.00	10,700.00	10,700.00	.0
	P.O.S.T. COMMITTEE					
10-411-319	POST COMMITTEE-MISC EXP	.00	.00	.00	.00	.0
10-411-320	POST PLAN	.00	.00	.00	.00	.0
	TOTAL P.O.S.T. COMMITTEE	.00	.00	.00	.00	.0
	PC/BOA					
10-412-211	GENERAL OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.0
10-412-215	COMPUTER SOFTWARE	.00	.00	.00	.00	.0
10-412-311	POSTAGE/ADS/LEGAL NOTICES	.00	.00	1,000.00	1,000.00	.0
10-412-314	PURCHASED SERVICES	.00	.00	.00	.00	.0
10-412-319	MISC.-PLANNING COMMISSION/BOA	.00	.00	100.00	100.00	.0
10-412-320	COMPUTER HARDWARE	.00	.00	.00	.00	.0
10-412-351	PLANNING LEGAL SERVICES	.00	.00	2,000.00	2,000.00	.0
10-412-360	STATE HISTORICAL FUND SURVEY	.00	.00	.00	.00	.0
10-412-361	DOWNTOWN DEVELOPMENT STUDY	.00	.00	.00	.00	.0
10-412-365	FEDERAL LANDS LIVABILITY INITI	.00	.00	.00	.00	.0
10-412-370	TRAINING/TRAVEL	.00	.00	400.00	400.00	.0
10-412-380	COMP PLAN UPDATE	.00	.00	.00	.00	.0
	TOTAL PC/BOA	.00	.00	4,500.00	4,500.00	.0

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	BOARD OF TRUSTEES					
10-413-142	WORKER'S COMPENSATION	50.28	50.28	211.00	160.72	23.8
10-413-215	ELECTIONS	.00	.00	.00	.00	.0
10-413-316	DUES/MEMBERSHIPS	3,199.00	3,199.00	7,500.00	4,301.00	42.7
10-413-370	TRAINING/TRAVEL	88.72	88.72	5,000.00	4,911.28	1.8
10-413-452	HEADWATER TRAILS ALLIANCE	.00	.00	5,000.00	5,000.00	.0
10-413-460	LONG RANGE/MISC	.00	.00	700.00	700.00	.0
10-413-461	APPRECIATION PROGRAM	79.82	79.82	3,500.00	3,420.18	2.3
10-413-462	COMPUTER EQUIPMENT	57.61	57.61	.00	(57.61)	.0
10-413-463	WATER QUALITY ISSUES	.00	.00	1,000.00	1,000.00	.0
10-413-465	COMPUTER SOFTWARE	.00	.00	.00	.00	.0
10-413-470	SECURITY CAMERAS	.00	.00	.00	.00	.0
10-413-480	RMNP CENTENNIAL	.00	.00	.00	.00	.0
10-413-722	GRAND LAKE TRAILGROOMING	.00	.00	25,000.00	25,000.00	.0
10-413-723	GRAND LAKE HISTORICAL SOCIETY	.00	.00	3,020.00	3,020.00	.0
10-413-728	MISCELLANEOUS DONATIONS	.00	.00	2,500.00	2,500.00	.0
10-413-731	GRND CNTY COUNCIL ON AGING	.00	.00	3,500.00	3,500.00	.0
10-413-782	ADVOCATES	.00	.00	1,500.00	1,500.00	.0
10-413-793	GL FIREWORKS	.00	.00	12,000.00	12,000.00	.0
10-413-796	MOUNTAIN FAMILY CENTER	.00	.00	2,500.00	2,500.00	.0
10-413-797	GRAND ARTS COUNCIL	.00	.00	1,800.00	1,800.00	.0
10-413-843	ROCKY MTN REP THEATRE	.00	.00	1,500.00	1,500.00	.0
10-413-845	GC RURAL HEALTH NETWORK	.00	.00	1,000.00	1,000.00	.0
10-413-846	HEART OF THE MTNS HOSPICE	.00	.00	.00	.00	.0
10-413-847	SHINING STARS FOUNDATION	.00	.00	.00	.00	.0
10-413-848	GRAND COUNTY LIBRARY DISTRICT	.00	.00	.00	.00	.0
10-413-850	GRAND LAKE YACHT CLUB SAILING	.00	.00	250.00	250.00	.0
10-413-851	EXPERIMENTAL AIRCRAFT ASSOC.	.00	.00	.00	.00	.0
10-413-852	GRAND ANGELS	.00	.00	4,500.00	4,500.00	.0
10-413-853	MISC FUNDRAISER TOUR CERTS	.00	.00	.00	.00	.0
10-413-854	GC SEARCH & RESCUE	.00	.00	1,000.00	1,000.00	.0
10-413-855	GL US CONSTITUTION WEEK	.00	.00	4,500.00	4,500.00	.0
10-413-856	GRAND ENTERPRISE INITIATIVE	.00	.00	1,000.00	1,000.00	.0
10-413-857	FRIENDS OF TRAIL RIVER RANCH	.00	.00	.00	.00	.0
10-413-858	WARRIOR BONFIRE PROJECT	.00	.00	.00	.00	.0
10-413-870	BOARD CONTINGENCY	62.48	62.48	300.00	237.52	20.8
10-413-999	TABOR REQ'D EMERGENCY RESERVE	.00	.00	66,680.00	66,680.00	.0
	TOTAL BOARD OF TRUSTEES	3,537.91	3,537.91	155,461.00	151,923.09	2.3

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	GREENWAYS COMMITTEE					
10-414-211	GENERAL SUPPLIES	.00	.00	1,000.00	1,000.00	.0
10-414-238	TREES/SHRUBS/PLANTINGS	.00	.00	5,000.00	5,000.00	.0
10-414-241	ARBOR DAY SUPPLIES	85.00	85.00	200.00	115.00	42.5
10-414-245	GRND GARDENS	.00	.00	500.00	500.00	.0
10-414-319	CONTRACT LABOR	.00	.00	34,078.00	34,078.00	.0
10-414-726	MISCELLANEOUS SERVICES	.00	.00	200.00	200.00	.0
10-414-870	CONTINGENCY	.00	.00	250.00	250.00	.0
	TOTAL GREENWAYS COMMITTEE	85.00	85.00	41,228.00	41,143.00	.2

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	ADMINISTRATION					
10-415-100	GROSS WAGES - ADMINISTRATION	14,396.28	14,396.28	198,312.00	183,915.72	7.3
10-415-131	LONGEVITY BENEFIT	.00	.00	563.00	563.00	.0
10-415-132	ICMA TOWN PAID BENEFIT	685.94	685.94	15,382.00	14,696.06	4.5
10-415-133	HEALTH/DENTAL-EMPLOYEE	1,777.36	1,777.36	37,011.00	35,233.64	4.8
10-415-135	DEP HEALTH/DENTAL	232.09	232.09	428.00	195.91	54.2
10-415-136	MEDICAL BENEFIT ALLOWANCE	.00	.00	3,609.00	3,609.00	.0
10-415-141	UNEMPLOYMENT INSURANCE	.00	.00	598.00	598.00	.0
10-415-142	WORKER'S COMPENSATION	84.50	84.50	433.00	348.50	19.5
10-415-143	SOCIAL SECURITY MATCH	892.65	892.65	13,305.00	12,412.35	6.7
10-415-144	MEDICARE MATCH	208.77	208.77	3,112.00	2,903.23	6.7
10-415-211	GENERAL OFFICE SUPPLIES	359.52	359.52	3,000.00	2,640.48	12.0
10-415-215	COMPUTER SOFTWARE	1,214.71	1,214.71	5,400.00	4,185.29	22.5
10-415-220	COMPUTER HARDWARE	.00	.00	5,100.00	5,100.00	.0
10-415-224	COMPUTER SUPPLIES	.00	.00	.00	.00	.0
10-415-226	SMALL EQUIPMENT	165.83	165.83	2,000.00	1,834.17	8.3
10-415-231	GAS/FUEL	88.56	88.56	2,200.00	2,111.44	4.0
10-415-232	VEHICLE MAINTENANCE	.00	.00	600.00	600.00	.0
10-415-233	OFFICE EQUIPMENT MAINTENANCE	98.76	98.76	1,700.00	1,601.24	5.8
10-415-237	BUILDING MAINTENANCE	72.99	72.99	1,200.00	1,127.01	6.1
10-415-238	TOWN HALL FURNISHINGS	.00	.00	250.00	250.00	.0
10-415-252	RESALE SUPPLIES	.00	.00	.00	.00	.0
10-415-311	POSTAGE/FREIGHT	61.66	61.66	4,300.00	4,238.34	1.4
10-415-312	COMPUTER SERVICES	1,407.50	1,407.50	13,055.00	11,647.50	10.8
10-415-314	ADS & LEGAL NOTICES	1,352.78	1,352.78	1,000.00	(352.78)	135.3
10-415-316	DUES & MEMBERSHIPS	897.01	897.01	1,300.00	402.99	69.0
10-415-317	BANK FEES	.00	.00	100.00	100.00	.0
10-415-318	JANITORIAL SERVICES	350.00	350.00	3,700.00	3,350.00	9.5
10-415-319	MISCELLANEOUS SERVICES	41.25	41.25	200.00	158.75	20.6
10-415-341	ELECTRIC UTILITY	556.57	556.57	4,000.00	3,443.43	13.9
10-415-342	SEWER UTILITY	241.80	241.80	1,000.00	758.20	24.2
10-415-343	WATER UTILITY	.00	.00	1,300.00	1,300.00	.0
10-415-344	TELEPHONE UTILITY	325.40	325.40	4,500.00	4,174.60	7.2
10-415-345	NATURAL GAS UTILITY	406.31	406.31	2,900.00	2,493.69	14.0
10-415-346	INTERNET SERVICES	.00	.00	600.00	600.00	.0
10-415-347	RECYCLING - TOWN HALL	48.65	48.65	700.00	651.35	7.0
10-415-351	LEGAL SERVICES	.00	.00	23,000.00	23,000.00	.0
10-415-352	AUDIT	.00	.00	8,820.00	8,820.00	.0
10-415-353	JUDGE-MUNICIPAL COURT	.00	.00	1,800.00	1,800.00	.0
10-415-355	PROFESSIONAL SERVICES-OTHER	266.00	266.00	1,800.00	1,534.00	14.8
10-415-370	TRAINING/TRAVEL	307.42	307.42	6,000.00	5,692.58	5.1
10-415-393	DOCUMENT RECORDING	500.00	500.00	500.00	.00	100.0
10-415-394	DEVELOPER REIMBURSEMENT	.00	.00	2,000.00	2,000.00	.0
10-415-513	PROPERTY/CASUALTY INSURANCE	4,217.00	4,217.00	16,095.00	11,878.00	26.2
10-415-514	POSITION BONDS	137.00	137.00	350.00	213.00	39.1
10-415-530	COMMUNITY ENGAGEMENT	.00	.00	.00	.00	.0
10-415-540	GRANTS TO NEIGHBORHOODS	.00	.00	8,000.00	8,000.00	.0
10-415-560	TREASURER'S FEES	.00	.00	4,987.00	4,987.00	.0
10-415-721	CHAMBER SERVICE AGREEMENT	.00	.00	32,732.00	32,732.00	.0
10-415-722	BLC FEE REMITTANCE	.00	.00	28,000.00	28,000.00	.0
10-415-723	VISITOR CENTER REPAIRS & MAINT	.00	.00	13,000.00	13,000.00	.0
10-415-724	NRL VC OP	.00	.00	30,000.00	30,000.00	.0
10-415-725	95% NRL ADDTL MKTG	.00	.00	.00	.00	.0

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-415-870	CONTINGENCY - GENERAL ADMIN	.00	.00	500.00	500.00	.0
10-415-875	MARKETING CONTINGENCY	.00	.00	500.00	500.00	.0
	TOTAL ADMINISTRATION	31,394.31	31,394.31	510,942.00	479,547.69	6.1
	SAFETY					
10-421-100	GROSS WAGES - PUBLIC SAFETY	3,150.00	3,150.00	36,000.00	32,850.00	8.8
10-421-131	LONGEVITY BENEFIT	.00	.00	60.00	60.00	.0
10-421-132	ICMA TOWN PAID BENEFIT	120.00	120.00	2,880.00	2,760.00	4.2
10-421-133	HEALTH/DENTAL-EMPLOYEE	876.38	876.38	10,531.00	9,654.62	8.3
10-421-135	DEP HEALTH/DENTAL	.00	.00	.00	.00	.0
10-421-136	MEDICAL BENEFIT	.00	.00	1,050.00	1,050.00	.0
10-421-141	UNEMPLOYMENT INSURANCE	.00	.00	108.00	108.00	.0
10-421-142	WORKER'S COMPENSATION	160.46	160.46	653.00	492.54	24.6
10-421-143	SOCIAL SECURITY MATCH	192.40	192.40	2,411.00	2,218.60	8.0
10-421-144	MEDICARE MATCH	45.00	45.00	564.00	519.00	8.0
10-421-314	DISPATCH OPERATIONS	.00	.00	16,553.00	16,553.00	.0
10-421-319	MISC PURCHASED SERV	.00	.00	.00	.00	.0
10-421-339	SHERIFF'S CONTRACT	.00	.00	178,980.00	178,980.00	.0
10-421-340	SPECIAL EVENT SECURITY	.00	.00	5,000.00	5,000.00	.0
	TOTAL SAFETY	4,544.24	4,544.24	254,790.00	250,245.76	1.8

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PUBLIC WORKS					
10-431-100	GROSS WAGES - PUBLIC WORKS	17,119.47	17,119.47	205,852.00	188,732.53	8.3
10-431-111	ON CALL PAY	300.00	300.00	5,200.00	4,900.00	5.8
10-431-131	LONGEVITY	2,220.00	2,220.00	3,030.00	810.00	73.3
10-431-132	ICMA DEFERRED COMPENSATION	1,082.97	1,082.97	15,828.00	14,745.03	6.8
10-431-133	HEALTH/DENTAL-EMPLOYEE	3,066.21	3,066.21	42,112.00	39,045.79	7.3
10-431-135	DEP HEALTH/DENTAL	422.37	422.37	5,068.00	4,645.63	8.3
10-431-136	MEDICAL BENEFIT ALLOWANCE	87.50	87.50	4,200.00	4,112.50	2.1
10-431-141	UNEMPLOYMENT INSURANCE	.00	.00	635.00	635.00	.0
10-431-142	WORKER'S COMPENSATION	2,243.04	2,243.04	11,149.00	8,905.96	20.1
10-431-143	SOCIAL SECURITY MATCH	1,097.30	1,097.30	14,116.00	13,018.70	7.8
10-431-144	MEDICARE MATCH	256.63	256.63	3,301.00	3,044.37	7.8
10-431-222	GENERAL SUPPLIES	117.34	117.34	4,000.00	3,882.66	2.9
10-431-224	SAFETY SUPPLIES	100.85	100.85	1,500.00	1,399.15	6.7
10-431-227	SMALL TOOLS	.00	.00	1,500.00	1,500.00	.0
10-431-231	GAS/FUEL/LIQUIDS	3,622.48	3,622.48	14,000.00	10,377.52	25.9
10-431-232	VEHICLE MAINTENANCE	.00	.00	10,000.00	10,000.00	.0
10-431-233	EQUIPMENT MAINTENANCE	269.42	269.42	15,000.00	14,730.58	1.8
10-431-235	TIRES/CHAINS	.00	.00	3,000.00	3,000.00	.0
10-431-236	MISC. BRIDGE WORK	.00	.00	16,000.00	16,000.00	.0
10-431-237	BUILDING MAINTENANCE	16.72	16.72	1,500.00	1,483.28	1.1
10-431-238	STREET LIGHT MAINTENANCE	.00	.00	3,000.00	3,000.00	.0
10-431-239	MISCELLANEOUS MAINTENANCE	.00	.00	250.00	250.00	.0
10-431-242	ROAD MAINTENANCE	.00	.00	106,000.00	106,000.00	.0
10-431-253	TREE REMOVAL	.00	.00	500.00	500.00	.0
10-431-254	TREE SPRAYING	.00	.00	500.00	500.00	.0
10-431-255	STORMWATER FILTER MAINTENANCE	.00	.00	6,800.00	6,800.00	.0
10-431-313	FUEL DEPOT CLEAN UP	.00	.00	.00	.00	.0
10-431-314	ADS/BID NOTICES	.00	.00	2,000.00	2,000.00	.0
10-431-317	UNIFORM ALLOWANCE	.00	.00	2,587.00	2,587.00	.0
10-431-318	TRASH/RECYCLE SERVICES	200.23	200.23	6,200.00	5,999.77	3.2
10-431-319	MISC. PURCHASED SERVICES	450.00	450.00	600.00	150.00	75.0
10-431-341	ELECTRIC UTILITY	562.48	562.48	6,200.00	5,637.52	9.1
10-431-343	WATER UTILITY	.00	.00	500.00	500.00	.0
10-431-344	TELEPHONE UTILITY	276.61	276.61	2,700.00	2,423.39	10.2
10-431-345	NATURAL GAS UTILITY	631.49	631.49	4,400.00	3,768.51	14.4
10-431-349	STREET LIGHT ELECTRIC UTILITY	1,993.38	1,993.38	23,000.00	21,006.62	8.7
10-431-354	ENGINEERING/SURVEYING SERVICES	7,500.00	7,500.00	5,000.00	(2,500.00)	150.0
10-431-355	CAPITAL IMPROVEMENT PLAN	.00	.00	.00	.00	.0
10-431-370	TRAINING/TRAVEL	.00	.00	1,000.00	1,000.00	.0
10-431-399	EQUIP RENTAL	.00	.00	3,000.00	3,000.00	.0
10-431-870	CONTINGENCY- PUBLIC WORKS	.00	.00	500.00	500.00	.0
	TOTAL PUBLIC WORKS	43,636.49	43,636.49	551,728.00	508,091.51	7.9

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	GRAND LAKE CENTER					
10-450-100	GROSS WAGES - GL CENTER	2,359.43	2,359.43	18,578.00	16,218.57	12.7
10-450-110	GROSS WAGES-GL CENTER SEASONAL	1,027.50	1,027.50	31,200.00	30,172.50	3.3
10-450-131	LONGEVITY BENEFIT	.00	.00	30.00	30.00	.0
10-450-132	ICMA TOWN PAID BENEFIT	74.95	74.95	1,487.00	1,412.05	5.0
10-450-133	HEALTH/DENTAL-EMPLOYEE	125.25	125.25	4,132.00	4,006.75	3.0
10-450-135	DEP. HEALTH/DENTAL	.66	.66	8.00	7.34	8.3
10-450-136	MEDICAL BENEFIT ALLOWANCE	.00	.00	395.00	395.00	.0
10-450-141	UNEMPLOYMENT INSURANCE	.00	.00	151.00	151.00	.0
10-450-142	WORKER'S COMPENSATION	42.78	42.78	626.00	583.22	6.8
10-450-143	SOCIAL SECURITY MATCH	214.35	214.35	3,198.00	2,983.65	6.7
10-450-144	MEDICARE MATCH	50.12	50.12	748.00	697.88	6.7
10-450-211	GEN OFFICE SUPPLIES	219.08	219.08	2,500.00	2,280.92	8.8
10-450-220	OPERATING SUPPLIES	53.65	53.65	2,500.00	2,446.35	2.2
10-450-226	OFFICE EQUIP LEASE	.00	.00	1,200.00	1,200.00	.0
10-450-233	OFFICE EQUIP MAINT	.00	.00	600.00	600.00	.0
10-450-234	SIGNAGE	.00	.00	6,000.00	6,000.00	.0
10-450-235	EQUIP MAINT	.00	.00	5,000.00	5,000.00	.0
10-450-236	MINOR/MISC EQUIPMENT	.00	.00	500.00	500.00	.0
10-450-237	BUILDING MAINTENANCE	1,523.82	1,523.82	7,000.00	5,476.18	21.8
10-450-238	MINOR/MISC FURNISHINGS	.00	.00	5,000.00	5,000.00	.0
10-450-239	MINOR INFRASTRUCTURE MAINT	.00	.00	4,000.00	4,000.00	.0
10-450-250	BACKFLOW MAINTENANCE	.00	.00	400.00	400.00	.0
10-450-252	RESALE SUPPLIES	.00	.00	1,000.00	1,000.00	.0
10-450-312	COMPUTER SERVICES	128.75	128.75	1,545.00	1,416.25	8.3
10-450-317	UNIFORM ALLOWANCE	.00	.00	113.00	113.00	.0
10-450-318	TRASH/RECYCLE SERVICES	.00	.00	.00	.00	.0
10-450-320	MARKETING	.00	.00	5,000.00	5,000.00	.0
10-450-341	ELECTRIC UTILITY	945.70	945.70	9,000.00	8,054.30	10.5
10-450-342	SEWER UTILITY	553.35	553.35	2,300.00	1,746.65	24.1
10-450-343	WATER UTILITY	.00	.00	1,900.00	1,900.00	.0
10-450-344	TELEPHONE UTILITY	283.34	283.34	1,800.00	1,516.66	15.7
10-450-345	NATURAL GAS UTILITY	.00	.00	6,000.00	6,000.00	.0
10-450-350	MAINTENANCE AGREEMENT	2,958.34	2,958.34	10,000.00	7,041.66	29.6
10-450-351	LEGAL SERVICES	.00	.00	1,000.00	1,000.00	.0
10-450-355	PURCHASED PROFESSIONAL SERV.	35,068.00	35,068.00	47,400.00	12,332.00	74.0
10-450-360	SALES TAX	.00	.00	229.00	229.00	.0
10-450-370	TRAINING/TRAVEL	10.27	10.27	.00	(10.27)	.0
10-450-513	PROPERTY/CASUALTY INSURANCE	1,350.28	1,350.28	5,402.00	4,051.72	25.0
10-450-721	DONATIONS - OUT	.00	.00	.00	.00	.0
10-450-755	EXERCISE EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
10-450-870	CONTINGENCY - GL CENTER	.00	.00	4,000.00	4,000.00	.0
	TOTAL GRAND LAKE CENTER	46,989.62	46,989.62	193,942.00	146,952.38	24.2

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PARKS					
10-452-100	GROSS WAGES - PARKS	2,716.37	2,716.37	34,582.00	31,865.63	7.9
10-452-110	GROSS WAGES-PARKS SEASONAL	.00	.00	.00	.00	.0
10-452-131	LONGEVITY	.00	.00	630.00	630.00	.0
10-452-132	ICMA DEFERRED COMPENSATION	113.31	113.31	2,710.00	2,596.69	4.2
10-452-133	HEALTH/DENTAL-EMPLOYEE	438.19	438.19	7,899.00	7,460.81	5.6
10-452-135	DEP. HEALTH/DENTAL	422.35	422.35	5,068.00	4,645.65	8.3
10-452-136	MEDICAL BENEFIT ALLOWANCE	.00	.00	788.00	788.00	.0
10-452-141	UNEMPLOYMENT INSURANCE	.00	.00	112.00	112.00	.0
10-452-142	WORKERS COMPENSATION	282.72	282.72	1,587.00	1,304.28	17.8
10-452-143	SOCIAL SECURITY MATCH	188.84	188.84	2,473.00	2,284.16	7.6
10-452-144	MEDICARE MATCH	44.16	44.16	578.00	533.84	7.6
10-452-220	OPERATING SUPPLIES	372.75	372.75	14,000.00	13,627.25	2.7
10-452-226	SMALL EQUIPMENT	.00	.00	900.00	900.00	.0
10-452-232	BEAR PROOF CANS MAINTENANCE	.00	.00	1,800.00	1,800.00	.0
10-452-233	EQUIPMENT MAINTENANCE	.00	.00	1,600.00	1,600.00	.0
10-452-234	INFORMATION SIGNS	.00	.00	4,000.00	4,000.00	.0
10-452-235	GREENBELT MAINTENANCE	.00	.00	4,000.00	4,000.00	.0
10-452-236	SAND & DREDGE	.00	.00	1,000.00	1,000.00	.0
10-452-237	BUILDING MAINTENANCE	.00	.00	24,300.00	24,300.00	.0
10-452-238	DOCK MAINTENANCE	.00	.00	3,500.00	3,500.00	.0
10-452-239	MISCELLANEOUS MAINTENANCE	.00	.00	250.00	250.00	.0
10-452-243	BENCHES/PLANTERS/FENCES	.00	.00	1,000.00	1,000.00	.0
10-452-244	THOMASSON PARK MAINTENANCE	.00	.00	500.00	500.00	.0
10-452-246	ICE RINK/VOLLEYBALL COURT	.00	.00	.00	.00	.0
10-452-248	IRRIGATION SYSTEM MAINTENANCE	.00	.00	2,500.00	2,500.00	.0
10-452-250	BACKFLOW MAINTENANCE	.00	.00	1,500.00	1,500.00	.0
10-452-319	MISCELLANEOUS SERVICES	.00	.00	100.00	100.00	.0
10-452-341	ELECTRIC UTILITY	734.39	734.39	6,400.00	5,665.61	11.5
10-452-342	SEWER UTILITY	106.95	106.95	450.00	343.05	23.8
10-452-343	WATER UTILITY	.00	.00	8,500.00	8,500.00	.0
10-452-345	NATURAL GAS UTILITY	400.71	400.71	2,900.00	2,499.29	13.8
10-452-350	GLE UTILITIES	.00	.00	.00	.00	.0
10-452-399	EQUIPMENT RENTAL	.00	.00	1,000.00	1,000.00	.0
10-452-400	GRAND AVENUE GARDENS	.00	.00	2,000.00	2,000.00	.0
10-452-450	PARK IMPROVEMENTS	.00	.00	20,500.00	20,500.00	.0
10-452-870	CONTINGENCY - PARKS	.00	.00	500.00	500.00	.0
10-452-961	MEMORIAL BENCHES	.00	.00	2,000.00	2,000.00	.0
	TOTAL PARKS	5,820.74	5,820.74	161,627.00	155,806.26	3.6
	ADMIN DEBT SERVICE					
10-815-100	SALES TAX BONDS PRINCIPAL	.00	.00	.00	.00	.0
10-815-110	SALES TAX BONDS INTEREST	.00	.00	.00	.00	.0
10-815-982	LAND ACQUISITION - PRINCIPAL	.00	.00	11,000.00	11,000.00	.0
10-815-983	LAND ACQUISITION-INTEREST	.00	.00	15,000.00	15,000.00	.0
	TOTAL ADMIN DEBT SERVICE	.00	.00	26,000.00	26,000.00	.0

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PUBLIC WORKS DEBT SERVICE					
10-831-500	CAPITAL EQUIP LEASE PRINCIPAL	985.70	985.70	12,020.00	11,034.30	8.2
10-831-510	EQUIPMENT LEASE INTEREST	351.45	351.45	4,026.00	3,674.55	8.7
	TOTAL PUBLIC WORKS DEBT SERVICE	1,337.15	1,337.15	16,046.00	14,708.85	8.3
	ADMIN CAPITAL					
10-915-923	TOWN HALL CAPITAL OUTLAY	.00	.00	37,500.00	37,500.00	.0
	TOTAL ADMIN CAPITAL	.00	.00	37,500.00	37,500.00	.0
	POLICE					
10-921-993	VEHICLE-BIANNUAL REPLACEMENT	.00	.00	.00	.00	.0
	TOTAL POLICE	.00	.00	.00	.00	.0
	PUBLIC WORKS CAPITAL					
10-931-900	DEVELOPMENT REMEDIATION	.00	.00	16,427.00	16,427.00	.0
10-931-910	CAPITAL EQUIPMENT PURCHASE	.00	.00	46,500.00	46,500.00	.0
10-931-911	CAPITALIZED EQUIPMENT REPAIR	.00	.00	10,000.00	10,000.00	.0
10-931-921	PAVING	.00	.00	105,000.00	105,000.00	.0
10-931-922	DRAINAGE	.00	.00	20,000.00	20,000.00	.0
10-931-971	LEASE PURCHASE CAPITAL	.00	.00	.00	.00	.0
10-931-972	W PORTAL BRIDGE REHAB	.00	.00	741,320.00	741,320.00	.0
10-931-973	PUBLIC WAY FINDING SIGNS	.00	.00	.00	.00	.0
10-931-974	STREETSCAPE	.00	.00	.00	.00	.0
10-931-975	PROJECT PLANNING	.00	.00	.00	.00	.0
	TOTAL PUBLIC WORKS CAPITAL	.00	.00	939,247.00	939,247.00	.0
	GL CENTER CAPITAL					
10-950-700	PROPERTY/BUILDINGS	.00	.00	.00	.00	.0
	TOTAL GL CENTER CAPITAL	.00	.00	.00	.00	.0

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PARKS CAPITAL					
10-952-500	DOCKS	.00	.00	318,000.00	318,000.00	.0
10-952-971	PARK IMPROVEMENTS	.00	.00	.00	.00	.0
10-952-972	BOARDWALKS	.00	.00	.00	.00	.0
10-952-974	CAPITAL IMPROVEMENTS (PARKS)	.00	.00	42,500.00	42,500.00	.0
10-952-975	PROJECT PLANNING	.00	.00	.00	.00	.0
10-952-980	WATER FOUNTAINS	.00	.00	.00	.00	.0
10-952-995	LAKEFRONT IMPROVEMENTS	.00	.00	22,000.00	22,000.00	.0
	TOTAL PARKS CAPITAL	.00	.00	382,500.00	382,500.00	.0
	TOTAL FUND EXPENDITURES	137,345.46	137,345.46	3,286,211.00	3,148,865.54	4.2
	NET REVENUE OVER EXPENDITURES	(75,047.00)	(75,047.00)	(442,260.00)	(367,213.00)	(17.0)

TOWN OF GRAND LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	WATER REVENUES					
20-344-100	WATER SALES	125,428.29	125,428.29	517,974.00	392,545.71	24.2
20-344-110	TAP FEES - CAPITAL	.00	.00	13,000.00	13,000.00	.0
20-344-120	RESALE METERS	.00	.00	900.00	900.00	.0
20-344-140	INTEREST REVENUE	365.99	365.99	1,500.00	1,134.01	24.4
20-344-160	MISC. REVENUES	.00	.00	.00	.00	.0
20-344-190	BULK WATER PERMITS	.00	.00	930.00	930.00	.0
20-344-200	CAPITAL LEASE PROCEEDS	.00	.00	850,000.00	850,000.00	.0
20-344-910	HYDRO PROJECT FUNDING	.00	.00	.00	.00	.0
	TOTAL WATER REVENUES	125,794.28	125,794.28	1,384,304.00	1,258,509.72	9.1
	TOTAL FUND REVENUE	125,794.28	125,794.28	1,384,304.00	1,258,509.72	9.1

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	WATER OPERATIONS					
20-430-100	GROSS WAGES - WATER	16,072.28	16,072.28	189,798.00	173,725.72	8.5
20-430-110	GROSS WAGES -WATER SEASONAL	.00	.00	.00	.00	.0
20-430-111	ON CALL PAY	1,850.00	1,850.00	18,200.00	16,350.00	10.2
20-430-119	YEAR END LEAVE EXPENSE	.00	.00	1,000.00	1,000.00	.0
20-430-131	LONGEVITY	.00	.00	2,434.00	2,434.00	.0
20-430-132	ICMA DEFERRED COMPENSATION	855.92	855.92	14,588.00	13,732.08	5.9
20-430-133	HEALTH/DENTAL-EMPLOYEE	2,376.07	2,376.07	32,585.00	30,208.93	7.3
20-430-135	DEP HEALTH/DENTAL	22.08	22.08	60.00	37.92	36.8
20-430-136	MEDICAL BENEFIT ALLOWANCE	204.11	204.11	3,174.00	2,969.89	6.4
20-430-141	UNEMPLOYMENT INSURANCE	.00	.00	624.00	624.00	.0
20-430-142	WORKER'S COMPENSATION	1,338.32	1,338.32	5,403.00	4,064.68	24.8
20-430-143	SOCIAL SECURITY MATCH	1,152.87	1,152.87	13,817.00	12,664.13	8.3
20-430-144	MEDICARE MATCH	269.63	269.63	3,232.00	2,962.37	8.3
20-430-210	OFFICE SUPPLIES	.00	.00	1,200.00	1,200.00	.0
20-430-211	COMPUTER SUPPLIES	.00	.00	200.00	200.00	.0
20-430-215	COMPUTER SOFTWARE	1,000.00	1,000.00	6,000.00	5,000.00	16.7
20-430-220	COMPUTER HARDWARE	.00	.00	15,000.00	15,000.00	.0
20-430-221	CHEMICALS	40.00	40.00	12,000.00	11,960.00	.3
20-430-222	LAB SUPPLIES/EQUIPMENT	7.12	7.12	1,000.00	992.88	.7
20-430-223	WELL/PLANT SUPPLIES	.00	.00	700.00	700.00	.0
20-430-225	METER PARTS	.00	.00	1,000.00	1,000.00	.0
20-430-227	SMALL EQUIPMENT/TOOLS	.00	.00	2,500.00	2,500.00	.0
20-430-228	SAFETY EQUIPMENT	.00	.00	250.00	250.00	.0
20-430-229	MISC OPERATING SUPPLIES	.00	.00	100.00	100.00	.0
20-430-231	GAS/FUEL/FLUIDS	248.31	248.31	5,000.00	4,751.69	5.0
20-430-232	VEHICLE MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
20-430-233	EQUIPMENT MAINTENANCE	.00	.00	1,500.00	1,500.00	.0
20-430-234	WELL/PLANT MAINTENANCE	9.98	9.98	5,000.00	4,990.02	.2
20-430-235	TIRES & CHAINS	.00	.00	800.00	800.00	.0
20-430-237	BUILDING MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
20-430-238	DISTRIBUTION LINE MAINTENANCE	385.23	385.23	14,000.00	13,614.77	2.8
20-430-239	MISC. MAINTENANCE	.00	.00	300.00	300.00	.0
20-430-240	ROAD MATERIALS	.00	.00	5,000.00	5,000.00	.0
20-430-241	MOTORS & PUMPS	400.25	400.25	1,500.00	1,099.75	26.7
20-430-251	RESALE PARTS	.00	.00	500.00	500.00	.0
20-430-252	RESALE METERS	.00	.00	6,000.00	6,000.00	.0
20-430-253	COGS-METER	.00	.00	900.00	900.00	.0
20-430-255	WRITE-OFF EXPENSE	.00	.00	.00	.00	.0
20-430-310	MISC SERVICE FEES	.00	.00	50.00	50.00	.0
20-430-311	POSTAGE/FREIGHT	225.00	225.00	2,000.00	1,775.00	11.3
20-430-314	LEGAL NOTICES/ADS	.00	.00	1,000.00	1,000.00	.0
20-430-316	MEMBERSHIPS	275.00	275.00	700.00	425.00	39.3
20-430-317	UNIFORM ALLOWANCE	.00	.00	900.00	900.00	.0
20-430-318	TESTING SERVICES	.00	.00	4,800.00	4,800.00	.0
20-430-319	MISCELLANEOUS SERVICES	.00	.00	250.00	250.00	.0
20-430-320	TELEMETRY MAINTENANCE	.00	.00	3,500.00	3,500.00	.0
20-430-321	COMPUTER SYSTEM SUPPORT	467.50	467.50	7,962.00	7,494.50	5.9
20-430-341	ELECTRIC UTILITY	2,588.66	2,588.66	31,200.00	28,611.34	8.3
20-430-344	TELEPHONE UTILITY	169.72	169.72	2,200.00	2,030.28	7.7
20-430-345	NATURAL GAS UTILITY	442.39	442.39	3,200.00	2,757.61	13.8
20-430-347	INTERNET SERVICE	180.00	180.00	180.00	.00	100.0
20-430-351	LEGAL SERVICES	.00	.00	8,000.00	8,000.00	.0

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
20-430-352	AUDIT	.00	.00	6,520.00	6,520.00	.0
20-430-354	SYSTEM ANALYSIS/ENG & SURVEY	.00	.00	35,000.00	35,000.00	.0
20-430-355	STATE FEES	.00	.00	500.00	500.00	.0
20-430-370	TRAINING/TRAVEL	48.39	48.39	2,000.00	1,951.61	2.4
20-430-513	PROPERTY/CASUALTY INSURANCE	2,174.84	2,174.84	9,352.00	7,177.16	23.3
20-430-514	POSITION BONDS	200.00	200.00	200.00	.00	100.0
20-430-700	DEPRECIATION RESERVE	.00	.00	.00	.00	.0
20-430-870	CONTINGENCY-OPERATIONS	.00	.00	1,000.00	1,000.00	.0
	TOTAL WATER OPERATIONS	33,003.67	33,003.67	487,879.00	454,875.33	6.8
	WATER DEBT SERVICE					
20-830-640	DWRF LOAN - PRINCIPAL	.00	.00	35,000.00	35,000.00	.0
20-830-645	DWRF LOAN - INTEREST	.00	.00	17,000.00	17,000.00	.0
20-830-660	CWRPDA LOAN - PRINCIPAL	.00	.00	.00	.00	.0
20-830-661	CWRPDA LOAN - INTEREST	.00	.00	.00	.00	.0
20-830-970	LEASE PURCHASE PRINCIPAL	.00	.00	.00	.00	.0
20-830-975	LEASE PURCHASE INTEREST	.00	.00	.00	.00	.0
	TOTAL WATER DEBT SERVICE	.00	.00	52,000.00	52,000.00	.0
	WATER CAPITAL					
20-930-994	SYSTEM UPGRADES	2,000.00	2,000.00	75,000.00	73,000.00	2.7
20-930-995	CAPITAL CONTINGENCY	.00	.00	.00	.00	.0
20-930-996	CAPITAL LEASE PURCHASE	.00	.00	804,200.00	804,200.00	.0
20-930-997	CAPITAL DIRECT PURCHASE	.00	.00	.00	.00	.0
20-930-998	HYDRO POWER GENERATOR	.00	.00	.00	.00	.0
	TOTAL WATER CAPITAL	2,000.00	2,000.00	879,200.00	877,200.00	.2
	TOTAL FUND EXPENDITURES	35,003.67	35,003.67	1,419,079.00	1,384,075.33	2.5
	NET REVENUE OVER EXPENDITURES	90,790.61	90,790.61	(34,775.00)	(125,565.61)	261.1

TOWN OF GRAND LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

MARINA FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	MARINA REVENUES					
40-344-110	BOAT RENTALS	.00	.00	.00	.00	.0
40-344-113	RENTALS (NON-TAXABLE)	.00	.00	190,000.00	190,000.00	.0
40-344-115	TOURS	.00	.00	60,000.00	60,000.00	.0
40-344-120	BUILDING SPACE RENTAL	.00	.00	3,300.00	3,300.00	.0
40-344-140	SEASONAL SLIP RENTALS	.00	.00	12,250.00	12,250.00	.0
40-344-145	KAYAK SLIP RENTAL	.00	.00	3,600.00	3,600.00	.0
40-344-150	DAILY SLIP RENTAL	.00	.00	.00	.00	.0
40-344-155	SUP SLIP RENTAL	.00	.00	900.00	900.00	.0
40-344-160	MISC REVENUE	.00	.00	.00	.00	.0
40-344-170	INTEREST EARNED	58.32	58.32	450.00	391.68	13.0
40-344-180	BOAT DAMAGE	.00	.00	500.00	500.00	.0
40-344-190	WINTER STORAGE	.00	.00	.00	.00	.0
40-344-200	SALE OF ASSETS	.00	.00	.00	.00	.0
40-344-210	GF TOUR/RENTAL CONTRIBUTIONS	.00	.00	.00	.00	.0
40-344-220	CONTRIBUTED SERVICES	.00	.00	2,320.00	2,320.00	.0
	TOTAL MARINA REVENUES	58.32	58.32	273,320.00	273,261.68	.0
	TOTAL FUND REVENUE	58.32	58.32	273,320.00	273,261.68	.0

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

MARINA FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	MARINA OPERATIONS					
40-460-100	GROSS WAGES - MARINA	963.68	963.68	10,450.00	9,486.32	9.2
40-460-110	GROSS WAGES - MARINA SEASONAL	.00	.00	95,000.00	95,000.00	.0
40-460-119	ACCRUED LEAVE EXPENSE	.00	.00	500.00	500.00	.0
40-460-131	LONGEVITY	.00	.00	33.00	33.00	.0
40-460-132	ICMA DEFERRED COMPENSATION	47.88	47.88	836.00	788.12	5.7
40-460-133	HEALTH/DENTAL - EMPLOYEE	128.39	128.39	2,025.00	1,896.61	6.3
40-460-135	DEP HEALTH/DENTAL	.66	.66	8.00	7.34	8.3
40-460-136	MEDICAL BENEFIT ALLOWANCE	.00	.00	185.00	185.00	.0
40-460-141	UNEMPLOYMENT INSURANCE	.00	.00	317.00	317.00	.0
40-460-142	WORKERS COMPENSATION	1,117.40	1,117.40	5,525.00	4,407.60	20.2
40-460-143	SOCIAL SECURITY MATCH	62.18	62.18	6,594.00	6,531.82	.9
40-460-144	MEDICARE MATCH	14.52	14.52	1,543.00	1,528.48	.9
40-460-211	GENERAL OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.0
40-460-214	SMALL EQUIP/COMP HRDWARE	.00	.00	250.00	250.00	.0
40-460-220	COMPUTER HARDWARE	.00	.00	.00	.00	.0
40-460-222	SHOP SUPPLIES	.00	.00	2,000.00	2,000.00	.0
40-460-223	BOAT SUPPLIES	.00	.00	2,000.00	2,000.00	.0
40-460-227	TOOLS	.00	.00	500.00	500.00	.0
40-460-231	FUEL	.00	.00	6,000.00	6,000.00	.0
40-460-232	VEHICLE MAINTENANCE	.00	.00	500.00	500.00	.0
40-460-233	EQUIPMENT MAINTENANCE	.00	.00	5,000.00	5,000.00	.0
40-460-237	BUILDING/FACILITY MAINTENANCE	.00	.00	27,000.00	27,000.00	.0
40-460-301	CONTRIBUTIONS	.00	.00	2,320.00	2,320.00	.0
40-460-312	COMPUTER SERVICES	112.66	112.66	1,500.00	1,387.34	7.5
40-460-314	ADS AND LEGAL NOTICES	.00	.00	300.00	300.00	.0
40-460-316	DUES/MEMBERSHIPS	.00	.00	1,000.00	1,000.00	.0
40-460-317	UNIFORMS	.00	.00	1,000.00	1,000.00	.0
40-460-318	MISCELLANEOUS SERVICES	.00	.00	500.00	500.00	.0
40-460-320	MARKETING	315.00	315.00	1,500.00	1,185.00	21.0
40-460-330	BANK/CREDIT CARD FEES	.00	.00	6,400.00	6,400.00	.0
40-460-341	ELECTRIC UTILITY	31.62	31.62	500.00	468.38	6.3
40-460-342	SEWER UTILITY	93.00	93.00	400.00	307.00	23.3
40-460-343	WATER UTILITY	.00	.00	520.00	520.00	.0
40-460-344	TELEPHONE UTILITY	102.02	102.02	1,400.00	1,297.98	7.3
40-460-350	BOAT REGISTRATION	.00	.00	400.00	400.00	.0
40-460-351	LICENSES	.00	.00	165.00	165.00	.0
40-460-355	PURCHASED PROFESSIONAL SERV.	.00	.00	1,200.00	1,200.00	.0
40-460-360	SALES TAX	.00	.00	.00	.00	.0
40-460-370	TRAINING/TRAVEL	10.27	10.27	1,000.00	989.73	1.0
40-460-510	LEGAL	.00	.00	2,000.00	2,000.00	.0
40-460-512	AUDIT	.00	.00	1,103.00	1,103.00	.0
40-460-513	PROPERTY/CASUALTY INSURANCE	293.13	293.13	1,173.00	879.87	25.0
40-460-514	POSITION BONDS	124.00	124.00	250.00	126.00	49.6
40-460-515	ENGINEERING/SURVEY	.00	.00	1,000.00	1,000.00	.0
40-460-516	SITE LEASE	.00	.00	1.00	1.00	.0
40-460-700	DEPRECIATION RESERVE	.00	.00	.00	.00	.0
40-460-870	CONTINGENCY	.00	.00	1,000.00	1,000.00	.0
	TOTAL MARINA OPERATIONS	3,416.41	3,416.41	193,898.00	190,481.59	1.8

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

MARINA FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	MARINA CAPITAL					
40-960-610	CAPITAL EQUIPMENT	4,773.50	4,773.50	50,000.00	45,226.50	9.6
40-960-995	LAKEFRONT IMPROVEMENTS	.00	.00	10,000.00	10,000.00	.0
	TOTAL MARINA CAPITAL	4,773.50	4,773.50	60,000.00	55,226.50	8.0
	TOTAL FUND EXPENDITURES	8,189.91	8,189.91	253,898.00	245,708.09	3.2
	NET REVENUE OVER EXPENDITURES	(8,131.59)	(8,131.59)	19,422.00	27,553.59	(41.9)

TOWN OF GRAND LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

PAY-AS-YOU-THROW FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	PAYT REVENUES					
50-344-110	BAGS: DIRECT SALES (T)	110.00	110.00	1,000.00	890.00	11.0
50-344-115	BAGS: VENDOR PURCHASE (NT)	2,286.00	2,286.00	41,000.00	38,714.00	5.6
50-344-140	INTEREST REVENUE	10.65	10.65	100.00	89.35	10.7
	TOTAL PAYT REVENUES	2,406.65	2,406.65	42,100.00	39,693.35	5.7
	TOTAL FUND REVENUE	2,406.65	2,406.65	42,100.00	39,693.35	5.7

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

PAY-AS-YOU-THROW FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PAYT OPERATIONS					
50-470-200	BAGS FOR RESALE	.00	.00	6,600.00	6,600.00	.0
50-470-250	COGS - BAGS	.00	.00	3,600.00	3,600.00	.0
50-470-300	DUMPSTER SERVICE	1,455.57	1,455.57	20,000.00	18,544.43	7.3
50-470-301	RECYCLING CONTRIBUTION	125.00	125.00	1,500.00	1,375.00	8.3
50-470-310	SITE LEASE	.00	.00	1.00	1.00	.0
50-470-312	COMPUTER SERVICES	16.09	16.09	193.00	176.91	8.3
50-470-315	SITE MAINTENANCE	.00	.00	2,000.00	2,000.00	.0
50-470-320	BUSINESS LICENSE	.00	.00	200.00	200.00	.0
50-470-330	COMPUTER HARDWARE	.00	.00	.00	.00	.0
50-470-350	SALES TAX	.00	.00	74.00	74.00	.0
50-470-512	AUDIT	.00	.00	157.00	157.00	.0
50-470-870	CONTINGENCY	.00	.00	500.00	500.00	.0
	TOTAL PAYT OPERATIONS	1,596.66	1,596.66	34,825.00	33,228.34	4.6
	TOTAL FUND EXPENDITURES	1,596.66	1,596.66	34,825.00	33,228.34	4.6
	NET REVENUE OVER EXPENDITURES	809.99	809.99	7,275.00	6,465.01	11.1

TOWN OF GRAND LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

CAPITAL IMPROVEMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	CAPITAL IMPROVEMENT REVENUES					
90-344-110	1% SALES & USE TAX	.00	.00	387,000.00	387,000.00	.0
90-344-140	INTEREST REVENUE	.00	.00	6,000.00	6,000.00	.0
90-344-210	BOND PROCEEDS	.00	.00	4,250,000.00	4,250,000.00	.0
90-344-910	DOLA 2017 TIER II PHASE I	.00	.00	500,000.00	500,000.00	.0
	TOTAL CAPITAL IMPROVEMENT REVENUES	.00	.00	5,143,000.00	5,143,000.00	.0
	TOTAL FUND REVENUE	.00	.00	5,143,000.00	5,143,000.00	.0

TOWN OF GRAND LAKE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2017

CAPITAL IMPROVEMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CAPITAL IMPROVEMENT OPERATIONS					
90-431-110	BOND AGENT FEES	.00	.00	92,500.00	92,500.00	.0
90-431-120	COSTS OF ISSUANCE	.00	.00	107,500.00	107,500.00	.0
90-431-999	TABOR REQ'D EMERGENCY RESERVE	.00	.00	154,290.00	154,290.00	.0
	TOTAL CAPITAL IMPROVEMENT OPERATIO	.00	.00	354,290.00	354,290.00	.0
	CAPITAL IMPROVEMENT DEBT SERV					
90-831-471	SALES TAX BONDS - PRINCIPAL	.00	.00	.00	.00	.0
90-831-472	SALES TAX BONDS - INTEREST	.00	.00	85,000.00	85,000.00	.0
	TOTAL CAPITAL IMPROVEMENT DEBT SERV	.00	.00	85,000.00	85,000.00	.0
	CAPITAL IMPROVEMENT CAPITAL					
90-931-910	STEETS	.00	.00	2,683,000.00	2,683,000.00	.0
90-931-920	BOARDWALKS	.00	.00	275,000.00	275,000.00	.0
90-931-930	SIDEWALKS	.00	.00	275,000.00	275,000.00	.0
90-931-940	MULTI-USE PATHWAYS	.00	.00	275,000.00	275,000.00	.0
90-931-950	STREETSCAPES	.00	.00	250,000.00	250,000.00	.0
90-931-960	SIGNAGE	.00	.00	100,000.00	100,000.00	.0
90-931-970	DRAINAGE	.00	.00	845,710.00	845,710.00	.0
	TOTAL CAPITAL IMPROVEMENT CAPITAL	.00	.00	4,703,710.00	4,703,710.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	5,143,000.00	5,143,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

TOWN OF GRAND LAKE
GRAND LAKE CENTER
UNADJUSTED FINANCIAL REPORT FOR JANUARY 31, 2017

	2017 Year-to-Date Actual	2017 Final Budget	2017 % of Budget
REVENUES			
10-350-101 GL Center - Rental Fees	5,425.50	20,400.00	26.6%
10-350-111 GL Center - (T) Merch Sales	0.00	3,126.00	0.0%
10-350-115 GL Center - (N) Merch Sales	0.00	0.00	#DIV/0!
10-350-121 GL Center - Memberships	7,156.13	34,000.00	21.0%
10-350-201 GL Center - Donations	0.00	0.00	#DIV/0!
10-350-701 DOLA REDI Bus Plan Grant	0.00	40,000.00	0.0%
	12,581.63	97,526.00	**12.9%**
EXPENDITURES			
10-450-100 Gross Wages - GL Center	2,359.43	18,578.00	12.7%
10-450-110 Gross Wages-GL Center Seasonal	1,027.50	31,200.00	3.3%
10-450-131 Longevity Benefit	0.00	30.00	0.0%
10-450-132 ICMA Town Paid Benefit	74.95	1,487.00	5.0%
10-450-133 Health/Dental-Employee	125.25	4,132.00	3.0%
10-450-135 Dep. Health/Dental	0.66	8.00	8.3%
10-450-136 Medical Benefit Allowance	0.00	395.00	0.0%
10-450-141 Unemployment Insurance	0.00	151.00	0.0%
10-450-142 Worker's Compensation	42.78	626.00	6.8%
10-450-143 Social Security Match	214.35	3,198.00	6.7%
10-450-144 Medicare Match	50.12	748.00	6.7%
10-450-211 Gen Office Supplies	219.08	2,500.00	8.8%
10-450-220 Operating Supplies	53.65	2,500.00	2.1%
10-450-226 Office Equip Lease	0.00	1,200.00	0.0%
10-450-233 Office Equip Maint	0.00	600.00	0.0%
10-450-234 Signage	0.00	6,000.00	0.0%
10-450-235 Equip Maint	0.00	5,000.00	0.0%
10-450-236 Minor/Misc Equipment	0.00	500.00	0.0%
10-450-237 Building Maintenance	1,523.82	7,000.00	21.8%
10-450-238 Minor/Misc Furnishings	0.00	5,000.00	0.0%
10-450-239 Maintenance Agreement	0.00	4,000.00	0.0%
10-450-250 Backflow Maintenance	0.00	400.00	0.0%
10-450-252 Resale Supplies	0.00	1,000.00	0.0%
10-450-312 Computer Services	128.75	1,545.00	8.3%
10-450-317 Uniform Allowance	0.00	113.00	0.0%
10-450-318 Trash/Recycle Services	0.00	0.00	#DIV/0!
10-450-320 Marketing	0.00	5,000.00	0.0%
10-450-341 Electric Utility	945.70	9,000.00	10.5%
10-450-342 Sewer Utility	553.35	2,300.00	24.1%
10-450-343 Water Utility	0.00	1,900.00	0.0%
10-450-344 Telephone Utility	283.34	1,800.00	15.7%
10-450-345 Natural Gas Utility	0.00	6,000.00	0.0%
10-450-350 Maintenance Agreement	2,958.34	10,000.00	29.6%

TOWN OF GRAND LAKE
GRAND LAKE CENTER
UNADJUSTED FINANCIAL REPORT FOR JANUARY 31, 2017

10-450-351	Legal Services	0.00	1,000.00	0.0%
10-450-355	Purchased Professional Serv.	35,068.00	47,400.00	74.0%
10-450-360	Sales Tax	0.00	229.00	0.0%
10-450-370	Training/Travel	10.27	0.00	#DIV/0!
10-450-513	Property/Casualty Insurance	1,350.28	5,402.00	25.0%
10-450-721	Donations - out	0.00	0.00	#DIV/0!
10-450-755	Exercise Equipment	0.00	2,000.00	0.0%
10-450-870	Contingency - GL Center	0.00	4,000.00	0.0%
		46,989.62	193,942.00	**24.2%**

NET REVENUES OVER EXPENDITURES -34,407.99

CASH AND INVESTMENT ACCOUNT BALANCES AT:				January 31, 2017	
	Combined Cash	**General Fund**	**Water Fund**	**Marina Fund**	**PAYT**
Grand Mountain Bank					
Checking	$1,269.67				
Money Market	$1,710,290.01				
Utility Cash Clearing	$3,527.47	WATER ACCOUNTS CERTIFIED TO COUNTY			
Combined Cash Totals	**$1,715,087.15**	$550,203.22	$657,916.87	$425,715.24	$77,724.35
Developer LOC Checking*		$2,760.00	*Letter of Credit Funds - Restricted Use		
			Non-Interest Bearing Holding Account		
CSAFE					
General Fund		$186,631.75			
Water Fund			$62,353.49		
ColoTrust	**$608,770.27**	$304,221.21	$304,549.06		
Gill & Associates		$100,003.46			
Advantage Bank CD		$100,051.61			
FlatIrons Bank CD		$96,000.00			
$96,000 Principal					
Interest paid monthly					
TOTAL		**$1,339,871.25**	**$1,024,819.42**	**$425,715.24**	**$77,724.35**
TOTAL CASH/INVESTMENTS AT:		**1/31/2017**	**$2,868,130.26**		

TOWN OF
GRAND LAKE

February 27, 2017

To: Mayor Peterson and Town Trustees
From: Katie Nicholls, Town Clerk
RE: The Gateway Inn Tavern Liquor License Conversion and Modification

The Town has received a Permit Application and Report of Changes for the Tavern Liquor License from The Gateway Inn, Inc., d/b/a The Gateway Inn at 200 West Portal Road. The purpose of the application is to convert the existing Tavern License to a Hotel and Restaurant License and modify the liquor license boundaries to include the hotel rooms. The State Liquor Enforcement Division is allowing Tavern Liquor License conversions through August 10, 2017, in an effort to allow licensees currently holding Tavern licenses that do not meet the definitions of a Tavern License a chance to convert to a more appropriate license type. The Gateway Inn is operated as a hotel with a bar and restaurant. Under the current Tavern Liquor License, hotel guests are unable to take their alcoholic beverages back to their rooms; the proposed modification would enable guests to bring their drinks back to their rooms.

The fees have been paid and all the proper application documents have been completed. A letter has been received from the Grand County Sheriff's Department, which states that they have found no adverse information that would affect the transfer of the license. The premise was posted on February 17, 2017 and attested to by Town Code Administrator Erin ORourke.

Grand Lake Water Department reports the account is paid in full thru the 1st quarter 2017, and is therefore considered current.

The Gateway Inn, Inc has a current Business License from the Town. Their sales tax filings are paid through January 31, 2017, and is therefore considered current.

P.O. BOX 99, GRAND LAKE, COLORADO 80447-0099
PH. 970/627-3435
FAX 970/627-9290
E-MAIL: town@townofgrandlake.com

DR 8442 (09/21/16)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
(303)-205-2300

FOR DEPARTMENT USE ONLY

Permit Application and Report of Changes

Current License Number 25174930000
All Answers Must Be Printed in Black Ink or Typewritten
Local License Fee $ _____

1. Applicant is a	Present License Number
☑ Corporation ..... ☐ Individual ☐ Partnership ..... ☐ Limited Liability Company	25174930000

2. Name of Licensee	3. Trade Name
Gateway Inn Inc.	Gateway Inn

4.Location Address
200 W. Portal Road

City	County	ZIP
Grand Lake	Grand	80447

SELECT THE APPROPRIATE SECTION BELOW AND PROCEED TO THE INSTRUCTIONS ON PAGE 2.

Section A – Manager reg/change

• License Account No. _____

☐ Manager's Registration (Hotel & Restr.).....$75.00

☐ Manager's Registration (Tavern).....$75.00

☐ Manager's Registration (Lodging & Entertainment).....$75.00

☐ Change of Manager (Other Licenses pursuant to section 12-47-301(8), C.R.S.) NO FEE

Section B – Duplicate License

• Liquor License No. _____

☐ Duplicate License $50.00

Section C

☐ Retail Warehouse Storage Permit (ea).....$100.00

☐ Wholesale Branch House Permit (ea) 100.00

☐ Change Corp. or Trade Name Permit (ea) 50.00

☐ Change Location Permit (ea) 150.00

☒ Change, Alter or Modify Premises $150.00 x 1
Total Fee $150

☐ Addition of Optional Premises to Existing H/R $100.00 x _____
Total Fee _____

☐ Addition of Related Facility to Resort Complex $75.00 x _____
Total Fee _____

☒ Tavern Conversion .....No Fee

Do Not Write in This Space – For Department of Revenue Use Only

Date License Issued	License Account Number	Period

The State may convert your check to a one time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department of Revenue may collect the payment amount directly from your bank account electronically.

TOTAL AMOUNT DUE $ .00

45

Instruction Sheet

For All Sections, Complete Questions 1-4 Located on Page 1

☐ Section A

To Register or Change Managers, check the appropriate box in section A and complete question 8 on page 4. Proceed to the Oath of Applicant for signature. Submit to State Licensing Authority for approval.

☐ Section B

For a Duplicate license, be sure to include the liquor license number in section B on page 1 and proceed to page 4 for Oath of Applicant signature.

☑ Section C

Check the appropriate box in section C and proceed below.

1) ***For a Retail Warehouse Storage Permit,*** go to page 3 complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Submit to State Licensing Authority for approval.

2) ***For a Wholesale Branch House Permit,*** go to page 3 and complete question 5 (be sure to check the appropriate box). Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Submit to State Licensing Authority for approval.

3) ***To Change Trade Name or Corporation Name,*** go to page 3 and complete question 6 (be sure to check the appropriate box). Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.

4) ***To modify Premise,*** go to page 4 and complete question 9. Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.

5) ***For Optional Premises or Related Facilities*** go to page 4 and complete question 9. Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.

6) ***To Change Location,*** go to page 3 and complete question 7. Submit the necessary information and proceed to page 4 for Oath of Applicant signature. Retail Liquor License submit to Local Liquor Licensing Authority (City or County). Manufacturer, Wholesaler and Importer's Liquor Licenses submit to State Liquor Licensing Authority.

7) **Tavern Conversion,** go to page 4 and complete questions 10. Submit the necessary information and proceed to page 4 for Oath of Applicant signature. **(Must be completed by August 10, 2017, as the tavern conversion will no longer be permitted).* Submit to Local Licensing Authority (city or county) for approval.

Storage Permit

5. Retail Warehouse Storage Permit or a Wholesalers Branch House Permit

☐ **Retail Warehouse Permit for:**

☐ On–Premises Licensee (Taverns, Restaurants etc.)

☐ Off–Premises Licensee (Liquor stores)

☐ **Wholesalers Branch House Permit**

Address of storage premise: _____

City _____, County _____, Zip _____

Attach a deed/ lease or rental agreement for the storage premises.
Attach a detailed diagram of the storage premises.

Change Trade Name or Corporate Name

6. Change of Trade Name or Corporation Name

☐ Change of Trade name / DBA only

☐ Corporate Name Change (Attach the following supporting documents)

1. Certificate of Amendment filed with the Secretary of State, or
2. Statement of Change filed with the Secretary of State, and
3. Minutes of Corporate meeting, Limited Liability Members meeting, Partnership agreement.

Old Trade Name	New Trade Name
Old Corporate Name	New Corporate Name

Change of Location

7. Change of Location

NOTE TO RETAIL LICENSEES: An application to change location has a local application fee of $750 payable to your local licensing authority. You may only change location within the same jurisdiction as the original license that was issued. Pursuant to 12-47-311 (1) C.R.S. Your application must be on file with the local authority thirty (30) days before a public hearing can be held.

Date filed with Local Authority _____ **Date of Hearing** _____

(a) Address of current premises _____

City_____County_____Zip_____

(b) Address of proposed New Premises (Attach copy of the deed or lease that establishes possession of the premises by the licensee)

Address _____

City_____County_____Zip_____

(c) New mailing address if applicable.

Address _____

City _____ County _____ State _____ Zip _____

(d) Attach detailed diagram of the premises showing where the alcohol beverages will be stored, served, possessed or consumed. Include kitchen area(s) for hotel and restaurants.

Change of Manager

8. Change of Manager or to **Register the Manager** of a Tavern, Hotel and Restaurant, Lodging & Entertainment liquor license or licenses pursuant to section 12-47-301(8).

(a) Change of Manager (attach Individual History DR 8404-I H/R, Tavern and Lodging & Entertainment only)

Former manager's name _____

New manager's name _____

(b) Date of Employment _____

Has manager ever managed a liquor licensed establishment?..... Yes ☐ No ☐

Does manager have a financial interest in any other liquor licensed establishment?..... Yes ☐ No ☐

If yes, give name and location of establishment _____

_____

Modify Premises or Addition of Optional Premises or Related Facility

9. Modification of Premises, Addition of an Optional Premises, or Addition of Related Facility

NOTE: Licensees may not modify or add to their licensed premises until approved by state and local authorities.

(a) Describe change proposed Adding hotel rooms into liquor License boundary

(b) **If the modification is temporary,** when will the proposed change:

Start _____ (mo/day/year) End _____ (mo/day/year)

NOTE: THE TOTAL STATE FEE FOR TEMPORARY MODIFICATION IS $300.00

(c) Will the proposed change result in the licensed premises now being located 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?

(If yes, explain in detail and describe any exemptions that apply) .....Yes ☐ No ☒

(d) Is the proposed change in compliance with local building and zoning laws?.....Yes ☒ No ☐

(e) If this modification is for an additional Hotel and Restaurant Optional Premises or Resort Complex Related Facility, has the local authority authorized by resolution or ordinance the issuance of optional premises?

.....Yes ☐ No ☐

(f) Attach a diagram of the current licensed premises and a diagram of the proposed changes for the licensed premises.

(g) Attach any existing lease that is revised due to the modification.

Tavern Conversion

10. Tavern Conversion

(Note Must be completed by August 10, 2017 as the Tavern conversion will no longer be permitted. Only Tavern licenses issued before August 10, 2016, that do not fit the definition of a tavern as defined in section 12-47-103(38), C.R.S. may convert to a different license type.)* Please pick one of the following choices:

(a) I wish to convert my existing Tavern Liquor License # _____ to a Lodging and Entertainment Liquor License?..... Yes ☐ No ☐

(b) I wish to convert my existing Tavern Liquor License # 0517493000 to a Hotel + Restaurant Liquor License?..... Yes ☒ No ☐

Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge

Signature	Title	Date
Lisa M Jenkins	Manager	2/14/17

Report and Approval of LOCAL Licensing Authority (CITY / COUNTY)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the applicable provisions of Title 12, Articles 46 and 47, C.R.S., as amended. **Therefore, This Application is Approved.**

Local Licensing Authority (City or County)	Date filed with Local Authority
Town of Grand Lake	2/15/2017

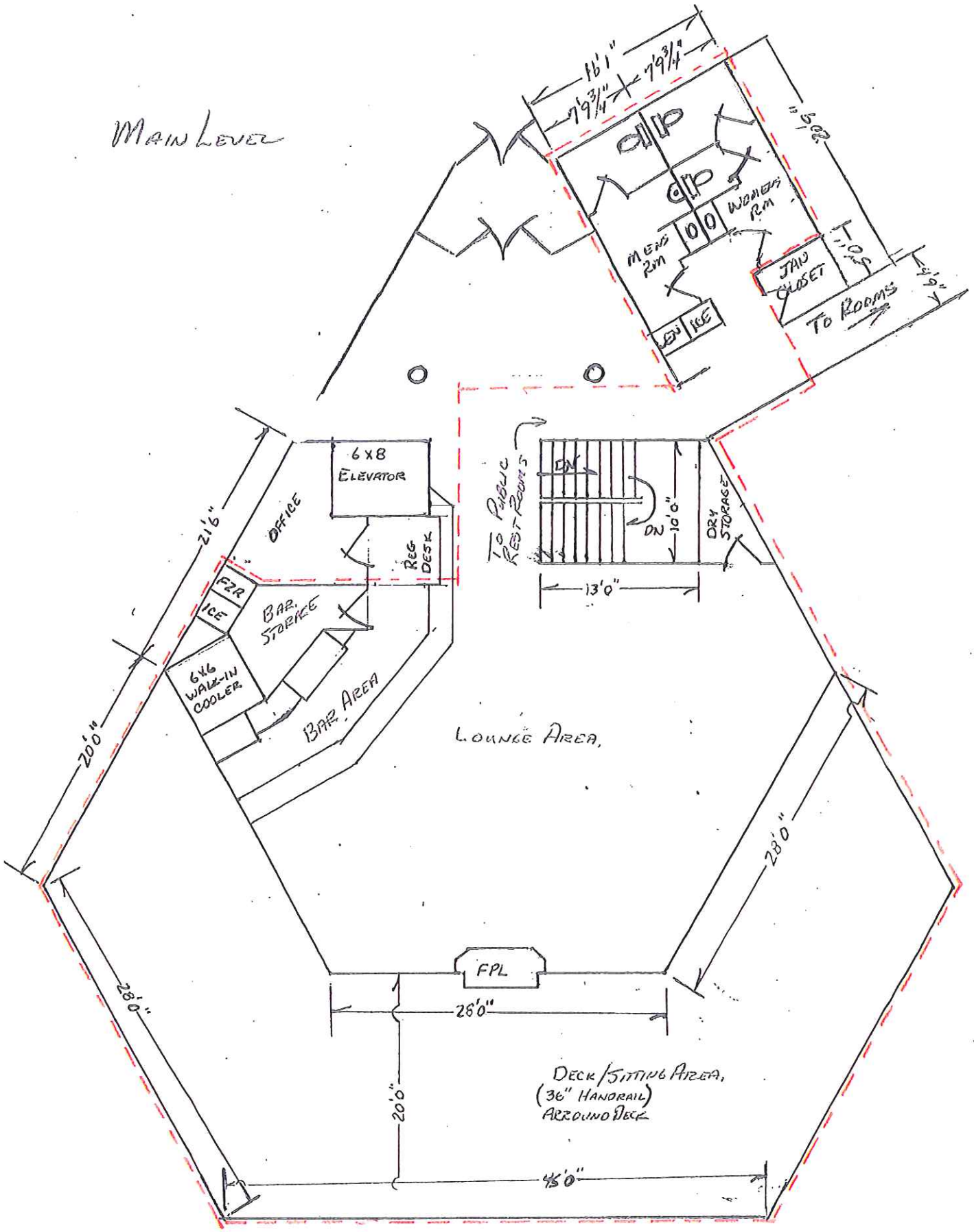
Signature	Title	Date

Report of STATE Licensing Authority

The foregoing has been examined and complies with the filing requirements of Title 12, Article 47, C.R.S., as amended.

Signature	Title	Date

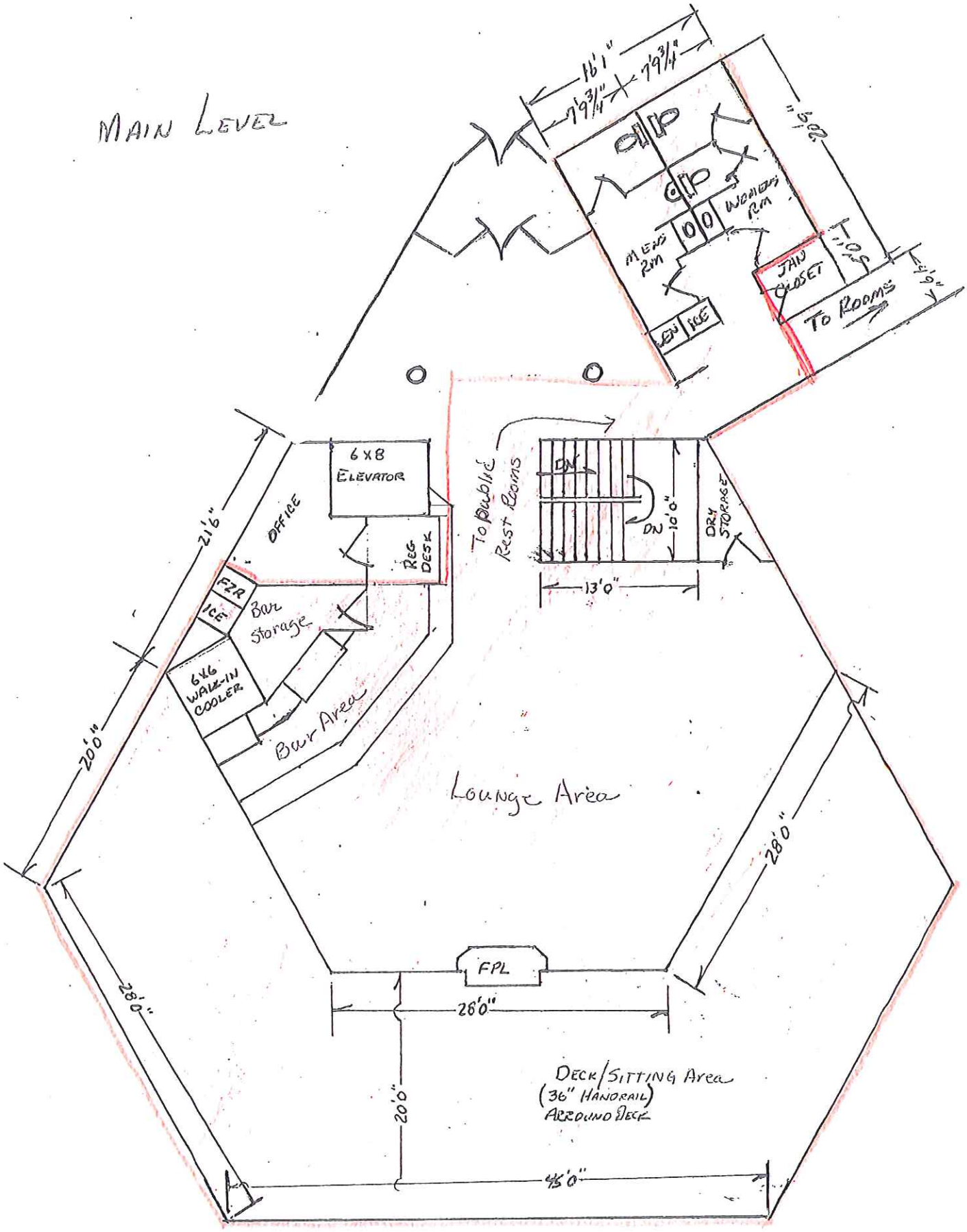
CURRENT



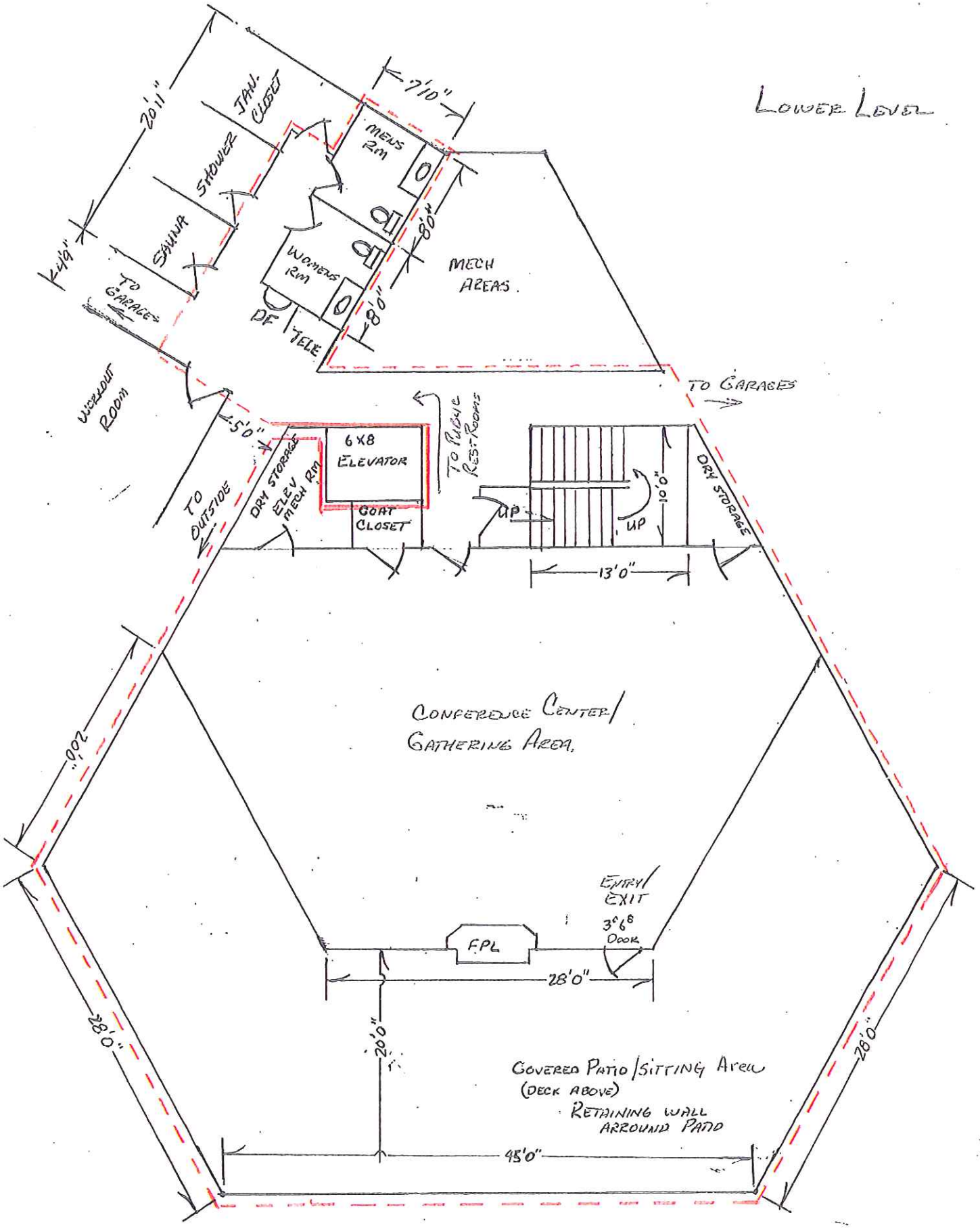
MAIN LEVEL
16'1"
7'9 3/4"
7'9 3/4"
20'5"
WOMENS RM
MENS RM
JAN CLOSET
TO ROOMS
LEN
ICE
6X8 ELEVATOR
OFFICE
REG DESK
FZR
ICE
BAR STORAGE
6X6 WALK-IN COOLER
BAR AREA
TO PUBLIC REST ROOMS
DN
DN
10'0"
DRY STORAGE
13'0"
21'6"
20'0"
LOUNGE AREA,
28'0"
28'0"
FPL
28'0"
20'0"
DECK/SITTING AREA,
(36" HANDRAIL)
ARROUND DECK
45'0"

CURRENT

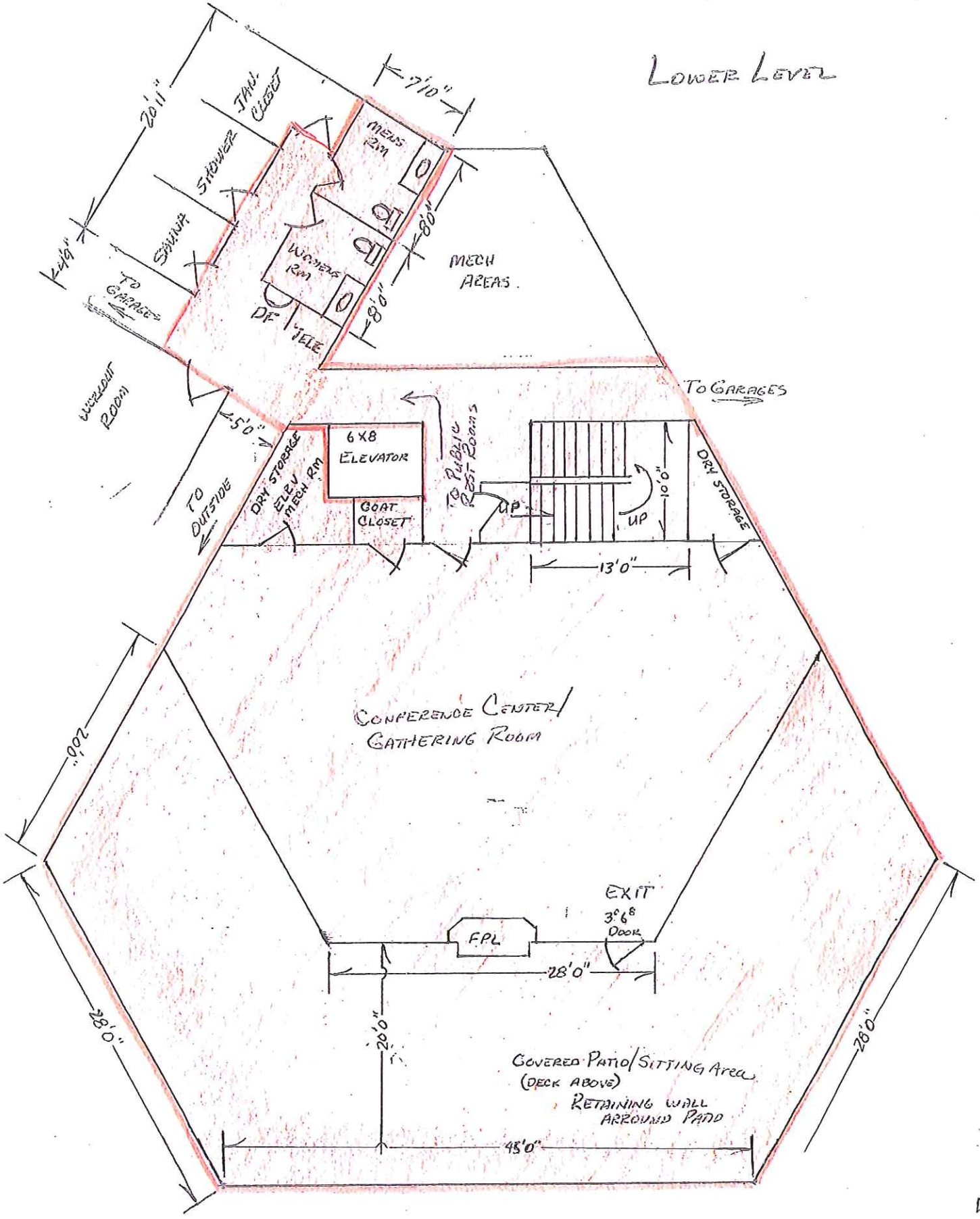
MAIN LEVEL



CURRENT


LOWER LEVEL
20'11"
7'10"
JAN. CLOSET
SHOWER
SAUNA
4'9"
MENS RM
WOMENS RM
8'0"
8'0"
MECH AREAS.
TO GARAGES
DF
TELE
VISITOUR ROOM
5'0"
TO OUTSIDE
DRY STORAGE
ELEV MECH RM
6X8 ELEVATOR
GOAT CLOSET
TO PUBLIC REST ROOMS
UP
UP
10'0"
DRY STORAGE
13'0"
TO GARAGES
CONFERENCE CENTER/ GATHERING AREA.
20'0"
ENTRY/ EXIT
3'6" DOOR
F.PL
28'0"
28'0"
20'0"
28'0"
COVERED PATIO/SITTING AREA (DECK ABOVE)
RETAINING WALL ARROUND PATIO
45'0"

CURRENT

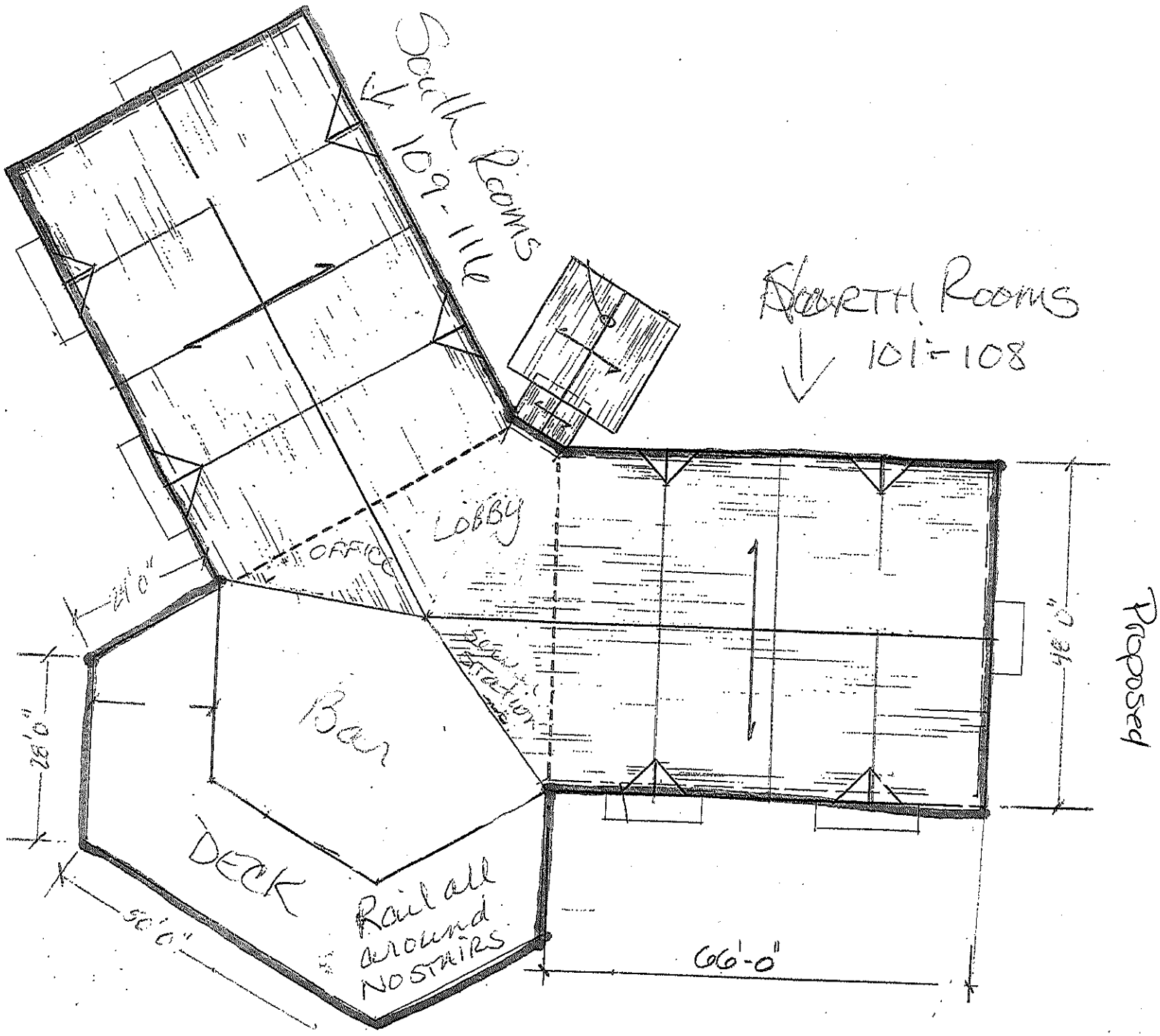

LOWER LEVEL
20'11"
7'10"
JAN. CLOSET
SHOWER
SAUNA
4'9"
TO GARAGES
MENS RM
WOMENS RM
8'0"
8'0"
DF
JELE
MECH AREAS
WORKOUT ROOM
4'5"0"
TO OUTSIDE
DRY STORAGE
ELEV MECH RM
6X8 ELEVATOR
GOAT CLOSET
TO PUBLIC REST ROOMS
UP
UP
10'0"
DRY STORAGE
TO GARAGES
13'0"
CONFERENCE CENTER/ GATHERING ROOM
20'0"
28'0"
EXIT
3'6" DOOR
FPL
28'0"
20'0"
COVERED PATIO/SITTING AREA
(DECK ABOVE)
RETAINING WALL ARROUND PATIO
45'0"
28'0"

Lower
Walkout
level

Proposed

54

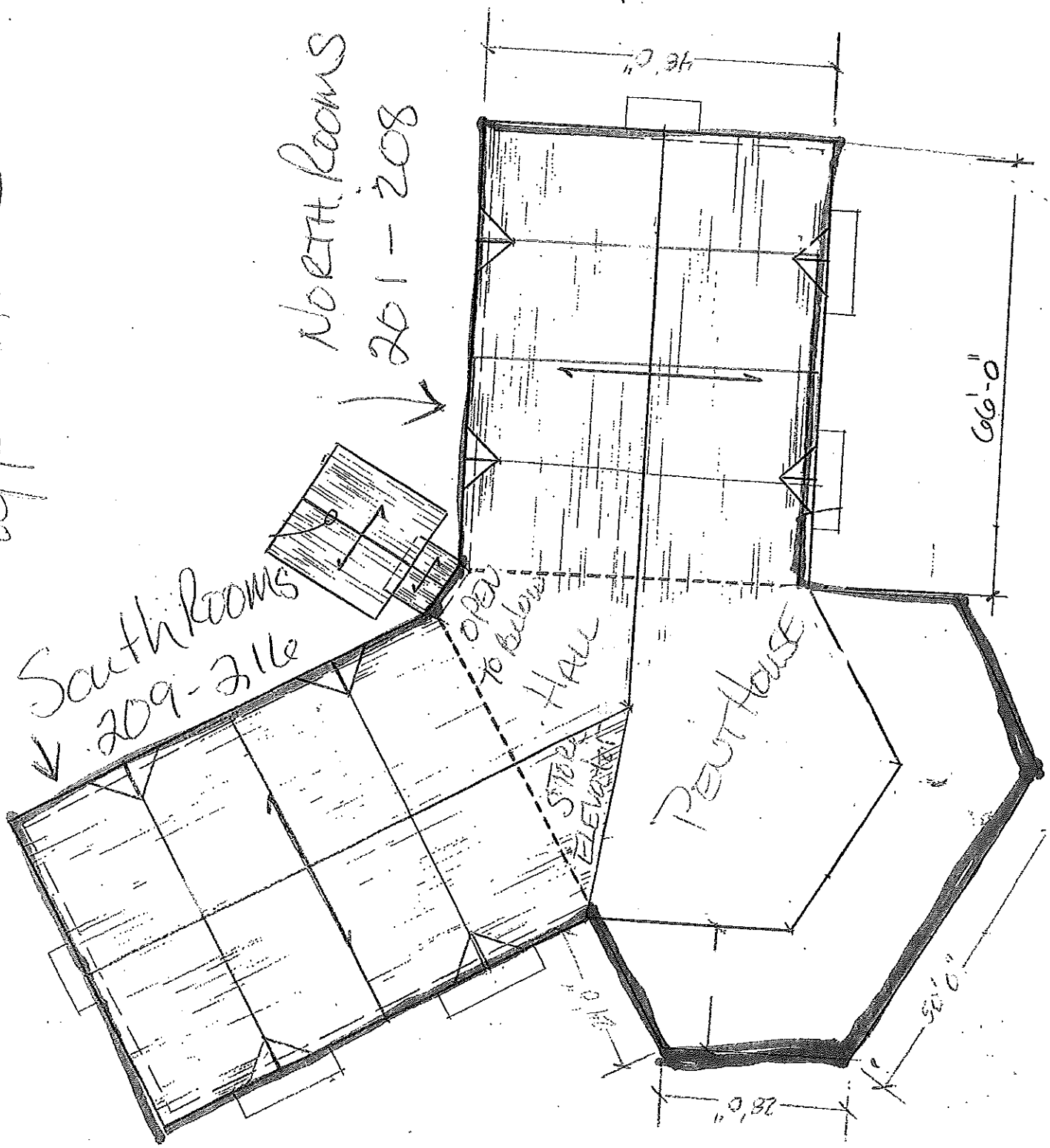
Main Level



Proposed

55

Proposed


Upper Level
North Rooms
201 - 208
South Rooms
209 - 216
Open to below
Hall
Penthouse
66'-0"

GRAND COUNTY SHERIFF'S OFFICE

BRETT D. SCHROETLIN
SHERIFF

WAYNE SCHAFER
UNDERSHERIFF

February 22, 2017

Town of Grand Lake
Katie Nicholls
Po Box 99
Grand Lake CO 80447

The Gateway Inn, Inc.
D/B/A Gateway Inn
200 W Portal Rd
Grand Lake, CO 80447

Operating Manager – Lisa Jenkins

Re: Permit Application & Report of Changes
Tavern Conversion

We have received the Permit Application & Report of Changes and the Retail Liquor License Renewal Application for the above referenced establishment and individual.

They are seeking a liquor license conversion from a Tavern Liquor License to a Hotel & Restaurant Liquor License to include the hotel rooms within the liquor boundary.

Upon review of the records held within the Grand County Sheriff's Office there is no adverse information that would affect this request.

If you have any questions, please call me at (970) 725-3343

Thank you,

Brett Schroetlin
Grand County Sheriff

TOWN OF
GRAND LAKE

Date: February 27, 2017

To: Grand Lake Mayor and
Town Board of Trustees

From: Wally Baird, Interim Town Planner
Jim White, Town Manager

RE: Variances recommended by the Grand Lake Planning Commission (Lots 3-5, Block 12, 824 Grand Avenue)

Attached: Draft copy of the planning commission minutes, draft general design of proposal, various sections of the Town Code, letters of support, and letters opposed to the project.

Purpose

The purpose of this item on the Board of Trustees meeting is to consider the variances recommended for the proposed development at 824 Grand Avenue. The proposed development is known as Boardwalk Lofts. The variances may be approved, denied or modified by the Town Board.

Background Information

The spokesman for the proposed development, Jim Kruetzer, presented proposed variances to the Grand Lake Municipal Code concerning a mixed use commercial and residential development, to the Planning Commission at their regular meeting on January 18, 2017.

These variances include:

1. A variance in the required open space.
2. A variance in the utility locations.
3. A variance in the onsite parking requirement.

After closing the Public Hearing the Planning Commission discussed the matter before them and determined to recommend a variance to the open space requirement and to the parking for the commercial space to be worked on by staff with the developer, as stated, would pay the in-lieu fee.

Staff, Mr. Kruetzer, and Mountain Parks Electric have developed potential solutions to the electrical line issues and keeping within the National Electrical Code. The developer would be required to pay all costs involved in the proposed solutions. These solutions include leaving the existing electrical lines in place and moving the proposed building (basically decreasing the dimensions of the building), or burying the electrical lines.

Burying the electric lines create an issue with putting the electric power lines closer to the existing water line than is preferable. This issue can be mitigated by encasing the power lines in concrete or flow fill.

Burying the electric lines create an issue with putting the electric power lines closer to the existing water line than is preferable. This issue can be mitigated by encasing the power lines in concrete or flow fill.

Another alternative to the electric utility issue would be to move the electric line to the south side of the alley and road. This alternative was deemed to be unacceptable due to the impact on the property to the south and the ability of the owners of these properties to enjoy the use of their property.

Staff Recommendation:
Staff is in favor of the Planning Commission's recommendation for approval.

Board Discussion:
The Town Board should discuss the variance requests and the recommendations of the Planning Commission.

Board Action
The Board has several options regarding the recommendations from the Planning Commission and the request from the applicant.

1. Approve the request as recommended by the Planning Commission to:
   a. Grant a variance on the open space requirement, or require a reduction in scope to meet the open space requirement;
   b. Approve a variance on the parking requirement and impose an in-lieu of fee for all spaces waved for the commercial development;
   c. Direct staff to develop a solution to the electrical power lines which does not include moving the poles to the south side of the alley and street behind the proposed development.
2. Deny the variance requests in total or individually;
3. Continue the review of the variances;
4. Set a Public Hearing and consider the overall plan as it relates to the variance requests and consider the input already received by the Town from residents and property owners in the area.

For clarity the following suggestions are made for motions on the variances;

1. I move to grant the request for variances as recommended by the Planning Commission:
   a. To minimize the open space requirement found at 12-2-26, or to require a reduction in scope to meet the open space requirement;
   b. To grant the variance on the parking requirement for commercial spaces and impose the parking in-lieu fee of $1,000 for each parking space not provided found in the Municipal Code at 12-2-26;

c. Direct staff, in conjunction with the developer and Mountain Parks Electric to develop a solution to the power lines issues on the south side of the property that will be favorable to the Town and adjacent property owners.

Applying to the property located at Lots 3-5, Block 12, 824 Grand Lake, and direct staff to draft a resolution outlining this motion and authorize the Mayor to sign it.

Or

2. I move to continue the review of the request for variances and the recommendation from the planning commission until _____.

Or

3. I move to continue this request and to set a Public Hearing on the matter of the variance requested at a time and date to be determined by the Town Clerk.

Or

4. I move to deny the request for the variances as recommended by the Planning Commission.

MINUTES
PLANNING COMMISSION
REGULAR MEETING
JANUARY 18, 2017
7:30 P.M.

CALL TO ORDER: Chairman Hayden Southway called the regular meeting of the Grand Lake Planning Commission to order at 6:34 p.m. on January 18, 2017 at the Town Hall, 1026 Park Avenue.

ROLL CALL
PRESENT: Chairman Hayden Southway; Vice-Chairman Robert Canon; Commissioners Paul Gilbert, John C. Murray and James Shockey; Code Administrator ORourke and Town Manager White.

ABSENT: None.

APPROVAL OF
MINUTES: Commissioner Murray moved to approve the minutes of the December 7, 2016 regular meeting as written, seconded by Commissioner Shockey. All Commissioners voted aye.

UNSCHEDULED
CITIZEN
PARTICIPATION: Chairman Southway asked if there were any unscheduled public comments and noted that comments are limited to 3 minutes.

There were no unscheduled public comments.

CONFLICTS OF
INTEREST: Chairman Southway asked if any members of the Commission had a conflict of interest, or the appearance of.

Commissioner Shockey announced he has two potential conflicts. Shockey stated he received the Public Notice for the Gateway Inn as he is within the 300' boundary, but he feels no conflict exists. The Commission concluded that no conflict exists. He further stated that he had a conflict with the Boardwalk Lofts development due to meeting with Town Manager White and developers to help plan for the meeting due to the absence of the Town Planner. The Commission concluded that there was no conflict, as it was necessary due to the Staffing situation.

Commissioner Gilbert announced he had received the Public Notice on the Boardwalk Lofts because he is within the 300' boundary, but does not feel a conflict exists.

The applicants of the Gateway Inn and Boardwalk Lofts both stated they did not feel either Commissioner had a conflict.

ITEMS OF BUSINESS: **PUBLIC HEARING - CONSIDERATION OF THE 2ND AMENDMENT TO THE GATEWAY INN PLANNED DEVELOPMENT LOCATED AT 200 W. PORTAL ROAD** - Chairman Southway opened the Public Hearing and asked Town Manager White to present this matter to the Commission. White explained the attachments included in the packet.

Lisa Jenkins – 200 W. Portal Road, Grand Lake, CO
Ms. Jenkins explained the business' background and their need and proposal for the property. She agreed to pay for changes for utility easements.

Todd Clausen, Supervisor of Engineering Services, Mountain Parks Electric
Mr. Clausen explained Mountain Park Electric has no major concerns regarding the project.

Suzi Maki, 1590 W. Portal Road, Grand Lake, CO
Ms. Maki stated her support of the project; the extra rooms it would provide would be a benefit to the Town as a whole.

Chairman Southway closed the Public Hearing and turned the discussion over to the Commission.

After a brief discussion Commissioner Murray moved to approve the conceptual plan for the modifications for the planned urban development. Commissioner Cannon seconded the motion all Commissioners voted aye.

ITEMS OF BUSINESS: **PUBLIC HEARING - CONSIDERATION TO RECOMMEND GRANTING SUBSTANTIAL VARIANCE PER MUNICIPAL CODE 12-9-9 LAND DEVELOPMENT REGULATIONS TO LOTS 3-5, BLOCK 12, TOWN OF GRAND LAKE; MORE COMMONLY REFERRED TO AS 824 GRAND AVENUE** - Chairman Southway opened the Public Hearing and asked Town Manager White to present this matter to the Commission. White explained the attachments included in the packet and table settings of correspondence received after the packet went out.

Jim Kruetzer, Sloan Construction Company
Mr. Kruetzer explained his proposal for the property, addressing concerns expressed by recipients of the Public Notice. He stated they are asking for a variance on open space and a variance on utility. He further stated he would make the necessary changes as indicated by the Fire District, is prepared to pay the Parking Fees in Lieu per the Town Code requirements, and required snow loads will be met.

Town Manager read letters received after the packet went out, to include a letter from Mountain Park Electric regarding concerns with an existing parallel power line, stating the proposed building violates the National Electric Safety Code.

Todd Clausen, Supervisor of Engineering Services, Mountain Parks Electric
Mr. Clausen explained the power line and utility issues relating to the proposed project and the potential solutions to address them. Mountain Parks Electric's preference entails moving the poles to the south side of the alley, but nothing can be done until Town approval is received. He stated they do not want to hold up the project and promised to do whatever is necessary to get the issues resolved by working with the Town.

Darrel Adolf, 710 62nd Avenue, Greeley, CO
Mr. Adolf explained his development background, financing for the project and history working with Mountain Parks Electric.

Tom Weydert, 401 Ellsworth Street, Grand Lake, CO
Mr. Weydert asked for clarification on what the applicant is seeking from this meeting. He expressed his concern with parking specifically in relation to the commercial portion of the building, the covered parking being used as storage units, and the possibility of potential closed space bear encounters and ventilation concerns within the garage. He concluded by stating his concern that the residential units would be used as Nightly Rental Units.

Chairman Southway closed the Public Hearing and turned the discussion over to the Commission.

The Commission discussed the hardships related to the variances requested, and the overall proposed project. Other topics discussed were ventilation in the garage, utility easements, and placement of dumpsters.

Kathy Weydert, 401 Ellsworth Street, Grand Lake, CO
Ms. Weydert explained her concerns with the building being so close to hers and the impact thereof particularly in regard to snow removal.

This Commission discussed parking and open space requirements.

Commissioner Gilbert moved to grant a variance for the open space and for the parking to be worked on by Staff. Commissioner Murray seconded the motion and all Commissioners voted aye.

ITEMS OF BUSINESS:

CONSIDERATION TO RECOMMEND MODIFICATION TO MUNICIPAL CODE CHAPTER 12: [ZONING REGULATIONS] VARIANCE REQUEST PROCEDURE ROAD - Chairman Southway asked Town Manager White to present this matter to the Commission. White stated Staff has prepared a small change to the Town Municipal Code

regarding the Variance Request Procedure to the Zoning Regulations. The Town adopted Ordinance 14-2009 which amended Municipal Code 12-2-27 Supplemental Regulations for Setbacks, Area, and Height and established the variance procedure for the Zoning Regulations. The Planning Commission discussed this revision at their regularly scheduled meeting on November 16, 2016. Staff believes 12-2-27(B) should be revised to be in its own section and not contained just within the supplemental regulations. Staff believes this was an error in the original adoption of the code. If the variance request procedure is revised as suggested a new section will be created (12-2-39). The new section specifically excludes 2-3-5(A)3 which requires review by the Board of Adjustment; and 12-2-28(D) Parking Regulations which has its own variance process. The revisions provided are shown as follows: moved text is shown in green underlined, new text is shown in blue underlined, and deleted text is shown in green strikethrough. Staff suggests the Commission forward a recommendation of approval for the proposed revision to the Municipal Code. The Commission should discuss the variance request procedure and if changes are necessary to the Municipal Code.

The Commission directed Staff to have the new Town Planner, once hired, review and bring the issue to the Planning Commission at a later date.

OTHER ITEMS OF DISCUSSION:

The Commission discussed the appointment of Elmer Lanzi, signage needed for public lake access off of Cairns Avenue, the OHV Ordinance, and the Town Planner search.

FOR YOUR INFORMATION:

Commissioner Shockey announced he may be absent from meetings through March.

Commissioner Cannon announced he would be absent from the February 1, 2017 meeting

ADJOURNMENT:

Commissioner Cannon moved to adjourn, seconded by Commissioner Shockey. All Commissioners voted aye, and the meeting was adjourned at 9:32 p.m.

_____

Hayden H. Southway, Chairman

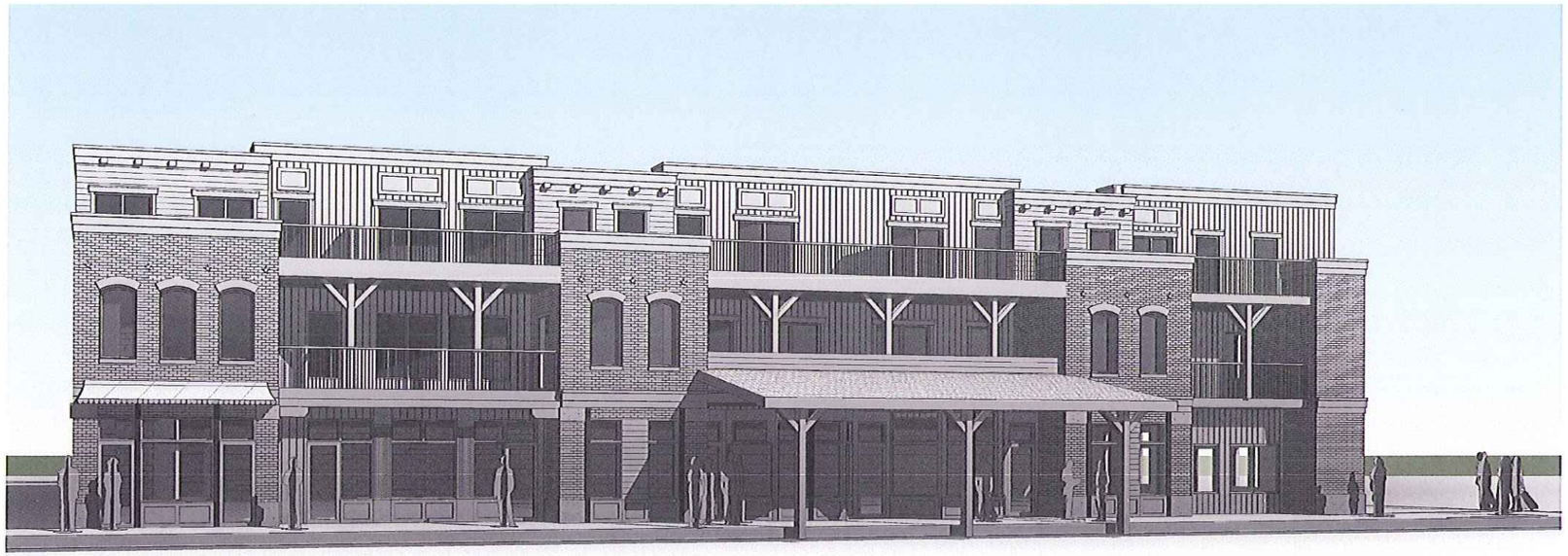
ATTEST:

_____

Katie Nicholls, Town Clerk

Boardwalk Lofts

824 GRAND AVE. GRAND LAKE, CO.



SHEET INDEX

E1.3	Perspective
E1.4	Perspective
E1.7	Unnamed
A1.4	UNIT FLOOR PLANS
A2.2	PERSPECTIVES
A2.3	PERSPECTIVES
A2.4	Perspective
A0.1	2nd Floor Area Plan
C0.0	COVER SHEET
C0.1	NOTES/SCHEDULES
A0-0	SITE PLAN
A1.0	LOWER LEVEL PLAN
A1.1	MAIN FLOOR PLAN
A1.2	SECOND LEVEL PLAN
A1.3	THIRD LEVEL PLAN
A2.0	ELEVATIONS
A2.1	ELEVATIONS
A3.0	SECTIONS
E1.0	LOWER LEVEL ELECTRICAL PLAN
E1.1	MAIN LEVEL ELECTRICAL PLAN
E1.2	UPPER LEVEL ELECTRICAL PLAN

PROJECT PARTICIPANTS

Architect:
Lodestone Design Group
701 Delaware Ave. Suite C
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Contact: Jeff Van Sambeek

Structural Engineer:
Glenn Frank Engineering
2400 Central Ave. Suite A-1 North
Boulder , Colorado 80301
P: 303.554.9591
Contact: Jessie Shofinsky, PE

Mechanical/Electrical Engineer:
TBD

Contractor:
Sloan Construction
3220 Arnett St.
Boulder, CO. 80304
P: 720.938.7364
Contact: Jim Kreutzer

LOCATION MAP

Mixed Use
Boardwalk Lofts
824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
COVER SHEET	
DATE:	
2.24.17	
DRAWN:	CHECKED:
Author	Checker
ISSUE RECORD	DATE
Project	2.24.17
Status	

#	REVISION	DATE

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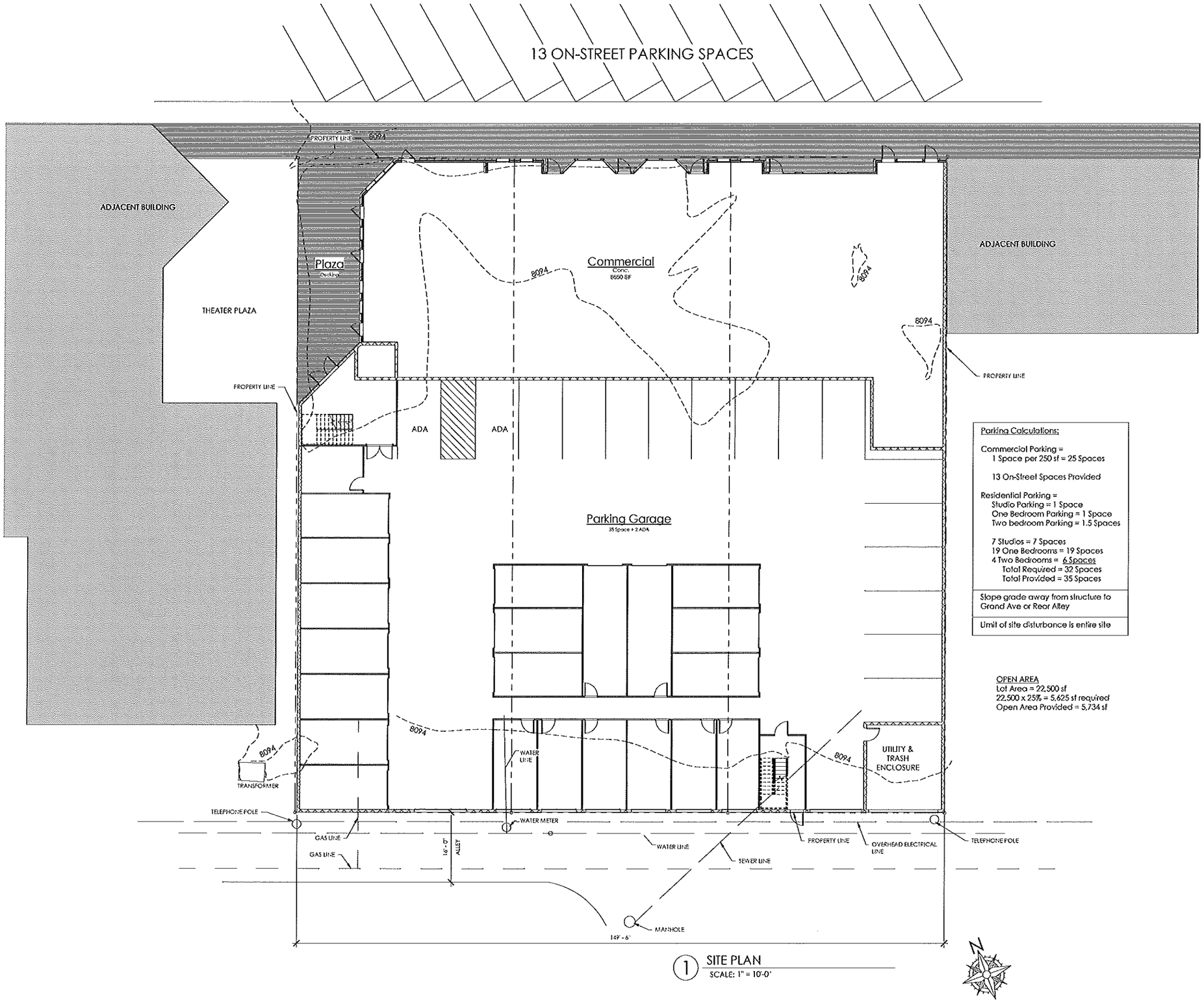
C0.0



1 SITE PLAN
SCALE: 1" = 10'-0"

Parking Calculations:

Commercial Parking =
1 Space per 250 sf = 25 Spaces

13 On-Street Spaces Provided

Residential Parking =
Studio Parking = 1 Space
One Bedroom Parking = 1 Space
Two bedroom Parking = 1.5 Spaces

7 Studios = 7 Spaces
19 One Bedrooms = 19 Spaces
4 Two Bedrooms = 6 Spaces
Total Required = 32 Spaces
Total Provided = 35 Spaces

Slope grade away from structure to Grand Ave or Rear Alley

Limit of site disturbance is entire site

OPEN AREA
Lot Area = 22,500 sf
22,500 x 25% = 5,625 sf required
Open Area Provided = 5,734 sf

Mixed Use
Boardwalk Lofts
824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
SITE PLAN	
DATE:	2.24.17
DRAWN: Author	CHECKED: Checker
ISSUE RECORD	DATE
Project	2.24.17
Status	

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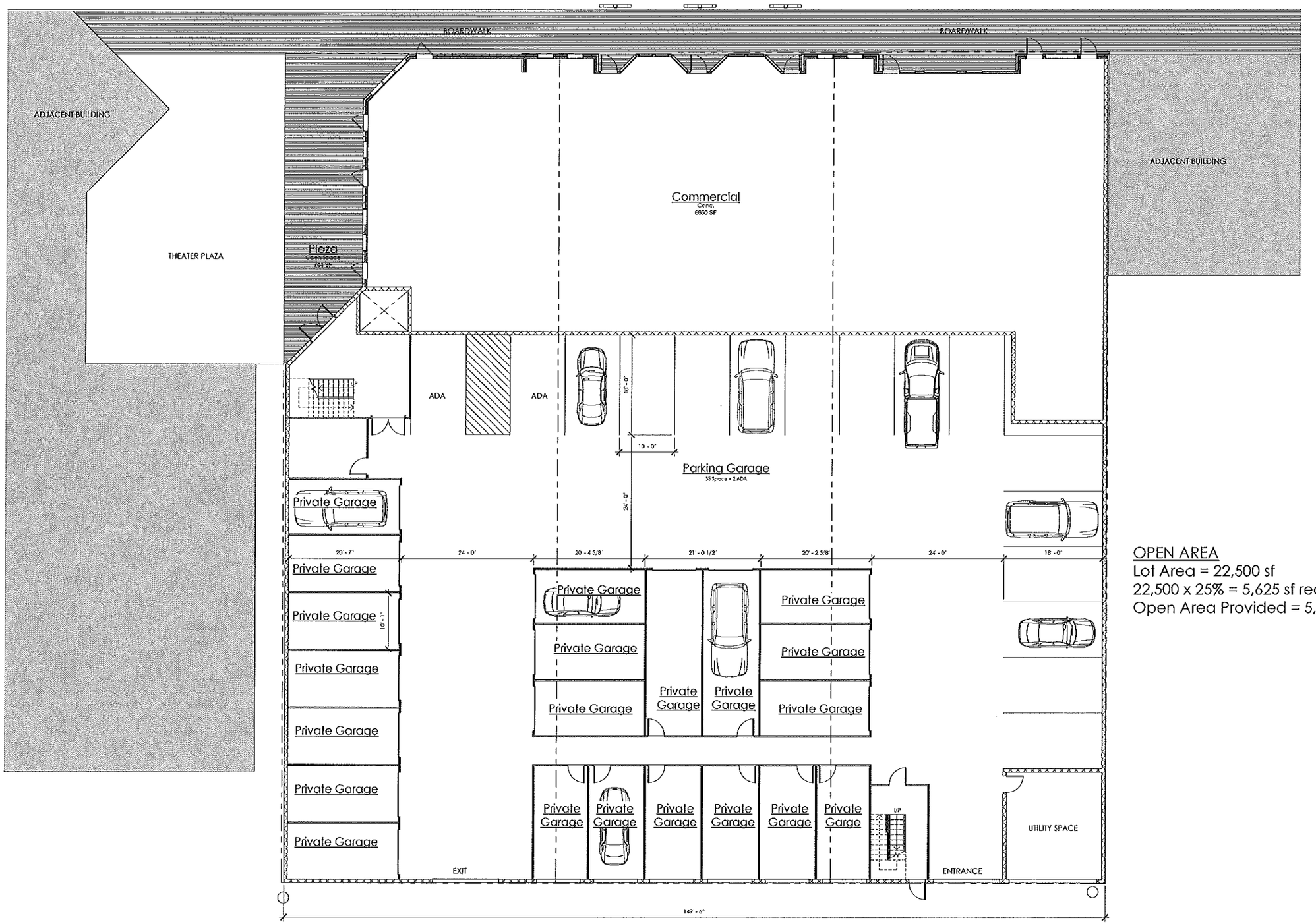
A0-0



1 MAIN LEVEL PLAN
SCALE: 1/8" = 1'-0"

OPEN AREA
Lot Area = 22,500 sf
22,500 x 25% = 5,625 sf required
Open Area Provided = 5,734 sf

Mixed Use
Boardwalk Lofts
824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
MAIN FLOOR PLAN	
DATE:	2.24.17
DRAWN: MP	CHECKED: JVS

ISSUE RECORD	DATE
Project	2.24.17
Status	

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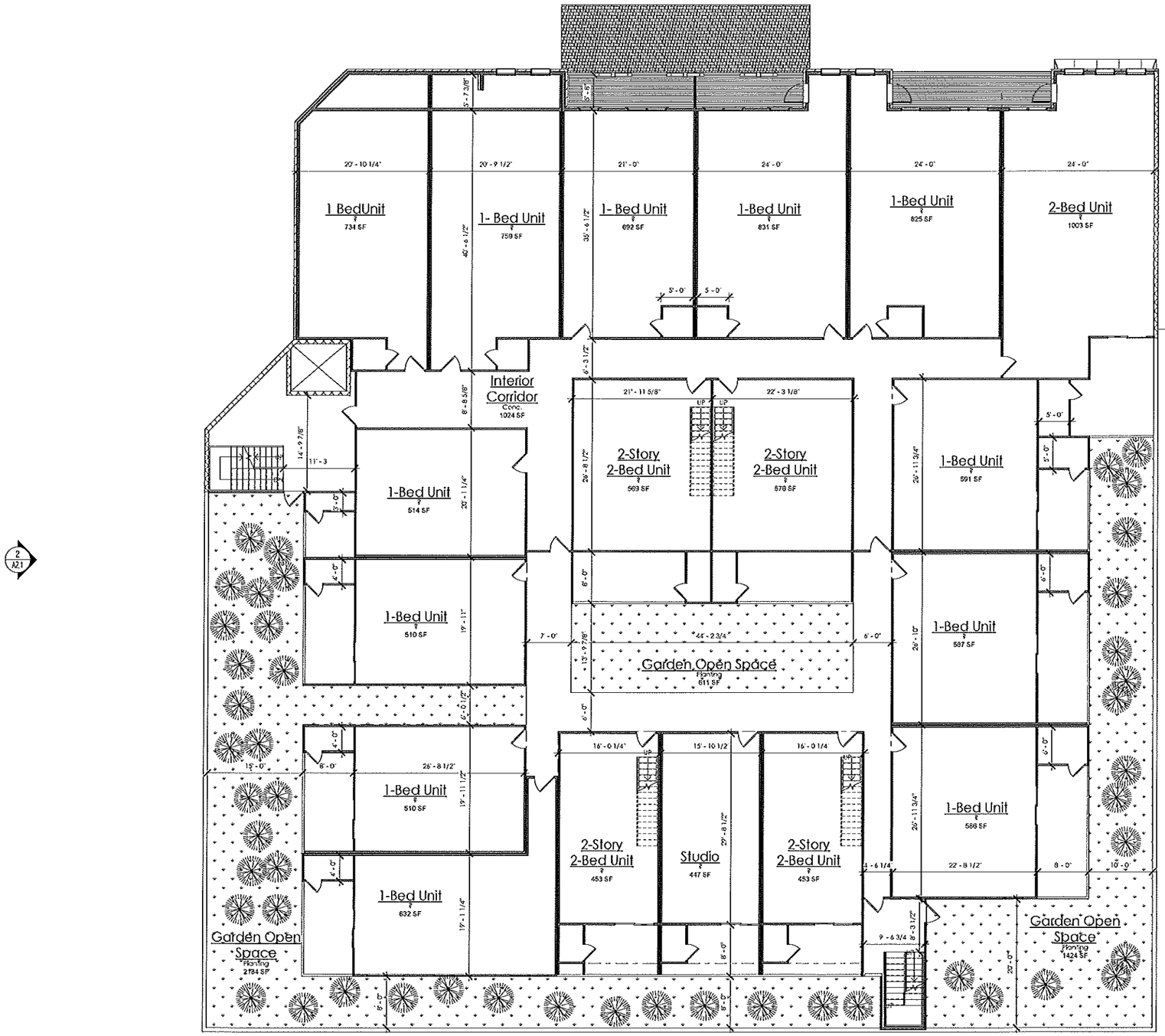
A1.1



1 SECOND LEVEL PLAN
SCALE: 1/8" = 1'-0"

Mixed Use
Boardwalk Lofts
824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
SECOND LEVEL PLAN	
DATE: 2.24.17	
DRAWN: Author	CHECKED: Checker
ISSUE RECORD	DATE
Project	2.24.17
Status	

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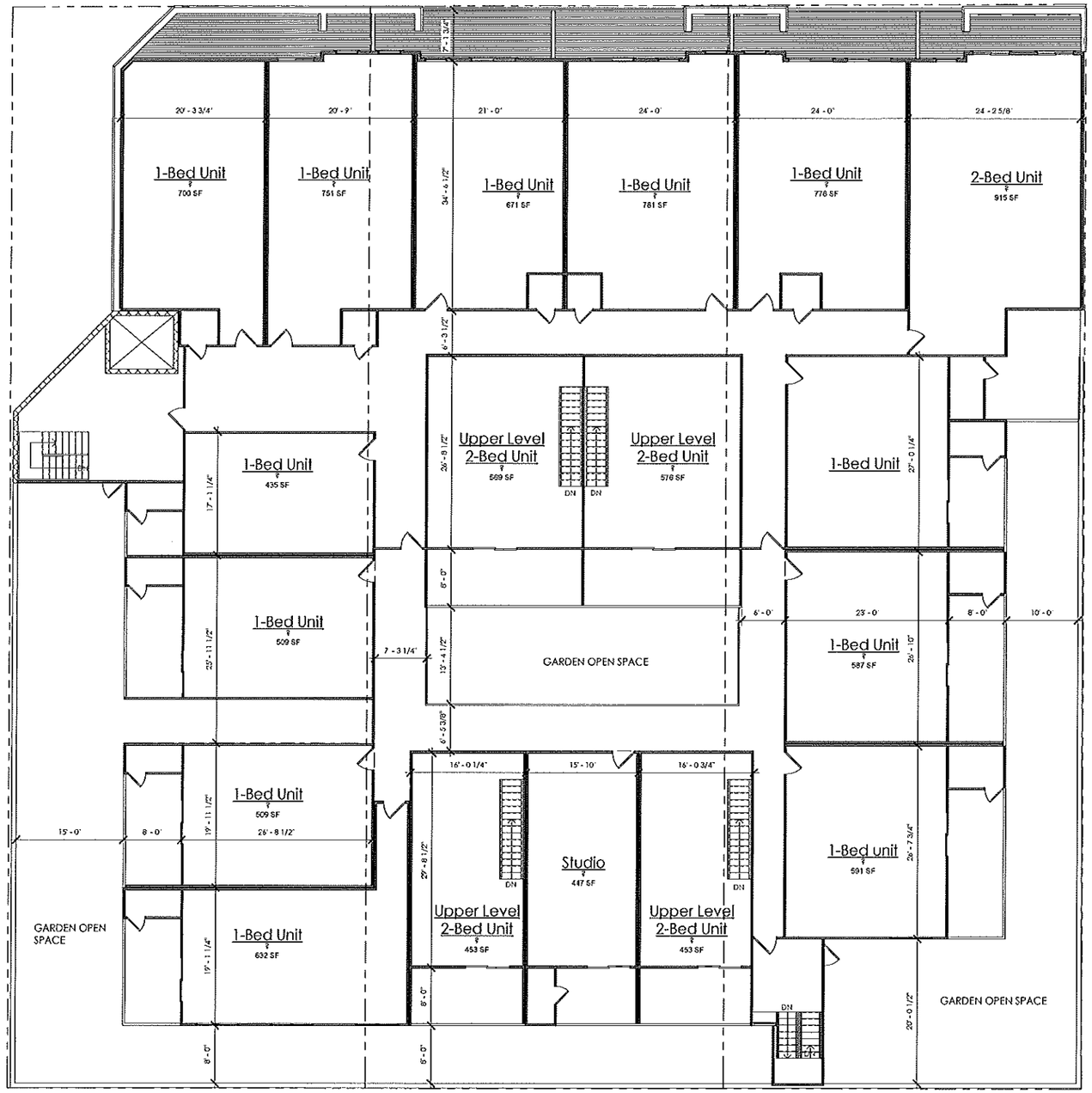
A1.2

68



2 / A2.1

2 / A2.0

1 THIRD LEVEL PLAN
SCALE: 1/8" = 1'-0"

N

Mixed Use

Boardwalk Lofts

824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
THIRD LEVEL PLAN	
DATE:	
2.24.17	
DRAWN: Author	CHECKED: Checker
ISSUE RECORD	DATE
Project	2.24.17
Status	

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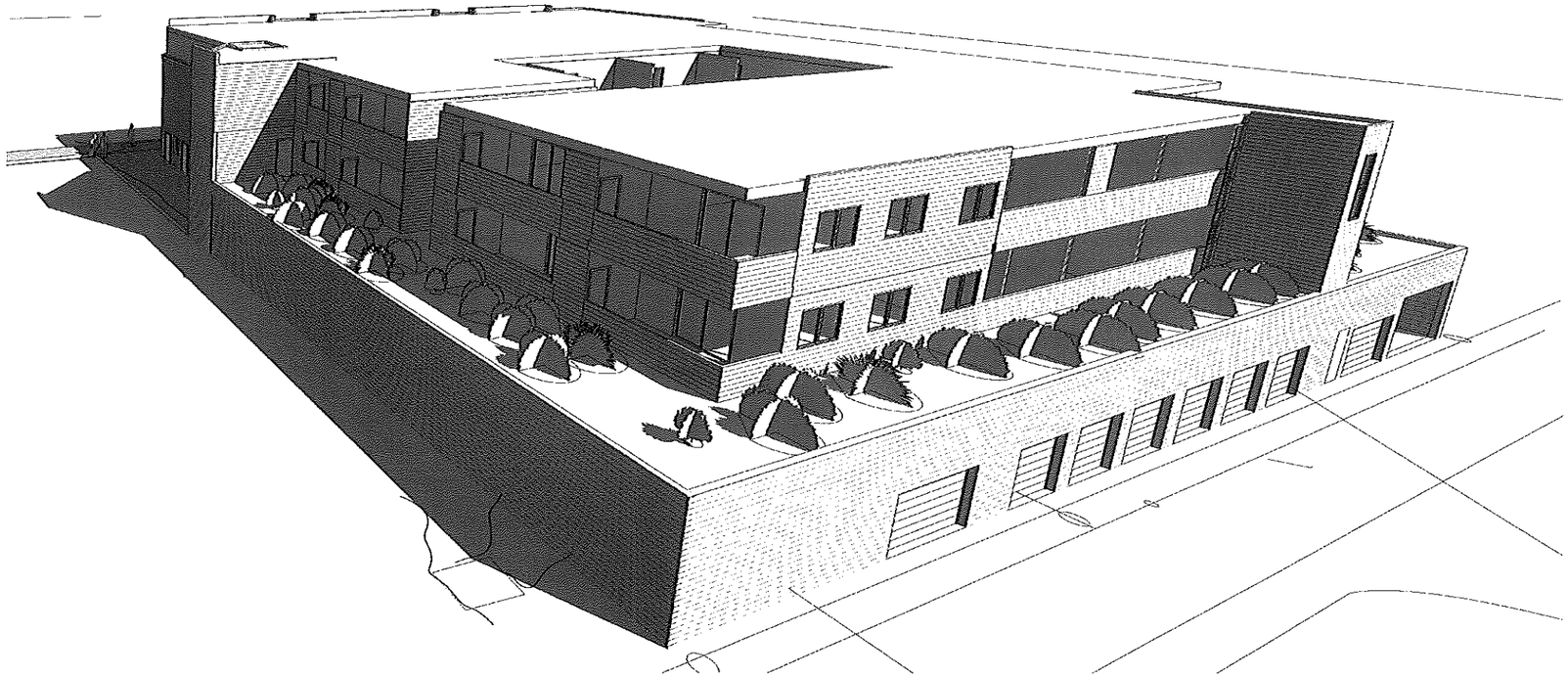
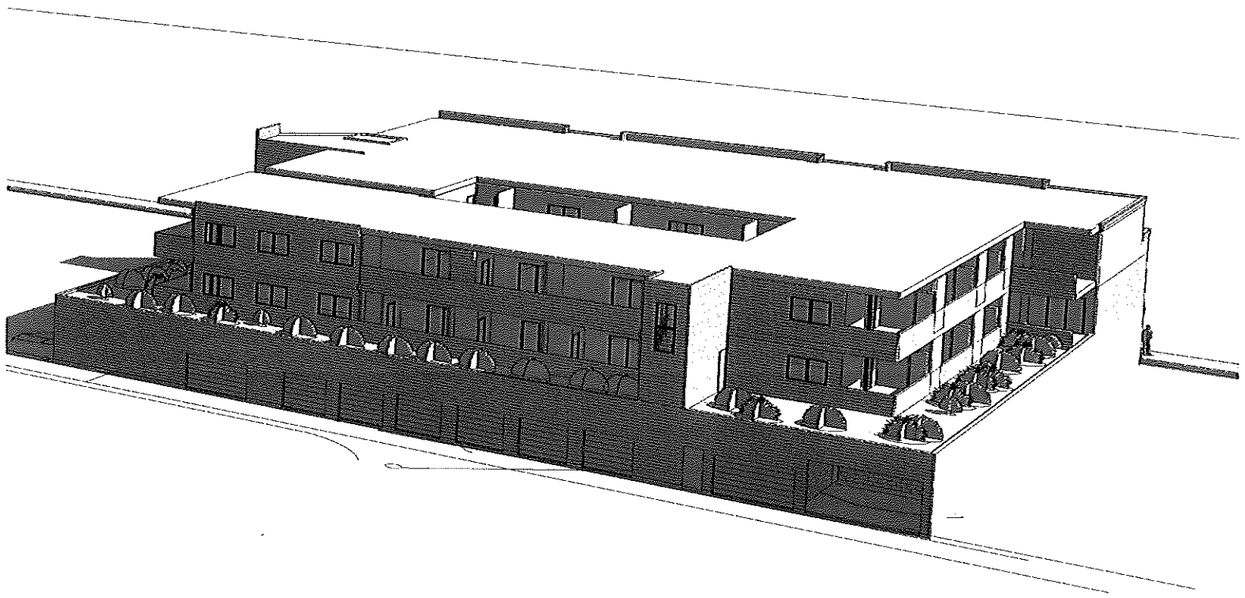
A1.3





Mixed Use

Boardwalk Lofts

824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
PERSPECTIVES	
DATE:	
2.24.17	
DRAWN: Author	CHECKED: Checker

ISSUE RECORD	DATE
Project Status	2.24.17

#	REVISION	DATE

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A2.3

Mixed Use

Boardwalk Lofts

824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
Perspective	
DATE:	
2.24.17	
DRAWN: Author	CHECKED: Checker

ISSUE RECORD	DATE
Project	2.24.17
Status	

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A2.4

Boardwalk Lofts

824 GRAND AVE. GRAND LAKE, CO.

SHEET INDEX

E1.3	Perspective
E1.4	Perspective
E1.7	Unnamed
A1.4	UNIT FLOOR PLANS
A2.2	PERSPECTIVES
A2.3	PERSPECTIVES
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A0.1	2nd Floor Area Plan
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PROJECT PARTICIPANTS

Architect:
Lodestone Design Group
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Contact: Jeff Van Sambeek

Structural Engineer:
Glenn Frank Engineering
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Contact: Jessie Shofinsky, PE

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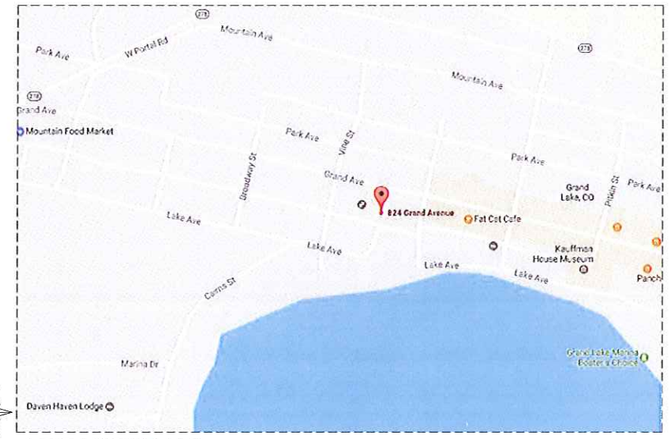
Contact: Jim Kreutzer



LOCATION MAP

Mixed Use
Boardwalk Lofts
824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
COVER SHEET	
DATE:	
2.24.17	
DRAWN:	CHECKED:
Author	Checker
ISSUE RECORD	DATE
Project	2.24.17
Status	

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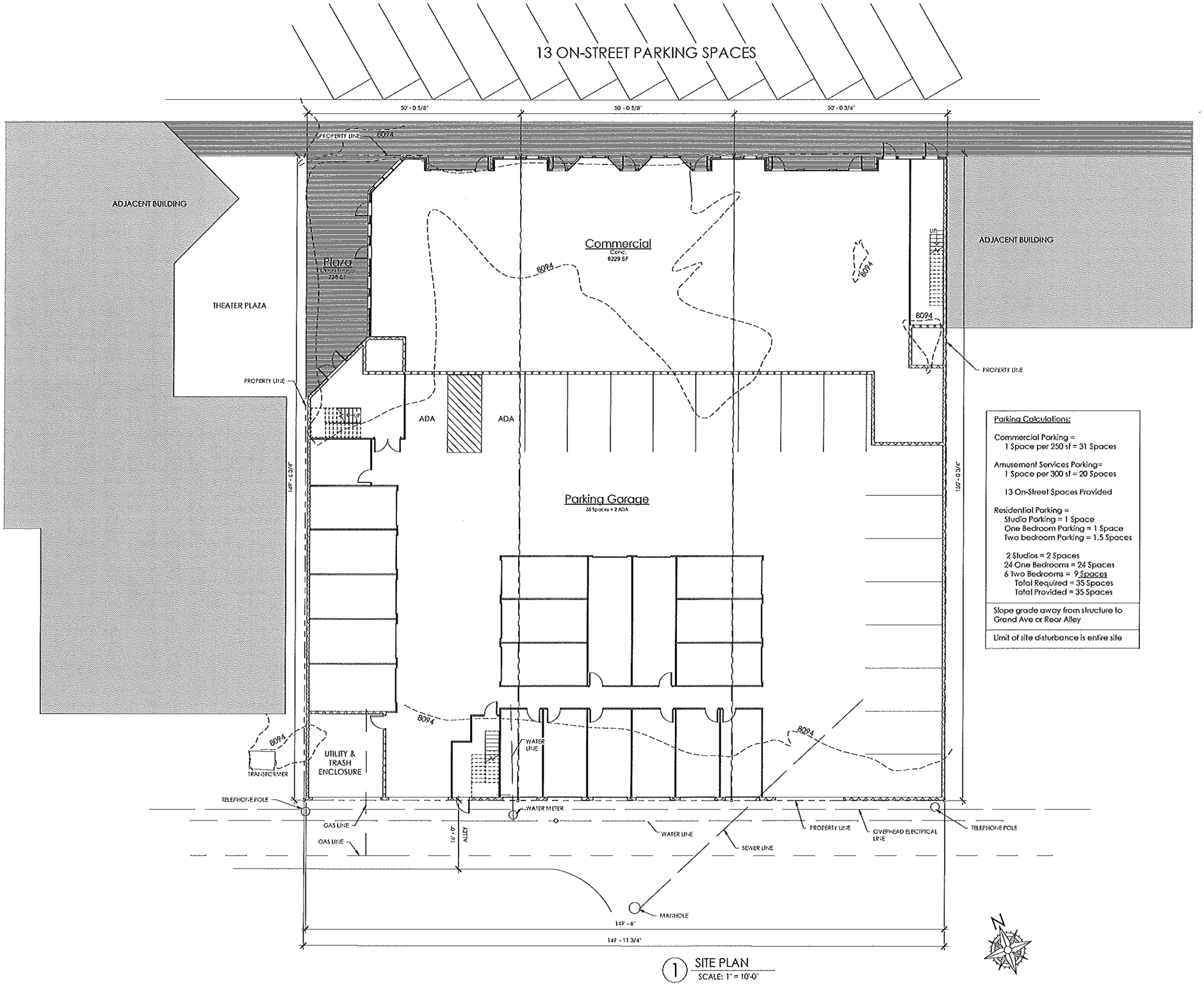
C0.0



1 SITE PLAN
SCALE: 1" = 10'-0"

Parking Calculations:

Commercial Parking =
1 Space per 250 sf = 31 Spaces

Amusement Services Parking=
1 Space per 300 sf = 20 Spaces

13 On-Street Spaces Provided

Residential Parking =
Studio Parking = 1 Space
One Bedroom Parking = 1 Space
Two bedroom Parking = 1.5 Spaces

2 Studios = 2 Spaces
24 One Bedrooms = 24 Spaces
6 Two Bedrooms = 9 Spaces
Total Required = 35 Spaces
Total Provided = 35 Spaces

Slope grade away from structure to Grand Ave or Rear Alley

Limit of site disturbance is entire site

Mixed Use

Boardwalk Lofts

824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
SITE PLAN	
DATE:	2.24.17
DRAWN: Author	CHECKED: Checker
ISSUE RECORD	DATE
Project	2.24.17
Status	

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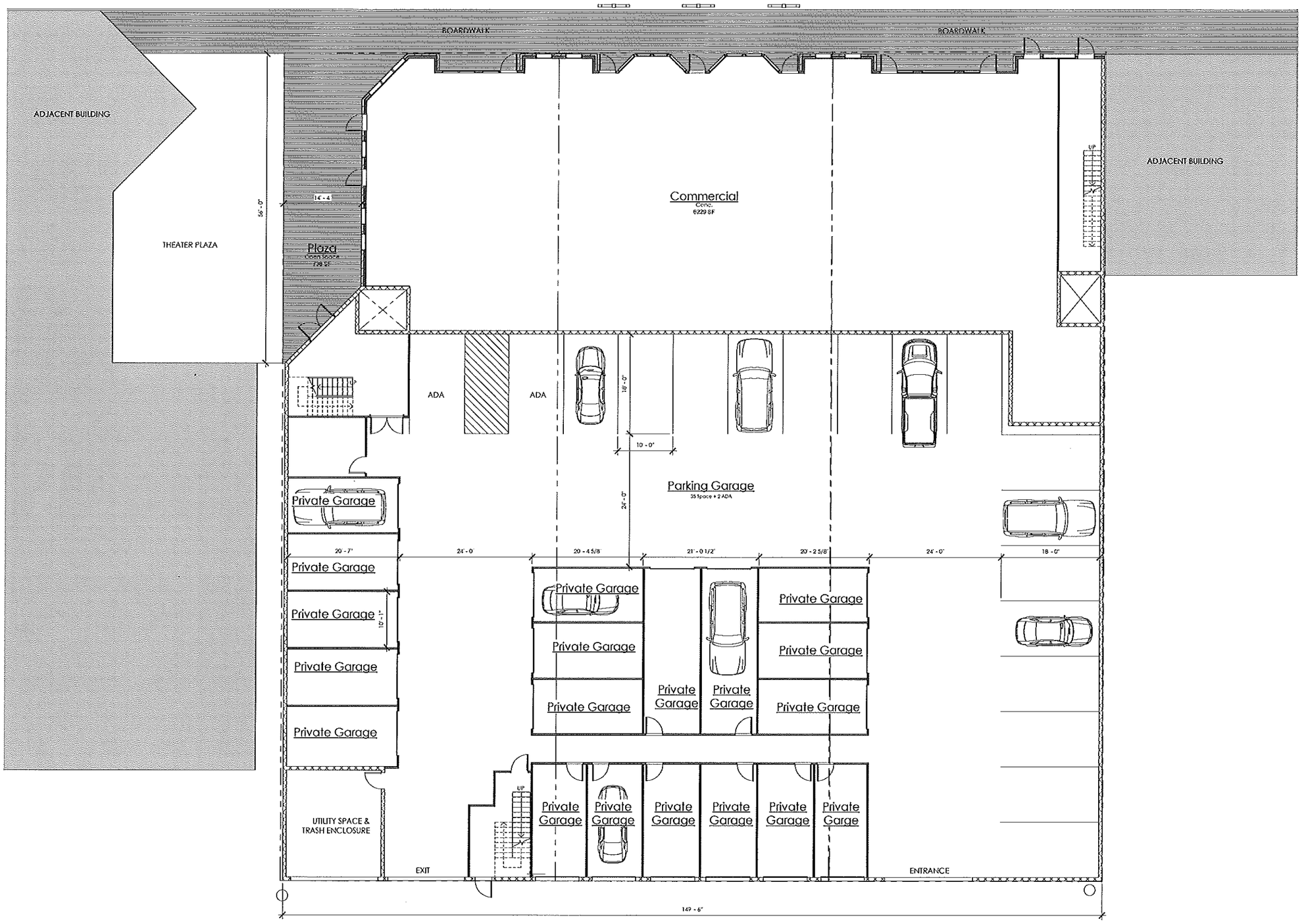
A0-0



1 MAIN LEVEL PLAN
SCALE: 1/8" = 1'-0"

N

Mixed Use
Boardwalk Lofts
824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
MAIN FLOOR PLAN	
DATE:	2.24.17
DRAWN: MP	CHECKED: JVS
ISSUE RECORD	DATE
Project	2.24.17
Status	

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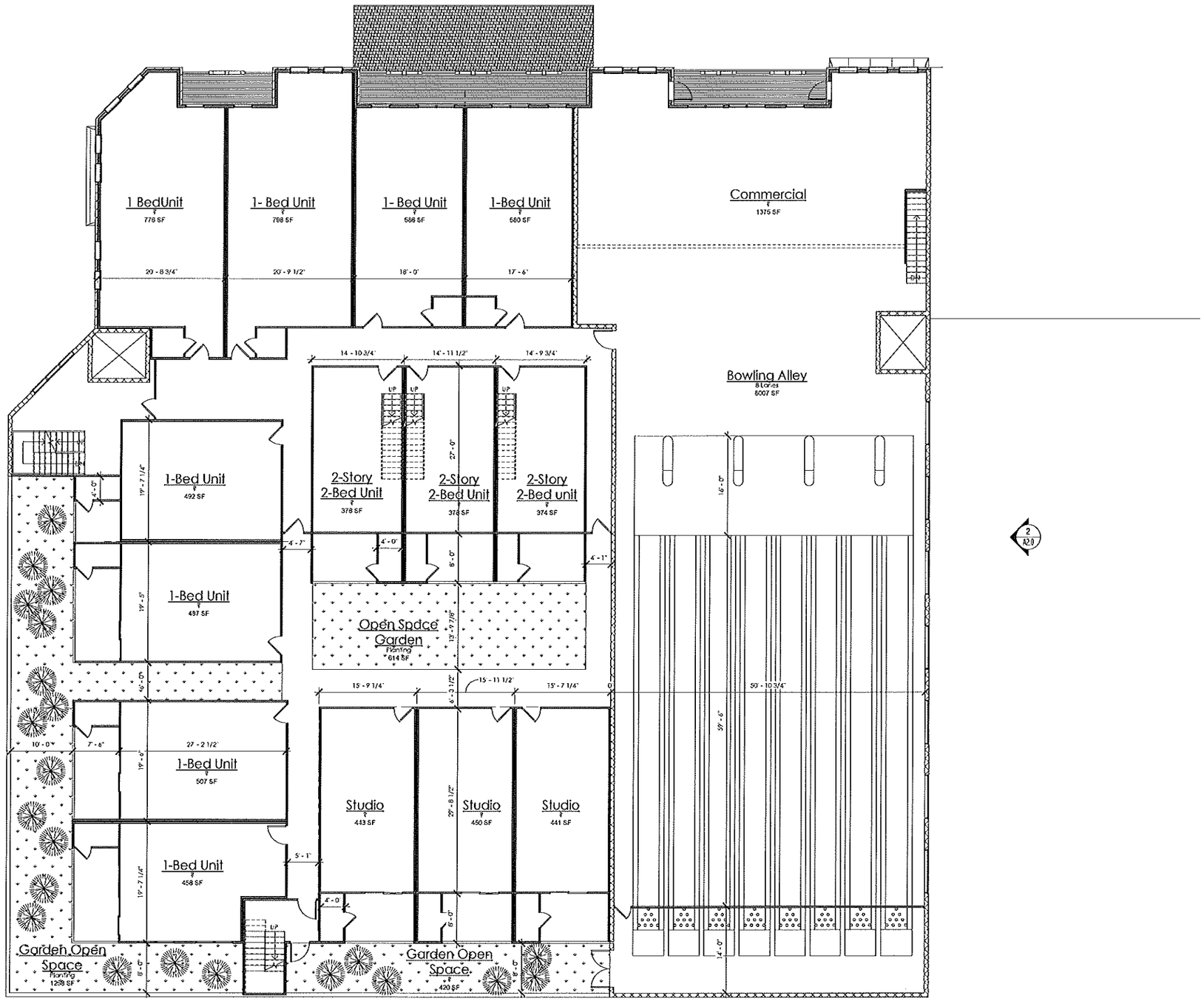
A1.1



1 SECOND LEVEL PLAN
SCALE: 1/8" = 1'-0"

Mixed Use
Boardwalk Lofts
824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
SECOND LEVEL PLAN	
DATE:	2.24.17
DRAWN: Author	CHECKED: Checker
ISSUE RECORD	DATE
Project	2.24.17
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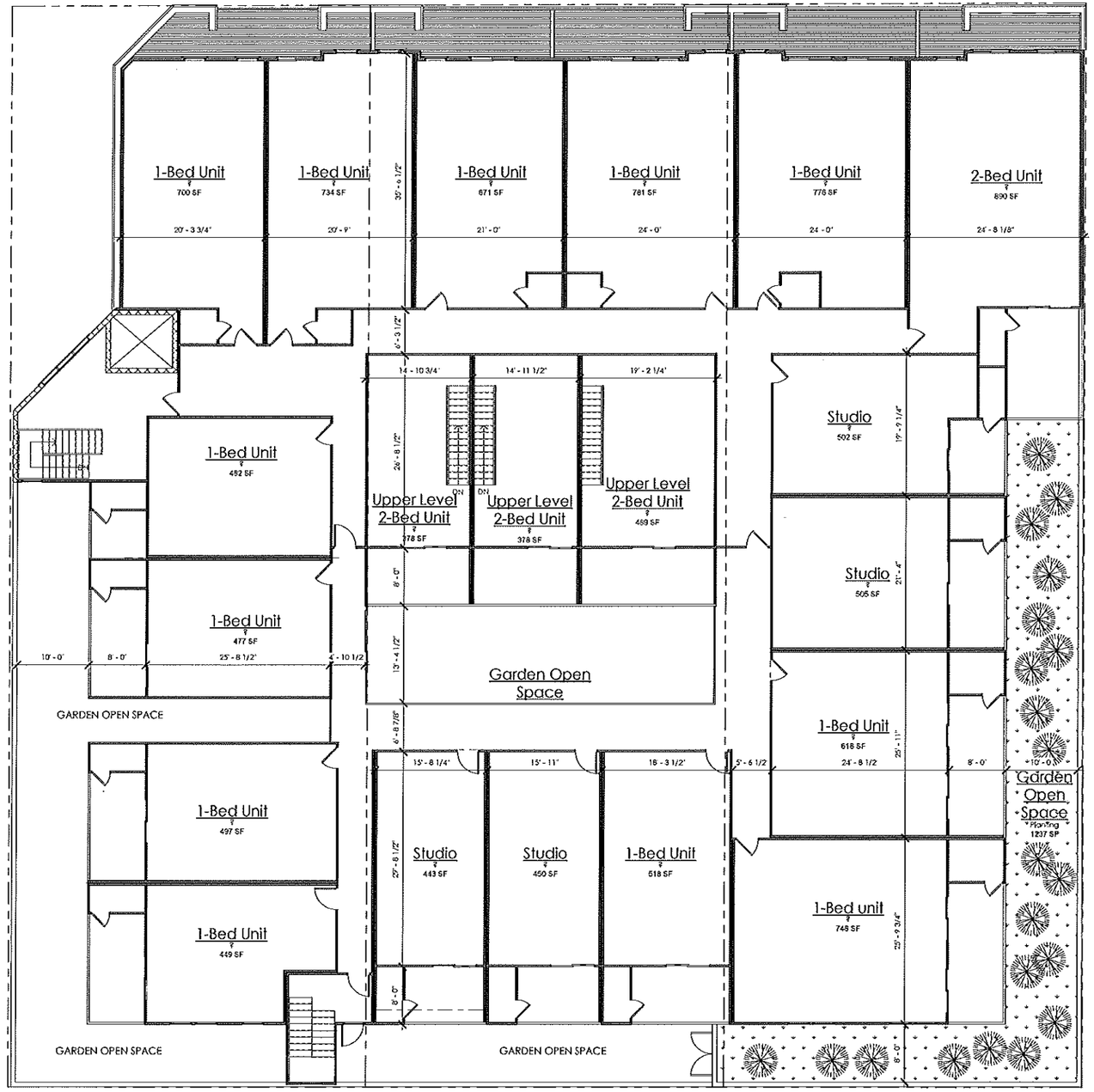
A1.2



1 THIRD LEVEL PLAN
SCALE: 1/8" = 1'-0"

Mixed Use
Boardwalk Lofts
824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
THIRD LEVEL PLAN	
DATE:	
2.24.17	
DRAWN: Author	CHECKED: Checker
ISSUE RECORD	DATE
Project	2.24.17
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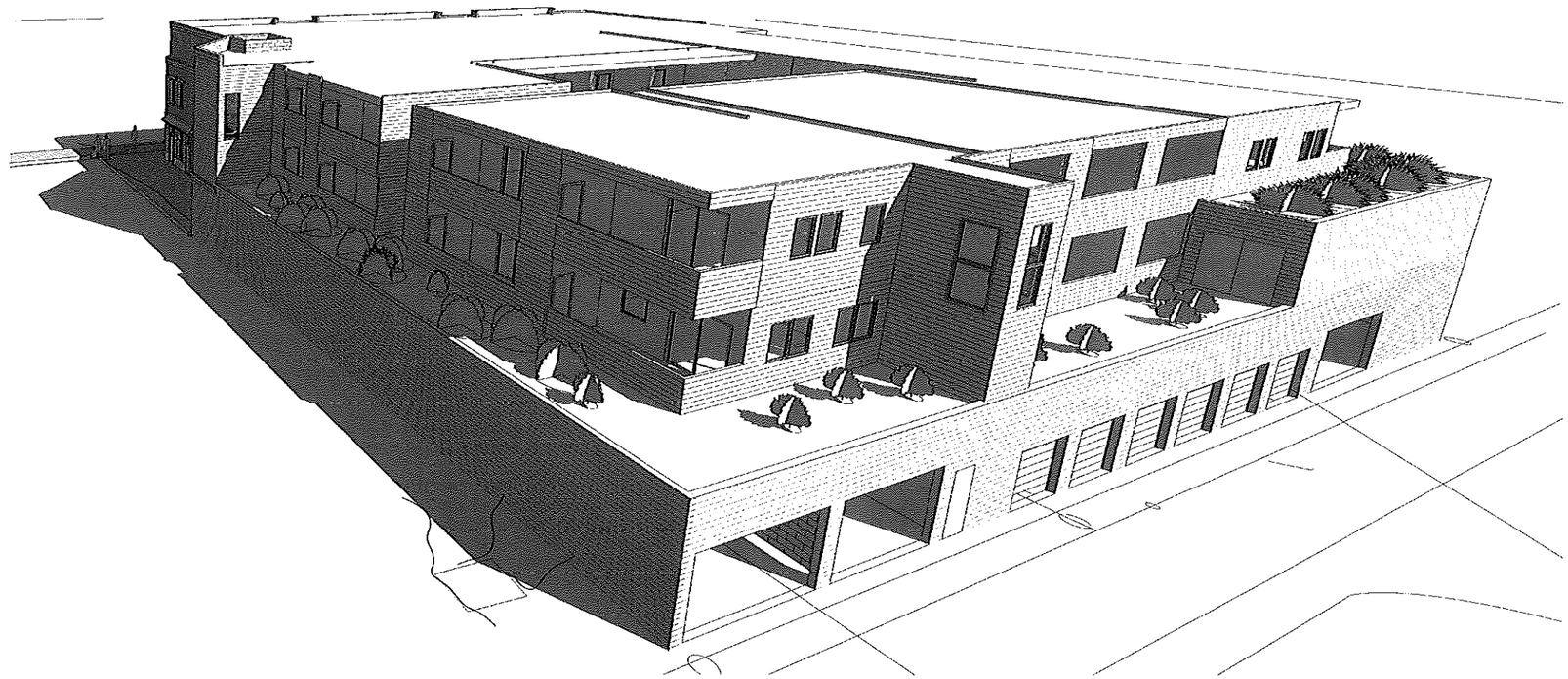
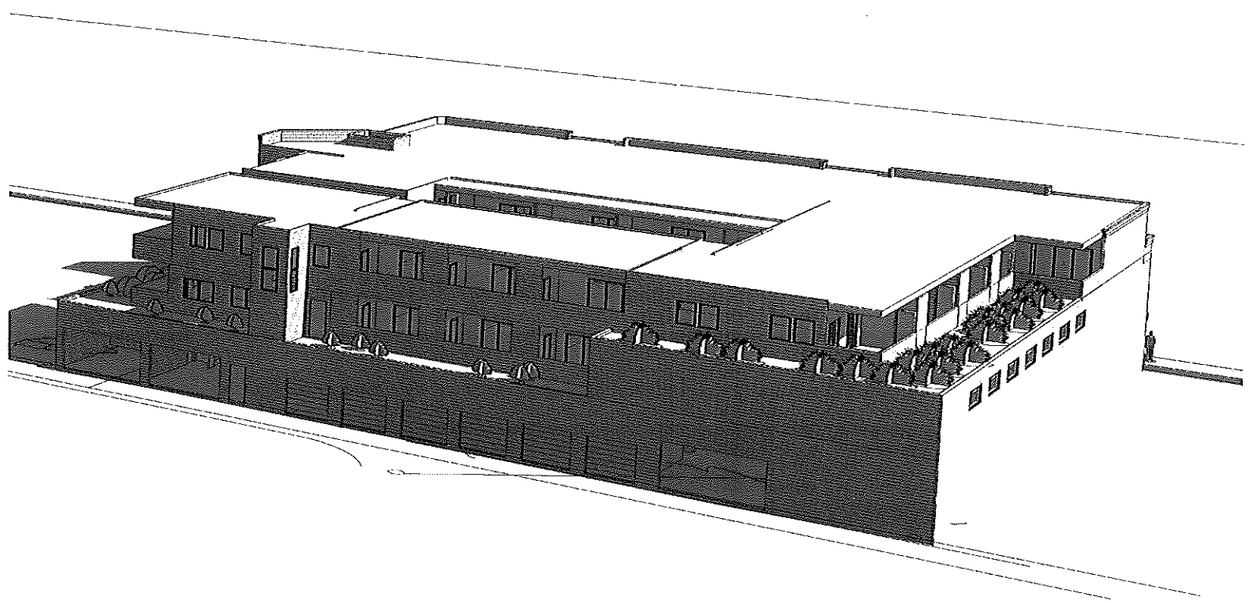
A1.3





Mixed Use

Boardwalk Lofts

824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
PERSPECTIVES	
DATE:	
2.24.17	
DRAWN:	CHECKED:
Author	Checker
ISSUE RECORD	DATE
Project	2.24.17
Status	

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www.LodestoneDesign.com

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A2.3

77

Mixed Use

Boardwalk Lofts

824 Grand Ave.
Grand Lake, CO.

PROJECT #: 16-098	
DRAWING TITLE:	
Perspective	
DATE:	
2.24.17	
DRAWN: Author	CHECKED: Checker

ISSUE RECORD	DATE
Project	2.24.17
Status	

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www.LodestoneDesign.com

LODESTONE DESIGN GROUP

A2.4

Boardwalk Lofts LLC
3220 Arnett St.
Boulder, CO 80304

December 21, 2016

Town of Grand Lake
1026 Park Ave.
Grand Lake, CO 80447

To Whom It May Concern:

We are requesting a variance because of the hardships outlined below.

We cannot meet all requirements including but not limited to:

-required commercial space on first and second levels and minimum commercial standards
-on-site parking
-utility easements
-access corridors
-open space required

The following factors should be considered by the Planning Commission and Town Board of Trustees in determining whether to issue a variance:

(a) We feel that we are compatible with the surrounding area as we will be offering commercial/office/residential space;

(b) We feel that we are in harmony with the character of the neighborhood as we have commercial/office/residential on all four sides of our proposed development;

(c) We feel that we meet the need for the proposed action as we are unable to meet all requirements listed above;

(d) The effect of the proposed action shall have a positive influence on the downtown corridor due to the (work where you live) mentality of the proposal. It also reduces the

burden of increased traffic for the downtown corridor by including residential development within the commercial area;

(e) We meet all the requirements for shape, size, topography, slopes, soils, vegetation, and other physical characteristics as well as maximum height restriction as our development will be less than the 35 foot maximum height limitation;

(f) We feel that this is a well thought out design as we have spent several months in the design process with multiple iterations. The design can always be modified reflecting anyone's personal desires and/or tastes; however, we feel the current proposal reflects the optimal design; and

(g) We feel we have met the vision of the Town's Comprehensive Plan by bringing a mixture of commercial/office/residential while minimizing the amount of traffic to the downtown corridor.

Sincerely,

Hanna Sloan, Manager

Hanna Sloan, Manager
Boardwalk Lofts LLC

Jim White

From: Rita Snock
Sent: Thursday, January 12, 2017 2:28 PM
To: Katie Nicholls; Jim White
Subject: FW: Boardwalk Lofts project

From: Jean Johnston [mailto:JeanJ@mpei.com]
Sent: Thursday, January 12, 2017 1:40 PM
To: Rita Snock
Cc: Joe Biller; Todd A. Clausen
Subject: Boardwalk Lofts project

Dear Jim White,

Mountain Parks Electric, Inc. (MPEI) does not have any objection about a building being built on the old bowling alley property, but MPEI has an existing power line parallel to the south property line and the proposed building violates the National Electric Safety Code. The developer for Boardwalk Lofts has met with MPEI to discuss their proposed building and possible ways to make it meet the electric code. MPEI would like to meet with the Town of Grand Lake to discuss possible re-routes of the existing power line.

Thank you for your consideration. Jean

Jean Johnston
ROW Specialist
Mountain Parks Electric, Inc
PO Box 170
Granby CO 80446
970-887-7065

81

Xcel Energy®

PO Box 528, Granby CO 80446

January 10, 2017

The Town of Grand Lake
Joe Biller/Town Planner
PO Box 99
Grand Lake, CO 80447

RE: Lots 3 – 5, Block 12, 824 Grand Ave., Grand Lake

Dear Mr. Biller,

Public Service Company of Colorado has no concerns to the requested vairances for lots 3 – 5, Block 12, 824 Grand Ave., Grand Lake.

Please note that the local Engineering Department of Xcel Energy (Grand County/Mountain Division) will determine all meter locations. Due to the environment of this area we are requiring all gas meters to be located on an approved gabel on the front 1/3 of the building.

To apply for natural gas relocation or service you will need to contact the Builders Call Line at 1-800-628-2121.

If you have any questions or concerns feel free to call or email.

Sincerely,

Kathleen Jacoby

Kathleen Jacoby
Xcel Energy/Design Planner
970-262-4055

Jim White

From: Mike Long [mlong@grandlakefire.org]
Sent: Friday, January 13, 2017 3:52 PM
To: Jim White
Cc: marntson@grandlakefire.org; Mike Long
Subject: Broadway Lofts Plan Review

Jim-

Thank you for the opportunity to review plans with you and the developer.

Fire department concerns / input are as follows:

Adequate egress for occupants
Adequate access for firefighters
Fully sprinklered
Fully monitored for fire / water flow
Standpipe system with discharges within 100' of all areas Knox box access FDC supporting standpipe and sprinkler easily accessed from Grand Ave Alarm horn and strobe co-located with FDC and Knoxbox access.
Adequate signage to utility shut offs, alarm panel, sprinkler control

Jim, please know we are open to discussing options to meet the goals noted above. I'll be back in the office on Wed, Jan 18 for any additional details.

Regards,

Mike Long
GLFPD

Sent from my iPad

83

ROCKY MOUNTAIN REPERTORY THEATRE

Colorado's Premier Summer Musical Company

Dear Jim,

January 16, 2017

I'm writing to you today to share with you our excitement about your proposed development, considering that we will be your closest neighbor to the west upon completion of the project. I enjoyed our initial contact and conversation, and I want to let you know that all of us at the Rocky Mountain Repertory Theatre are very open to your plans and ideas. We are very encouraged at the prospect of this development next to our property.

As you'll note from our conversation, I shared with you some questions and concerns, and I was encouraged with your willingness to hear me and our concerns.

As you know, we have our main season during the construction season that you're proposing. While most of our performances and events are during evening hours—after normal construction hours—we do have a number of matinee events. I'm happy that you're willing and able to work with us, staying aware of our daytime events and curbing construction noise as needed to ensure that our patrons' experience isn't adversely affected. I'm happy, too, that you're determined to keep a neat, attractive construction fence and border—possibly adding banners with our logo and show information—considering that our patio and main entrance will have construction fencing all season.

We also spoke about the plans for the building. Our patio and main entrance will be very different upon completion of the Boardwalk Lanes & Lofts. We're very interested in keeping a beautiful space, and realize that the wall that will be built to our East will greatly affect the space where our patrons enter and exit. I am encouraged that you are willing to help us keep an aesthetically pleasing space, and are open to discussing ways to beautify our space, which ultimately beautifies yours as well. We also talked about the placement of the kitchen, on the second floor in your current plans, and the potential for kitchen exhaust to be vented into our patio. I'm happy that you're now considering alterations to your plans to avoid that happening.

Ultimately, we believe this is a welcomed development, and will be beneficial to our town. We look forward to making this a success for the community.

Please feel free to call on me if there is any way I can help us become and remain good neighbors.

Sincerely yours,

Michael Querio

Executive Artistic Director

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Email: admin@rockymountainrep.com
PO Box 1682 Grand Lake, CO 80447-1682
Phone: (970) 627-5087
Website: RockyMountainRep.com
501 (c)(3) Nonprofit Organization
Fax: (970) 627-8173

Katie Nicholls

From: Rita Snock
Sent: Wednesday, February 22, 2017 12:18 PM
To: Public Works; Erin Ackerman; Erin ORourke; Jim White; Katie Nicholls
Subject: FW: TOWN OF GRAND LAKE BOARD OF TRUSTEES AND THE TOWN STAFF REGARDING BOARDWALK LANES AND LOFT PROJECT

From: Lindsay Jaquith [mailto:ljaquith@reliancefirstcapital.com]
Sent: Wednesday, February 22, 2017 12:16 PM
To: Rita Snock
Subject: TOWN OF GRAND LAKE BOARD OF TRUSTEES AND THE TOWN STAFF REGARDING BOARDWALK LANES AND LOFT PROJECT

To whom it may concern:

My family's cabin at 846 Lake Ave. is fondly named Sunshine Cottage. My great-great-great grandfather, W. H. Hoffstot, sold his sunshine lamp company to the Coleman company in the early 1920's. He named our cabin Sunshine Cottage in honor of his innovative company, and in honor of the Colorado sunshine that shines through its old windows. I wonder if he knew back then, what a blessing his little mountain cabin would be to so many people who call it their own.

The back of Sunshine Cottage has faced the bowling alley since I can remember. When standing on the top of the hill on our property, there is a beautiful view of the mountain tree line with the bowling alley and town below. When you are upstairs in the bedrooms of our cabin, you can catch a glimpse of the Grand Lake Lodge high above.

As much as I want to show the entire world our little piece of heaven in the Rockies, I also long to keep it sacred. I know how important tourism is to small town like Grand Lake, but I selfishly wish no one else will ever discover it. Or at least I wish they would discover it as I have seen it over the past 27 years.

My wish is for the condominium plans to be refigured. Not only will these building be practically in our backyard blocking that view of the tree line and the lodge, but I worry about the traffic, trash maintenance, parking, visitors on private property, and the wildlife.

Since our cabin is so close to the lake and these new buildings, I fear that our property will be used as a shortcut to the lake. I also worry about residents not understanding the importance of cleaning up after themselves and leaving things out for bears and other critters to get into.

Nothing will ever ruin my feelings for Sunshine Cottage and Grand Lake in general. But I do not think I will ever be able to understand or come to terms with staring at the backside of a huge building while watching the humming birds play on the back porch. I wish for the plans to be relocated in an area that will not obstruct anyone's views of these beautiful mountain pines.

Thank you for your time,

Lindsay Jaquith

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Dear Town of Grand Lake Board of Trustees and Staff:

I am writing concerning the proposed Boardwalk Lofts.

I have been a part-time resident of Grand Lake for 50 years, and am very concerned and disappointed by this proposal. Our property sits directly across the street, at 842 Lake Avenue. The prospect of having this massive building, running lot line to lot line, is very discouraging. Its sheer size makes it not at all in harmony with this unique, quaint, western looking town. This high density project is much better suited for the outskirts of town, where its size doesn't adversely affect surrounding residences, and accommodations for adequate parking and open space can be made. I want to be clear that I am not anti-growth, but I'm most definitely pro responsible growth.

The requested 20+ parking space variance is truly unbelievable. To expect local residential streets to absorb 20+ cars needing parking spaces is unrealistic and dangerous. Lake Avenue is a residential mountain street. It is a relatively narrow, curvy road, without sidewalks, where every day many people walk, run and ride bikes. It is not conducive to having cars parking along its' unfinished, narrow shoulders. This development would turn this important, scenic, Grand Lake artery, into a crowded parking lot.

Furthermore, to build this type of condominium complex, directly adjacent to residential property is irresponsible and thoughtless. Again, Lake Avenue is a residential street, it is not a desirable location for nightly/weekly/or monthly rentals. As everyone knows, living next door to a rental complex is not the same as living next door to a single family residence. The crowding and noise in this small area would completely change the feel of this quiet street. A development with this high density housing needs to be on the outskirts of town. A smaller scale, retail development, without the housing units, would be much better suited for this location. But again, there needs to be consideration for adequate parking, and a concerted effort to keep its design in harmony with the town.

Additionally, I am concerned with the utilities. My understanding is that the substantial utility work needed, will be moved across the street to our location. When you consider this, with the prospect of a multitude of cars lining the streets and noise from the condominium complexes, I'm sure you can all understand why we do not want this proposal to be accepted.

Last but not least, I am concerned that a proposal of this magnitude is being decided, while the board is short 2 members. The Boardwalk Lofts proposal is a significant change for this town, and making a decision without a full board and without a permanent town planner in place is dangerous.

I have absolutely loved and feel so fortunate to have spent 50 years in this beautiful mountain town. My family has owned this property for 100 years, 6 generations, making ours one of the oldest families there. This does not make us more important, but hopefully it gives some insight into how much we value, not only our cabin and property, but the Town of Grand Lake. Over the course of my lifetime, I've heard from many people how much they love Grand Lake and why they love it. They love it because it's

not like the 1-70 corridor ski towns. It's obviously in a beautiful setting, but what really sets it apart is its old west feel. I believe if you honestly ask yourself what makes Grand Lake special, it's this. Lots of mountain towns have beautiful scenery, several have beautiful lakes, none have the old time, boardwalk appeal that our town has. If we try to make this community look like the ski towns we are all familiar with, we will lose our draw. We want growth for our businesses and the health of our town, but this project, as it is proposed, will not bring growth. It will begin the deterioration of our unique historic town. My solution is to at the very least, not allow the units on the 2nd and 3rd floors of this complex. New retail space, built with the old west feel and providing adequate parking would be an asset; this proposal as it stands is not.

As Town Trustees, the town's people put their faith and trust in you to make responsible, appropriate decisions for them and their town. It can be easy to minimize the gravity of this responsibility, by a developer promising big new things, but big isn't always better. The development of this town needs to be responsible to maintain the charm and character that makes Grand Lake the place we love.

I thank you greatly for your thoughtful consideration of my concerns and proposals.

Sincerely,

Jill Shaffer Carrier

Katie Nicholls

From: Rita Snock
Sent: Thursday, February 23, 2017 8:33 AM
To: Public Works; Erin Ackerman; Erin ORourke; Jim White; Katie Nicholls
Subject: FW: Concerns for the Boardwalk Lofts Project

From: jcarrier45@gmail.com [mailto:jcarrier45@gmail.com]
Sent: Wednesday, February 22, 2017 9:29 PM
To: Rita Snock
Subject: Concerns for the Boardwalk Lofts Project

Dear members of the Town of Grand Lake Board of Trustees and Staff,

My name is Joshua Carrier and I am writing this letter to voice my opposition to the construction of the proposed Boardwalk Lofts Project. This project, I fear, will result in several inconveniences for local residents, and will result in the obstruction of views for Lake Avenue residents.

My first and foremost concern is the building's height, which will almost certainly block the views to the north for current residents of the south side of Lake Avenue. This obstruction of views will likely reduce property values for these long-time residents of the lake. In addition, the design sketches for the building show south-facing rooftop balconies for residents of the Boardwalk Project. This would compromise the personal privacy of both the existing residents of Lake Avenue and the residents of the lofts, as several of the standing Lake Avenue properties sit elevated on a hill that would look directly into these rooftop balconies.

These design plans also seem to suggest a massive parking problem for the Lofts Project that could affect the whole of Lake Avenue. Parking calculations provided by the Lodestone Design Group show that the Lofts Project itself should have 37 parking spaces minimum to accommodate for the building's occupants and customers. This is not including the 13 spaces provided by the town for street-side parking. In the plans for the Main Level of the Lofts Project, there appear to be only 16 useable parking spaces not provided by the town. This leaves 21 of the necessary parking spaces absent from designs. This lack of parking for the Lofts Project will create a parking overflow problem on Lake Avenue, a street already overwhelmed with traffic and parked cars on holidays. The Lofts Project's lack of parking would only exacerbate this issue, creating a serious danger for people walking and biking along Lake Ave.

The design also concerns me for the necessary re-routing of power lines along Lake Ave. Power lines currently run along the north side of Lake Ave., and the construction of the Lofts Project would necessitate that these lines be moved. Lines would likely be moved to the south side of Lake Ave, further driving down property values for the residents of Lake Ave's south side. This drop in property values, combined with that created by the obscuring of northerly views by the Lofts, would serve as a massive blow to the residents of Lake Avenue.

In conclusion, I hope that you, the Board of Trustees and Staff, will be kind enough to consider my concerns for the residents of Lake Ave, and that you will do your best to address them. Thank you for your time and all the best.

Sincerely,
Joshua R. Carrier

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Katie Nicholls

From: Rita Snock
Sent: Thursday, February 23, 2017 11:55 AM
To: Katie Nicholls
Cc: Jim White
Subject: FW: BOardwalk Lanes And Lofts

-----Original Message-----
From: Gay Shaffer [mailto:gay.shaffer@yahoo.com]
Sent: Thursday, February 23, 2017 11:23 AM
To: Rita Snock
Subject: BOardwalk Lanes And Lofts

To the Grand Lake Mayor and Board of Trustees

I am contacting you as a 53 year resident of Grand Lake and a 21 year member of your Planning Commission. Having owned a resort on Shadow Mountain Lake for 17 years I had so many people rave about our small mountain town, the uniqueness of the boardwalk, unobstructed views of the mountains, and the old western look of the town. I am very concerned about the Lanes and Lofts project.

My concerns are the height that will "close-in" the feel of openness on our Main Street, Grand Avenue. Also I believe the Subdivision Regulations do a very good job of spelling out the requirements for a project like this and should be adhered to without variances, such as the towns parking, open space, density and others.

Please consider all aspects of the project. All the pluses and more importantly the negatives, as these too will impact the town forever. This building does not conform to the appearance or unique atmosphere of Grand Lake.

Thank you for your consideration,

Marvin

L. Fischer

Sent from my iPad

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To: Town of Grand Lake Trustees and Town Staff

From: Dave Shaffer

RE: The Boardwalk Lofts and Lanes Proposal

Town of Grand Lake Trustees and Town Staff;

As a native of Colorado and a long time visitor of Grand Lake, I'm concerned with this proposed development and the growth or "progress" Grand Lake has seen over the last few years. Grand Lake has been a quaint mountain town for decades, which has been the attraction for visitors.

My family has owned a summer cabin on the lake for nearly 100 years and I've been visiting this wonderful town for 54 of those years. The town has seen many changes during this time, some good and some not so good, but ultimately it's been viewed as "progress". This "progress" has been experienced throughout the state and I would guess that most native Coloradoans would agree that it hasn't always been the betterment of the state. As an example, simply look at the traffic issues on I-70 every weekend. Change is inevitable, but it doesn't have to equate to "progress".

I understand that in our capitalistic society it's all about making a buck, and that's exactly what the developer's ambition is, build, sell, move on. This mentality does not sit well with me, as the community members are left to deal with many negatives such as traffic congestion, parking issues, trash, noise, high density housing and possibly most importantly distracting from the beauty of nature and the views that will be eliminated by a multi-story complex.

This proposed development may generate revenue for the town of Grand Lake, but in the long run, revenue can also be generated through tourism and maintaining the quaintness of this mountain community. My hope is that the members of the Trustees have a long term vision for Grand Lake and that it includes preserving the beauty of the area, the quaint mountain town feel and that generating money isn't the priority.

On a personal note, this project happens to be planned directly adjacent to our family's property so we will be negatively impacted by this proposed project. We will be left to deal with the traffic congestion on Lake Ave., we will be impacted by parking with the volume of cars and limited supply of parking proposed, noise will increase dramatically, trash and litter will be significantly increased, views of the surrounding mountains will be impeded, and foot traffic in and through our property will inevitable. I realize that we are just one property owner, I hope that the Trustees take our concerns seriously and recognize that our way of life in Grand Lake is equally as important as anyone else's.

Thank you for your time and I hope that the Trustees recognize that "progress", in the case, won't improve the quality of Grand Lake!

Respectfully,

Dave & Mary Shaffer

Katie Nicholls

From: Rita Snock
Sent: Thursday, February 23, 2017 1:52 PM
To: Jim White; Katie Nicholls
Subject: FW: Boardwalk Lofts and Lanes Proposal

From: Sarah Jaquith [mailto:sarahmjaquith@gmail.com]
Sent: Thursday, February 23, 2017 12:36 PM
To: Rita Snock
Subject: Boardwalk Lofts and Lanes Proposal

To the Town Trustees, Town Staff and Planning Commission,

I am writing to express my opposition and concern regarding the Boardwalk Lofts project at 824 Grand Avenue. I am the fifth generation of a family who has deep and meaningful roots in the town of Grand Lake, and have called 842 Lake Avenue "home" for over 30 years.

My concerns for the Boardwalk Lofts project include the idea that a large population of residents in a fairly small area have to ability to produce an unwanted amount of garbage, noise and light pollution. I worry that this structure will distract from the natural beauty of this town and hinder the "open spaces" feel and beautiful views of this part of the neighborhood, not to mention the aesthetic of it will take away from the charm of the town that we all love and find special. I also can envision that the proposed project's parking structure and the associated transportation burdens would cause an enormous increase in traffic on both Lake and Grand Avenue, which is already experiencing bottlenecking and traffic issues. I think that these specific issues can have a serious impact on tourism and public safety.

It is my wish that you take into consideration my opposition and come to an agreement on the most appropriate site for this project, somewhere that is a better fit for a multi-unit structure. Please feel free to contact me by phone or email if you have any questions. Thank you for your time, consideration and your dedication to keeping Grand Lake the best town in Colorado!

Sincerely,

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Sarah M. Jaquith

(440)570-8237

Katie Nicholls

From: Rita Snock
Sent: Thursday, February 23, 2017 2:29 PM
To: Jim White; Katie Nicholls
Subject: FW: Lofts & next Board Meeting

From: Judy Capra [mailto:jcapra@q.com]
Sent: Thursday, February 23, 2017 2:28 PM
To: Grand County Clerk; Rita Snock
Subject: Lofts & next Board Meeting

I have written a letter to the Board about concerns regarding the Lofts project.

To: Mayor Jim Peterson, Board of Trustees, & Town Employees February 23, 2017

First: **Thank you** for ***not*** passing the requested variances at the meeting two weeks ago.

Now: **The Boardwalk Lofts must *not* be allowed to proceed in the current form.**

The more I look at the plans, the more problems I foresee, if I listed all of my concerns it would make this so lengthy that no one would read it.

This project **will offend** a good many people, property owners as well as tourists. Over the years, I have participated in two master planning processes and most recently, in the streetscape design plans. **Three main messages** have come through in each of these meetings:

1. **Protect the town's natural features.** What would Grand Lake be without the Lake and the views of Baldy and Shadow Mountain? Visibility of these features must be considered in every decision. The scenery is a priority; a building must not dominate it.

2. **Identify and protect the "feeling" of the town.** People are adamant about not wanting to be like other mountain tourist towns. Grand Lake is not Vail or Breckenridge or any of the others, and wants to maintain its 'feeling.' Trying to pin down just what this means has always taken time. I have kept lists from the sessions I've attended and two elements are agreed upon by everyone. (There are others, but this is enough for now.)

   - ***Size:*** Grand Lake is a small town in a small space; keep buildings small so they don't overwhelm the rest of the town and/or the natural features.
   - Use ***materials*** that fit the area. Logs, granite rocks, slab siding, wood ... these are all good. Bricks, sandstone, flagstone ... none of these belong in Grand Lake. (Bill McCook's two-story brick building on the SW corner of Ellsworth & Grand Ave. is still considered an eyesore – and it's been there 20 years.)

3. **Parking must always be addressed.** Other people have met the parking requirements, it's not fair to them if these developers can pay off their responsibility.

It's **not the town's responsibility** to pass a developer's plans; it's **the developer's responsibility** to meet the vision of the town as described in the regs. (A local architect would have been more likely to come up with an acceptable plan.) From what I see and hear, these developers are acting like bullies (while pretending to be nice guys) and pressuring the town to do what they want. If anything, ***we should dig in our heels, not concede.*** Tell them to downsize the project!!!

"Outsiders" shouldn't be able to come in and do what they want because of the dollars in their fists. Reputable developers and architects realize that regulations are there for a reason. It's **mean-spirited** to plan a development that maxes out the size of the

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building but ignores the aspects that are important to the community – open space, parking, utility placement ... these things don't bring dollars to developers, so of course they want to ignore them.

This is NOT only a controversial project, it is also **irreversible.** It would change the image of Grand Lake. And change it for the worse. (It also sets dangerous precedents.)

GL's Challenge: Not to be overrun by growth enthusiasts. As the population of Colorado increases, there will be pressure to grow. BUT ***the wrong kind of growth will destroy what makes Grand Lake grand.***

The ***variances must be denied*** (no, it's not too late); they are being requested so the developer can build something bigger and make more money. Granting the variances would be violating the public trust. Most developers would like to ignore open space requirements. But wouldn't that be awful? Grand Lake would cease feeling like a mountain town, let alone a town that is a Gateway to Rocky Mountain National Park.

I sincerely hope that as decision makers, you will think of the ***long term consequences*** that could result from this development request. It takes wisdom to anticipate a wide range the possible negative outcomes. But in this case, it's essential.

Thank you for considering our concerns. Judy Capra 303-422-4662

Sue & Ed Capra 303-422-1973

Why wasn't there anything about this in the *Middle Park Times*? I also checked the *Sky-Hi News* website and, after several searches, did not find anything about this project there either.

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Katie Nicholls

From: Rita Snock
Sent: Friday, February 24, 2017 8:11 AM
To: Katie Nicholls
Cc: Jim White
Subject: FW: The Boardwalk Lofts and Lanes Proposal

-----Original Message-----
From: ken hadick [mailto:kehacks@yahoo.com]
Sent: Thursday, February 23, 2017 6:50 PM
To: Rita Snock
Subject: The Boardwalk Lofts and Lanes Proposal

I'm writing this to you in regards to the new project at Grandlake. Grandlake has always been a place off the grid where you can bring your family to relax and enjoy the wilderness and nature. I think that you maybe rushing into this decision for only the money aspect. The main reason people buy property at Grandlake like Tim Allen is to get away from the hustle and bustle of all the people in Denver. To continue to bring the right type of people to the town needs some thought. What do you what Grandlake to be like in 50 years and what type of people. I hope you all think long and hard on what type of clientele you want living there.

Ken Hadick
5210 Lake Pine Circle
Brunswick OH 44212

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Katie Nicholls

From: Rita Snock
Sent: Friday, February 24, 2017 8:18 AM
To: Katie Nicholls
Cc: Jim White
Subject: FW: Boardwalk Lanes and Lofts

From: Gay Shaffer [mailto:gay.shaffer@yahoo.com]
Sent: Friday, February 24, 2017 8:18 AM
To: Rita Snock
Subject: Fwd: Boardwalk Lanes and Lofts

Sent from my iPad

Begin forwarded message:

> **From:** Gay Shaffer <gay.shaffer@yahoo.com>
> **Date:** February 23, 2017 at 4:21:12 PM MST
> **To:** town@townofgrandlake.com
> **Subject: Boardwalk Lanes and Lofts**
>
> To Grand Lake Mayor Peterson, Town Trustees, and Town Staff
>
> Open Space is Essential for every project in Grand Lake.
> Parking, Traffic Concerns and Safety are Essential to every project in Grand Lake.
> All Regulations are essential to every project in Grand Lake.
>
> A project developer obtains, then reads, regulations. He then directs his architect to draw plans for that property to meet the towns regulations and requirements!!!
>
> Trustees are viewed for the town like parents are viewed for children.
> One major responsibility--enforce the rules, explained and spelled out to children.
> Child complains, "I know that, but I don't want to....."
> Trustee or Parent says, but you must, those are the rules!
> They do not say,"Forget the rules that were made for your welfare. Just give us money from your piggy bank and we'll forget the consequences for you and for your future."
> Trustees and Parents fulfill their difficult roles of protecting and enforcing!
>
> Look around at the businesses here, many locally owned and operated. Most have worked to maintain that rustic, western flavor. They are also the most frequented,well-liked,successful, and long-lived businesses!
>
> They have not become that way by making change for the sake of change, or simply believing bigger is bound to be better. They have looked, listened, and learned. Seeking to garner the Grand Lake visitor by incorporating what they've developed, in conjunction with that mountain rustic, old western feel that is truly Grand Lake!

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With tremendously huge modifications or a redesign this project could be an attribute to this mountain treasure, Grand Lake. There are certainly features inside that the town could benefit from -if the developer listens and if the town will speak!

Gay Caldwell Shaffer
842 Lake Avenue
Grand Lake, colorado

Sent from my iPad

TOWN OF GRAND LAKE

To: Mayor Peterson and Board of Trustees

From: Erin Ackerman, Town Treasurer

Date: February 27, 2017

Re: Defer water rate increase for 2017

During budget talks last year, the Board of Trustees decided to defer the 6% annual increase that would begin April 1, 2017 and continue through March 31, 2018. This action will postpone the last scheduled increase from April 1, 2019 to April 1, 2020.

Staff recommends the Board adopt Resolution No. XX-2017, a Resolution Opting Out of the Town of Grand Lake Water Enterprise Fund Water Usage Fee Increase Established by Resolution No. 8-2008, for the Year 2017 Only.

Town of Grand Lake
Resolution No. XX-2017

A RESOLUTION OPTING OUT OF THE TOWN OF GRAND LAKE WATER ENTERPRISE FUND WATER USAGE FEE INCREASE ESTABLISHED BY RESOLUTION NO. 8-2008, FOR THE YEAR 2017 ONLY

WHEREAS, under the provisions of Ordinance No. 1-1988, the Board of Trustees of the Town of Grand Lake is empowered to establish rates, fees, charges, and penalties for the Water Department, now known as the Water Enterprise Fund; and

WHEREAS, the Board of Trustees recognized the need to accumulate sufficient funds to maintain and improve the Town's water system for the benefit of future water system users; and

WHEREAS, the Board of Trustees contracted with Raftelis Financial Consultants, Inc. for a Water Rate Study of operational and capital needs of the Water Enterprise Fund, has reviewed the analysis prepared by Raftelis Financial Consultants, Inc. in its Water Rate Study Report dated June 20, 2008, and concurs with the recommendations contained therein; and

WHEREAS, on June 23, 2008, the Board of Trustees adopted Resolution No. 8-2008, a Resolution Amending Water Usage Fees for the Town of Grand Lake Water Enterprise Fund, based on the Raftelis Water Rate Study Report, including a rate increase of six percent (6%), rounded to the nearest dollar, for all classes of water service for the ten years commencing April 1, 2009 and continuing through April 1, 2018; and

WHEREAS, on December 8, 2014, the Board of Trustees adopted Resolution No. 39-2014, a Resolution Opting Out of the Town of Grand Lake Water Enterprise Fund Water Usage Fee Increase Established by Resolution No. 8-2008, for the Year 2015 Only thereby extending the last scheduled increase from April 1, 2018 to April 1, 2019; and

WHEREAS, the Board of Trustees has determined that it is in the best interest of its citizens and the customers of the Water Enterprise Fund to opt out of the scheduled 2017 six percent (6%) rate increase for one year only commencing April 1, 2017 and continuing through March 31, 2018, with the scheduled annual six percent (6%) increase to recommence April 1, 2018 and continuing through April 1, 2020.

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

1. There shall be no increase in the minimum water usage fee for all classes of water service as anticipated by Resolution No. 8-2008 for the period commencing April 1, 2017 and continuing through March 31, 2018, and the minimum water usage fee for all classes of water service shall remain at the rate set for the period commencing April 1, 2017 and continuing through March 31, 2018.

2. That the annual six percent (6%) increase, rounded to the nearest dollar, of the minimum water usage fee for all classes of water service shall recommence April 1, 2018, and continue for the next three years through April 1, 2020.

3. That all other fees, rates and charges set forth in Resolution No. 8-2008 shall remain in effect, unchanged by this resolution.

DULY MOVED, SECONDED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE, COLORADO, THIS 27TH DAY OF FEBRUARY, 2017.

(SEAL)

Votes Approving: __
Votes Opposing: __
Absent: __
Abstaining: __

ATTEST:

TOWN OF GRAND LAKE:

Katie Nicholls, Town Clerk

James C. Peterson, Mayor

TOWN OF
GRAND LAKE

To: Mayor Peterson and Board of Trustees

From: Erin Ackerman, Town Treasurer

Date: February 27, 2017

Re: Adopting a Financial Policies and Procedures Manual

Written financial policies are a good practice for all entities to help promote continuity and stability. Many topics, such as money handling, purchases on credit and fund balance reserves are typically addressed in these policies. Attached you will find a resolution and financial policies and procedures manual for the Town of Grand Lake. These policies are in no way exhaustive and will be updated to be more comprehensive as time permits.

Staff recommends the Board adopt Resolution No. XX-2017, a Resolution Adopting a Financial Policies and Procedures Manual.

Town of Grand Lake
Resolution No. XX-2017

A RESOLUTION ADOPTING A FINANCIAL POLICIES AND PROCEDURES MANUAL

WHEREAS, the Town of Grand Lake (the "Town") is committed to the protection and conscientious use of Town resources; and

WHEREAS, the Government Finance Officers Association recommends and CIRSA Bylaws require that the Town adopt financial policies; and

WHEREAS, the Town has not adopted financial policies and hereby determines the adoption of a financial policies and procedures manual to be in the Town's best interests.

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

1. The Town's Financial Policies and Procedures Manual attached hereto is hereby approved and adopted as presented, effective February 27, 2017.

DULY MOVED, SECONDED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE THIS 27TH DAY OF FEBRUARY, 2017.

(SEAL)

Votes Approving: ___
Votes Opposing: ___
Absent: ___
Abstaining: ___

ATTEST:

Katie Nicholls, Town Clerk

TOWN OF GRAND LAKE:

James C. Peterson, Mayor

Town of Grand Lake, Colorado
Financial Policies and Procedures Manual

Purpose: The Town of Grand Lake (the "Town") is a municipality in the State of Colorado committed to protecting and using its assets. Proper financial practices are very important in doing this, since proper practices help to prevent and detect errors and fraud. Good financial practices also assure the residents of the Town of Grand Lake that tax payer money is being used for the benefit of the Town.

1. **General Practices**
   A. *General Fund Unrestricted Fund Balance.* A top priority goal of the Board of Trustees is to improve the long-term fiscal health of the Town. Revenue projections are conservative and authorized expenditures are closely monitored. In stable economic times, the combination of these two strategies leads to revenue collections higher than actual expenditures.

   Net revenue (actual revenue collections less actual expenditures) is available to first fund the Taxpayer's Bill of Rights (TABOR) reserve for emergencies required under Article X, §20 of the Colorado State Constitution and then to the designated reserves. Year-end balances in the undesignated reserves may be used as a funding source in the next budget year.

   The Town's policy is to accumulate adequate reserves to protect the Town during economic downturns or large scale emergencies. The Town also maintains reserves that are required by law or contract and that serve a specific purpose. These types of reserves are considered restricted and are not available for other uses. Within specific funds, additional reserves may be maintained according to adopted policies.

   The Government Finance Officers Association (GFOA) is a professional association of state and local finance officers in the US and Canada whose members are dedicated to the sound management of government financial resources. GFOA recommends that "governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund."

   The GFOA recommends, at a minimum, that general-purpose governments, regardless of size, incorporate in its financial policies that unrestricted fund balance in their general fund be no less than two months of regular general fund operating revenues or regular General Fund operating expenditures.

   The Town's goal target range for General Fund Reserve – Unrestricted Fund Balance is 25% of the budget year's operations expenditure budget. The target for the unrestricted General Fund balance excludes the TABOR emergency reserves and committed funds but includes other categories of fund balance that are assigned or unassigned.

   B. *Review of Risks.* These policies were drafted after consideration of the risks associated with the various aspects of our financial operations to enact policies and procedures

designed to minimize those risks. The Board of Trustees will review these policies each year to consider whether the risks have changed. Such changes may include receipt of grant monies for the first time or receipt of grants with restrictions, a change in the statutory laws regulating the Town or a major change in administration. If so, the Town will need to identify any new risks and adopt appropriate procedures to minimize those risks. The Board of Trustees shall consult with a professional if necessary to ensure that it is properly addressing the risks.

C. *Segregation of Roles.* There are several fiscal "roles" within the Town's organization - custody, authorization, execution, and monitoring. For example, the person or people that have the authority to sign checks are acting in the custodial role. The Board of Trustees which approves payment of a bill is an authorizing role. The Board of Trustees also acts in the authorizing role when approving the annual budget. The Town Manager acts in the authorizing role when making decisions to purchase a major item. The Town Treasurer who prepares the checks for signature by an authorized check signer is acting in the execution role, executing an action that has been authorized by the Board of Trustees through the annual budget or by the individual responsible for approving payment of the bill. The Town Treasurer who reconciles the bank statement acts in the monitoring role. The Board of Trustees also acts in a monitoring role when it reviews the monthly financial reports to be sure that its plan - the budget - is being executed properly.

As much as possible, the Town seeks to separate the responsibilities for fiscal roles so that at least two individuals fulfill these roles. It is particularly important that the same person does not authorize, execute and monitor any transaction. At each step of handling funds, the organization shall ensure that more than one person verifies that the step is done correctly.

2. Receipt of Funds

A. *Risks:* The Town faces the risk that funds received may be misappropriated or lost.

B. *Policy:* All funds, whether cash or check which the Town receives will be deposited intact into the bank account, with no monies removed to make payments or for other purposes. All cash receipts should be deposited into the bank as soon as possible. This allows for a complete accounting and independent verification of what happens to the funds.

C. *Procedures:*

i. **Receipt of Checks or Cash in the Office or By Mail.** The Town Administrative Assistant opens all mail addressed to the Town, Headwater's Marina, Water Department and Grand Lake Center. The Administrative Assistant logs all payments (except water payments) in the designated log. The log is kept in Town Hall files and reviewed by the Town Manager or Town Clerk monthly.

The Administrative Assistant will endorse all checks by an endorsement stamp that provides that the check is "For Deposit Only" and will be paid to the order of the "Town of Grand Lake" and list the account number. The Administrative Assistant will deliver all bills and deposits to the Town Treasurer daily. The Town Treasurer will input all deposits into the accounting system and make all deposits to the bank.

All deposits will be kept in a locked drawer.

Copies of all receipts will be kept on file at Town Hall. Deposit slips will be kept on file with the Town Treasurer.

Credit Card receipts: All credit card transactions are processed through www.colorado.gov. Transactions are available through reports on the website. Receipts are emailed to the customer upon provision of an email address.

3. **Disbursement of Funds/Use of Town Property**
   - **A. Payments By Check**
     - i. *Risks:* The Town faces the risk that the funds will be spent on unauthorized items, that someone will misappropriate funds by taking blank checks or by writing checks to payees who are not vendors, that someone will use Town property for personal purposes or that payments made will be improperly recorded.

     - ii. *Policy:* Make all disbursements from Town funds by check with the exception of petty cash or the Town credit card. This allows the Town to track how funds are spent, who is spending and who is authorizing expenditures.

     - *iii. Procedures*
       1. **Opening Bank Accounts.** Bank accounts may be opened only upon authorization by the Board of Trustees.
          a. All bank accounts must be opened with the Town's employer identification number (EIN).
          b. The Board of Trustees shall approve the authorized signers on the Town's bank accounts.
          c. Because of the Treasurer's role in reconciling the bank statement, the Treasurer cannot be a check signer.

       2. **Custody of Checks**: The Town Treasurer is the only person authorized to have access to unused check stock. The checks shall be stored in a locked location and information about how to access them shall be kept confidential.

3. **Check Authorization**. All invoices will be forwarded monthly to the Manager for review and authorization to pay.
    a. The Department Directors will code invoices with the appropriate expense or chart of accounts line item number and any other information needed for accounting purposes.
    b. The Town Treasurer will review all invoices for mathematical accuracy, agreement with a written invoice, conformity to budget or Board of Trustee authorization and compliance with grant fund requirements.
    c. The Town Treasurer will ensure that all conditions and specifications on a contract or order have been satisfactorily fulfilled, including inventorying items received against packing slip counts.
    d. By approving an invoice, the Town Manager indicates the invoice has been reviewed and authorizes the check.
    e. The Treasurer is responsible for timely follow-up on discrepancies and payment.

- **Expenses Not Invoiced.** In some cases, expenses may not be invoiced, such as prepaid accounts with the post office and escrow accounts with the Grand County Clerk and Recorder. When such expenses are due, the Treasurer needs to ensure that the expense is in the budget and write a note authorizing payment of the expense and the amount of the expense.

ii. **Payment by Checks**. Upon approval of the invoice, the Town Treasurer is authorized to prepare all checks for the monthly Board of Trustees meeting including financial statements listing the checks to be approved by the Board of Trustees.

- If a check is voided, the check will have "VOID" written in large letters in ink on the face and have the signature portion of the check torn out. Voided checks will be kept on file.
- In the event that it is necessary to issue a duplicate check for checks in the amount over $50, the Treasurer will order a stop payment at the bank on the original check before issuing a replacement check.

- **Duties of Check Signers.** All checks will be signed by at least two signers designated by the Board of Trustees.

iii. **Prohibited Practices**. In no event will:

- Invoices be paid unless approved;
- Blank checks be signed in advance without invoice back up;
- Checks be made out to "cash," "bearer," etc.

- Each check signer will be made aware that signing blank checks exposes the Town to theft since the bank is entitled to charge the account for any check that has a valid signature.

B. Petty Cash Funds

i. *Risks.* Payments by cash are not as easily monitored as payments by check and thus subject to the Town to greater likelihood of errors and fraud.

ii. *Policy.* The Petty Cash Fund should only be used when payment by check or credit card are impracticable.

iii. Procedures.

- **Administration of Petty Cash Fund.** The Town Treasurer is responsible for the administration of the Petty Cash Fund. The Fund shall be funded with checks made out to "Petty Cash-name of Town Treasurer" and initially recorded in the Petty Cash Fund account. The Town Treasurer will require receipts for all purchases and those reimbursed to sign for money the Town Treasurer provides as reimbursement.
- The Town Treasurer will record all cash purchases and save the receipts. The Treasurer will summarize all expenditures monthly and attach receipts to be reimbursed with accounts payable. The check written to reimburse the Petty Cash Fund will be recorded in the appropriate expense accounts for the items that were purchased with Petty Cash, so that these expenditures made through the Petty Cash fund are properly classified by type.

C. Expense Reimbursement

i. *Risk.* The Town does not have the same level of control over expenses incurred on behalf of the Town by those who pay with personal funds and seek reimbursement as it does for expenses paid directly by the Town. The Town is not in as good a position to determine whether the good or service purchased might have been obtained at a lower price elsewhere, whether there is a personal benefit to the person seeking reimbursement and how the expenditure fits in with the rest of the Town's budget.

ii. *Policy.* In proper circumstances, Board members, employees and volunteers are entitled to be reimbursed for expenses related to the Town that they incurred on behalf of the Town. To receive reimbursement, the following requirements must be met:

- The expense must have been authorized in advance by the Board or by the Town Manager or later approved by the Board of Trustees.
- The expense must have been incurred for goods or services purchased for the Town.

- If the expense is travel, the travel must be for work related to the organization. Reimbursement will be no more than the standard mileage rate for Town use of a vehicle as established by the IRS. The Town will reimburse meal expenses incurred in direct connection with the Town's business at the per diem rate established by the IRS.

iii. Procedures

- To be reimbursed for expenses:
  a. Documentation. Reasonable documentation must be provided showing the date, amount and what the expense was for. Credit card receipts that do not describe the purchase are not reasonable documentation and will not be reimbursed. The receipt must describe the purchase.
  b. Timely submission. Documentation must be submitted with a request for payment within 60 days from the date the expense was incurred.
  c. Overpayment or Unapproved Expense. If overpayment has incurred or any expense is not approved by the Board of Trustees, any excess or unapproved reimbursement must be returned within a reasonable period of time.

D. Purchasing

i. *Risk.* The Town wants to ensure that all purchases on behalf of the Town are authorized by the Board of Trustees or by Board policies. Unauthorized purchases deplete the Town's resources and interfere with the Board's ability to govern properly.

ii. *Policy.* All purchases made on behalf of the Town must be made pursuant to the Board-approved budget or Board rules.

iii. Procedures.

- The Town Manager can authorize purchases of $15,000 or less which conform to the Town budget. The Board of Trustees must approve purchases greater than that amount. The Board of Trustees must authorize any purchase which does not conform to the Town's budget.

E. Use of Town Property.

i. *Risks.* The Town faces a risk that individuals will use Town property, without authorization, for personal purposes. Use reduces the life of property and eventually is an expense that the Town assumes. It also betrays the trust of the residents who expect that the Town will use its resources only for the purposes of Town business.

ii. *Policy.* Property and equipment owned by the Town may only be used for Town activities or activities approved by the Town, such as fulfilling on-call duties or contractual agreements. They may not be used for personal purposes.

iii. *Procedures.* If a Trustee of the Board, employee or volunteer wants to use Town property or equipment for any purpose other than a Town purpose, that individual must obtain permission from the Board of Trustees in advance.

4. Creation of Town Obligations

A. In-Store Charge Accounts, Credit Cards

a. *Risks.* The Town needs to ensure that any obligation undertaken in the Town name is authorized by the Town and is for a Town and not a personal purpose. Town charge accounts or credit cards can be misused when people charge personal expenses on them or fail to obtain documentation showing that a purchase was for the Town.

b. *Policy.* The Board of Trustees will determine whether there is a compelling need for the Town to obtain one or more credit cards. The Town Manager will determine whether there is a compelling need for the Town to obtain one or more in-store charge accounts. If the Board of Trustees or the Town Manager determines that these accounts are needed, they will authorize specific individuals to utilize them. The purchaser may not use a Town credit card for personal purposes, even if he or she plans to reimburse the Town.

i. The following purchases are not allowed on Town accounts or credit cards:

1. Personal purchases
2. Cash advances or loans
3. Payroll advances
4. Purchases for other organizations
5. Alcohol
6. Personal entertainment
7. Fuel for personal vehicles
8. Purchases from a business personally owned or operated unless pre-approved by the Board

c. *Procedures.*

i. In order to charge on an in-store account, the purchaser must present Town- or State-issued identification. If the purchase is made over the phone, a Purchase Order number will be provided to the vendor or a signed quote.

ii. In order to use the card, the cardholder must follow these procedures:

1. Cardholder Agreement. Upon issuing a Town card to a cardholder, the cardholder must sign a statement that the cardholder has read and understands this Credit Card policy.

2. Original Receipts. The cardholder must keep the original receipt that describes each purchase made on the card. The credit card receipt is not sufficient.
3. Notification of Use of the Credit Card. The cardholder will verify, by signature or initials, monthly use of the credit card with original receipts noting the date, vendor, amount and purpose of each charge. This will allow the Treasurer to be aware of the cash that will be required to pay the credit card bill and alert the Treasurer to potential unnecessary use of the credit card.
4. Notification of Loss/Theft. The cardholder must notify the bank and the Town immediately in the event the card is lost or stolen.

5. Bank Reconciliation

A. *Risks.* Even the most honest and attentive individuals make mistakes. Monitoring allows the discovery of errors. Monitoring also assists in identifying discrepancies between accounting records and banking records that suggest theft or fraud, checks signed by unauthorized signers, and identity theft.

B. *Policy.* The Treasurer will monitor the Town's accounts regularly and will prepare a written reconciliation of all bank or investment accounts which proves that the balances presented on the financial reports agree with the records of the financial institution.

C. *Procedures*

i. Bank Statement. Hard copies of bank statements will be mailed to the Town.

ii. Reconciliation. The Treasurer will reconcile the bank statement monthly. The reconciliation should be done within 14 days of receiving statements.

1. Inspect all checks for correct signatures and number of signatures and protest to the bank any incorrect signatures.
2. Review the checks in the bank records to ensure that:
    a. The name of the payee, the amount of the check and the date of the check agree with the Town's accounting records; and
3. Compare the bank deposit records with the accounting records to determine whether each deposit recorded in the accounting records agrees with the bank record.
4. Check whether the ending balance in the general ledger cash account agrees with the bank statement.
5. List all outstanding checks. On all checks outstanding over 180 days, take appropriate action.
6. List all deposits in accounting records not yet recorded by the bank.

iii. Verification. The Town Manager will review these reconciliations monthly and approve by signature.

TOWN OF
GRAND LAKE

Date: February 27, 2017

To: Mayor Peterson and Town Trustees

From: Jim White, Town Manager

RE: Grand Lake Clarity Alternate Assignment

PURPOSE

The NEPA process to address the CB-T project and its impacts on water clarity in Grand Lake is underway. The Town Manager is the designated representative for the Town of Grand Lake during this process. The Three Lakes Watershed Association has a sincere interest in the NEPA process now underway to address water clarity for Grand Lake. The Directors of the Three Lakes Watershed Association have been involved to improve Grand Lake Clarity for decades. The NEPA process, as currently established, does allow them to attend the meetings, yet they do not have a formal seat at the table. Three Lakes has been encouraged to attend all meetings regardless to keep informed.

STAFF COMMENTS and RECOMMENDATION

Staff is bringing forward the recommendation for the Board to consider authorization to any director of Three Lakes Watershed to be assigned as an alternate in the event the Town's representative, or any assigned Town alternate, is unable to attend any upcoming NEPA meetings.

SUGGESTED MOTION

I move to authorize the Town Manager to consider assignment of any Director of the Three Lakes Watershed Association to serve as the Town's alternate in the event that neither the Town Manager, nor any other Town alternate, is able to attend any future meeting during the NEPA process addressing water clarity for Grand Lake.

P.O. BOX 99, GRAND LAKE, COLORADO 80447-0099
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FAX 970/627-9290
E-MAIL town@townofgrandlake.com

February 21, 2017

Mayor and Board of Trustees
Town of Grand Lake
1026 Park Avenue
Grand Lake, CO 80447

Dear Town Board Members,

Grand Lake Water Clarity can and should improve. Three Lakes Watershed Association (TLWSA) wants to continue working with you to achieve that objective.

Grand Lake Clarity has suffered since the Colorado-Big Thompson Project (CBT) reversed the natural flow direction and began moving water shares through Grand Lake to the Adams Tunnel over 70 years ago. This was an unintended consequence, as one of the stated CBT Primary Purposes in Senate Document 80 is "To preserve the fishing and recreational facilities and the scenic attractions of Grand Lake, the Colorado River, and Rocky Mountain National Park."

In the last year, three meaningful outcomes towards clarity improvement have occurred: (1) the Colorado Water Quality Control Commission (CWQCC) enacted Regulation 33.56 updating the Clarity Standard for Grand Lake, the only Clarity Standard for a Colorado lake; (2) West Slope and East Slope interests signed a 5 year Grand Lake Clarity Memorandum of Understanding (MOU) for peak tourist summer season with Operational Guidelines for pumping, accepted by the Bureau of Reclamation (BOR); (3) BOR , who effectively own CBT, have initiated a formal National Environmental Policy Act (NEPA) process to more thoroughly vet Alternatives to current operations of the CBT Project. These are Alternatives to existing pumping operations, while maintaining existing water rights and improving Grand Lake Clarity.

The Directors of TLWSA and our close to 500 members have been involved to improve Grand Lake Clarity for decades. We were instrumental in achieving the above recent results. We have participated in 100's of calls and meetings just in the last 10 years. We have worked with BOR, Northern Water, Power Representatives, Grand County, Northwest Council of Governments (NWCOG), Colorado River District, EPA, Colorado Parks and Wildlife, Town of Grand Lake, and more with regard to Grand Lake Clarity. Some of our Directors have NEPA experience. We are a 501(c)(3) and have no paid staff. Our website is www.threelakeswater.org

We respectfully ask the Town Trustees to Authorize the Mayor to sign this letter of support to designate any Director of Three Lakes Watershed Association as an Advisor and Alternate Attendee for the Town of Grand Lake in various Grand Lake Clarity Meetings. Examples are the BOR NEPA process and MOU Adaptive Management meetings. Both our advice and alternate attendance will be under the direct supervision of the Grand Lake Town Manager.

Respectfully Yours,
Three Lakes Watershed Association
Scally O'Donnell (President), Paul Gilbert, Elwin Crabtree, Howdy Fry, John Brooks, Mike Cassio, Steve Meyer, Cal Fulenwider, Jeff Metzger, Gordon Scheer

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Jim Peterson, Mayor of the Town of Grand Lake

TOWN OF
GRAND LAKE

Date: February 27, 2017

To: Mayor Peterson and Town Trustees

From: Jim White, Town Manager

RE: Grand Gala Tickets

PURPOSE

The Town Board provided support at its last meeting for a Bronze Level sponsorship for $700 for the Grand Gala in April 2017. This was particularly focused on providing transportation to the Gala in the spring. The sponsorship included two tickets for the event, valued at $250 each, or $500 total.

STAFF COMMENTS and RECOMMENDATION

Staff is bringing forward the request for the Town Board to assign the tickets, or alternately to create a process to assign the tickets. This could be done by a raffle, auction, or a lottery system, as examples. Similarly, the Town could offer the tickets for sale on a first come, first served basis.

SUGGESTED MOTION

I move approve distribution of the Grand Gala tickets under the following process:_____.

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E-MAIL town@townofgrandlake.com

TOWN OF
GRAND LAKE

February 27, 2017

To: Mayor Peterson and Town Trustees
From: Katie Nicholls, Town Clerk

RE: Consideration to set a Special Election to fill Board of Trustees vacancies

The resignations of Trustee Jim Gasner on January 9, 2017, and Trustee Lance Sabo on January 20, 2017 has created 2 vacancies on the Board of Trustees. Both vacancies have term expirations of 2018. The Board of Trustees decided to fill those vacancies by appointment. No letters of interest were received by the Town Clerk for the positions. Colorado Revised Statute 31-4-303 states that *If a vacancy in the board or in such other elective office is not filled by appointment or an election is not ordered within sixty days after the vacancy occurs, the board shall order an election, subject to the municipal election code, to be held as soon as practicable to fill the vacancy until the next regular election and until a successor has been elected and has complied with section 31-4-401.* The 60 day deadline for Jim Gasner's vacancy is March 10, 2017, which falls before the next Board of Trustees Meeting on March 13, 2017.

The Board will need to set a special election in order to comply with State Statute. Attached is a sheet of the three earliest election dates. It is by no means an exhaustive list and later dates could be chosen if appropriate. Additionally, the Board should take into consideration the out of town residency of Trustee Kathy Lewis.

TOWN OF GRAND LAKE

Special Election for BOT Vacancies Potential Election Dates Calendar - Draft

Election Date: 6/6/17	Election Date: 6/13/17	Election Date: 6/20/17	Action	CRS Reference
3/7	3/14	3/21	1st day nominating petition may be circulated	31-10-302(2)
3/8	3/15	3/22	1st day to accept requests for absent voter ballots	31-10-1002
3/27	4/3	4/10	Last day to file nominating petition with Clerk (At least ten registered electors must sign.)	31-10-302(2)&(6)
4/3	4/10	4/17	Last day to remedy denied nominating petition	31-10-302(4)
4/3	4/10	4/17	Last day for nominated candidate to withdraw nomination	31-10-303
4/7	4/14	4/21	Clerk receives UOCAVA list from County Clerk	31-10-102.8(5)
4/21	4/28	5/5	Last day to mail UOCAVA ballots	31-10-102.8(2)(a)
4/24	5/8	5/8	Candidates' meeting, 7 p.m., Town Hall to determine ballot position by lot	
4/24	5/8	5/22	Board appoint election judges or authorize Clerk to appoint	31-10-4-405
5/15	5/22	5/29	Last day to move to Colorado & qualify to vote	31-10-201(1)(b)
5/16	5/23	5/30	Last day to declare as a writein candidate & file Intent	31-10-306
5/16	5/23	5/30	*FCPA* contribution/expense report filing due (if applicable)	1-45-108(2)(a)(II)
5/17	5/24	5/31	Last day to fill nomination vacancy (death or withdrawal)	31-10-304(2)
5/18	5/25	6/1	May cancel election if not required by statute, close of business	31-10-507
5/19	5/26	6/2	**Must** email notice of election to Middle Park Times by noon	
5/22	5/29	6/5	Last day to appoint election judges	31-10-4-405
5/26	6/2	6/9	**Must** publish notice of election	31-10-501(2)
5/26	6/2	6/9	First day to walk-in absent vote	31-10-1005(1)-(2)
5/26	6/2	6/9	**Must** post notice of election	31-10-501
5/26	6/2	6/9	Sample and official ballots must be available from Clerk	31-10-902
6/1	6/8	6/15	Clerk receives registration list from County Clerk	31-10-205
6/2	6/9	6/16	Last day to receive absent voter applications	31-10-1002
6/2	6/9	6/16	Last day to walkin absent vote	31-10-1004
6/2	6/9	6/16	*FCPA* contribution/expense report filing due by candidate committees and issues committees (if applicable)	
6/5	6/12	6/19	Deliver election supplies & ballots to election judges by 8 p.m.	31-10-807, 3110904
6/6	**6/13**	**6/20**	**ELECTION DAY, POLLS OPEN 7A.M. TO 7 P.M.**	**31-1-101(10)(a)**
6/6	6/13	6/20	Deliver absentee ballots to election judge by 8:30 a.m.	31-10-1002; 31-10-1006
6/14	6/21	6/28	Last day to receive UOCAVA ballots (must be postmarked by 4/5/16)	31-10-102.8(4)
6/16	6/23	6/30	Last day to canvass returns	31-10-1201
6/21	6/28	7/5	Last day to request recount	31-10-1207(2)
7/3	7/10	7/17	Last day to contest election	31-10-1303
7/10	7/24	7/24	Trustees' meeting install new members and officers	
7/6	7/13	7/20	Last day to file contribution/expense report by candidate committees and issues committees subject to the *FCPA* (if applicable)	1-45-108 (2)(a)(II)

CRS - Colorado Revised Statues reference

FCPA - Fair Campaign Practices Act

TOWN OF
GRAND LAKE

February 23, 2017

To: Mayor Peterson and Town Trustees
From: Katie Nicholls, Town Clerk

RE: Consideration of a Property Claim between Town of Grand Lake and James Peterson

On Saturday, February 11, 2017 an incident occurred between the Town and James Peterson. Public Works Director Bernie McGinn was driving the 1979 John Deere Grader plowing snow when the incident occurred. Damages occurred to Mr. Peterson's truck. The incident was reported to the Grand County Sheriff's Department that day and reported to the Town's insurance provider, CIRSA, on Monday, February 13, 2017. Since the incident involved the grader, which is considered heavy machinery, the Town has government immunity and is therefore not liable to pay. However, if the Town chooses it can pay some or all of the damages incurred as a "good neighbor" gesture.

Any claims in the past that the Town has opted to pay on with government immunity had circumstances that had dangerous conditions that would create the potential for the waiving of immunity. The Town decided it was in the best interest to pay those claims. The claim for the incident between Public Works Director McGinn and Mr. Peterson does not involve a dangerous condition.

CIRSA stated that if the incident had involved a regular plow truck, the incident would not be immune and it would be CIRSA's determination to pay the claim as the incident occurred from a vehicle backing up.

The Board must determine if the Town would like to pay some or all of the damages incurred as a "good neighbor" gesture, or pay nothing based on the government immunity received. The Board should weigh the precedent that will be set with a decision in either circumstance, as it will affect future claims against the Town and the Town budget.