TOWN OF GRAND LAKE
BOARD OF TRUSTEES – WORKSHOP/SPECIAL MEETING
MONDAY, JUNE 12, 2017   5:00 - 7:00 P.M. – TOWN HALL

Statement of Purpose: Workshops are held in the afternoon prior to each regular Board of Trustees meeting. Workshops are conducted:
1. To insure that the Board members have adequate information and background to make informed decisions on various agenda items.
2. To provide the Trustees with a forum to frame emerging issues and to discuss potential alternatives to address these issues.
3. To learn about important events affecting the Town and to provide a chance for citizens to bring “for your information” items to the Trustees.
4. To make efficient and effective use of citizens’ time at Board meetings but allow citizens time to make their comments known in a recorded evening meeting.

◄ Please turn cell phones off during the meeting. Be respectful and take personal conversations outside. ►

AGENDA

CALL TO ORDER

ROLL CALL

CONFLICTS OF INTEREST

DELEGATIONS
* 1.) Grand Environmental Services – Fireworks Dock. (Page A2)

DISCUSSION
* 1.) Items from Town Manager. (Page A26)
* 2.) Code Administrator update. (Page A43)
* 3.) Meeting Updates.
* 4.) Trustee Generated Topics of Discussion. (Page 57)

BOARD ACTION ITEMS FOR EVENING MEETING
#1.) Consideration to appoint Erin ORourke as Town Clerk Pro-Tem. (Page E33)
#2.) Consideration to authorize the Mayor to sign a proclamation honoring Doris Neukom-Braun, and waive Town fees for her memorial and celebration of life. (Page E34)
#3.) QUASI-JUDICIAL – Consideration of a Nightly Rental License Application at 605 Lake Front Road, #17, Grand Lake, Colorado. (Page E36)

FOR YOUR INFORMATION
* 1.) EV Charging Station Information. (Page A45)
* 2.) Letter from 1000 Grand LLC requesting water refund. (Page A46)
* 3.) Thank you from Grand County Rural Health Network, Inc. (Page A47)
* 4.) CDOT Berthoud Pass wall repairs. (Page A48)
* 5.) CAST Short Term Rental – Monitoring/Tracking Services. (Page A49)
* 6.) Rotary Club of Grand Lake Grand Duck Derby. (Page A52)
* 7.) Accrual and Payout of Compensatory Time. (Page A56)
NOTES

1) Town of Grand Lake (ToGL) proposes minor site improvements to the 2016 fireworks loading area for safety, efficiency.

2) Location at north end of ToGL Management Area per USBR-Town of Grand Lake Management Agreement dated 15Dec15.

2) Sandy/rocky shallows mapped per this aerial photo with field verification by boat with weighted tape measure or survey rod, generally ≤ 4 feet deep.
NOTES

1) East Inlet fireworks loading area includes parking/staging for fireworks supply truck, access ramp and dock, and mooring area.

2) Mooring would be utilized 2 times per season: July 4 and Constitution Week (September); dock would be installed in May, removed in October of each year and stored in ToGL yard.

East Inlet Fireworks Loading Area Improvements Plan
Town of Grand Lake Management Area
at GPS 40.24093°N and -105.80218°W

Sheet A2 Project Area Layout Detail
Version 8June17

Design: GSE
Drafting: GSE
Corps Permit # SPK-2015-822?

Grand Environmental Services
Working with the Environment
970-509-0199
NOTES
1) Proposed fireworks loading area improvements include access ramp and dock, mooring area, safety buoys.
2) Schematic 100-foot safety radius per Colorado State Statute + Colorado Division of Fire Prevention and Control
3) Area to be closed during fireworks loading but allow entry for Adams Tunnel operations + neighbor Peter Christie
NOTES
1) Water depths presented schematically in feet below 8,366.5 feet AMSL per NCWCD on-line gage data.
2) Water-depth survey completed 23May to 1June 2017 by canoe with weighted measuring tape + survey rod.

East Inlet Fireworks Loading Area Improvements Plan
Town of Grand Lake Management Area
at GPS 40.24093°N and -105.80218°W

Sheet A4 Water Depth Survey Results
Version 8June17
Design: GSE
Drafting: GSE
Corps Permit # SPK-2015-8227

Grand Environmental Services
Working with the Environment
970-509-0199
NOTES

1) Proposed new access ramp would slant across riprap slope from parking to dock landing, all constructed on grade.

2) Proposed new dock would extend off shore ~16 feet to at least 4 foot depth.

3) Fireworks barge to be moored at end of dock.

4) Narrow fringe wetland vegetation to be spanned, no fill.

5) Sediment-control wattle to be installed and maintained.
NOTES

1) Proposed new access ramp with <8% slope from parking down to landing, treated timber crib construction on boulder grade, gravel fill with crusher fines surface
2) Two standing docks (to be confirmed) extending total ~16 feet offshore
3) Span shoreline habitat per GES delineation, no wetland fill.
4) Depths measured May-June 2017.
NOTES

1) Design parameters aim to offer: a) gentle access slope, b) minimum cut and fill, and c) dock 24 inches above average Grand Lake elevation of 8,366.5 feet AMSL.
2) Timber cribs to be field fit to grade and vegetation.
3) Longitudinal section shot by GES May-June 2017.

Sheet A7 Long Section with Proposed Improvements
Version 8June17

Design: GSE
Drafting: GSE
Corps Permit # SPK-2015-8227

East Inlet Fireworks Loading Area Improvements Plan
Town of Grand Lake Management Area
at GPS 40.24093°N and -105.80218°W

Grand Environmental Services
Working with the Environment
970-509-0199
Summarize Fill in Waters of the US:
1) Aluminum dock foot pads in rocky lake shallows, remove seasonally
   10X6X0.25 inch each
   6 each
   Total < 1 cubic foot
2) Pre-cast concrete anchor blocks, set permanently
   3X3X3 concrete
   2 each
   Total 2 cubic feet
Gravel fill, surface treatment to be defined
Landscape timbers
Existing boulders

Geotechnical fabric

Cross Section View
Schematic of Access Ramp
6 Feet Wide, < 2 Feet High

1) Dock to Water Line
is measured from the top of the dock to the top of the water. A minimum of 18" is recommended. In many cases, more than 18" is required to accommodate rough waves and other conditions. Your dealer can help you select the proper dock height for your lake conditions.

2) Water Depth
is measured from the water line to lake bed.

Adjusting & Leveling
Once the sections are positioned, the installer steps down on the feet pad, setting the leg to the proper height. The camaction of the Syre Leg Lock provides a firm, stable hold and can be adjusted by simply releasing the lever.

East Inlet Fireworks Loading Area Improvements Plan
Town of Grand Lake Management Area
at GPS 40.24093°N and -105.80218°W

Sheet A9
Access Ramp Details
Version 8June17

Design: GSE
Drafting: GSE
Corps Permit # SPK-2015-822?

970-509-0199
Cars-n-Moore, LLC.  
4403 W 68th Ave.  
Westminster, CO 80030

Dealer: Alan Gregory  
Cell Phone: 303.489.2275  
email: hiddenskier@msn.com

<table>
<thead>
<tr>
<th>Name/Address:</th>
<th>Ship To:</th>
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<tr>
<td>Jim White</td>
<td>Same</td>
</tr>
<tr>
<td>Town Manager</td>
<td></td>
</tr>
<tr>
<td>PO Box 99</td>
<td></td>
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<tr>
<td>Grand Lake, CO 80447</td>
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<th>Terms</th>
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<th>Special Notes:</th>
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<th>Amount Each</th>
<th>Net Extension</th>
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<td>2</td>
<td>AEB6</td>
<td>END BOARD 6'</td>
<td>In stock</td>
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<td>31&quot; LEG</td>
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| Sub Total: | $2,627.00 |
| Discount:  | $-        |

| Labor:          | $350.00   |
| Freight:        | $300.00   |
| TOTAL:          | $3,277.00 |
Town of Grand Lake
Attn: James White
P.O. Box 99
Grand Lake, Colorado 80447

Subject: Fireworks Display-Temporary Use of Reclamation Lands- Grand Lake
Colorado Big-Thompson Project, Grand Lake, Colorado

Dear Mr. White:

Thank you for your notification of the proposed September 17, 2016, fireworks display at Grand Lake, along with the applicant's certificate of insurance holding the Bureau of Reclamation and the Town of Grand Lake harmless from proposed land use actions (Exhibits A, B and C). We understand that the fireworks display staging area will be located at the boat ramp on Grand Lake, SW 1/4 of Section 4 and the NW 1/4 of Section 9, Township 3 North, Range 75 West of the 6th P.M., Grand County, Colorado.

According to the 2014 Management Agreement between the United States of America, Bureau of Reclamation and the Town of Grand Lake (MA 15-LM-60-2213 and 43 CFR Part 423 (Public Conduct on Bureau of Reclamation Facilities, Lands, and Waterbodies), Reclamation allows the Town of Grand Lake to permit activities on Reclamation lands with prior written Reclamation approval. We appreciate your attention to detail and coordination on this matter and have determined that your request of the temporary use of Reclamation lands for the fireworks display complies with the aforementioned management agreement and 43 CFR Part 423. We emphasize compliance with any applicable federal rules, regulations, and policies related to the proposed action.

Thank you for your cooperation and the opportunity to work with you on this matter. Should you have any questions, please contact Patrick McCusker at 970-962-4342 or email pmccusker@usbr.gov.

Sincerely,

Anthony C. Curtis
Chief, Resources Division

Encls - 3
Exhibit A
Management Agreement 15-LM-60-2213
Sec. 9, T.3N., R.75W., 6th P.M.
Grand County, Colorado

Legend
- Blue: Management Area
- Dash: NPS MOU Area
- Yellow: Private Property
- Reclamation Boundary
- Pink: Operational Area

1 in = 500 ft
UTM: WGS 84

This map was prepared from the best available information and is subject to certain inaccuracies. Created by the Bureau of Reclamation, Eastern Colorado Area Office, August 4, 2015, p.m. M:\Colorado\CB\Projects\Towns of Grand Lake MA\Grand Lake Management Agreement 2016_Pat
MANAGEMENT AGREEMENT between THE UNITED STATES OF AMERICA and
TOWN OF GRAND LAKE, COLORADO
for the Management, Development, Operation and Maintenance of Recreation and Related
Improvements and Facilities at Lands at West Portal, Alva B. Adams, Grand Lake, Colorado

THIS AGREEMENT, made on this 15 day of December, 2015 (year), in accordance
with the Act of Congress of June 17, 1902, (32 Stat. 388) and acts amendatory thereof and
supplementary thereto, collectively known and referred to as the Federal Reclamation Laws; and
the Federal Water Project Public Recreation Act of July 9, 1965, Public Law 89-72, Sec. 1 and
7(b), (79 Stat. 213) as amended; by and between the UNITED STATES OF AMERICA, acting
through the Department of the Interior, Bureau of Reclamation, hereinafter termed
“Reclamation”, represented by the officer executing this instrument on its behalf, successor
officers or duly authorized representatives; and, the TOWN OF GRAND LAKE, COLORADO,
acting by and through its Board of Trustees, hereinafter termed “MANAGING PARTNER” in
this Agreement.

WITNESS, THAT:

WHEREAS, Reclamation acquired the lands associated with the Colorado-Big
Thompson Project (Project), to collect water from the upper Colorado River Basin and transport
it to the eastern slope of Colorado for use by farmers and residents of northeastern Colorado;
and.

WHEREAS, the real property shown in Exhibit A, attached hereto, is Reclamation owned
land and interest at West Portal, Alva B. Adams Tunnel, and Grand Lake, Colorado.
WHEREAS, the Federal Water Project Recreation Act authorizes Reclamation to enter into agreements with non-Federal public bodies for the purpose of administering and managing Federal lands and facilities for recreation and other purposes;

WHEREAS, the MANAGING PARTNER desires to enter into an agreement with Reclamation to manage, operate and maintain certain lands and recreation facilities at lands at West Portal, Alva B. Adams Tunnel, Grand Lake, Colorado for public recreation and resource uses, as shown in Exhibit A; and,

WHEREAS, Reclamation desires to authorize the MANAGING PARTNER to undertake such management pursuant to the terms and conditions set forth below:

NOW, THEREFORE, in consideration of the mutual commitment hereinafter set forth, Reclamation and the MANAGING PARTNER agree as follows:

1. **DEFINITIONS.**

Where used in this document:

(a) **Administration, operation, maintenance, and development:** acts or processes used to direct management of the transferred Management Area; manage and enhance resources and facilities, law enforcement, recreation opportunities and responsibility; and keeping facilities and equipment in good repair and usable working condition. The term maintenance includes the replacement and/or construction of equipment and/or facilities as may be agreed to by the parties hereto through subsequent agreements, plans or use authorizations.

(b) ** Appropriation or Allotment of Funds:** any appropriated funds provided to the partner from the Federal government without regard to the authorization for such funds or the manner in which they were transferred.

(c) **Exclusive Use:** any use which excludes other appropriate public uses or users for extended periods of time.
(d) Federal Fiscal Year: the annual period, from October 1 of one calendar year to
September 30 of the next calendar year, on which the United States government bases its
budget.
(e) Federal Lands and Water: those lands and water areas owned by the United States and
managed by the Department of the Interior, Bureau of Reclamation.
(f) Fixed Assets: any structure, fixture, or capital improvement fixed to the Federal Estate.
(g) Good Repair: maintaining functional use and longevity of facilities and equipment
through use of appropriate actions including, but not limited to, controlled maintenance,
standard operating procedures, maintenance manuals; meeting Federal, State and
applicable local health department standards; meeting public safety needs and standards;
and maintaining facilities in a safe, neat, clean and well-kept condition.
(h) Hazardous Waste: liquid or solid waste identified as having at least one characteristic of
ignitability, corrosivity, reactivity or toxicity (40 CFR 261.2) or listed as a hazardous
(i) Operational Area: includes Federal lands, withdrawn or acquired, outside the
Management Area surrounding the dam, outlet works, feeder canals, and distribution
works, wherein Reclamation retains responsibility for the protection, operation, and
maintenance of Project Facilities. The Operational Area is identified in Exhibit A.
(j) Private Exclusive Recreational or Residential Use: Any use that involves structures or
other improvements used for recreational or residential purposes to the exclusion of
public uses and are not associated with the official management of a Reclamation project.
Examples of private exclusive recreational and residential use include, but are not limited
to, boat docks, piers, moorings, cabin sites, residences, trailers, manufactured or mobile
homes, structures, roads, and sites for such activities as hunting, fishing, camping and
picnicking that attempt to exclude general public access. Reclamation prohibits any use
that would result in new private exclusive recreational or residential use of Reclamation
land, facilities or waterbodies pursuant to 43 CFR 429.31(b).
(k) Project Facilities: those water diversion, collection, storage, and carriage facilities, and
appurtenant ancillary facilities built under the authorizing reservoir acts to fulfill the
primary purposes of those acts.
(l) **Reclamation**: the United States Department of the Interior, Bureau of Reclamation or its duly authorized representative(s).

(m) **Recreation Facilities**: those facilities constructed or installed at the Management Area for recreation use by the public or for support of such recreational use to serve a specific function affording convenience, service and access. Said facilities include, but are not limited to, a pit toilet, picnic areas, boat dock and ramp, electrical lines, water systems, roads, trails, parking areas, signs, trash facilities, boundary and interior fencing.

(n) **Revenues**: all receipts derived from entry and other use fees which the managing partner is permitted to collect pursuant to their authority under this Agreement; including, but not limited to, fees, charges, tolls, and rents, charged by the managing partner for public recreation use and concessionaire agreements issued or administered by the managing partner.

(o) **Management Area**: includes all, or any part thereof, of the Federal lands, withdrawn or acquired, and associated facilities at West Portal, Alva B. Adams Tunnel within the boundary to the shoreline (meander line) of Grand Lake, as shown on Exhibit A, for which management of recreation and recreation facilities is transferred pursuant to this Agreement, except for lands in the Operational Area. Lands covered by flood easements are exempted from this definition.

(p) **United States**: the United States Department of the Interior acting by and through the Bureau of Reclamation, or its duly authorized representative(s).

(q) **Use Authorizations**: various land use or resource management documents or instruments including, but not limited to, license agreements, contracts, consent documents, easements, leases, permits and other rights of use issued or granted by Reclamation on, over, across or under the Federal lands and waters.

2. **MANAGEMENT OF THE LANDS**.

(a) The MANAGING PARTNER agrees to accept management of certain lands at West Portal, Alva B. Adams Tunnel, Grand Lake, Colorado (Management Area) (see Exhibit A), subject to the provisions of this Agreement, and hereby accepts all recreation and related responsibilities on Federal Lands and Water at the Management Area, as shown in Exhibit A.
the necessary funds on behalf of either party becomes reoccurring, the other party may give
notice of termination of this Agreement pursuant to Article 29 of this Agreement.

6. FEES AND REVENUES.
   (a) Public recreation entrance and use fees will be set in accordance with the fee schedule
   established by the MANAGING PARTNER in accordance with local and federal statutes
   and the MANAGING PARTNER will have the right to collect receipts derived from
   recreation related permits and contracts which it issues and administers for activities
   within the Management Area. The fees shall be commensurate with fair market value and
   may be reviewed by Reclamation. The income derived from such fees, permits and
   contracts, or an equivalent amount, will be used for the development, operation,
   maintenance, and replacement of recreation facilities transferred as shown in Exhibit A -
   Management Area.
   (b) The MANAGING PARTNER will maintain accounting records of the Management Area
   to satisfy the requirements of this Agreement and shall furnish at the end of the
   MANAGING PARTNER'S fiscal year and/or upon Reclamation's request, a financial
   report of all revenues received and expenditures made for operation and maintenance,
   replacements, construction, and improvement of Recreation Facilities. The MANAGING
   PARTNER will keep all financial records in accordance with generally accepted
   accounting principles.
   (c) The MANAGING PARTNER shall account for all revenues and expenditures (refer to
   6(b) above). Receipts are intended to be directed toward the overall operation,
   maintenance, development and enhancement of the Management Area. Should there be
   receipts in excess of the administrative, operation, maintenance and development and
   enhancement costs for the Management Area, excess receipts will be returned to
   Reclamation at the end of the MANAGING PARTNER fiscal year.

7. RECLAMATION USE PARAMOUNT, OPERATIONAL AREA).
   (a) The rights of the MANAGING PARTNER under this Agreement are subordinate to the
   prior rights of the United States, for the primary purposes of the project and any
   associated facilities or activities pursuant to Federal Reclamation Law, rules and
regulations. The United States will give written notice to the MANAGING PARTNER if
the United States determines that changes in land use for Reclamation purposes within
the Management Area are necessary.

(b) Reclamation may close the Management Area, or any portion thereof, including the
Operational Area, to public use whenever Reclamation determines such restriction is
necessary in the interest of Project operation, public safety or national security.
Reclamation’s designated representative will give written notice to the MANAGING
PARTNER of any such closure. This notice will be given as soon as practicable after a
determination for closure is made and will include the date when the closure becomes
effective. The MANAGING PARTNER will enforce such closure and such enforcement
will include coordination and cooperation with Reclamation to the extent Managing
Partner staff support and resources allow.

(c) Reclamation may revise the boundaries of the Operational Area at any time, as it deems
necessary. Reclamation’s designated representative will give written notice to the
MANAGING PARTNER of any such revision. This notice will be given as soon as
practicable after a determination for revision is made and will include the date when the
revision becomes effective.

(d) No recreation development or fish and wildlife habitat development or enhancement will
be constructed within the Operational Area by MANAGING PARTNER unless it is
specifically approved by RECLAMATION on a case-by-case basis.

8. RESOURCE/RECREATION MANAGEMENT PLAN OR SITE SPECIFIC
   RESOURCE PLAN.

(a) The MANAGING PARTNER’s administration, operation and maintenance of recreation
and related improvements and facilities, at the Management Area will be consistent with
the Reclamation approved Resource Management Plan or other relevant planning
document for this area. Any authorization given by Reclamation or the MANAGING
PARTNER for any activity related to the Management Area shall include a provision
requiring compliance with said plan(s).

(b) The Resource/Recreation Management Plan or Site-Specific Resource Plan provides
direction consistent with authorized project purposes and establishes a desired future
Town of Grand Lake Future Fireworks Event Protocol – Safety and Procedures

The following is a draft outline of the Town’s future protocol for safety and procedures to be followed during all fireworks events. Note: event safety and procedure protocol may be modified depending on season and available personnel.

Safety and Procedures Document

I. Introduction
   ➢ Clause/paragraph defining the purpose and intent of these safety measures and procedures
     o I.E. “This document is to be adopted by the Town of Grand Lake for the purpose of protecting the general safety and welfare of the population during the detonation of fireworks at all related events within the Town limits…”
   ➢ Table of Contents

II. Personnel and Responsibilities
   ➢ Town will host a pre-fireworks event meeting within “X” days of the event to discuss safety and procedures, and allocate responsibilities to each of the individual stakeholders
     o Page to include a matrix of individual stakeholders and their respective roles. Example below

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<tr>
<th>Personnel</th>
<th>Role/Responsibility</th>
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<tbody>
<tr>
<td>Fireworks Committee</td>
<td>Raise funds for fireworks and safeguard revenue until event. Contract with licensed detonator</td>
</tr>
<tr>
<td>Chief of Fire District</td>
<td>Have vehicle fleet on alert during day-of event; establish protection zone around fireworks launch area</td>
</tr>
<tr>
<td>Chief of Police District</td>
<td>Have units on standby around lakefront during day-of event</td>
</tr>
</tbody>
</table>

III. Procedures – Set Up Schedule
   ➢ Define general timeframe for fireworks event preparation/set-up
      o Includes loading area, public viewing area (along all sections of the lakefront) Grand Lake, etc.
   ➢ Define procedures (step-by-step) that are to be undertaken. Example below
      o Step 1: Purchase/Print all required safety related signage and barricades for use on fireworks event day.
Step 2: Demarcate all locations where signage and barricades are to be placed with temporary paint marks.

IV. Safety Measures
   ➢ List out the various safety measures to be used during the fireworks preparation/set-up and event day, which person is responsible for enforcing them, and where this will occur/where person will be stationed. Examples below

<table>
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<th>Safety Measure</th>
<th>Responsible Individual(s)</th>
<th>Location</th>
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<tbody>
<tr>
<td>Oversee all fireworks dock installation process, including clearing area of</td>
<td>XXX</td>
<td>E. Inlet: Access Area</td>
</tr>
<tr>
<td>debris, hazards, etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Install all water buoys surrounding fireworks loading zone with 100' radius</td>
<td>XXX</td>
<td>Grand Lake</td>
</tr>
<tr>
<td>Secure all watercraft to help tow fireworks barge into the Lake</td>
<td>Town Staff</td>
<td>L-Dock and Fireworks Dock</td>
</tr>
</tbody>
</table>

V. Commentary and Feedback
   ➢ Town will host a post-fireworks event meeting within "X" days after the event to review the outcome of each event and to modify procedures, as required, to improve safety measures and operations.

VI. Appendix: Maps
   ➢ Maps to illustrate all applicable areas that safety related and procedural activities are to take place.
     ○ To be referenced throughout the entire document
Date: June 12, 2017

To: Mayor Peterson and Town Trustees

From: Jim White, Town Manager

RE: Items from the Town Manager

1. **Streetscape Project/Update**
   
   The project started on May 15, 2017. The boardwalk portion of the project by Big Valley Construction began in front of the former EG’s building and proceeded east toward Silver Moose. That was completed by Friday June 2, 2017. Simultaneously, work on the storm sewer by ATH Sales and Specialties commenced on Park Avenue concurrent with the aforementioned schedule.

   Beginning on Monday, June 6, 2017, Big Valley jumped over to Sagebrush to continue work on the boardwalk toward Hancock on that street. Initially, they had planned to continue on toward Poncho and Lefty’s but certain supplies needed for Humphrey’s were not yet available. All pertinent business owners or employees were notified by staff. Also on June 6, 2017, ATII moved to Garfield between the lake and Grand Avenue to replace storm sewer lines. Staff (Bernie, Nate, Jon T, and Jim) have been in contact with local businesses in and effort to address issues as they arise. Our contractor has indicated that this may be the deepest cut of the Phase 1 portion of our project.

2. **Annual Spring Strategic Planning Meeting Update/Review**

   One follow up item is that I have secured a Home Rule presentation tentatively set for Monday, August 14, 2017 by Tami Tanoue, legal counsel for CIRSA. Our facilitator, Aden Hogan has sent a copy of his Power Point presentation which I have already distributed to the Town Board. I also received his list of priorities summary and I have attached that (SEE ATTACHMENT).

3. **East Inlet Boat Ramps and Docks**

   Initial construction began on Thursday, May 4, 2017 and will continue until complete. The other Shore Station docks should arrive by June 15th to June 20th. The legs previously sent were not the proper length. This item will be addressed in much more detail under “Delegations” led by Geoff Elliott. Town Staff will address follow up issues regarding insurance, boat drivers, and other follow up information we have attained since the last meeting.
In a related issue, Dee Mullinex, with Chris Water Rescue, is providing a Personal Floatation Devices station again at the East Inlet boat launch area.

4. **Invasive Zebra and Quagga Mussel Management Plan**

Ramps opened for inspection on **May 19, 2017**.
The Bureau of Reclamation and Northern Water continue work on the fabrication of the bollards and cable that we will use for potential soft closures at the inspection site on Grand Lake.

5. **Water Tank Schedule and Loan Application**

In your previous packet, as an attachment, I included a schedule for work on our Water Tank following consultation with the Colorado Water Quality Control Division. Dave Johnson, Water Superintendent; John Enochs, Diamondback Engineering; and I participated in a meeting with the Colorado Department of Health and the Environment (CDPHE), the Department of Local Affairs (DOLA), and Colorado Water Resource and Power Development Authority (CWRPDA) on Monday June 6, 2017, in Grand Lake, to address construction planning and preparation for earthwork that can be completed in 2017 and also construction planning which will be scheduled in the spring of 2018. We also discussed a low interest loan (2%) from CWRPDA in the approximate amount of $1.6 million, as a total cost for all elements of the tank project (SEE ATTACHMENT).

6. **Chipping Day/Grand Lake**

During the last month, I collaborated with Schelly Olson to find a location to assist the Grand Fire District in a Chipping Day™ in Grand Lake. Schelly has been in touch with Ryan Barwick of Grand Adventures, which owns the property south of Sloopy’s on Highway 34. We had also offered Winter’s Pioneer Park as a possible location. Our local Rotary has also found four or five volunteers to assist the Fire District staff with two shifts, one in the am and one in the afternoon. More details will be forthcoming.

7. **West Portal Bridge/Supplemental Funding**

We continue to work with Benesch Engineering and CDOT to revise the IGA based on the new infusion of funds ($464,056) on April 19, 2017 which will enable the project to proceed. Reimbursement for design work has also been submitted to CDOT.

8. **Mountain States Employment Council**

Mountain States Employment Council, of which we are a member, is currently working on a formal review of the Town’s Personnel Handbook. They provide both a
legal and Human Resources review. Laura Woods, consultant, HR Services at MSEC is our primary contact. Some of the services provided to the Town include employment law, HR, training, and surveys.

9. **Blueprint 2.0 Grant Submitted**

The Town of Grand Lake recently submitted this grant to help move toward the development of a creative economy and the prospect of establishing a Creative District (SEE ATTACHMENT).

**ANNOUNCEMENTS**

- On June 3, 2017, in addition to several staff members (Bernie, Jim and John Z., Clean Up Day volunteers included: Gary Althen, Deb Bondi, Rudy Perez, Elin Capps, Jim Capps, Steph Wall, Laura Summers, Deb Sisung, Jim Funk, Larry Bacon, Bonnie Severson, Dick Sisung, Phil McGinn, Mary Wells, representatives from GLFPD, Hailey Means, Lisa Wehunt, Tim Litko, Steve Robinson, and Kathy Means.

On that same day, we celebrated Arbor Day and I read the Proclamation from Mayor Peterson along with Public Works Director, Bernie McGinn. Special thanks to Jeff Larson, Grand Lake Lodge, for providing food for our volunteers. Thanks also to Paul Harrington who moved and replanted a tree to help celebrate Arbor Day.

- On **June 5, 2017**, I approved change order #3 from Big Valley Construction in the amount of $11,730. This was for work by subcontractor ATH for additional linear footage of sewer force main, additional storm sewer cleanout manhole, insulation at gravity and force main sewer and removal and replacement of sewer service to Lot 9 on Park Avenue, and the contractor’s fee and overhead per the contract.

- On Thursday, **June 8, 2017**, we interviewed two candidates for our part time Receptionist position.

- The Town, with coordination by DiAnn Butler, Grand County Economic Development Director and Ken Fucik, local Grand Lake are resident, is hosting the Colorado Creative’s Board of Directors on **June 9, 2017** and promoting our local Colorful Creative’s organization---a composite of local artisans of many genres.

- Lights in the Community House have been repaired and replaced predominantly by Ken Stasco with some assistance from Public Works. Local electrician, Jeff Houck, has provided the required power sources and wiring to accommodate the upgraded system.
• Acevedo Roofing has completed Town Hall roof repairs and installed heat tape as well. Again, local electrician, Jeff Houck will provide the required power source to serve the voltage needed for the heat tape.

• On June 12, 2017, the Town of Grand Lake took its turn in the rotation to host the Mayors, Managers, and Commissioners meeting at Town Hall in the Community House.

• Howard Neville came to the rescue of his own art work. Sue Luton had recently brought me the book artifact held by the statue of a boy reading which is located outside the library. It had fallen off or had been dislodged. He will make necessary repairs.

• The 2017 Fireworks Planning meeting for all relevant agencies has been set for Monday, June 19, 2017 at 2pm.

• The Town will have two Personal Flotation Device (Life Preserver) Stations again this year, one at the beach and the other at the East Inlet. I have made Dee Mullinex aware of the construction project at the East Inlet in order to set the station in a place, perhaps first in a temporary location.

• Lunsford Signs completed the James Cairns Lake View Access signage.

• As always, please let me know if you have any questions or concerns. You may also directly contact department directors with questions as well.

Quotable Quote(s):

“If you get tired, learn to rest, not to quit.”

---Banksy
Jim White

From: Katie Nicholls  
Sent: Wednesday, May 24, 2017 4:11 PM  
To: Jim White  
Cc: Erin Ackerman  
Subject: Fireworks Events Liability

Jim,

I spoke with Jill Padbury, Underwriting Manager, with CIRSA about the Town picking up the insurance for the events. If we, the Town, are running and control the event, which is sounds like they want us to do, then everything should be covered under our insurance without extra insurance needed. As we own the property and staff is already covered. Our volunteers are covered under our VAMP coverage and if an injury to a person exceeds the VAMP maximum it will be covered by our Bodily Injury. There are a few things that need to be considered:

1) The volunteers are our volunteers and should be picked by the Town; this is part of the control and management of the event.

2) We might want to consider getting the volunteers to sign a waiver to release liability; this would likely involve Scotty's drafting or his input at a minimum.

3) There is an issue with Jerry pulling a boat that needs to be addressed. Will he be working the event as an employee or as a volunteer? Him doing so as an employee means that not only will he have to be paid, but he will have worker's comp rights which are quite expensive if something were to happen.

As long as the Town retains full control of the event, then it would be a Town event and covered by our insurance. However, as noted in Jill's earlier email if anything were to happen it would impact the Town's loss history and the future contributions for many years. I copied Erin A on this email in case you need to know what the impact would be of having Jerry work as an employee at the events.

Katie

Katie Nicholls  
Town Clerk  
Town of Grand Lake  
1026 Park Avenue  
P. O. Box 99  
Grand Lake, CO 80447  
970-627-3435  
970-627-9290 - fax  
www.townofgrandlake.com
Personnel (Volunteers) of the Barge Transportation and Safety Team. (PBTST)

<table>
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<td>Mike Smith</td>
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<td>Jeff Boh</td>
<td>25 years</td>
<td>4</td>
<td>531-8743</td>
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<td>Jerry Hassoldt</td>
<td>58 years</td>
<td>20 in &amp; out</td>
<td>531-0347</td>
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<tr>
<td>Jim Gasner</td>
<td>26 years</td>
<td>7 in &amp; out</td>
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If you know of anyone with lots of experience please let me know. I would like to increase this list with the idea of continuous improvement of quality volunteers.

I am waiting on a quote from Allied Insurance in the event CIRSA decides not to cover. Perhaps some type of umbrella policy is available through CIRSA. Samantha at the Chamber was very happy to assist me in this effort.

TG
CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 4/25/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

Brito Gallagher
One Cleveland Center, Floor 30
1375 East 9th Street
Cleveland OH 44114

CONTACT NAME:

PHONE: 216-658-7100
IRC: 10851
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

INSURER A: Everest Indemnity Insurance Co.

INSURER B: Everest National Insurance Company

INSURER C: Maxum Indemnity Company

INSURER D: Axiis Surplus Insurance Company

INSURER E:

INSURER F:

INSURER:

CERTIFICATE NUMBER: 241908608

REVISED NUMBER:

COVERAGE

A GENERAL LIABILITY

X COMMERCIAL GENERAL LIABILITY
CLAIMS-MADE X OCCUR

GENL AGGREGATE LIMIT APPLIES PER:

POLICY X PROJECT LOC

B AUTOMOBILE LIABILITY

X ANY AUTO

SCHEDULED AUTOS

X HIRED AUTOS

X EXCESS LIABILITY

EXC6028118-02

C WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY

X EXCESS LIABILITY

SCHEDULED AUTOS

NON-OWNED AUTOS

D EXCESS LIABILITY

EAL7591767

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.

FIREFOWKRS DISPLAY DATE: July 4, 2017

RAIN DATE: TBD

LOCATION OF EVENT: on a barge in Grand Lake

ADD'L INSURED: The Town of Grand Lake, Colorado, its employees, volunteers, officers, elected officials, partners, subsidiaries, divisions & See Attached...

CERTIFICATE HOLDER

Grand Lake Fireworks Organization, Inc.
PO Box 1689
Grand Lake CO 80447

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2010/05) The ACORD name and logo are registered marks of ACORD
AGENCY CUSTOMER ID:  
LOC #:  

ADDITIONAL REMARKS SCHEDULE

AGENCY  
Britton Gallagher  

NAMED INSURED  
J & M Displays, Inc.  
18094 170th Avenue  
Yarmouth IA 52660  

POLICY NUMBER  

CARRIER  
NAIC CODE  
EFFECTIVE DATE:  

ADDITIONAL REMARKS  

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER:  25  FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE  

affiliates, event sponsors & landowners as their interest may appear in relation to this event; Grand Lake Fireworks Organization, Inc. (sponsor); Bureau of Reclamation (landowner)
All~

I just wanted to give a reminder of our meeting on Monday, and I look forward to meeting everyone from the Town and getting this project funded!

See you Monday,

Randi

Grand Lake Prequal Meeting

All,

We will discuss Grand Lakes's prequal which includes the project, project and loan schedule, and SRF items.

For those who can't make it in person here is the call in number: 1-857-216-6700

Code: 425132

I have attached the tentative agenda and will update the location when one is determined.

Thank you, Randi

Location: Town Hall 1026 Park Avenue Grand Lake, CO 80447

When Mon Jun 5, 2017 10:30am - 12:30pm Mountain Time

Where CDPHE - WQCD - TCLinel 1026 Park Avenue Grand Lake CO (map)

Who
- Randi Johnson-Hufford - CDPHE - organizer
- wwilliams@cwrpda.com
- Matthew Stearns - CDPHE
- John Enochs
- bethany.fox@state.co.us
- gmanager@townofgrandlake.com
- Bradley Monson - CDPHE
- olddj@comcast.net

Attachments HOP Ch 3 - Attachment 1 Pre-Application Meeting Agenda.doc
Pre-Application Meeting Agenda

ATTENDEES:
Borrower - Town of Grand Lake: Jim White, Dave Johnson
Consulting Engineer - John Enochs
Division Review Engineer - John Nemcik
Division Project Manager - Randi Johnson-Hufford; Matt Stearns
DOLA Representative - Beth Fox
Authority Representative - Wes Williams

1. INTRODUCTIONS (Division)
   ➢ Sign-in Sheet
   ➢ Roles and Responsibilities
     o Water Quality Control Division (Division)
     o Department of Local Affairs (DOLA)
     o Colorado Water Resources and Power Development Authority (Authority)

2. PROJECT OVERVIEW - Pre-Qualification Form Review
   ➢ Project needs and summary by Borrower
   ➢ Review of completed Eligibility Assessment (Division)
   ➢ Review Preliminary Environmental Determination (Division)
   ➢ Review financial analysis (DOLA)
   ➢ Review Median Household Income and Income Survey (DOLA)
   ➢ Comparison of compliance/enforcement coordination with construction schedule*
     (Division)
   *Construction schedule will be enforced and inserted in loan agreement.

3. OVERVIEW OF LOAN PROGRAM (Authority)
   ➢ Loan Types
     o Direct
     o Leveraged
   ➢ Repayment Schedule
   ➢ Interest Rates/Terms
     o GPR
     o DAC

4. LOAN PROCESS
   ➢ Credit Review Completed (DOLA)
     o Recommendation to authority board (Authority)
   ➢ Authority Board Meeting (Authority)
     o Loan Approval
     o Loan Execution

5. PLANNING DESIGN and ENGINEERING GRANT (Division)
   ➢ Grant conditions to apply to SRF loan program
   ➢ Budget
   ➢ Design submittals
   ➢ Environmental Assessment
6. **APPLICATION PROCESS**
   - Authorization to make application
   - Pre-application steps
     - Project Needs Assessment
     - Public Meeting
     - Environmental Determination
       *Projects subject to an EA must send contact letters while preparing the EA within 45-60 days after the PNA review letter is sent to the borrower. Copies of the contact letters, responses to contact letters and the EA must be submitted as a packet.*
     - Design submittals
   - Submit Application

7. **SRF REQUIREMENTS**
   All Projects:
   - Davis-Bacon
   - American Iron and Steel
   - Debarment and suspension
   - Civil rights
   - Equal Employment Opportunity
   - Archeological and Historic Preservation
   - Occupational Safety and Health
   - Neutrality in contracts

   WPCRF Projects:
   - Cost and Effectiveness
   - Fiscal Sustainability Plan (FSP)

   Federally Funded Equivalency Projects:
   - Disadvantage Business Enterprise (DBE)
   - Onsite signage (or applicable signage)
   - A/E Procurement (Qualifications based selection) - WPCRF only

8. **QUESTIONS AND ANSWERS (ALL)**

9. **NEXT STEPS - ACTION ITEMS (Division)**
Town of Grand Lake - Goals and Priorities

By Category - Town Board & Staff

Policy
Nightly Rentals
Municipal Code Update
Code Enforcement Protocols
Parking Master Plan
Public Improvements - Alleys
Economic Development Plan
Day Care Camp

Community
Docks
Comprehensive Plan Update
Compete the Office Reorg.
Interpretative Kiosks
Boardwalks-Wayfinding Signs
Streetscapes
East Portal Recreation Area Dev.
Continental Divide Trail Coop.

By Year - Town Board

2017
Docks (in process)
Streetscapes
W. Portal Bridge
Muni-Code Update★
Staff Capacity/Assignments★
Tem Office Arrangements
Intergov. Partnerships/Relations
Grand Lake Center Development★
Code Enforcement Policy/Protocols
Asset Management Plan (AMP)
Comprehensive Plan Update★
Strategic Planning Startup
Creative Industries Policy/Process
Permanent Fireworks Plan/Protocols
Human Resources Discussion
Town Marketing Plan
NPS-NFS Relationships/Cooperation

2018
East Portal Improvements
Streetscapes continued...
Town Hall Expansion (upstairs)
Water Tank
Nightly Rentals continued...
Boat Slip Rentals
New Pontoon Boats
Visitor Center/Bureau
Wayfinding Signage continued...
Emergency Operations Plan (EOP)★
Lakes-Waterways Cooperation/Partners
Strategic Planning continued...
Comp Plan Update continued...★

★ = Three or more Board preferences

Hogan and Associates, LLC - For Town of Grand Lake
May-17
Session

Business
Marina Rental Fees/New Boats
Fitness Partnership w/Recreation
Asset Management Plan

2019 ➞ Future
Grand Lake Center - Enterprise Fund
C.I.P Plan (10 year)
Economic Development Plan
Affordable Housing Plan
Transparent Town Government
Water Quality Concerns - ongoing
EOP continued... ★
Strategic Planning continued...
**Blueprint 2.0: Grand Lake, CO**

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<td>Organization:</td>
<td>Grand Lake, CO</td>
</tr>
<tr>
<td>Contact:</td>
<td>Nate Shull</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:oeditportal@townofgrandlake.com">oeditportal@townofgrandlake.com</a></td>
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**Introductory Information**

**Question 1:** What community or region will be served by this initiative?

The Town of Grand Lake, CO and surrounding unincorporated rural community

**Question 2:** Primary Contact First Name

Jim

**Question 3:** Primary Contact Last Name

White

**Question 4:** Primary Contact Title

Town Manager, Grand Lake

**Question 5:** Primary Contact Phone Number (###-###-####)

970-627-3435 (Town Hall)

**Question 6:** Primary Contact Email Address

oeditportal@townofgrandlake.com

**Question 7:** Primary Contact Physical: Street Address

1026 Park Ave

**Question 8:** Primary Contact Physical: Address 2

6/2/17
Question 9: Primary Contact Physical: City
Grand Lake

Question 10: Primary Contact Physical: Postal/Zip Code
80447.00

Question 11: Blueprint 2.0 was designed to assist rural communities/regions and/or distressed areas of the state. In order to be considered for this program, please describe how your community/region is rural and/or distressed in nature:

Grand Lake, CO is located at the west entrance to Rocky Mountain National Park and currently has a population of just under 500 permanent full time residents. Its economy is heavily seasonally dependent on summer recreation and tourism. Since the 2008 recession we have lost many of our main street businesses. Loss of working families resulted in the closing of our only school, Grand Lake Elementary School, in 2011.

We feel that the Blueprint 2.0 Creativity Lab program will help us kickstart the development of our creative economy, which has the potential to become a major economic sector in the local area. In addition to job growth and diversification of the tourist-based economy, we believe that this initiative will build a strong identity for Grand Lake as a desirable place for people in the creative industries to live and work year-round.

Question 12: Primary Contact Physical: State
☐ Colorado
☐ ****

Initiative Selection & Background

Question 13: Please select the desired Blueprint Initiative from this list:

☐ Brand Building for Communities
☐ Tourism Promotion and Development
☐ Coworking 101
☐ Community Placemaking
☐ Tiny Homes Workshop
☐ Grow Your Outdoor Recreation Industry
☐ Certified Small Business Community
Question 14: Please describe how this Blueprint 2.0 Initiative aligns with your economic development goals, and how the initiative will help you achieve these goals:

In the last five years, Grand Lake has been the recipient of two town assessments: a Downtown Colorado Initiative (DCI) Community Assessment and a Federal Lands Livability Study, awarded by the Federal Highways Administration. Both assessments established priorities based on extensive community input, and final reports from these assessments can be found on the Town website www.townofgrandlake.com using the hot link to "Town Plans" in the left sidebar. These assessments helped Grand Lake identify a need to diversify its economy and expand opportunity during the shoulder seasons. Our goal is to build toward a sustainable year-round economy that will attract and serve permanent residents. Since that time, the Colorado State OEDIT has recognized the importance of the creative industry sector of Colorado’s economy, which has spurred Grand Lake to focus on supporting and growing the creative sector of our economy.

Grand Lake has long been home to creative industry businesses, organizations and professional artists; for example, the Rocky Mountain Repertory Theater in Grand Lake is celebrating its 30th season, with nightly summer performances that usually sell out the 271-seat theater. For the past three years a community-led grassroots effort to support and expand Grand Lake’s creative community has been ongoing, and has recently been formalized as the Colorful Creatives. In 2016 the Town gave its approval to the Colorful Creatives to explore the concept of growing the local creative economy. Colorful Creatives has identified a large segment of the community engaged in artistic and creative endeavors. At the same time, it has also identified a diverse collection of physical assets which can help support a creative economy. Bringing these resources together and providing an infrastructure that promotes and supports existing creative endeavors while attracting new creative enterprises to Grand Lake is the long-term objective of the Colorful Creatives.

What is now required are the tools needed to merge the physical and creative assets to promote a creative economy. The Blueprint 2.0 Creativity Lab would help contribute to these efforts moving forward.

Question 15: How will you measure the success of the initiative?

Our objective is to have both short-term metrics and long-term metrics. Short term metrics include measurable growth in community participation, addition of new businesses and organizations in the creative sector, the establishment of collective marketing efforts to promote the local creative economy, and partnerships to create affordable housing for artists and creatives. Long-term success will be measured by tax revenue increases, a reversal of population decline, and evidence of a growing year-round economy.

Question 16: The success of this Blueprint 2.0 Initiative will require deliberate execution on the part of the selected community. Please include past examples of successful initiatives demonstrating your ability to implement community-lead projects:

The most notable recent example of the success of a community-based initiative in Grand Lake is the current municipal streetscape improvement project. In 2013, a community-led Design Committee was set up as a result of our community assessment by DCI. The Design Committee worked on redesigning the downtown area of Grand Lake to spur economic development and increase visual appeal. Based on their recommendations, the Board of Trustees contracted in 2015 for a Streetscape Master Plan (posted on the town website at www.townofgrandlake.com), which was completed with widespread community input. In 2016, Grand Lake citizens financed the streetscape improvement project via a successful $4.3M sales tax bond election. This multi-year construction project is currently in progress and the Town has secured an additional $500k of funding from the Department of Local Affairs.

In 2014, the Town purchased the vacant Grand Lake Elementary School building. It has been converted into the Grand Lake Center, which serves as a multipurpose, multi-generational community gathering place. Two community volunteer groups have shaped the Center; the Future Uses Committee developed a plan for the building based on community needs and wants, and the Implementation Committee served to start up the various functions of the new Center. A volunteer Steering Committee is being formed to oversee the facility long-term. In addition to providing fitness and recreation facilities, the Center currently rents studio space to community artist groups and individual artists. The Center plans to establish a sustainable event center.
for meetings, seminars, workshops and other events that can take place in shoulder seasons as well as in summer, bringing in revenues from outside the community. Longer-term visions include the possibility of using the Center to provide workspace for an artist livework program. The Colorful Creatives Organization has been instrumental in start-up of the Center and will play an active role in the continuing development of its vision.

Finally, the Grand Lake community has continuously supported the Rocky Mountain Repertory Theatre throughout its five decades of operation. During RMRT's early years, the Town participated by donating their Community House as a venue for performances. In 2011, the construction of a new $5M performing arts theater was achieved by RMRT with the help of broad-based community fundraising.

Commitment by the Town to the work of the Colorful Creatives Organization is the latest evidence of our ability to support and carry through on community-based initiatives.

**Question 17:** Please explain how you and your community will support the onsite coordination of initiative related activities:

The Town of Grand Lake, Grand Lake Chamber of Commerce, and community stakeholder organizations such as Rotary and the Grand Lake Area Historical Society, have a long record of partnership to provide many events and programs that directly contribute to the economic health and cultural wellbeing of Grand Lake. The Colorful Creatives has support from each of these entities and will continue to operate according to this collaborative model.

At present, the Colorful Creatives is a volunteer organization made up of community leaders and stakeholders, but discussions are underway to obtain Town funding for the first paid position by 2018. The Town has agreed to contribute staff resources to the Colorful Creatives initiatives on a part-time basis to help coordinate activities.

**Question 18:** Has your community or region ever attempted a similar effort in the past? If yes, what was the result? If not, why has this initiative not been attempted and why do you feel this is an appropriate time to begin this effort?

Over the span of many years, Grand Lake has seen the birth of several community-based arts and cultural organizations, some of which endure while others have run their course. Examples of continuing success include the Rocky Mountain Repertory Theater and the Grand Lake Area Historical Society. However, this is the first time that the Town has taken an active role in the support and growth of the creative economy in Grand Lake. We feel that our community goals align well with OECD objectives and that the time is right to take action.

**Question 19:** Who is the local champion leading this effort? Please explain why this person is well suited to lead the Blueprint 2.0 initiative:

DiAnn Butler is the local champion to lead the Blueprint 2.0 initiative. DiAnn is a resident of, and a committed volunteer for, the town of Grand Lake, CO. She has been a member of the Rocky Mountain Repertory Theater Advisory Board and has been a key figure in the formation of Grand Lake's Colorful Creatives organization.

In her professional role as director of Grand County's Economic Development program, DiAnn has been working for the past five years on initiatives to grow the creative economy in Grand County, and specifically in Grand Lake. She has been responsible for introducing Grand Lake to Colorado Creative Industries programs and has brought many local and state resources to bear on the needs of the town. Her association with the Downtown Colorado Initiative led to the abovementioned downtown assessment performed by DCI in 2013. She has been instrumental in the development of the Grand Lake Center, bringing in the Disney Way program as the first anchor partner to launch the Center's event center. In 2016, she helped the Town apply for a successful Rural Economic Development Initiative grant from the USDA to find a marketing plan for the event center.

**Question 20:** Please attach a letter of support from the Blueprint 2.0 initiative champion and a brief bio.

*DButler Letter.pdf (5/31/2017 12:26 PM)*
*DiAnn Butler Bio.docx (5/31/2017 12:27 PM)*
Question 21: Please demonstrate broad community support for this initiative by uploading a list of individuals and organizations who will support this effort, along with the role they will play in the implementation of the initiative.

Member List – Grand Lake Colorful Creatives.docx (3/31/2017 12:31 PM)

Question 22: Please upload at least 3 letters of support demonstrating community buy-in.

RMRT Creativity Lab letter.pdf (5/31/2017 12:33 PM)
GLCC support letter.pdf (5/31/2017 12:32 PM)
Colorful Creatives Support Letter.pdf (5/31/2017 12:35 PM)

Question 23: Is there local financing in place or in-kind donations to support this initiative? If so, what is the source and dollar amount or dollar equivalent?

The Grand Lake Chamber of Commerce and The Town of Grand Lake have committed to providing venues and materials necessary to host the Blueprint 2.0 Creativity Lab project.

The groundwork by the Colorful Creatives to date has been a volunteer effort. The Town has agreed to donate ~50 hours of in-kind work by Town staff in 2017 to coordinate Colorful Creatives work and projects, which will be directed toward building the infrastructure to support a Creative District in Grand Lake and positioning the town to apply for formal designation as a Colorado Creative Industries District.

Question 24: We certify that, in addition to completing short surveys about the initiative process, we are willing to provide brief, quarterly progress reports for two years.

☑ Yes
☐ No

Creativity Lab

Question 25: Which of the following best describes the organization applying: A) a local municipality; B) a civic or cultural non-profit organization; C) a business or trade association; D) a for-profit company; E) a loosely affiliated community group; or Other:

☑ Local Municipality
☐ Civic or Cultural Non-profit Organization
☐ Business or Trade Association
☐ For-profit Company
☐ Loosely Affiliated Community Group
☐ Other

Question 26: If you indicated “other” in the previous question, please describe your organization:
To: Board of Trustees
From: Erin ORourke - Code Administrator
Date: June 12, 2017
Re: Code Admin Update

Complaints

- Two complaints received against separate properties for unregistered vehicles/trailers/RVs/snowmobiles and accumulated debris. Contact with property owners is in progress.
- Noise complaint received against local business for loud music (Code states it is unlawful for any public or private places to make unnecessary, unusually loud or unusual noise between the hours of 8pm and 6am.) Town Manager and Code Admin will be meeting with the business manager on June 13th.

Sign Applications

- Sign Code Update – waiting for Town Attorney to finish drafting Ordinance for BOT approval.

Nightly Rental Licenses

- A new Nightly Rental License application will be brought before the Board this evening. Although a written complaint was submitted by an adjacent property the Planning Commission has made a favorable recommendation and staff is also recommending approval of this NRL.

Special Event Permits

- Summer special events are in full swing. The first Chamber sponsored Arts and Crafts Show was held this past weekend. Other upcoming events in June include Rotary Bingo, Rotary Duck Race and ISC Chili Cook-off.

GL Enhancement Grant

- The Town received four Enhancement Grant applications by the April 17, 2017 spring deadline. The Grand Lake Design Committee met on May 9th to review the grant requests. The Design Committee approved funding for all four applications received.
  - Mountain Gal – Signage
  - Lemmon Lodge – Landscaping
  - RMRT – New exterior lighting for Frieda's House building
  - New thrift store (Elmer) – exterior paint
Grand Lake Center

- The Grand Lake Center is seeing increased usage as the summer begins. An updated flyer will be mailed out at the end of June to inform local residents and visitors of current offerings including fitness memberships.
- The GLC was the beneficiary of another donation of fitness equipment including a leg press machine and two cable weight machines. If you have been to the fitness center stop by and check it out!
- The Disney Way customer service training seminar will again be hosted at the Grand Lake Center. There will be one training session offered this year – October 23 – 25.

<table>
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<tr>
<th>2017</th>
<th>March</th>
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<td>Pickle Ball</td>
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Strategic Planning

- Code Admin submitted a short list of items to the Board or Trustees for consideration during the Strategic Planning meeting in May 2017. Items included clean up of Town alleyways, screening of dumpsters on Grand Ave. and certain other locations and a complete update of the Municipal Code. If the Board has any questions on these items Code Admin would be happy to address them during Monday’s meeting.
To: Mayor Peterson and Town Trustees
From: Erin Ackerman, Treasurer
Date: June 12, 2017
RE: EV Charging Station Information

The installation of the charging station in 2016 cost $12,876. The Town received reimbursements totaling $9,760, consisting of a rebate from Mountain Parks Electric, a grant from the Colorado Energy Office and a refund for a portion of the site preparation completed by Town employees.

Through April 2017, the charging station has used 844 kWh which cost the Town $89. The Town has also expended $560 to renew our service agreement in 2017 with Chargepoint, the network service provider required to collect data and charge fees. The revenue received in connection with the use of the charging station totals $116 through April 2017. Revenue is collected at the rate of $1/hour of use, with a one-hour minimum charge.

These numbers result in an overall cost to the Town of $3,649 through April 2017.
To The Members Of The Board Of The Town Of Grand Lake, Colorado:

In January this year we received a water bill statement totaling $1,258.00. This amount was an extreme increase from our previous bill of $752.00, and shocking if compared to the same time period in 2016, which totaled $179.00. Also, our tenants had vacated, so the amount should have been closer to the bill in January 2016.

We immediately called on our plumbing experts, Grand Lake Plumbing and KBL Plumbing, to figure out what was happening in the building that would account for this substantial water usage increase. Nothing was found...everything in the building was normal. No pipes were broken.

We then turned to the billing department for help. They made it clear they only handle statement production and mailing based on the water meter readings performed by Dave Johnson. We then contacted Dave, who was already aware of the problem, as he was on site when KBL plumbing was inspecting for interior issues, and requested he install a new meter for the building. It was our opinion after thoroughly searching the building for water abnormalities, and finding none, that the meter must be malfunctioning. Dave agreed to order a new meter, but said it would take a while to receive one. To the best of my knowledge, the new meter was ordered in early February, has arrived, but has not yet been installed.

Interestingly, after Dave saw, along side the plumbing companies, that we didn’t have any broken pipes or leaks, our bills went back to a normal range for the most recent statement. We suspect the leak was on the city side or something.

We are requesting a refund of 50% for the January 2017 bill of $1,258.00, or $629.00. We feel this is very fair considering we paid $1,079.00 more for this year’s first quarter statement compared to the first quarter 2016...yet the building was not occupied and we did not have any interior leaks or breaks.

If you find that a refund is due, please make the payment out to Tracee Lorens, and mail to the above address.

Thank you for your time and consideration,

Sincerely,

Stanton Lorens, Member, 1000 Grand Ave, LLC
April 13, 2017

Board of Trustees
Town of Grand Lake
P.O. Box 99
Grand Lake, CO 80447

Dear Grand Lake Board of Trustees,

On behalf of the staff and the Board of Directors of the Grand County Rural Health Network, I would like to express my appreciation upon receiving the Town of Grand Lake’s $1,000 grant in support of the Advocacy for Children’s Health and Education (A.C.H.E.S.) Program and Partners for Adults in Need of Services (P.A.I.N.S.) Programs. Thanks to your generous support, these monies will help provide healthcare to the uninsured in Grand Lake.

The A.C.H.E.S. and P.A.I.N.S. Program coverage just continues to grow. In 2017, we are including comprehensive care for our uninsured residents, including mental health care, plus well-child exams for children under 18.

We truly appreciate your continued support. We know you have many excellent nonprofits from which to choose to fund, which makes us even more grateful for your funding. Support such as yours will allow us to continue these valuable services, as this program is funded entirely through grants and philanthropy.

Again, I thank you on behalf of the many uninsured in Grand County who can receive timely healthcare through the A.C.H.E.S. and P.A.I.N.S. programs.

Sincerely,

Jen Fanning,
Executive Director
BERTHOUD PASS WALL REPAIRS

PROJECT BACKGROUND
Beginning in mid-June 2017, the Colorado Department of Transportation and contractor partner ESCO Construction Co. will begin work on wall and roadway repairs along US Highway 40 between Mile Points 244.37 and 248.09 at Berthoud Pass.

This $2.8 million project consists of wall and expansion joint repairs at several locations on US 40 throughout the project area. The maintenance-critical project will repair deteriorating walls that reinforce unstable slopes above the roadways and expansion joints that allow water to flow through and contribute to the wall deterioration.

This project will continue through late 2017, as weather permits.

TRAFFIC IMPACTS
Motorists can expect intermittent shoulder and lane closures on US 40 between MP 244.37 and 248.09 for the duration of the project, with at least one lane remaining open in each direction. Typical working hours are Mondays through Thursdays, 7 a.m. to 7 p.m. and Fridays, 7 a.m. to 5 p.m.

PROJECT INFORMATION
For additional information about this project, call the project information line at 720-275-8243, email the team at BerthoudPassWallRepair@gmail.com, or visit the project website and sign up for updates at www.codot.gov/projects/berthoud-pass-wall-repair.
Short Term Rental – Monitoring/Tracking Services

CAST Member Survey – May 2017

Of the 26 members that responded to this survey, 16 members currently track Short Term Rentals (STRs) in-house but many are exploring service agreements. Nine members currently contract with a service. One member does not track STRs at all.

I. SERVICES:

Host Compliance - https://hostcompliance.com/

Durango - Contact: Scott Shine, Planning Manager. scott.shine@durangogov.org, (970) 375-4858.

Estes Park - Began working with Host Compliance as of January 2017. Contact: Linda Hardin, Code Enforcement Officer, lhardin@estes.org

Jackson - Just starting this process with Host Compliance and in very early stages. Contacts: Roger Schultz, rschultz@townofjackson.com or Shellie Morillon, smorillon@townofjackson.com

Beaver Creek Resort Company - Contract will begin June 2017. Contact: Elizabeth Jones, director of administration, ejones1@bcresortco.com

Avon - In the process of contracting with this service.

Pagosa Springs - Looking to work with Host Compliance in partnership with the County. Have worked with MuniRevs in the past. Contact: Jennie Green, Director of Tourism, sales@visitpagosasprings.com

Winter Park – In discussions about using this service.

Grand Lake - Discussing a possible agreement. Jim White, Town Manager, gmanager@townofgrandlake.com

MuniRevs - http://www.munirevs.com/

Telluride - In the process of reviewing other services to augment or replace current service with MuniRevs. MuniRevs also provides sales and business tax collections services for the town.
Greg Clifton, Town Manager, gclifton@telluride-co.gov or Lynne Beck, Town Finance Director, lbeck@telluride-co.gov

Crested Butte – Also just getting started with STR Helper. Lois Rozman, Finance Director, loisr@crestedbutte-co.gov

Breckenridge – In process of implementing contracts with MuniRevs & Harmari (www.harmari.com/) Contact: Heather Pezzella, Revenue Services Administrator, hpezzella@townofbreckenridge.com

Mountain Village – Contact: Julie Vergari, Chief Accountant jvergari@mtnvillage.org

STRHelper - http://strhelper.com/

Crested Butte – Just getting started with this service and also use MuniRevs. Contact: Lois Rozman, Finance Director, loisr@crestedbutte-co.gov

Mt Crested Butte – Reviewing this service.

Airdna – https://www.airdna.co/

Breckenridge – Also in the process of implementing contracts with MuniRevs & Harmari Contact: Heather Pezzella, Revenue Services Admin., hpezzella@townofbreckenridge.com

In-House

Steamboat Springs - Researching companies to potentially contract with.
Park City
Vail
Snowmass Village
Minturn
Silverton
Aspen
Ketchum
Dillon
Frisco
Summit County
II. OPEN COMMENTS/SUGGESTIONS:

It is a rapidly evolving industry and I think that CAST has been doing an excellent job of staying with the myriad issues that have emerged.

Please share any information you can from other resorts so we all may be informed of best practices. Thank you.

Provide additional strategies on how to work with sites such as Air BNB and HomeAway to help in educating clients on how to properly license their property with local agencies.

Thank you for this outreach. The more we learn from each other, the more helpful to addressing the issues of short term rentals.

I would be interested to hear the feedback from those that have worked with the above entities.

Continue to share information and highlight how enforcement can be improved.

Stay in touch with members as ideas come up.

Sharing information on the compliance rates, successes, & best practices could really help other communities in this struggle.

GRAND LAKE: We charge an initial permit fee of $150 and an annual fee of $600. Approximately, $200 of the $600 goes to our affordable housing fund. We require property management located within 30-45 minutes to address parking, trash, noise abatement, etc.

BRECKENRIDGE: On 5/9, Town Council will have the first reading of an ordinance to require the listing of a Breckenridge license # in short term rental advertisements.
3rd Annual
Grand Duck Derby
Sponsorship Opportunities

Platinum Sponsorship - $1,000+
- Logo and/or name recognition on all Duck Derby published marketing materials
- Logo on event brochure and posters
- Recognition in all newsletters and press releases
- Recognition and/or opportunity to speak on behalf of the company at public events
- Logo and/or name recognition on signage banner at the event
- Logo and/or name recognition on the Duck Derby web page
- Logo on Derby T-Shirts & Banners
- Opportunities for additional product sponsorships (t-shirts, giveaways)

Diamond Sponsorship - $500
- Logo on all event brochure and posters
- Recognition in selected newsletters and press releases
- Logo and/or name recognition on signage banner at the event
- Logo and/or name recognition on the Duck Derby web page
- Logo on Derby T-Shirt & Banners

Gold Sponsorship - $250
- Logo and/or name recognition on the Duck Derby web page
- Name recognition in Rotary newsletters and PR Releases
- Name recognition on signage banner at the event
- Name recognition on Derby T-Shirt
- Name recognition on Duck Derby web page

Duck Derby Prize Donations greater than $25 (cash or product)
- All prize sponsors will have the prize, with company name listed on the prize posters, and be recognized in publications regarding the event.

Ambassador Sponsor - Individual Cash Prize Donors
- Special recognition at individual giving levels ($50, $100, $500, $1000) on the Duck Derby web page and selected newsletters & press releases
Rotary Club of Grand Lake’s 3rd Annual
Grand Duck Derby 2017 Beneficiary

This year, club president Steve Kudron made a recommendation to the membership regarding this year’s beneficiary. The desire continues to be for the funds to benefit our local community. A town resident came to Steve with an idea to enhance the feasibility of our Grand Lake Center.

The Grand Lake Rotary has made donations to the Grand Lake Center since the revitalization plan was begun, nearly three years ago. From volunteers at events, fundraisers, beverage stations or boots on the ground, the Grand Lake Center and Rotary have been hand in hand to get things going at the Center. This past year, the Town of Grand Lake received a grant to develop a business plan for the event part of the Center’s concept. A missing piece in the viability of an event space are the tables and chairs for any size of event.

With the proceeds from the 3rd Annual Grand Duck Derby, the Rotary Club of Grand Lake will purchase tables and chairs for the events held at the Center. It is our hope that Rotary, the Town of Grand Lake and the Grand Lake Center will continue a strong and healthy relationship of helping the community in which we live.
3rd Annual Grand Duck Derby
June 17, 2017
Sponsor Information Form

Company/Organization

Description:

Contact Name:

Phone: Fax:

Address: City, ST, Zip

Website:

Email:

___ $1000: PLATINUM
___ $500: DIAMOND
___ $250: GOLD
___ $50+: AMBASSADOR
___ $25+: PRIZE DONOR

Payment is due by June 9, 2017 for all sponsor levels
Checks can be mailed to
Grand Duck Derby % Rotary Club of Grand Lake
PO Box 723
Grand Lake, CO 80447
Questions can be directed to: Jennifer Brown, 970-798-8014 or jennifer@quackergiftshop.com
Thank You!

__________, 2017

Grand Lake Rotary
PO Box 723
Grand Lake, CO 80447

Dear ________________,

On behalf of the Grand Duck Derby Race Committee and the Rotary Club of Grand Lake Colorado we would like to thank you for your generous contribution of ____________________________ to our 3rd Annual Grand Duck Derby.

We look forward to seeing you for race festivities on June 17, 2017. It is because of community members like you that our organization and community thrives.

We appreciate your support.

The Rotary Club of Grand Lake is a registered 501(c)(4) non-profit organization by the IRS. Generally, donations to this type of organization are not deductible under the IRS code. Please check with your accounting professional for advice on applicable deductions for your company.
To: Mayor Peterson and Board of Trustees

From: Erin Ackerman, Town Treasurer

Date: June 12, 2017

Re: Accrual and Payout of Compensatory Time (comptime)

During the comptime buy-down in 2016, the Board requested information so they could discuss the practice in 2017. This memo is to inform the Board of the Town’s policy, provide information for comptime accrued to date and provide historical cost to buy-down accrued comptime.

The summarized policy states, non-exempt employees earn comptime at the rate of 1.5 times hours worked in excess of 40 hours in a single work week. The current personnel guidelines allow comptime hours to accrue up to a maximum of 480 hours for public works and water personnel and 240 hours for office staff.

The guidelines offer two options for reducing comptime liability: order an employee to take comptime off in order to keep the employee’s accrued comptime within the allowable limit; or the Board may elect to buy-down a portion of accrued comptime to a pre-determined level when the Board feels it would be fiscally responsible to do so.

At this time, no employees have accrued the maximum comptime for their department classification.

In the past, the Board has elected to buy-down comptime accrued to a pre-determined level in order to reduce leave time liability. This occurs during the last two months of each year and is brought to the Board for approval by motion in late October, early November. The buy-down level was set at 160 hours (20 days) in the years it was authorized. The Board can, of course, set the buy-down at any level it chooses.

In 2016, the cost to buy down to the 160 hour level was: $11,017.72 for two employees in the public works department and $6,302.40 for two employees in the water department.

Through May 31, 2017, the liability to buy down to 160 hours is currently $5,528.01 for three employees in the public works department and $1,980.76 for two employees in the water department.

If the Board wishes to change the Personnel Guidelines, it would require a resolution.
**TOWN OF GRAND LAKE**
**TRUSTEE GENERATED TOPICS OF DISCUSSION**
*Monday, June 12, 2017 – Board of Trustees Workshop*

*This is an ongoing list of topics the Trustees would like discussed. Topics may not necessarily be discussed at this workshop and postponed until a later workshop depending on time constraints and at the Board's discretion.*

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<td>Solgot – (6/6/17)</td>
<td>New workshop items moving to agenda.</td>
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<td>Solgot – (6/6/17)</td>
<td>Grand Lake Center Board Representative.</td>
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<tr>
<td>Solgot – (6/6/17)</td>
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