TOWN OF GRAND LAKE
BOARD OF TRUSTEES - WORKSHOP/SPECIAL MEETING
MONDAY FEBRUARY 26, 2018  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 ensure 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.) Diane Butler- Update on Heart and Soul and Creative District Designation

DISCUSSION
   * 1.) Items from Town Manager. (Page A1)
   * 2.) Meeting Updates.
   * 3.) Code Admin Update (Page A6)

BOARD ACTION ITEMS FOR EVENING MEETING

#1.) Consideration to approve the Doris Braun Memorial plaque. (Page E33)
#2.) Consideration to approve a Special Event Permit Application for “Parker’s Platoon” ice fishing tournament on Grand Lake. (Page E35)
#3.) Consideration to adopt Ordinance No. XX-2018; an ordinance of the Board of Trustees of the Town of Grand Lake, Colorado approving a loan from the Colorado Water Resources and Power Development Authority (“CWRPDA”) in the aggregate Principal amount not to exceed $1,600,000; Authorizing the forms and execution of the loan agreement and governmental agency bond to evidence such loan; Authorizing improvements to the Town’s water system; and prescribing other details in connection therewith. (Page E44)
#4.) Consideration to approve a Loan Agreement between Colorado Water Resources and Power Development Authority and the Town of Grand Lake, Colorado, acting by and through its Water Enterprise. (Page E59)
#5.) Consideration to approve Butler Snow as the Bond Counsel to the Town of Grand Lake in regards to the Loan with Colorado Water Resources and Power Development Authority. (Page E101)

*items attached to workshop agenda  #items attached to evening agenda
LOCAL LIQUOR LICENSING AUTHORITY- QUASI-JUDICIAL -

#1.) Consideration of a Special Event Liquor License Application from the Grand Arts Council for a “Bonnie Raitt Tribute Concert.” (Page E109)

FOR YOUR INFORMATION

* 1.) Rocky Mountain National Park Visitors Report: January 2018 (Page A9)
* 2.) Grand Lake Fire Protection District Scholarship & Community Assistance Fund (Page A11)
* 3.) Three Lakes Water and Sanitation District- Application for Sewer Tap Increase (Page A12)
Date: February 26, 2018

To: Mayor Peterson and Town Trustees

From: Jim White, Town Manager

RE: Items from the Town Manager

1. Streetscape Project

Town staff (Jim White, Bernie McGinn, Dave Johnson, and Nate Shull) Diamondback Engineering (John Enochs), and Big Valley Construction (Troy Neiberger and Dan Freed) continue our work on the planning for Phase 2 of the Streetscape Project. We met again on Tuesday, February 20, 2018. We have revised the Project Narrative assembled through repeated review by all parties, and also reviewed preliminary drawings from engineer, John Enochs. Our next meeting is March 6, 2018.

2. West Portal Bridge Project

On January 30, 2018, the Town of Grand Lake received the official Notice to Proceed for Advertise from CDOT for the West Portal Bridge Project. The contract approved by the Town Board on February 5, 2018 was signed by the Mayor following the meeting on February 5, 2018 and sent back to Beneshe Engineering on Tuesday, February 6, 2018. We sent our Bid Ad into the Middle Park Times on Tuesday, February 6, 2018. The Bid Ad began its scheduled for publication on February 15, 2018 and will run for 3 weeks. A Pre-Bid meeting will be held on Tuesday, February 27, 2018. Final questions may be submitted by Monday, March 5, 2018 and the formal Bid Opening will take place on Friday, March 9, 2018 at Town Hall. We are also in touch with Kathy Jacoby of XCEL Energy to temporarily relocate the gas line during construction and also with Ron Burbridge from Western Area Power Authority (WAPA) to safeguard overhead wires.

3. Middle Park Medical Center

On Friday, February 16, 2018, I followed up with Robert Flake, CEO, from Middle Park Medical to discuss planning and budgeting items for the proposed clinic targeted for opening in the spring or summer of 2018 at the Grand Lake Center pending further negotiations with the Town of Grand Lake.
4. **Mountain Family Services**
   In February 2018, we received notice that Grand Angels will be transitioning out from under the 501(c)3 of Trinity Church of the Pines and will become a designated fund under Mountain Family Services. In its 2018 budget, the Town Board approved $2500 for Mountain Family Services and $4500 for Grand Angels. We wanted you to be aware of this transition. Subsequently, checks for Grand Angels would be made out to Mountain Family Center with the memo designation “Grand Angel discretionary fund. Staff supports maintaining the current contributions in 2018 (SEE ATTACHMENT).

5. **After School Program at GLC**
   Town staff at the Grand Lake Center, in conjunction with the Grand Lake Rotary and the Fire District held its first After School Program on Tuesday February 20, 2018, from 4:45pm till 6pm. GLC staff contacted the East Grand School District to arrange for bus drop off at the GLC on Tuesdays. Special thanks to staff member, Krystal Constenius for her work with the Grand Lake Rotary, our Grand Lake Fire District, and the East Grand School District.

**ANNOUNCEMENTS**

- Funding for our 300,000 gallon buried concrete Water Tank expansion and rebuilding effort is nearing completion. On February 2, 2018, the Town received notice that the Board of Directors for the Colorado Resources and Power Development Authority approved the Town of Grand Lake for a $1,600,000 Drinking Water Revolving Fund (DWRF) direct loan. The loan is for a term of twenty years at an interest rate of 2%. Now we are working with the attorneys on a successful loan closing.

- The Grand County Water Information Network (GCWIN) is looking for a new representative from the Town of Grand Lake. Kathy Lewis has been serving in that capacity for the past several years. Since she will be leaving the Town Board in April, she has decided to end her tenure with GCWIN.

- Traci Robb, Bureau of Reclamation representative, will meet again with town staff to begin work on the twenty five (25) year Resource Management Plan for the area at the East Inlet. Our next meeting is March 7, 2018. Traci has also informed us of matching grant money that is available in 2018 from the Bureau of Reclamation. We are pursuing funding for asphalt paving and design for an ADA pathway to the restroom in 2018. We are also getting prices for replacement of the existing bathrooms for consideration for grant funding that may be available in 2019 as well.
• Work continues on the topic of the threat of Aquatic Nuisance Species (ANS) infiltrating the Three Lakes area. Discussions about how to avert invasive species and the plan to abate the risk on Grand Lake and surrounding water bodies for 2018 is underway for 2018. Discussion ensued considering both soft and hard closures at night after the inspectors leave. The last meeting was held on February 23, 2018 at the USFS office in Granby.

• It appears that Grand County will be accepting the collective proposal from Williford, LLC, Rees Consulting, Inc., WSW Consulting Inc. and Urban Rural Continuum in the amount of $68,000 for the Housing Needs Assessment Study (SEE ATTACHMENT).

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):**

“Your struggles develop your strengths. When you go through hardships and decide not to surrender, that gives you strength.”
Hi Erin! Hope all is good with you and that the new year is going well.

Grand Angels is undergoing a transition. Changes, changes and more changes - have had SO many in the past year - yikes... one more. But all good changes for all the right reasons.

For various reasons that make a lot of sense, we are in the process of transitioning Grand Angels out from under the 501(c)3 of Trinity Church in the Pines and are going to be a “designated fund” under Mountain Family Center as soon as we wrap up all accounting and reconciliation details with TCP. The funds will be used for the same type things we have used in the past with the exception of the food bank. That is staying as a “ministry” of Trinity Church in the Pines and they will be responsible for future funding it the Grand Angels is leaving $5,500 with TCP for the food bank to hopefully cover the next 2 plus years of grocery purchases. Grand Angels has been granted $4,500 by the town to be paid in August (I believe it is August) for financial assistance to Grand Lake residents and employees. Some of these funcs we have already awarded to neighbors in need. My question is - what might we need to do for town purposes to make sure any requirements are covered with this transition?

Let me know your thoughts and thanks in advance for your help.

Have a great new week. Deb
Good Afternoon All,

I wanted to let everyone know that the BOCC approved contribution of $28,000.00 towards the housing needs assessment this morning. I have received response from most, regarding the RFP and the selected bid. With considerations of the responses received, I would like to present acceptance of the Williford LLC, Rees Consulting Inc., WSW Consulting Inc. and Urban Rural Continuum LLC proposal in the amount of $68,000.00. If there are any objections to this selection please state them before the end of the business day tomorrow. If everyone is in support, I will ask legal to draw up a contract for the consultant and the IGA’s for the towns portion of the funds. I would like to present to the BOCC on Tuesday February 27, 2018 the acceptance of the Bid as well as direction to enter into contract. I understand the need to get the project underway as soon as possible and would like to express my appreciation in the collaborative efforts to get the ball rolling asap.

Sheena Darland  
Operations Manager  
Grand County Housing Authority 
sdarland@co.grand.co.us  
PO Box 264  
Hot Sulphur Springs, CO 80451  
970-725-3071 Phone  
970-725-3072 Fax
Complaints

- **Issue** — flashing signs (2) in bar window. This is not the first complaint regarding these signs. Bar owner has been emailed a request to turn off flashing signs or set to a constant glow. Code Admin has talked directly with two separate business employees and requested the same. Compliance is like the flashing signs — intermittent. Signs were observed to be flashing as recently as February 20th. Code Admin would like to issue a written notice to the business owner and follow up as allowed in the Municipal Code. **Municipal Code — 6-2-7 Prohibited Signs**: (O) “Illuminated signs which flash, scintillate, blink, flicker, vary in intensity, vary in color or use intermittent pulsations...”. **Action** — Code Admin would like to issue a written notice to the business owner and follow up as allowed in the Municipal Code. Step 1 Written warning allows 10 days to correct violation. Step 2 If not complied issued a citation, fine and 10 days to comply and pay fine.

Additional background regarding flashing lights in Town. On January 20th Code Admin. Inspected Grand Ave businesses and found three additional businesses with flashing lights. I spoke with owner or employees of each of those businesses who then complied immediately.

- **Issue** — unapproved greenway obstructions in front of business. Greenway and Boardwalk obstructions, per the Municipal Code, are required to be reviewed and approved by Town Staff prior to installation. Business has unapproved picnic tables, umbrellas and a sandwich board (not permitted on Boardwalk). See attached photo from January 20, 2018. **Municipal Code — 11-4-10 (B) Greenway Obstructions**: “All obstructions, whether permanent or temporary, are reviewed on a case-by-case basis to determine whether or not they will be permitted.” Permitted obstructions (upon receiving written approval) include trees, planter boxes, wishing wells, wheelbarrow and tables (4 chair max) shall not exceed the dimensions of 9 square feet. Picnic tables — shall not seat more than 4 people. Each business is allowed one square foot of Greenway space per every 4 linear feet of store front. **Action** — Code Admin has not taken any action on this item but would like the Board to be aware that the Town will be working with this business owner to correct these violations and any others found on Grand Ave.

**Issue** — large yellow school bus, no license plate, parked in Town parking lot at Hancock and Park Ave. in excess of 72 hours. **Municipal Code 7-10-2** prohibits any vehicle from being parked in the public right of way for a continuous period greater than 72 hours, regardless of whether the vehicle is operable, inoperable, licensed or unlicensed. **Action** — Code Admin tagged the vehicle
to notice the owner of the violation. Town Staff also was made aware of vehicle being posted for sale online and sent a direct message to the poster asking for vehicle to be removed. If vehicle has not been removed by February 23rd Grand County Sheriff will be asked to tow the vehicle.

**Nightly Rental Licenses**

- Issuance of Nightly Rental Licenses for 2018 are almost complete. 91 NRLs have been issued. Approximately 9 homeowners who held NRLs last year have not submitted a renewal application. Code Admin will send follow up letters. One license was denied due to multiple written complaints received from neighbors. I would like to thank Saundra Lunsford for helping me track and mail out all of the renewal licenses for 2018.

- STR Helper Update. STR Helper is the software the Town purchased to help support the Grand Lake Nightly Rental Program. The software will identify non-compliant properties in Town Limits, make the initial application and renewal process more efficient for both the Town and program participants and will include services such as online payment and complaint reporting. Code Admin has meet with STR Helper staff to provide local data to customize the software to the Town of Grand Lake’s needs. Initial and unofficial findings show that there may be 15-20 non-compliant properties in town limits at this time. Once the product is live those numbers will be confirmed, or not. Training on use of the program will be scheduled by the end of February.

**Special Event Permits**

- Parker’s Platoon “Holes for Heroes” Ice Fishing Tournament is a new event being considered by the Board this evening. Parker’s Platoon is a 501c3 organization supporting a non-profit organization bringing a “Team Room” concept pairing Combat Vets and retired Pro Athletes fostering their WARRrior spirit and their transition together. Parker’s Platoon hopes to bring more events to Grand Lake in the near future.

- Ride the Rockies will again be stopping in Grand Lake this year. Riders will arrive on Wednesday, June 13th and depart the next morning. Town Staff met with ride organizers and representatives from the Grand Lake Chamber, local community clubs and Grand Lake Fire to discuss planning for the event. Town Staff will work with the Chamber on the Special Event Permit and Liquor Licensing. Up to 50 local volunteers will be needed to assist with the event so if you have any free time that day please contact the Chamber or Town Hall – thank you!

**Upcoming Projects/Areas of Focus**

- Implementing STR Helper. Training to be completed by end of Feb.

- Updating nightly rental license section of the Municipal Code to reflect STR Helper addition and general updates. Submit recommended changes to BOT by March 26.

- Working with Bureau of Reclamation to get pre-approval for fireworks staging location at the East Inlet for summer fireworks shows. Hope to have approval for both shows no later than June 1st.

- Assist Town Clerk with Election prep. Now through April 3.
FYI for next week's Board packet!

Jim White  
Town Manager  
P.O. Box 99  
Grand Lake, CO 80447  
glmanager@townofgrandlake.com  
970-627-3435 (w)  
970-531-8900 (cell)

From: Sykes, Katy [mailto:katy_sykes@nps.gov]  
Sent: Wednesday, February 21, 2018 2:21 PM  
Subject: RMNP January 2018 Visitor Use Report

January was a month in which weather mattered when it came to RMNP visitation. January 2017 was super snowy and January 2018 was very mild.

Rocky Mountain NP  
Report Date: Jan 2018

<table>
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<tr>
<th></th>
<th>This Month</th>
<th>Same Month Last Year</th>
<th>% Change</th>
<th>This Year YTD</th>
<th>Last Year YTD</th>
<th>% Change YTD</th>
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<td>51,634</td>
<td>41,201</td>
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<td>51,634</td>
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<td>Fall River Entrance</td>
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<td>25,276</td>
<td>20,161</td>
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<tr>
<td>Grand Lake Entrance</td>
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<td>49.1</td>
<td>4,584</td>
<td>3,075</td>
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<tr>
<td>Total Recreation Visitors</td>
<td>111,422</td>
<td>95,602</td>
<td>16.5</td>
<td>111,422</td>
<td>95,602</td>
<td>16.5</td>
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RMNP visitor centers (Beaver Meadows & Kawuneeche) were closed three days during the government shutdown.

Recreational Visitation compared to the same month in previous years

January
+16.55% from 2017 (Bitter cold and icy conditions parkwide most of January, plus deep snow, especially on the west side).  
-3.28% from 2016 (Despite some bitter cold days, January was busy)  
-12.67% from 2015 (January had a lot of seasonally mild weather but enough snow in the high country for recreating)  
+43.52% from 2014 (Winter weather was generally colder and snowier than the winter of 2012-2013).  
+42.81% from 2013

Katy
Katy Sykes
Manager, Information Office
Rocky Mountain National Park
Phone 970/586-1368 Fax 970/586-1256
1000 US Hwy. 36
Estes Park, CO 80517-8397

NPS.gov/ROMO
Twitter: RockyNPS
Like us on Facebook at RockyNPS

The National Park Service cares for special places saved by the American people so that all may experience our heritage.
EXPERIENCE YOUR AMERICA
February 16, 2018

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

Congratulations, Grand Lake Fire Protection District has awarded a Community Assistance grant in the amount of $300.00 from the Grand Lake Fire District Scholarship & Community Assistance Fund for the Grand Lake Center’s after-school program. This grant is matching funds for the Grand Lake Rotary grant.

We are honored to help our community provide a safe place for our community’s children to gather after school at the Center under adult supervision and have snacks and participate in activities.

If you have any additional questions, please feel free to contact us.

Sincerely,

Cheryl Dale
Scholarship Grant Administrator
THREE LAKES WATER AND SANITATION DISTRICT  
P.O. BOX 899  
1111 CR 48 (GOLF COURSE ROAD)  
GRAND LAKE CO 80447  

APPLICATION FOR SEWER TAP INCREASE

Name of Applicant: TOWN OF GRAND LAKE

Mailing Address: PO BOX 99, GRAND LAKE, CO 80447-0099

Telephone Number: 970-627-3435

Applicant(s) own(s) the following property within the boundaries of the Three Lakes Water and Sanitation District for which a sewer tap is hereby requested:

Lots: A  
Block: 11  
Subdivision: GRAND LAKE 2ND

Street Address: 301 MARINA DR., GRAND LAKE CO 80447

If property is not within a platted subdivision, provide legal description including approximate size:

Briefly describe the nature and use of existing and proposed improvements on the above described property for which a sewer tap is requested:

Number of Single Family Equivalents assessed:

At $9,400.00 per SFE: $13,724.00

Signed: [Signature]  
Town Manager

Date: 2/12/18

(FOR DISTRICT USE ONLY)

The foregoing Application is hereby approved and a sewer tap for 1.46 SFE(s) for the above-described property is hereby issued. Receipt of the Applicant's payment in the amount of $13,724.00 is hereby acknowledged. CHECK #451608.

THREE LAKES WATER AND SANITATION DISTRICT

By: [Signature]  
Date: 2/15/18

SFE Equivalent to Date: 7.41 - Total
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<th>Description</th>
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<tr>
<td>Group Fitness Room</td>
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<td>Front Office</td>
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<td>Weight Room</td>
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<td>Art Studio</td>
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<tr>
<td>The Lounge</td>
<td>Room #12</td>
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Note: These spaces are provided for use by the Fitness Center. At which time it shall be reassessed under Health, Spa, Fitness Center and Campus Center meeting rooms until such time that locker rooms and

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<th>2.45</th>
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<td></td>
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<tr>
<td>3.00</td>
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