



**MINUTES OF THE REGULAR (VIRTUAL) MEETING OF THE
PALISADE BOARD OF TRUSTEES
July 28, 2020**

The regular meeting of the Board of Trustees for the Town of Palisade was called to order at 6:00 pm by Mayor Mikolai with Trustees present: L'Hommedieu, Turner, Somerville, Carlson, and Maxwell. Mayor Pro-Tem Chase appeared via Zoom. A quorum was declared. Also in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Community Development Director Allyson Shellhorn, and Parks, Recreation & Event Director Troy Ward. Town Attorney Jim Neu, Utilities Director Matt Lemon, Police Chief Deb Funston, and Deputy Fire Chief Jason Lee appeared via Zoom.

AGENDA ADOPTION

Motion #1 by Trustee Somerville, seconded by Trustee Maxwell, to approve the agenda.

A voice vote was requested.

Motion carried unanimously.

Motion #2 by Trustee Somerville, seconded by Trustee Maxwell, to amend the agenda to include a Proclamation for Interfaith Awareness Week.

A voice vote was requested.

Motion carried unanimously.

PRESENTATIONS

- **Interfaith Awareness Week Proclamation** presented to David Edwards (who appeared via Zoom) the Vice-President of the Grand Valley Interfaith Network (GVIN), read by Mayor Mikolai.
- **Cares Act Funding Expenditures for COVID-19.** Town Manager Janet Hawkinson stated that she had recently talked to DOLA and received updated CARES Act information sheets and many of the items we were requesting COVID relief funding for will not be covered. The items that WILL be covered under the act are Employee expenses directly related to COVID19, cleaning restrooms, playground equipment, building temporary parklets, etc., computers needed for work at home and public zoom meetings, remarketing the recipient's convention facilities & tourism industry (possible parklets for downtown), medical supplies directly related to COVID19, masks, ambulance & first responder equipment.

TOWN MANAGER REPORT

Town Manager Janet Hawkinson reviewed her staff report including announcing that JUB Engineering has been chosen by the selection committee as the Design/Engineering Firm for the Highway 6 Multi-Modal Reconstruction and that an RFQ (Request for Qualifications) for the TAP Grant (sidewalks from Lincoln Street to Palisade High School) has been posted an RFQ for qualified Engineering Firms. The engineering & design and CDOT approval process are estimated to take one year, then move to RFP and into construction by fall 2021 and completion April 2022.

CONSENT AGENDA

The Consent Agenda is intended to allow the Board to spend its time on more complex items. These items are generally perceived as non-controversial and can be approved by a single motion. The public or the Board members may ask that an item be removed from the Consent Agenda for individual consideration.

- **Expenditures**

Approval of Bills from Various Town Funds – July 11, 2020 – July 24, 2020

- **Minutes**

Minutes from the July 14, 2020 Board Meeting

Motion #3 by Trustee Somerville, seconded by Trustee Carlson, to approve the Consent Agenda as presented.

A roll call vote was requested.

Yes: Mayor Mikolai, Trustee Turner, Trustee Somerville, Mayor Pro-Tem Chase, Trustee Carlson, Trustee L'Hommedieu, Trustee Maxwell

No:

Absent:

Motion carried.

PUBLIC COMMENT

None was offered.

UNFINISHED BUSINESS

Resolution 2020-18 Real Estate Purchase Agreement

Town Manager Hawkinson reviewed her staff report reviewing some of the history of the property listed in the agreement proposed for the Palisade Plunge parking lot. Town Attorney Jim Neu explained the contract and stated that the Purchase Price is now \$125,000, which the Town has a GoCo grant to use to pay for it. Various Board members inquired if the parking lot would be paved. Both Town Manager Hawkinson and Town Attorney Neu responded stating that there may be talks in the future with Sean O'Brien (seller) to work together to pave the lot, but for now, it will have to wait due to funding, the railroad right-of-way takes up 50'.

Motion #4 by Trustee Somerville, seconded by Trustee L'Hommedieu, to approve Resolution 2020-18 approving the real estate contract and allowing the Town Manager to sign the agreement to close on the property.

A roll call vote was requested.

Yes: Trustee Turner, Trustee Somerville, Mayor Pro-Tem Chase, Trustee Carlson, Trustee L'Hommedieu, Trustee Maxwell, Mayor Mikolai

No:

Absent:

Motion carried

Mayor Mikolai closed the public hearing at 7:16 pm.

Resolution 2020-17 Process to Fill Vacancy on Board of Trustees

Town Attorney Neu reminded the Board that they requested a resolution stating the process they used in filling the vacancy left this year when Greg Mikolai was voted Mayor.

Motion #5 by Trustee L'Hommidieu, seconded by Trustee Maxwell to approve Resolution 2020-17 the Process to Fill Vacancy on Board of Trustees as presented.

A roll call vote was requested.

Yes: Trustee Somerville, Mayor Pro-Tem Chase, Trustee Carlson, Trustee L'Hommedieu, Trustee Maxwell, Mayor Mikolai, Trustee Turner

No:

Absent:

Motion carried

Mayor Mikolai closed the public hearing at 7:24 pm.

NEW BUSINESS

Should the Town apply for a Main Street CDOT grant for parklets?

Community Development Director Allyson Shellhorn reviewed her staff report stating that Staff is looking to use the funding to implement permanent parklet structures downtown that can be utilized year-round and can accommodate social distancing requirements. The Colorado Department of Transportation has released funding for Main Street Revitalization to accommodate needs from the current COVID-19 pandemic. Projects are limited to a funding request of \$50,000 with a 5% match requirement, bringing the project total to \$55,000.

The consensus of the Board is to move forward with applying for the CDOT Main Street Revitalization Grant.

Should the Town apply for a DOLA grant for the Palisade Comprehensive Plan?

Town Manager Hawkinson and Community Development Director Shellhorn explained that the update of the Comprehensive Plan had been postponed due to the unexpected delay from the COVID-19 pandemic and the inability to have social gatherings which prevents the Town from gathering public input. The original administrative grant funding was not awarded to the Town, and DOLA recommended that the Town apply for the Tier 1 grant for additional funding of \$80,000, with a 50% match. Trustee Maxwell asked Staff if they could create a survey to send out to citizens sooner, rather than later, so the Town can be ready to move forward when the funding is available.

The consensus of the Board is to move forward with applying for the DOLA Tier 1 Grant.

Should the Town update the playground at Riverbend Park?

Community Development Director Shellhorn advised the Board that Staff has been researching playground equipment to improve and update the playground at Riverbend Park. Adding shade structures was a priority of the project, and in addition, Staff wanted to add smaller amenities to benefit the families and children that utilize this space. After some research, a zip line stood out as the favorite of the amenities to add to the

playground. The Town will utilize funding from the Conservation Trust Fund, which is Colorado Lottery funding. Presently this account has \$61,355.00. Staff is proposing to use \$30,000.00 from the Conservation Trust Fund and the remaining \$45,000.00 from the General Fund, for a total of \$75,000.00.

Mayor Pro-Tem Chase inquired about utilizing all of the funds from the Conservation Trust Fund to minimize the amount being allocated from the General Fund.

Motion #6 by Trustee Somerville, seconded by Trustee L'Hommidieu to approve funding for playground updates at Riverbend Park, allocating \$30,000.00 from the Conservation Trust Fund and the remaining \$45,000.00 from the General Fund, for a total of \$75,000.00 as presented.

Motion #7 by Mayor Pro-Tem Chase, seconded by Trustee Somerville to amend *Motion #5* to allocate \$60,000.00 from the Conservation Trust Fund and the remaining \$15,000.00 from the General Fund for a total of \$75,000.00.

A roll call vote was requested.

Yes: Mayor Pro-Tem Chase, Trustee Carlson, Trustee L'Hommedieu, Trustee Maxwell, Mayor Mikolai, Trustee Turner, Trustee Somerville

No:

Absent:

Motion carried

AMENDED Motion #6 to approve funding for playground updates at Riverbend Park allocating \$60,000.00 from the Conservation Trust Fund and the remaining \$15,000.00 from the General Fund, for a total of \$75,000.00.

Yes: Trustee Carlson, Trustee Maxwell, Mayor Mikolai, Trustee Turner, Trustee Somerville, Mayor Pro-Tem Chase

No: Trustee L'Hommedieu

Absent:

Motion carried

When would the Board like to interview for TAB vacancies?

Community Development Director Shellhorn announced that letters of interest for the vacancies in the Tourism Advisory Board are due August 6, 2020, and asked the Board how they would like to proceed with interviews and appointments.

After a brief discussion amongst Staff and the Board, the **consensus is to have the letters of interest in the packet for the August 11, 2020 Board packet, and to have the interviews at a work session on August 25, 2020, followed by appointments at the regularly scheduled meeting, also on August 25, 2020.**

One River Front Commission Appointments

Town Manager Hawkinson stated that the One Riverfront Commission had interviews for their vacancies and asked the Board to review them and approve the recommendations.

The consensus of the Board is to recommend the appointment of J. Fred Barbero, Rondo Buecheler, Joel Sholtes, Jennifer Reyes, and David DeKeyser to the One River Front Commission.

OPEN DISCUSSION

- Trustee Somerville thanked Vicki Riley, the organizer of the golf tournament supporting the Lattimer House, acknowledging what a great job she did promoting the Town of Palisade.
- Mayor Pro-Tem Chase announced that she is on the Energize Colorado GAP Fund Executive Committee, which is entrusted with the distribution of 20 million dollars in grant funds throughout the State of Colorado to support both businesses and non-profits that were unable to receive support from some of the other federal funding. The grants will be up to \$15,000.00 based on the financial loss those businesses have experienced. ***The grant applications will be open on August 1, 2020, and she would like to get that information out to the Palisade business and non-profit community.*** She also noted that there was an article on the front page of the Daily Sentinel a few days ago that talked about the Equity Committee that she and Trustee Somerville are a part of, and if the Board hasn't seen it yet, she encouraged them to look it up so they could see what the vision, mission, and structure going forward is proposed to be.
- Mayor Pro-Tem Chase went on to inform the Board that she has some concerns regarding the policies and regulations regarding parklets moving forward based on a discussion she recently had with businesses that want to have/use existing parklets. After a brief discussion amongst the Board and Staff ***requesting that Staff reach out to Everything Collectibles and get their input on parklet use.***
- Trustee L'Hommedieu asked Parks, Recreation, and Events Director Troy Ward if there will be drinking water down at the west end of Riverbend Park. Parks, Recreation, and Events Director Ward explained that we do not have fresh water on the west end of the park, and currently, there are no plans to do so.
- Mayor Mikolai thanked Trustees Turner and Carlson with their assistance with the Farmers Market, volunteering to help Staff and reaching out to vendors.

COMMITTEE REPORTS

Trustees gave brief updates about the various committees and meetings they attended.

ADJOURNMENT

Motion #8 by Trustee Somerville, seconded by Trustee L'Hommedieu to adjourn the meeting at 7:25 pm.

A voice vote was requested.

Motion carried unanimously.

X



Greg Mikolai
Mayor



X



Keli L. Frasier
Town Clerk