



AGENDA
for the Board of Trustees
of the Town of Palisade, Colorado
341 West 7th Street

August 11, 2020

5:30 pm Work Session with Palisade Art Vision (PĀV)

6:00 pm Virtual Meeting

- I. WORK SESSION WITH PĀV TO BEGIN AT 5:30 PM.**
- II. REGULAR MEETING CALLED TO ORDER AT 6:00 PM.**
- III. PLEDGE OF ALLEGIANCE**
- IV. ROLLCALL**
- V. AGENDA ADOPTION**
- VI. ANNOUNCEMENTS**

- A. Zoom Meeting Etiquette:** *In order to comply with Colorado Open Meeting Laws, the “chat” ability has been disabled for all participants on the Zoom platform we are using to conduct this meeting. Additionally, the video and audio have been disabled for all participants except for staff and Board members. If you wish to speak to the Board of Trustees during Public Comment or on a single Agenda Item, please log-in or call into the meeting early and advise the meeting Host of which topic you wish to speak on. Staff and Board members, please mute your microphone at all times unless you are speaking.*

VII. PRESENTATIONS

- A. Update on Russian Olive and Tamarisk mitigation at Riverbend Park from Parks, Recreation and Events Director Troy Ward**

VIII. TOWN MANAGER REPORT

IX. 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.

A. Expenditures

Approval of Bills from Various Town Funds – July 25, 2020 – August 6, 2020

B. Minutes

Minutes from July 28, 2020, Regular (Virtual) Board Meetings

X. PUBLIC COMMENT

XI. PUBLIC HEARING I

A. Parking Lot Variance

- *Staff Presentation*
- *Public Comment (3 minutes each, please state your name and address)*
- *Board Comment and Questions for Staff and Applicant*
- *Decision – Motion, Second and Rollcall Vote*

XII. NEW BUSINESS

A. Watershed Fire Mitigation MOU

- *Motion, Second and Rollcall Vote*

B. Street Classification Map

- *Motion, Second and Rollcall Vote*

C. 2019 Supplemental Appropriation Tourism Fund

- *Motion, Second and Rollcall Vote*

D. Tourism Advisory Board Letters of Interest

- *Informational documents only at this time. Interviews will happen at a work session on August 25, 2020, and appointments will be on the Agenda for the meeting on that same date.*

XIII. OPEN DISCUSSION

This is a chance for the Board of Trustees to voice concerns, opportunities, or other topics of importance, not on the Agenda. Each Trustee will be held to a limit of three minutes apiece to speak.

XIV. COMMITTEE REPORTS

XV. ADJOURNMENT



TOP Board of Trustees Regular Scheduled Virtual Meeting **Electronic Participation Instructions**

Due to the COVID-19 (coronavirus) social isolation mandates, the regular scheduled Board of Trustee meeting will be held through the meeting program Zoom.

Time: *call-in/log-in starts at 5:20 pm

Work Session: starts at 5:30 pm

Meeting: starts at 6:00 pm

To Join Zoom Meeting:

By Computer: Click on <https://zoom.us/j/94080198723> and follow the instructions. Participants from the audience will be able to speak during public comment. There is a hand symbol to push that will allow the meeting moderator to see who wants to speak and enable this feature. Please remember to state your name before speaking. The person has three minutes to speak. The line will be muted at the end of the three minutes.

***By Telephone:** Members of the public who wish to provide public comment on any specific agenda item or during general public comment must call the number provided below between 5:30 pm and 5:45 pm. During that time, the moderator of the call will ask your name and the agenda item or if you wish to speak to an item, not on the Agenda. Once that information has been provided, your line will be muted. When it is time to talk during the meeting, the moderator will unmute the line, state the person's name who will be speaking. The person has three minutes to speak. The line will be muted at the end of the three minutes.

To participate, dial the following phone number: 1 (253) 215 8782, then there will be a prompt to enter the meeting **ID Number 940 8019 8723**, and the User ID is the pound (#) sign.

By Electronic Mail: Members of the public may also provide public comment or comment on a specific agenda item by sending an email to kfrasier@townofpalisade.org. The email must be received by 5:30 pm. The Town Clerk will read the email into the record during public comment or public comment for the agenda item.

Thank you for your participation in maintaining community health by following the social distancing regulations.



Announcements:

- JUB Engineering has been chosen by the selection committee as the Design/Engineering Firm for the Highway 6 Multi-Modal Reconstruction Grant award - \$1 million for design/engineering and construction.
- RFQ – Request for Qualifications: TAP Grant – Sidewalks from Lincoln Street to Palisade High School – the Town has posted an RFQ for qualified Engineering Firms

Time Line: The engineering & design and CDOT approval process is estimated to take 1 year, July 2021 – then move to RFP and into construction by fall 2021 and completion April 2022.

- COVID 19 – posting signs and practicing social distancing in community areas. Please visit Mesa County Public Health website for details and more information.

List of on-going long term projects: highlight new information

<u>Capital Improvement Projects</u>	
<p>Master Sewer Plan Study Completed</p> <p>Meeting with potential financial partners for loans and grants</p>	<p>Staff working with DOLA to acquire funding resources and options for the Design & Engineering for the consolidation as well as construction.</p> <p>TOP sent a letter to Clifton Sanitation requesting interest in sewer consolidation.</p> <p>JUB will be presenting the Sewer Study to the Board June 23 work session before board meeting.</p> <p>DOLA has awarded TOP \$20,000 funding, Palisade has signed contract and study has begun.</p>

<p>MPPO GRANT AWARD: \$912,000 Highway 6 between Main street and Iowa COVID 19 – CARES Act Funding</p>	<p>JUB Engineering Firm was selected to perform design/engineering for this project.</p> <p>TOP has been awarded the total grant with the match relief: \$912,000.00 for work on highway 6 – completed IGA and RFQ with CDOT – Town received 3 RFQ's for design and engineering work</p>
<p>TAP Grant Awarded: \$1 million dollars –</p> <p>Build sidewalks from Lincoln St to High School.</p>	<p>RFQ Posted for Design/ Engineering TOP awarded \$1 million dollar grant for sidewalks from Lincoln to the high school on the south side of Highway 6 Have hired and completed the ICE – Independent Contractor Estimate for design work required by grant Completing IGA with CDOT.</p>
<p>CARES Act Funding</p>	<p>Determining COVID 19 impacts to town</p>
<p>Stage at Veterans Memorial</p>	<p>Met with Chamberlin Architecture who had plans of the building prior to the ADA ramp. Proposing a cost estimate for project to design a stage at Veterans Memorial for future use.</p>
<p>Main Street – COVID19 Grant \$50,000 for Parklets on Main Street</p>	<p>Working with local restaurants on social distancing – determining if parklet structures can be year round – submitted grant on August 10, 2020</p>
<p>Consolidation to Civic Center –</p> <p>On -hold until a future year</p>	<p>-Board of Trustees approved funding to hire architect for schematic drawings for remodel for all staff to be consolidated in one building to save town money from operating 2 buildings & create new use & opportunity at existing town hall.</p>
<p><u>Administration</u></p>	
<p>Palisade Comprehensive Plan – DOLA Tier 1 Grant</p>	<p>Submitting Tier 1 Grant in October with request for \$80,000</p>



PALISADE BOARD OF TRUSTEES Staff Report

Meeting Date: August 11, 2020

Department: Utilities

Director: Matt Lemon

Water (Treatment and Distribution):

- **July Water Operational Report:**
 - % Unbilled water is the best number we have had this year.

				Total Billed for the Month	% Unbilled Water
July 2020	20,413,133	31.58378531	19,741,049		
Total	658,488	1.018831784	636,808	18,932,000	4.27%
Average	410,400	0.63	525,710		
Minimum	1,026,350	1.59	717,090		
Maximum					

- Town staff has been challenged the last few weeks with extremely high temperatures and maintaining consistent levels of finished water.
- Cabin reservoir storage water was used for nine days from July 27 to August 5. At a flow rate of 300 GPM
- 45 Fire forced Xcel to shut down power for the Rapid Creek area. Our plant did not transition to standby power successfully. On-call staff gained access to the water plant with help from the Town Administrator. Staff communicated with me via cell phone several times over three hours as they worked to ensure the water plant would run smoothly through the night.
- Riverbend park line upgrade across the bridge. The town has had three leaks over 18 months in this area. An extremely shallow line with several fittings with poor restraint has been the cause. Town staff replaced a two-inch schedule 40 pipe with a four-inch Certa-lock pipe with mega-lug restraint fittings. There should be more work later to complete the upgrade from the main in Pendleton Street. (fig. 1)
- The raw water sample taken on 7/28 for TOC(total organic carbon) was 2.4 mg/L, which is a very good number.
- State periodic Sanitary Survey for the water treatment and distribution was performed August 4,2020. We expect our written evaluation within one month.



Figure 1: 4-inch Certa-lock main with mega-leg restraint joints.

Sewer (Collection and Treatment):

- Sewer lagoon aerators were non-operational for about 8 hours after a power outage on Sunday, August 2. A raccoon climbed the power pole until he could climb no more! He caused 1 phase of 3 phase power to trip out. Xcel came and re-engaged fuse at the top of the pole.
- The chlorine injection pump failed at Sewer lagoons. We had a used pump on the shelf that we were able to use temporarily until a new pump arrives.
- Iowa lift station motor was failing. We removed the pump and delivered to company to have repairs completed. Currently relying on one pump.

Streets Sidewalk and Signage:

- A contractor repaired five concrete sections where sidewalks were damaged badly, or drainage was affected and not flowing properly.
- New Radar speed signs were installed.
 - North River Road Westbound - 70 yards North of Second Street.
 - First Street Westbound - East of Majestic Ct. on the property line between 480 and 482 First Street



- We are currently gathering info without displaying speed. We will turn display Monday, August 17, and compare data to determine affect sign has on driving behaviors.

Plunge:

- Work has once again started on Phase One, with 1.28 miles left to complete. Everyone is excited for Phase One to be complete, but for the safety of the working crews, please encourage potential riders to wait until Phase One is complete.



PALISADE BOARD OF TRUSTEES Staff Report

Meeting Date: August 11, 2020

Department: Police Department

Department Director: Chief Debra Funston

Stats for July

July

332 Calls for Service, 41 more than June.

July Reports and Summons

16 Case Reports

32 Supplemental Reports

1 Arrest:

1 - 1-Weapons Violation/Tampering with Evidence

5 - Summons:

1 Criminal:

1 – Crimes Against at Risk Adult (Misdemeanor-1)

5 Traffic Summons:

1 – Speeding (10-19 MPH over)

1 – Speeding (5-9 MPH over)

1 – Lane violation

Total for 2020

1867 Calls year to date in 2020

Code Compliance

- Issued 2 Fowl Permits in June. So far, 28 Fowl Permits have been issued for 2020. This is the most Fowl Permits issued since 2013.
- Checked the alleys for low hanging trees and bushes. PMC information was provided to 19 properties. Planning future checks for compliance on those properties.
- Weed Inspection program continued in July. 17 weed violation notices were issued. All violations have been corrected. Inspections on all properties will continue in August.

Open Issues prior to July: 7

July Issues:

•	<u>PMC Sec. 7-112.1</u>	<u>Fowl Permit</u>	<u>1</u>
•	<u>PMC Sec. 7-113</u>	<u>Dog at Large</u>	<u>1</u>
•	<u>PMC Sec. 7-116</u>	<u>Barking Dog</u>	<u>1</u>
•	<u>PMC Sec. 7-3, 7-4</u>	<u>Public Nuisance</u>	<u>9</u>
•	<u>PMC Sec. 7-92(a)</u>	<u>Weeds</u>	<u>1 incident</u>
			<u>17 notices</u>
•	<u>PMC Sec. 8-4 (w) (h)</u>	<u>Recreational Vehicle parked on street</u>	<u>1</u>
•	<u>PMC Sec. 8-42</u>	<u>Abandoned/Junked Vehicle</u>	<u>5</u>
•	<u>PMC Sec. 11-1</u>	<u>Sidewalks clear of obstructions</u>	<u>2</u>
•	<u>PMC Sec. 11-4</u>	<u>Trees/ Bushes over roads, sidewalks, alleys</u>	<u>2 incidents</u>
			<u>19 notices</u>
•	<u>LDC Sec. 4:08</u>	<u>Planning Clearance</u>	<u>8</u>
•	<u>LDC Sec. 7.01 M</u>	<u>Short Term Vacation Rental-investigate</u>	<u>1</u>
•	<u>Other</u>	<u>Good Yard program notice</u>	<u>1</u>

Total 33

Issues Closed in July: 26

Open at end of July: 13

Year to date for 2020: 109

TRAINING

No formal training due to COVID 19.

Field Training continues for our newest officer, Caleb Clarkson and Rob Segers.

The police department is beginning our transition to new duty firearms in August. Formal weapons training, policy training and equipment qualifications will commence in August.

SIGNIFICANT EVENTS

Sgt. John Cooper retired after serving 36 years in law enforcement on July 31, 2020. The Town of Palisade and the Police Department celebrated his retirement with a luncheon in Riverbend Park on his last day.





Town of Palisade, Colorado
MINUTES
PLANNING COMMISSION
August 4th, 2020

1. CALL TO ORDER

Chairman Parker explained how the ZOOM meeting platform will work.
Chairman Parker called the regular meeting of the Palisade Planning Commission to order at 6:00 pm.

2. ROLL CALL

Present were: Chairman Parker, Commissioners; Charlotte Wheeler, Stan Harbaugh, David Hull, Penny Prinster, Andy Hamilton and Chris Curry. Also, in attendance were Town Administrator, Janet Hawkinson, Community Development Director, Allyson Shellhorn, Town Clerk, Keli Frasier, and Planning Technician, Lydia Reynolds. A quorum was declared.

Also in attendance was the applicant, John Busch.

3. APPROVAL OF AGENDA

Motion #1 by Commissioner Prinster, seconded by Commissioner Curry, to approve the Agenda as presented.

A voice vote was requested, and the motion carried unanimously.

4. APPROVAL OF MINUTES

Motion #2 by Commissioner Prinster, to approve the minutes, seconded by Commissioner Hull to approve the Minutes from the July 21st, 2020 Planning Commission meeting.

Commissioner Wheeler asked if the correction of the July 7th minutes should be in the packet. Commissioner Prinster stated that the correction should be noted in the July 21st minutes, but the July 7th minutes would not be added to the packet as well as the July 21st minutes. Commissioner Wheeler thought it should be. Ms. Shellhorn stated she would look into that.

A voice vote was requested, and the motion carried unanimously.

5. ANNOUNCEMENTS

Janet Hawkinson reported that the Town worked with COPMBA and Mesa County on two grants for the Palisade Plunge. The first one was a grant for 1 million that was awarded two years ago by Colorado Parks and

Wildlife. Last year the Town, COPMOBA and Mesa County applied for, and received 3 million dollars from GOCO. Both grants are being utilized and Phase 1 of the Trail is just about complete and the second phase should be done by next summer. Part of the GOCO grant was used by the Town to purchase a parking lot on 3rd and Main for trailhead parking from the owner of the Brewery.

Ms. Hawkinson stated that the Town received a CDOT Multimodal grant for Highway 6, from Main St. to the firehouse to bring 4 lanes down to two with sidewalks on the south side, and landscaping. JUB was selected by a selection committee for that design phase.

Ms. Hawkinson stated the Town received 1 million dollars from the Transportation Alternative Program administered through CDOT, that will provide sidewalks on the South side of Highway 6 to the High School. The Request for Qualification was just published. It is expected that the design for these will be completed by next July and construction should begin after next year's festival season.

Ms. Hawkinson stated that the Town matched DOLA \$20,000 for a \$40,000 sewer study. JUB was selected to complete this study and had presented three options to the Board. The Board selected the option of connection the sewer system to Clifton Sanitation District. The design phase is estimated to be about \$700,000 and 7 million for construction. Tap fees to Clifton Sanitation is estimated to be 4 million and 3 or 4 million to decommission Palisade's sewer lagoons. Total project cost is estimated to be 14 million. Ms. Hawkinson stated she is working with DOLA, CDPHE and USDA to see the best way to finance the sewer project. Ms. Hawkinson stated that in 4 years the Town could potentially be fined by the State because they won't meet bio loads that go into the river.

Ms. Hawkinson stated that the Town was awarded \$10,000 from the Tamarisk Coalition to eradicate invasive species. There are piles of mulch at the park and will be offered to residents although there are thorns.

Ms. Hawkinson reported that the CARES act provided \$309,000 that is available on a reimbursable basis for certain impacts from COVID. Ms. Hawkinson reported that DOLA asked the Town to request more money (\$80,000) than they asked for to do a comprehensive plan. Ms. Hawkinson stated this project was delayed due to COVID and the constraints involved with holding meetings with citizens.

Allyson Shellhorn, Community Development Director, announced that a Main Street grant, available through CDOT, could provide money for more parklets on Main St. to allow businesses to expand business to the outdoors due to COVID. Ms. Shellhorn stated that staff has met with some architects, to provide an idea of what the parklets could look like and they are meeting with downtown business to discuss the idea.

Ms. Hawkinson stated that most construction projects won't start until next fall, but the Town has been awarded 6.5 million in grants in the past two years.

6. PUBLIC COMMENT

None

7. PUBLIC HEARINGS

PRO 2020-18 Application to approve a Conditional Use Permit to operate a Bed and Breakfast located at 550 W 8th St. (Parcel # 2937-093-34-015)

STAFF PRESENTATION

Allyson Shellhorn, Community Development Director, explained that the applicant is applying for a Conditional Use Permit to operate a Bed and Breakfast and noted that she gave a brief overview of the proposal that was in her staff report. Ms. Shellhorn explained that the applicant has a triplex that he would like to use as bed and breakfast. Since the concept is a variance from the description of a bed and breakfast in the code, staff thought the applicant should apply for a conditional use permit so the Planning Commission would have the option to add a review process and/or other conditions as well as revoke the permit.

The current site plan shows two units for guests, the owners in a basement unit, and a two car garage. Ms. Shellhorn clarified that the original site plan had three units, but only two are allowed by code and are to be considered for this application.

Ms. Shellhorn displayed a slide with the site plan and parking plan.

APPLICANT PRESENTATION

John Busch stated that he and his wife have a small Palisade family business. They currently are running a Short Term Vacation Rental in the neighboring property to this location. Mr. Busch noted that he has a solid management plan and business plan. Mr. Busch felt this Bed and Breakfast benefits Palisade and it is the best and highest use for this property in the mixed use zone district. Mr. Busch stated that he went around the neighborhood and had the support of the ones that he was able to speak to. Mr. Busch provided the Planning Commission of a petition that he had with neighbor's signatures that are in support of the application.

COMMISSIONER DISCUSSION

Chairman Parker disclosed that he had briefly spoke with Mr. Busch last Thursday as they live across the street from each other. Chairman Parker noted that Mr. Busch had told him briefly what he generally was planning on doing and they did not discuss any detail of the application.

PUBLIC COMMENT

Gail Evans, 126 Majestic Ct. asked how suites with kitchens would be considered anything but a motel/hotel. She also asked about the seasonality of the bakery providing breakfast. Ms. Evans also asked about the legality of having stacked parking.

Mr. Busch stated that there was enough parking and the stacked parking would only be utilized by the same suite so that you would only be blocked in by someone staying in your same suite. Mr. Busch stated that the suites is different from the standard Bed and Breakfast. Mr. Busch stated that there is a courtyard patio for communal coffee and breakfast, or a foyer in bad weather, but that guests would have the option to fix other meals in their suite.

Karla Olglesby, 305 Main St. asked if the Planning Commissioners had visited the property and checked out the neighborhood and wonder if others will want to do the same thing.

Gail Evans, 126 Majestic Ct noted that she believes there is a mandated that there should be 72 hours between guests due to COVID and that she understands this is not being practice in town according to reports from friends and neighbors. Ms. Hawkinson noted that Mesa County has a waiver from State regulations and that may be covered in there.

Ms. Shellhorn read an email that had not yet been provided to the Commissioners. with comments from Dave and Michelle Walker, 588 W 1st St. owners of the Wine Valley Inn, a Palisade Bed and Breakfast that they have run for 16 years. Mr. Walker questioned the parking, meals, and multifamily complexes becoming STVR or Bed and Breakfasts.

Commissioner Prinster stated that she believes the parking is not legal and dangerous. Commission Prinster also noted that a Bed and Breakfast does not allow cooking. Mr. Busch replied that cooking is one of the deviations that he is asking for. Mr. Busch noted that code states that there is not to be cooking in the guestrooms that he considered to be the bedrooms.

Commissioner Curry asked about how code addresses the definition of the guestroom. Discussion followed regarding guestrooms and suites with kitchens. Commissioner Curry thought it makes sense that if there was a kitchen, they would be allowed to code and it could be considered safe as opposed to the bedroom. Commissioner Hamilton noted that the code states that all the cooking done in a Bed and Breakfast must be up to health code and regulations and seems unenforceable in a guest-kitchen suite scenario.

Chairman Parker noted that he just received a text from Jeff and Jodi Snook from the Spoke and Vine Motel, that they were trying to get access to the meeting and there were technical difficulties. Ms. Frasier was able to fix the situation. Chairman Parker reopened public comment.

Jodi Snook, Spoke and Vine Motel, felt the complex should apply to be a Short Term Vacation Rental. Chairman Parker explained that the property did come through as a Short Term Vacation Rental and was denied due to the fact that it was a triplex unit and not a single family unit. Ms. Snook felt that this would set precedence for other multi-units to become Bed and Breakfasts.

Commissioner Harbaugh felt there are the same issues with this application as there was for the Short Term Vacation Rentals on this property noting the parking and the multi-family status. In addition, Commissioner Harbaugh stated this is a nonconforming property as a triplex which is not allowed in the zone. Commissioner Wheeler stated that she agreed with Commissioner Harbaugh. Commissioner Hull stated he didn't agree with the kitchen part of the application.

Chairman Parker was concerned about the precedence this would set. Commissioner Harbaugh agreed with the Chairman. Mr. Busch noted that from the outside, the home looks like a single family residence and does not look like a duplex or triplex. Mr. Busch pointed out that the CUP allows the Commission to regulate whatever they are concerned about. Mr. Busch stated that with regards to preparation of food in a suite, he feels that applies to the owner/operator supplying foods to the guests. Mr. Busch acknowledged that kitchens is a deviation to the code, but that the code is addressing guestrooms as bedrooms. Mr. Busch noted Commissioner Curry's concern and stated that a yearly review could be a condition of approval. Commissioner Prinster felt that this application does not fit the definition of a Bed and Breakfast and was not in support of it.

Motion #3 by Commissioner Prinster, seconded by Commissioner Harbaugh, to deny a recommendation to the Board for *PRO 2020-18 Application for a Conditional Use Permit to operate a Bed and Breakfast located at 550 W 8th St.*

A roll call vote was requested.

YES: Chairman Parker, Commissioners: Harbaugh, Curry, Hull, Hamilton, Prinster, and Wheeler

NO: none

ABSENT: none

The motion passed 7-0

8. NEW BUSINESS

None

9. ADJOURNMENT

Motion #4 by Commissioner Hull, seconded by Commissioner Harbaugh, to adjourn the meeting.

A voice vote was requested, and the motion carried unanimously.

Meeting was adjourned at 7:12 p.m.

X

Riley Parker
Planning Commission Chairman

ATTEST:

X

Lydia Reynolds
Planning Technician

From: [K Roxanne Oglesby](#)
To: [Allyson Shellhorn](#)
Cc: [Janet Hawkinson](#)
Subject: Letter opposing B&B or Air BnB for 550 W Eighth Street: Please give copy to all commissioners before meeting
Date: Tuesday, August 4, 2020 4:13:03 PM

Ms. Allyson Shellhorn, Community Development Director
Chairman Riley Parker
Planning Commissioners Harbaugh, Wheeler, Curry, Prinster, Hamilton, and Hull

I am requesting that you do not approve the Bed and Breakfast proposal under consideration for 550 W Eighth Street in Palisade. This area to the west of Spoke and Vine is largely a QUIET residential neighborhood where people walk their dogs, know their neighbors, and do not have to worry so much about safety or noise. Also, my understanding is that there is already a short-term rental in the very same area.

I have driven by and looked at this property several times. The number of guests that would be coming and going, not to mention THEIR potential guests, would surely disrupt the quiet rhythm of the neighborhood. Cars would be coming and going at all hours, adding to the noise level. Guests in Palisade are not going to be inclined to stay inside. They come here primarily to drink the local wine and spirits, enjoy the outdoors, and very often imbibe in the legal cannabis products easily obtained here. They are on vacation, their inhibitions are relaxed, and they are more likely to louder and engage in behavior that they might not otherwise. Allowing thirty- four guests in this relatively small residential area (more if there is a special event which is allowed six times per year) is nothing short of preposterous. If my mother or grandmother lived nearby, or I had children biking in this neighborhood, you had better believe I would be concerned for their safety and well -being with this many strangers roaming—or driving—in this small , primarily residential area. I also know that guest are not always forthcoming about their purposes for utilizing a short term rental like these units: sometimes they are use for nefarious purposes before the “guests” move on.

Commissioners, please do not allow this poorly thought out business plan to supersede the safety, peace, and quality of life that now exists in this quaint little neighborhood.

Respectfully yours,

Karla Oglesby
305 Main St.
Palisade

Date: August 3, 2020

To: Town of Palisade
Janet Hawkinson
Greg Mikolai

From: Constance & James Solomon
557 Logan Ave.
PO Box P
Palisade, CO 81526

Re: Proposal for a Bed and Breakfast located at 550 W. Eighth Street

As I read through the proposal, I have many concerns about the "fitment" of the proposed use of this property in a confined residential area. At this time I am recommending not to approve this proposal for the following reasons:

1. The proposed use sounds like a small motel.
2. The owners can safely be absent without violating the need for proper supervision.
3. The proposed number of guests would be better served in a motel environment.
4. Parking and congestion in the neighborhood could be a major issue.
5. NO functions over 200 people? Are you kidding?
6. Due to the potential volume of traffic on that corner, I would say we could have some safety issues.
7. I believe the proposal, if approved would inflict SUBSTANTIAL injury to adjoining property. And would change the whole concept of our neighborhood.
8. This is truly a business plan that could dominate and change our entire neighborhood.
9. The recommendation in the proposal, "staff recommends approval of the proposed conditional use permit....." My questions is: Who is the staff? *

Please consider voting against this proposal.

With respect,

James & Constance Solomon

The block contains two handwritten signatures in black ink. The top signature is 'J. Solomon' and the bottom signature is 'C. Solomon'. Both are written in a cursive, flowing style.

From: S.L. North aka Cookie
Sent: Tuesday, August 4, 2020 10:50 AM
To: Lydia Reynolds; info@townofpalisade.org
Subject: 550 W. Eight St.

To: the Planning Board
RE: 550 W. Eighth St. Request for B&B license 8/4/2020

I'm am as frustrated with saying this as you are hearing me but until the Comprehensive Plan is updated and in place and the associated Codes updated to reflect those changes, we cannot fairly manage our town.

As a resident in pretty much "any town USA" my right to the quiet enjoyment of my home is the law!

Its why people buy homes and property and though I love my friends and family I would never consider having anywhere near these numbers of people, let alone strangers, staying in my home which is within a neighborhood. Not to mention 200 people gathering in a home designed originally for a single family (even though there is a permit required & a limit of this occurring a maximum of 6 times a year). THIS PLAN SEEMS SO OVER THE TOP IN IT'S NUMBERS THAT IT IS HORRIFYING TO THINK OF A SUMMER SEASON FOR THE IMMEDIATE NEIGHBORS.

I have taken a few of the applicants' statements & made comments.

"Established to facilitate adaptive re-use and preservation of older residential structures and compatible new nonresidential development". NO PRESERVATION OF THE RESIDENTIAL STURCTURE IN THIS PLAN. The MU district may be used as a transitional district between residential and nonresidential districts. The MU district is intended to implement and correspond in part to the Comprehensive Plan's "Residential Mixed Use" land use designation. HOW LONG CAN THIS SMALL TOWN SURVIVE BEING CHANGED TO THE RULES OF COMPLETELY INEFFECTIVE AND OUTDATED CODES AND TOWN GUIDENCE?.

Suite one would have three guestrooms, two bathrooms, one living area, one kitchen, and patio area. Suite two would have one guestroom, one bathroom, one living area, one kitchen, and patio area. The potential third would be what is currently the two-car garage transformed into one guestroom, one bathroom, one living area, one kitchen, and patio area. Offering these accommodations allows for larger groups seeking a more private and family friendly option.

THIS SOUNDS LIKE A LOVELY RENTAL OPTION FOR OUR LOCAL FOLKS SEEKING RESIDENCE IN OUR COMMUNITY WITH NONE OF THE RANDOM LARGE- SCALE PARTY PROPERTY PROBLEM. WIN/WIN THE NEIGHBORHOOD KEEPS IT APPEAL AND THE OWNERS MAKE MONEY.

C. Occupancy Overnight occupancy is limited to eight people in suite one. Four people in suite two. Four people in suite three. During the daytime, no more than six additional persons per suite may be present at any time. E. Noise Our house is located in a quiet neighborhood, so outdoor amplified sound is not allowed.

20 – 30 PEOPLE GATHERED OUTSIDE AROUND A FIRE PIT & A BEVERAGE IS OUTDOOR AMPLIFIED SOUND. THIS IS JUST TOO LARGE A SCALE FOR THIS PROPERTY.

Your job as representatives of the community is to find some common ground with this request. This one feels a little like a puppy mill mentality and I, for one, am not in favor.

Thank you
Sandy

From: winevalleyinn@aol.com
To: [Keli Frasier](#); [Allyson Shellhorn](#); [Janet Hawkinson](#); winevalleyinn@aol.com
Subject: New B&B proposal //Public comment
Date: Tuesday, August 4, 2020 3:54:31 PM

Please include our thoughts as Public comment on this matter.

Palisade Planning Commission
Palisade Board of Trustees

PRO 2020-18

We would welcome another real B&B here in Palisade, and wish them well.

We do however wonder if the actual plan is to operate a traditional B&B as applied for, or, if this is just a very creative way to circumvent the rules to allow for a STVR in a multi unit property, and get to the front of the line for another VRBO/air b&b here. A real B&B, or Inn, is so much more than just a rented apartment.

Having successfully owned and operated a traditional B&B for the past 16 years, and remembering the town requirements, we have the following concerns:

- How can they serve the required "at least one meal per day" without any common dining area, or kitchen? How could this work if they rent the proposed 3rd unit?
- How are the off street parking spots credited when several spots are shown as stacked, or blocked in, and all parking requires backing into a public right of way? This is proposed as a true business, not a STVR, so parking requirements are different per code.
- The rooms are shown with kitchens, (these are apartments really), but according to rules, no food is to be prepared in the rooms. How can this be controlled by either the Town, or, even the owner?
- Is it the town's intention to start allowing all multi family units to potentially become VRBOs, or STVR units?

This looks to us like just another investor owned property, this time shown by the County as a multi unit apartment building, wanting business income from a residential property.

If they do open as a traditional B&B, we would be happy to help them add to the high quality of our Town's tradition lodging options.

Thank you,

Michelle and Dave Walker
Palisade Wine Valley Inn
588 West 1st
Palisade, CO. 81526
970-464-1498

I have spoken to the owners of 550 W Eighth St about their Bed and Breakfast proposal and I would like to see them receive a conditional use permit.

[illegible]



175 East Third Street
P.O. Box 128
Palisade, CO 81526

Phone: (970) 464-5602
Fax: (970) 464-5609
www.townofpalisade.org

EXPENDITURES - APPROVAL BY DEPT

Council Meeting Date – August 11, 2020

Date Range of Payables – 07/25/20 – 08/06/20

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input date = 07/25/2020-08/06/2020

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AFLAC INSURANCE	PR0725200	AFLAC Pre-tax Pay Period: 7/25/	08/04/2020	325.14	.00		
AFLAC INSURANCE	PR0725200	AFLAC After-Tax Pay Period: 7/2	08/04/2020	93.06	.00		
COLORADO DEPT OF REVENUE	PR0725200	State Withholding Tax Pay Period	08/04/2020	2,539.00	.00		
FICA/MED/ P/R TAXES	PR0725202	Social Security Pay Period: 7/25/	08/04/2020	3,234.92	.00		
FICA/MED/ P/R TAXES	PR0725202	Social Security Pay Period: 7/25/	08/04/2020	3,234.92	.00		
FICA/MED/ P/R TAXES	PR0725202	Medicare Pay Period: 7/25/2020	08/04/2020	1,148.07	.00		
FICA/MED/ P/R TAXES	PR0725202	Medicare Pay Period: 7/25/2020	08/04/2020	1,148.07	.00		
FICA/MED/ P/R TAXES	PR0725202	Federal Withholding Tax Pay Peri	08/04/2020	7,030.05	.00		
FIRE AND POLICE PENSION	PR0725200	FPPA Fire DD Pay Period: 7/25/2	08/04/2020	129.67	.00		
FIRE AND POLICE PENSION	PR0725200	FPPA 457 Pay Period: 7/25/2020	08/04/2020	50.00	.00		
FIRE AND POLICE PENSION	PR0725200	Police Pension Pay Period: 7/25/	08/04/2020	2,346.38	.00		
FIRE AND POLICE PENSION	PR0725200	Police Pension Pay Period: 7/25/	08/04/2020	1,706.45	.00		
FIRE AND POLICE PENSION	PR0725200	Fire Pension Pay Period: 7/25/20	08/04/2020	509.41	.00		
FIRE AND POLICE PENSION	PR0725200	Fire Pension Pay Period: 7/25/20	08/04/2020	370.48	.00		
FIRE AND POLICE PENSION	PR0725200	FPPA Police DD Pay Period: 7/25	08/04/2020	597.27	.00		
ICMA TRST 401 - 107074	PR0725200	ICMA 401K Pay Period: 7/25/202	08/04/2020	1,861.22	.00		
ICMA TRST 401 - 107074	PR0725200	ICMA 401K Pay Period: 7/25/202	08/04/2020	1,861.22	.00		
ICMA TRST 457 - 304721	PR0725200	ICMA 457 Pay Period: 7/25/2020	08/04/2020	100.00	.00		
ALPINE BANK CC	TB JULY 3111	BGF	07/18/2020	786.95	.00		
MABEY, KARL & JANET	REFUND FOR	GRAVE LOT REFUND	08/05/2020	1,540.00	.00		
MABEY, KARL & JANET	REFUND FOR	PERPETUAL CARE REFUND	08/05/2020	550.00	.00		
MABEY, KARL & JANET	REFUND FOR	DEVELOPMENT REFUND	08/05/2020	1,320.00	.00		
Total :				32,482.28	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ADMINISTRATION							
CAPITAL BUSINESS SYSTEMS	27535989	COPIER LEASE	08/03/2020	511.00	.00		
LINCOLN NATIONAL	JULY 2020	Life Insurance - Admin	07/31/2020	27.75	.00		
LINCOLN NATIONAL	JUNE 2020	Life Insurance - Admin	06/30/2020	27.75	.00		
OFFICE DEPOT	100531863002	OPERATING SUPPLY-ADMIN	07/16/2020	29.11	.00		
OFFICE DEPOT	100673662000	OFFICE SUPPLY - ADMIN	07/17/2020	266.40	.00		
PROVELOCITY LLC	27545	INFORMATION TECHNOLOGY	08/01/2020	6,214.00	.00		
CENTURY LINK	07012020	9016 - ADMIN. FAX	07/01/2020	98.12	.00		
CENTURY LINK	07012020	5602 MAIN LINES ADMIN	07/01/2020	833.34	.00		
CENTURY LINK	07012020	5602 MAIN LINES WATER	07/01/2020	416.67	.00		
XCEL ENERGY	JULY 2020	ADMINISTRATION LIGHTS	07/31/2020	420.28	.00		
KARP NEU HANLON, PC	25411	GENERAL PROFESSIONAL SER	07/02/2020	5,961.00	.00		
ALPINE BANK CC	JH JULY 3061	OFFICE SUPPLIES	07/18/2020	151.86	.00		
ALPINE BANK CC	JH JULY 3061	OFFICE SUPPLIES	07/18/2020	69.46	.00		
ALPINE BANK CC	KF JULY 3160	BOARD EXPENSES	07/18/2020	7.90	.00		
ALPINE BANK CC	KF JULY 3160	OFFICE SUPPLIES	07/18/2020	509.89	.00		
ALPINE BANK CC	KF JULY 3160	OFFICE SUPPLIES	07/18/2020	32.99	.00		
ALPINE BANK CC	KF JULY 3160	OFFICE SUPPLIES	07/18/2020	503.17	.00		
ALPINE BANK CC	KF JULY 3160	OFFICE SUPPLIES	07/18/2020	53.88	.00		
ALPINE BANK CC	KF JULY 3160	OFFICE SUPPLIES	07/18/2020	209.94	.00		
ALPINE BANK CC	TB JULY 3111	INFO TECH	07/18/2020	143.97	.00		
ALPINE BANK CC	TB JULY 3111	INFO TECH	07/18/2020	116.73	.00		
Total ADMINISTRATION:				16,605.21	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
COMMUNITY DEVELOPMENT							
LINCOLN NATIONAL	JULY 2020	Life Insurance - Comm Dev	07/31/2020	18.50	.00		
LINCOLN NATIONAL	JUNE 2020	Life Insurance - Comm Dev	06/30/2020	18.50	.00		
PALISADE HISTORICAL SOCIET	07312020	CAPITAL FUND PLEDGE	07/31/2020	7,500.00	.00		
D H SURVEYS, INC.	11039	PALISADE PARKING SUB	08/03/2020	200.00	.00		
J-U-B ENGINEERS	0135138	CRESTHAVEN ACRES	07/08/2020	288.00	.00		
J-U-B ENGINEERS	0135138	CRESTHAVEN ACRES	07/08/2020	288.00	.00		
J-U-B ENGINEERS	0135138	405 TROYER	07/08/2020	192.00	.00		
J-U-B ENGINEERS	0135138	N RIVER ROAD	07/08/2020	383.10	.00		
ALPINE BANK CC	5984.AS JULY	CD - SMALL EQUIP	07/18/2020	57.86	.00		
ALPINE BANK CC	5984.AS JULY	CD - SMALL EQUIP	07/18/2020	17.98	.00		
ALPINE BANK CC	KF JULY 3160	BGF	07/18/2020	64.99	.00		
Total COMMUNITY DEVELOPMENT:				9,028.93	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
TOURISM FUND							
RYAN, SAWYER & WHITNEY, LL	2099-6080	PALISADE TOURISM - WEBSITE	05/05/2020	150.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6080	PALISADE TOURISM - ACCT MN	05/05/2020	550.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6080	PALISADE TOURSIM - OFFLINE	05/05/2020	100.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6080	PALISADE TOURSIM - DESIGN	05/05/2020	200.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6080	TAB PRODUCTION	05/05/2020	200.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6100	PALISADE TOURISM - ACCT MN	06/02/2020	350.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6100	PALISADE TOURSIM - OFFLINE	06/02/2020	238.82	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6100	TAB PRODUCTION	06/02/2020	825.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6100	PALISADE TOURISM - WEBSITE	06/02/2020	300.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6100	PALISADE TOURSIM - DESIGN	06/02/2020	350.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6100	PALISADE TOURSIM - OFFLINE	06/02/2020	190.11	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6127	TAB PRODUCTION	07/02/2020	3,550.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6127	PALISADE TOURSIM - OFFLINE	07/02/2020	398.83	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6127	TAB PRODUCTION	07/02/2020	400.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6127	PALISADE TOURISM - WEBSITE	07/02/2020	500.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6127	PALISADE TOURISM - ACCT MN	07/02/2020	200.00	.00		
RYAN, SAWYER & WHITNEY, LL	2099-6127	PALISADE TOURISM - ACCT MN	07/02/2020	425.00	.00		
ALPINE BANK CC	KF JULY 3160	TAB	07/18/2020	84.99	.00		
Total TOURISM FUND:				9,012.75	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
RECREATION							
BUD'S SIGNS	105261	BANNER	07/24/2020	500.00	.00		
JETMORE, ALYSSON LEE	PSM 08-09-202	EVENT PERFORMER	08/06/2020	250.00	.00		
ALPINE BANK CC	KF JULY 3160	SUNDAY MARKET	07/18/2020	100.00	.00		
ALPINE BANK CC	KF JULY 3160	SUNDAY MARKET	07/18/2020	35.00	.00		
MCNALLY, JAMES R	PSM 08022020	PSM 08022020	07/30/2020	250.00	250.00	07/31/2020	
Total RECREATION:				1,135.00	250.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
POLICE							
LINCOLN NATIONAL	JULY 2020	Life Insurance - Police	07/31/2020	74.00	.00		
LINCOLN NATIONAL	JUNE 2020	Life Insurance - Police	06/30/2020	74.00	.00		
CENTURY LINK	07012020	1343 - PD INTOXICATOR PORTI	07/01/2020	35.00	.00		
CENTURY LINK	07012020	1343 - TOWN HALL INTERNET-R	07/01/2020	140.99	.00		
CENTURY LINK	07012020	5602 MAIN LINES POLICE	07/01/2020	416.67	.00		
VERIZON WIRELESS	JULY 2020	POLICE DEPARTMENT CELL PH	07/31/2020	598.09	.00		
VERIZON WIRELESS	JULY 2020	PD BLUETREE MODEM	07/31/2020	360.09	.00		
ALPINE BANK CC	DF JULY 3129	PD - ANIMAL CONTROL	07/18/2020	17.69	.00		
ALPINE BANK CC	DF JULY 3129	PD - SMALL EQUIP	07/18/2020	216.73	.00		
ALPINE BANK CC	DF JULY 3129	PD - OPERATING SUPPLIES	07/18/2020	31.98	.00		
ALPINE BANK CC	DF JULY 3129	PD - OPERATING SUPPLIES	07/18/2020	23.52	.00		
ALPINE BANK CC	DF JULY 3129	PD - OPERATING SUPPLIES	07/18/2020	20.25	.00		
ALPINE BANK CC	DF JULY 3129	PD - OPERATING SUPPLIES	07/18/2020	27.90	.00		
ALPINE BANK CC	DF JULY 3129	PD - CELL PHONE	07/18/2020	27.01	.00		
ALPINE BANK CC	DF JULY 3129	PD - SMALL EQUIP	07/18/2020	59.99	.00		
ALPINE BANK CC	DF JULY 3129	PD - SMALL EQUIP	07/18/2020	299.99	.00		
ALPINE BANK CC	DF JULY 3129	PD - SMALL EQUIP	07/18/2020	119.06	.00		
ALPINE BANK CC	DF JULY 3129	PD - SMALL EQUIP	07/18/2020	21.66	.00		
ALPINE BANK CC	DF JULY 3129	PD - PROFESSIONAL SERVICE	07/18/2020	50.00	.00		
ALPINE BANK CC	KF JULY 3160	PD - OPERATING SUPPLIES	07/18/2020	48.19	.00		
ALPINE BANK CC	TB JULY 3111	PD - PROFESSIONAL SERVICE	07/18/2020	71.86	.00		
PROTOW TRANSPORTATION, L	20-0613-822	TOWING CHARGES	06/29/2020	205.00	205.00	07/31/2020	
Total POLICE:				2,939.67	205.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CEMETERY							
LINCOLN NATIONAL	JULY 2020	Life Insurance - Cemetery	07/31/2020	9.25	.00		
LINCOLN NATIONAL	JUNE 2020	Life Insurance - Cemetery	06/30/2020	9.25	.00		
XCEL ENERGY	JULY 2020	CEMETERY LIGHTS	07/31/2020	155.26	.00		
Total CEMETERY:				173.76	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FIRE / EMS							
CIRSA	201267	DEDUCTIBLE	07/15/2020	5,000.00	5,000.00	07/31/2020	
LINCOLN NATIONAL	JULY 2020	Life Insurance - Fire	07/31/2020	9.25	.00		
LINCOLN NATIONAL	JUNE 2020	Life Insurance - Fire	06/30/2020	9.25	.00		
CENTURY LINK	07012020	4735 - FIRE INTERNET	07/01/2020	296.19	.00		
CENTURY LINK	07012020	9913 - FIRE ALARM	07/01/2020	171.80	.00		
CENTURY LINK	07012020	0032 DATA - FIRE ALERT SYS.	07/01/2020	375.00	.00		
CENTURY LINK	07012020	0032 PHONE - FIRE ALERT SYS.	07/01/2020	1,353.43	.00		
VERIZON WIRELESS	JULY 2020	FIRE DEPT / CHIEF	07/31/2020	271.33	.00		
XCEL ENERGY	JULY 2020	FIRE/EMS LIGHTS	07/31/2020	762.81	.00		
ALPINE BANK CC	TB JULY 3111	OFFICE SUPPLIES	07/18/2020	79.96	.00		
Total FIRE / EMS:				8,329.02	5,000.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
EMS							
BOOKCLIFF AUTO PARTS INC	092345	STREETS / PARKS SHARED CO	06/11/2020	7.98	.00		
BOOKCLIFF AUTO PARTS INC	092761	STREETS / PARKS SHARED CO	06/12/2020	34.43	.00		
BOOKCLIFF AUTO PARTS INC	093784	STREETS / PARKS SHARED CO	06/15/2020	96.98	.00		
BOOKCLIFF AUTO PARTS INC	094006	STREETS / PARKS SHARED CO	06/15/2020	25.98	.00		
BOOKCLIFF AUTO PARTS INC	0942027	STREETS / PARKS SHARED CO	06/15/2020	395.70	.00		
BOOKCLIFF AUTO PARTS INC	113003	STREETS / PARKS SHARED CO	07/23/2020	119.64	.00		
BOOKCLIFF AUTO PARTS INC	113014	STREETS / PARKS SHARED CO	07/23/2020	22.89	.00		
BOOKCLIFF AUTO PARTS INC	113452	STREETS / PARKS SHARED CO	07/24/2020	27.29	.00		
BOOKCLIFF AUTO PARTS INC	115319	STREETS / PARKS SHARED CO	07/28/2020	110.04	.00		
BOOKCLIFF AUTO PARTS INC	115333	STREETS / PARKS SHARED CO	07/28/2020	59.94	.00		
BOOKCLIFF AUTO PARTS INC	115488	STREETS / PARKS SHARED CO	07/28/2020	21.28	.00		
BOOKCLIFF AUTO PARTS INC	116470	STREETS / PARKS SHARED CO	07/30/2020	25.42	.00		
HEUTON TIRE COMPANY INC.	151265	SHARED EXPENSES	06/04/2020	910.11	.00		
HEUTON TIRE COMPANY INC.	152153	SHARED EXPENSES	07/21/2020	194.75	.00		
SIMMONS LOCK & KEY, INC	273555	SHARED COSTS - MULTI DEPT	07/12/2020	14.35	.00		
WESTERN SLOPE AUTO	118264	STREETS/PARKS SHARED COS	07/23/2020	32.96	.00		
WESTERN SLOPE AUTO	118308	STREETS/PARKS SHARED COS	07/23/2020	49.44	.00		
COOP COUNTRY	234024	STREETS / PARKS SHARED CO	04/27/2020	19.98	19.98	07/27/2020	
COOP COUNTRY	234075	STREETS / PARKS SHARED CO	04/28/2020	23.98	23.98	07/27/2020	
COOP COUNTRY	234276	STREETS / PARKS SHARED CO	05/05/2020	11.08	11.08	07/27/2020	
COOP COUNTRY	236116	STREETS / PARKS SHARED CO	07/30/2020	33.58	.00		
INTERSTATE BATTERY SYSTEM	104117	STREETS / PARKS SHARED CO	03/04/2020	330.85	.00		
Total EMS:				2,568.65	55.04		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
STREETS							
COLORADO LOGOS	111627165	I 70 EXIT 42	07/21/2020	900.00	.00		
COLORADO LOGOS	111627167	I 70 EXIT 44	07/21/2020	900.00	.00		
COLORADO LOGOS	111627172	US 6 38 ROAD	07/21/2020	500.00	.00		
LINCOLN NATIONAL	JULY 2020	Life Insurance - Streets	07/31/2020	27.75	.00		
LINCOLN NATIONAL	JUNE 2020	Life Insurance - Streets	06/30/2020	27.75	.00		
MARTIN CONSTRUCTION CO, I	ADJ928	STRET REPAIR	07/18/2020	800.00	.00		
TAYLOR FENCE COMPANY /	G50838	STREET REPAIR	07/16/2020	77.74	.00		
XCEL ENERGY	JULY 2020	STREET LIGHTS	07/31/2020	104.57	.00		
XCEL ENERGY	JULY 2020	307 MAIN -CHARGING STATION	07/31/2020	10.72	.00		
XCEL ENERGY	JULY 2020	STREET LIGHTS	07/31/2020	6,442.30	.00		
KIMBALL MIDWEST	8075231	STREET SUPPLIES	07/13/2020	308.52	.00		
J-U-B ENGINEERS	0135138	DISPENSARY ALLEY IMPROVE	07/08/2020	10,798.10	.00		
EQUIPMENT CO OF THE ROCKI	1571	STREET SWEEPER	06/22/2020	139.61	.00		
ALPINE BANK CC	TB JULY 3111	STREETS - REPAIRS	07/18/2020	475.00	.00		
RECLA METALS LLLP	624740	PARKLET SUPPLIES	07/08/2020	1,470.70	.00		
AM SIGNAL INC.	M24630	RADAR STREET SIGN	06/22/2020	8,275.00	.00		
Total STREETS:				31,257.76	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WATER							
DENNIS' BACKFLOW	30843	TEST OF BACKFLOW DEVICE	07/22/2020	212.50	.00		
LINCOLN NATIONAL	JULY 2020	Life Insurance - Water	07/31/2020	37.00	.00		
LINCOLN NATIONAL	JUNE 2020	Life Insurance - Water	06/30/2020	37.00	.00		
MOUNTAIN PEAK CONTROLS	9763	WATER SHED MONITORING	07/10/2020	287.50	.00		
PEACHTREE HARDWARE AND	419984	HEAVY EQUIP REPAIR	05/18/2020	20.73	.00		
PEACHTREE HARDWARE AND	419984	WATERLINE REPAIR	05/18/2020	141.65	.00		
CENTURY LINK	07012020	7148 - CARETAKER RESERVOI	07/01/2020	68.50	.00		
U S POSTOFFICE	07312020 UTIL	WATER	07/31/2020	163.45	163.45	07/31/2020	
UTILITY NOTIFICATION	220060909	RTL TRANSMISSIONS	06/30/2020	128.14	.00		
VERIZON WIRELESS	JULY 2020	PUBLIC WORKS CELL PHONES	07/31/2020	153.84	.00		
VERIZON WIRELESS	JULY 2020	PUBLIC WORKS CELL PHONES	07/31/2020	228.88	.00		
XCEL ENERGY	JULY 2020	WATER LIGHTS	07/31/2020	266.61-	.00		
XCEL ENERGY	JULY 2020	175 1/2 E. 3RS - BULK WATER S	07/31/2020	20.12	.00		
CDPHE	WU21110983	WATER PERMITS - RAPID CREE	07/15/2020	580.00	.00		
KIMBALL MIDWEST	8073858	WATER TREATMENT SUPPLIES	07/10/2020	234.00	.00		
KIMBALL MIDWEST	8073901	SMALL EQUIPMENT	07/10/2020	322.06	.00		
KIMBALL MIDWEST	8075231	SMALL EQUIPMENT	07/13/2020	626.38	.00		
CORE & MAIN	M563868	WATERLINE REPAIR	06/24/2020	167.20	.00		
CORE & MAIN	M572713	WATERLINE REPAIR	06/26/2020	455.36	.00		
COLORADO CSG II LLC	4E9DA61B	SUBSCRIBER - WATER	07/23/2020	982.56	982.56	07/31/2020	
COLORADO CSG II LLC	D8AFADD9	SUBSCRIBER - WATER	06/25/2020	961.74	961.74	07/31/2020	
ALPINE BANK CC	FM JULY 3415	WATER - SUPPLIES	07/18/2020	133.35	.00		
ALPINE BANK CC	ML JULY 3103	SMALL EQUIP	07/18/2020	1,029.99	.00		
ALPINE BANK CC	ML JULY 3103	WATER REPAIR & MAINT EQUIP	07/18/2020	159.11	.00		
ALPINE BANK CC	ML JULY 3103	WATER LINE EQUIP	07/18/2020	597.75	.00		
BACK COUNTRY BADGER INC	28054	WATER - OPERATING SUPPLIE	06/29/2020	3,030.00	.00		
Total WATER:				10,512.20	2,107.75		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SEWER PLANT							
CENTURY LINK	07012020	1319 - SEWER & CALL OUT	07/01/2020	153.97	.00		
STATE OF COLORADO	WU211109151	PERMIT CO0000012 WWTF	07/28/2020	92.00	.00		
XCEL ENERGY	JULY 2020	SEWER LIGHTS	07/31/2020	102.26	.00		
CDPHE	WU211109150	WATER PERMITS-BRENTWOOD	07/15/2020	1,501.00	.00		
J-U-B ENGINEERS	0135138	BOWER AVE SEWER	07/08/2020	1,190.70	.00		
J-U-B ENGINEERS	0135138	CABIN RESERVOIR	07/08/2020	1,123.58	.00		
J-U-B ENGINEERS	0135138	GENERAL ENGINEERING	07/08/2020	1,696.05	.00		
COLORADO CSG II LLC	4E9DA61B	SUBSCRIBER - SEWER	07/23/2020	982.56	982.56	07/31/2020	
COLORADO CSG II LLC	D8AFADD9	SUBSCRIBER - SEWER	06/25/2020	961.74	961.74	07/31/2020	
Total SEWER PLANT:				7,803.86	1,944.30		

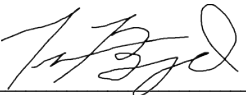
Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SEWER COLLECTION							
U S POSTOFFICE	07312020 UTIL	SEWER	07/31/2020	40.86	40.86	07/31/2020	
U S POSTOFFICE	07312020 UTIL	SOLID WASTE	07/31/2020	81.73	81.73	07/31/2020	
JOHNS, DAVID	FBP 07312020	FLEXIBLE BENEFIT REIMBURS	07/31/2020	65.00	.00		
Total SEWER COLLECTION:				187.59	122.59		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
U S POSTOFFICE	07312020 UTIL	TRASH	07/31/2020	40.86	40.86	07/31/2020	
Total :				40.86	40.86		

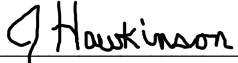
Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PARKS							
GOODWIN SERVICE, INC.	87999	PORTABLE TOILET RENTAL	06/20/2020	90.00	.00		
GOODWIN SERVICE, INC.	89410	PORTABLE TOILET RENTAL	07/15/2020	240.00	.00		
FERGUSON WATERWORKS #11	1140266	SPRINKLERS	07/20/2020	2,188.70	.00		
FERGUSON WATERWORKS #11	1143706	RIVERBEND IMPROVEMENTS	07/27/2020	108.31	.00		
LINCOLN NATIONAL	JULY 2020	Life Insurance - Parks	07/31/2020	18.50	.00		
LINCOLN NATIONAL	JUNE 2020	Life Insurance - Parks	06/30/2020	18.50	.00		
CENTURY LINK	07012020	1207 - RIVERBEND PARK	07/01/2020	119.49	.00		
WESTERN IMPLEMENT	IN83022	PARKS - SMALL EQUIPMENT	07/14/2020	98.31	.00		
XCEL ENERGY	JULY 2020	PARKS LIGHTS	07/31/2020	688.08	.00		
COOP COUNTRY	235869	PARKS SUPPLIES	07/16/2020	14.58	.00		
COOP COUNTRY	236003	PARKS SPRINKLERS	07/23/2020	51.98	.00		
CROPWORX	64084	WEED CONTROL	07/22/2020	528.75	.00		
WESTERN PAPER DISTRIBUTO	3753254	PARKS SUPPLIES	06/29/2020	27.20	.00		
WESTERN PAPER DISTRIBUTO	3753259	DOGGIE BAGS	06/29/2020	180.00	.00		
WESTERN PAPER DISTRIBUTO	3779385	DOGGIE BAGS	07/27/2020	180.00	.00		
MALIK, DEREK	FBP 080520	FLEXIBLE BENEFIT REIMBURS	08/05/2020	642.25	.00		
Total PARKS:				5,194.65	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
POOL							
BRODY CHEMICAL COMPANY, L	486458	ACID MAGIC	06/29/2020	1,166.97	.00		
CENTURY LINK	07012020	1067 - POOL INTERNET	07/01/2020	153.97	.00		
XCEL ENERGY	JULY 2020	POOL LIGHTS	07/31/2020	405.01	.00		
CEM SALES & SERVICE	152304	POOL SUPPLIES	07/02/2020	3,761.00	.00		
CEM SALES & SERVICE	152557	POOL CHEMICALS	07/29/2020	27.76	.00		
ALPINE BANK CC	BC JULY 3152	SUPPLIES	07/18/2020	42.90	.00		
ALPINE BANK CC	JH JULY 3061	POOL SUPPLIES	07/18/2020	3,910.82	.00		
ALPINE BANK CC	JH JULY 3061	POOL SUPPLIES	07/18/2020	290.06	.00		
ALPINE BANK CC	JH JULY 3061	POOL SUPPLIES	07/18/2020	90.00	.00		
ALPINE BANK CC	JH JULY 3061	POOL SUPPLIES	07/18/2020	71.76	.00		
Total POOL:				9,920.25	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FACILITIES							
DORA ORTIZ	TP 07	JANITORIAL SERVICES	07/19/2020	1,240.00	.00		
LINCOLN NATIONAL	JULY 2020	Life Insurance - Facilities	07/31/2020	9.25	.00		
LINCOLN NATIONAL	JUNE 2020	Life Insurance - Facilities	06/30/2020	9.25	.00		
SANITARY SUPPLY CORP., INC.	146515	COVID	07/10/2020	874.99	.00		
XCEL ENERGY	JULY 2020	FACILITIES LIGHTS	07/31/2020	232.64	.00		
XCEL ENERGY	JULY 2020	711 IOWA - GYM	07/31/2020	877.21	.00		
COOP COUNTRY	235833	FACILITIES	07/15/2020	1.99	.00		
COOP COUNTRY	235931	FACILITIES	07/20/2020	29.97	.00		
COOP COUNTRY	235935	FACILITIES	07/20/2020	29.96	.00		
COOP COUNTRY	235975	FACILITIES	07/22/2020	61.96	.00		
GOKEYLESS	INV105054	BUILDING REPAIR & MAINT	07/24/2020	3,013.39	.00		
Total FACILITIES:				6,380.61	.00		
Grand Totals:				153,573.05	9,725.54		

Finance Director: 
(Finance Department Review and Approval for Payment)

Date: August 7, 2020

Town Manager: 
(Administrative Review and Approval for Payment)

Date: 8/7/2020

Mayor: _____
(Board of Trustees Review and Approval for Payment)

Date: _____

Town Clerk: _____
(Document Recorded)

Date: _____

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail Input date = 07/25/2020-08/06/2020



**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



PALISADE BOARD OF TRUSTEES

Agenda Item Cover Sheet

Meeting Date: 08/11/2020

Presented By: Janet Hawkinson, Town Manager

Jim Neu, Town Attorney

SUBJECT: **Variance:** Sean O'Brian Plat for Building

SUMMARY:

On July 28, 2020 the Board of Trustees directed the Town Manager to enter into a contract to purchase the parking lot located in the downtown area with GOCO grant funding.

This lot has the town owning the parking area and Sean O'Brian owning the North-west corner of the lot. The owner is proposing to build a mixed use unit with commercial on the first floor and residential on the second floor.

The variance is for setbacks of the building to improve the location on the lot – see exhibit drawings.

Parking allocation is part of this variance as shown on the drawings.

This agenda item is for the variance on setbacks & parking allocation for the future construction of the building shown on the attached exhibit.

BOARD DIRECTION: Motion to approve/deny the variance on the building lot



Board of Adjustment Public Hearing Report

To: Town of Palisade, Board of Adjustment

Date: August 11, 2020

RE: Variance for setbacks and parking allocation located at Kluge Avenue Parking lot between 1st & 2nd Street Parcel #1 at .22 acres part of parcel #2937-092-01-017

Summary:

The Town of Palisade is purchasing the parking lot from Sean O'Brian. The original lot has been divided into 2 parcels with Sean O'Brian owning parcel 1 for a mixed use development and the town owning the second parcel for public parking.

The variance request is for:

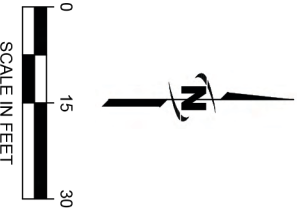
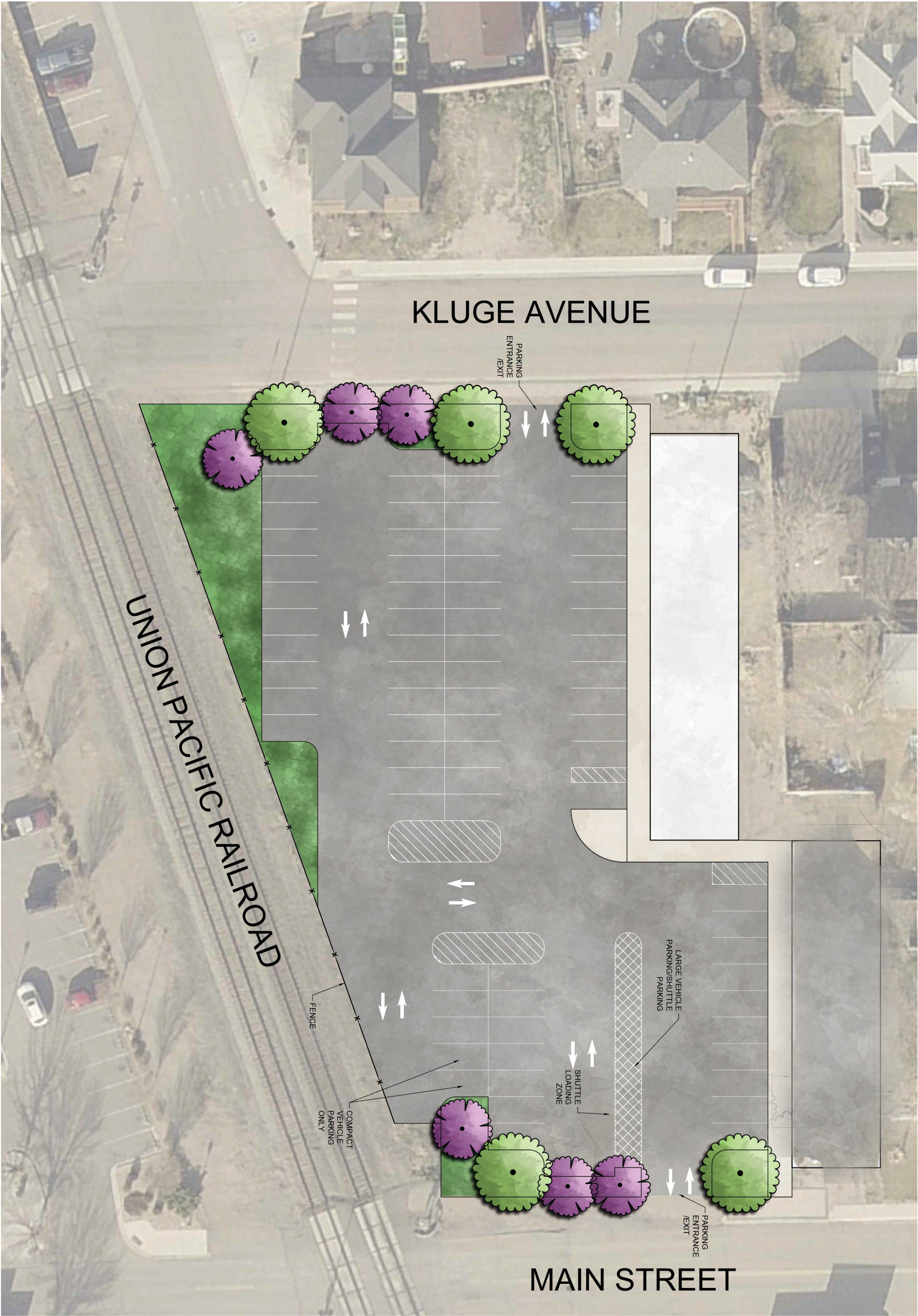
- A zero setback on the west side of the building
The reason for this variance is the town owns 10' of right of way between the existing sidewalk and the proposed building. The code requires a 10' setback. The owner will use this 10' of ROW as the 10' required setback and is required to landscape with construction of the building.
- A 4' setback on the east side of the building
The reason for this variance is the building is set next to public parking and this will allow for the lot to align and the setback to work with the proposed building, the parking lot and the 2 parcels. The applicant will landscape with the construction of the building,
- Parking Allocation: the new building will be required to install the parking as shown on the exhibit
 - 11 parking spaces with 2 landscape ends – 19' x 9' standard parking space size
 - 2 ADA parking spaces with a 5' aisle in-between them and 11' wide per ADA parking requirements
 - These parking requirements will meet with the residential unit requirements and some of the commercial. The remaining commercial parking will be shared in the public parking lot.

APPROVAL CRITERIA

Land Development Code, section 4.12 Variance

LCD Section 4.12.F. Findings of Fact – No variance shall be approved by the Board of Adjustment unless all of the following findings are made:

- 1. There are exceptional conditions pertaining to the particular piece of property in question because of its shape, size, or topography that are not applicable to other lands or structures in the same district, or there is a peculiar characteristic of an establishment which makes the parking and/or loading requirements of this LDC unrealistic.*
- 2. Granting the variance requested will not confer upon the applicant any special privileges that are denied to other residents of the district in which the property is located.*
- 3. A literal interpretation of the provisions of this LDC would deprive the applicant of rights commonly enjoyed by other residents of the district in which the property is located.*
- 4. The requested variance will be in harmony with the purpose and intent of this LDC and will not be injurious to the neighborhood or to the general welfare.*
- 5. The special circumstances are not the result of the actions of the applicant.*
- 6. The variance requested is the minimum variance that will make possible the legal use of the land, building, or structure.*



Kluge / Main Street Parking Lot
Preliminary Concept



10' ROW

KLUGE AVE
2037-004

KLUGE AVE
2037-005

KLUGE AVE

KLUGE AVE

186 WFF
2037-006

186 WFF
2037-007

2037-002-01-018

2037-002-01-017

MAIN ST

117 S
2037-008

2037-009

PALISADE PLUNGE PARKING EXHIBIT

A portion of Block 1, Town of Palisade Fruit Tract Sub., Reception No. 18436
A part of the SE 1/4 NW 1/4, Sec. 9, T11S, R98W, 6th P.M.
Town of Palisade, County of Mesa, State of Colorado

PROPERTY DESCRIPTIONS

PARCEL 1

A parcel of land situate in Block 1, Town of Palisade Fruit Tract Subdivision, Reception No. 18436, also being located in the SE 1/4 NW 1/4, Section 9, Township 11 South, Range 98 West of the 6th Principal Meridian, Town of Palisade, Mesa County, Colorado.

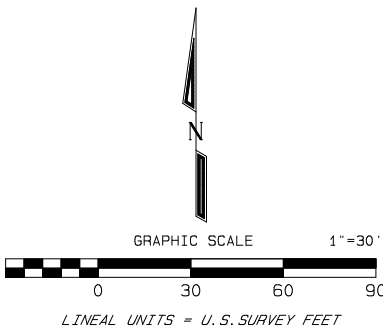
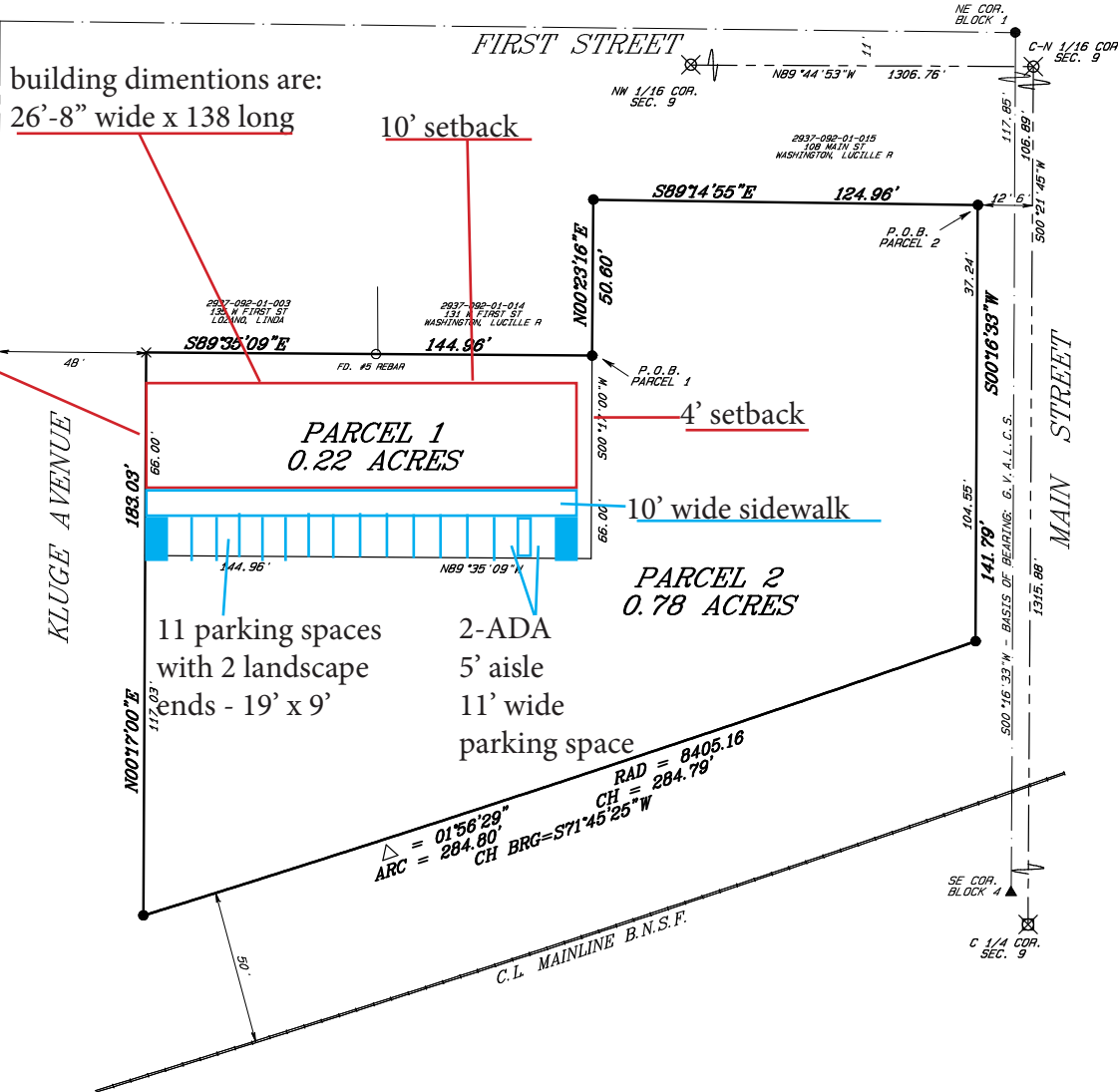
Commencing at the northeast corner of said Block 1; thence S00°16'33"W, being the basis of bearing, along the east line of said Block 1, a distance of 117.85 feet; thence N89°14'55"W a distance of 124.96 feet; thence S00°23'16"W a distance of 50.60 feet to the point of beginning; thence S00°17'00"W a distance of 66.00 feet; thence N89°35'09"W a distance of 144.96 feet; thence N00°17'00"E a distance of 66.00 feet; thence S89°35'09"E a distance of 144.96 feet to the point of beginning. Said parcel contains 0.22 acres more or less.

PARCEL 2

A parcel of land situate in Block 1, Town of Palisade Fruit Tract Subdivision, Reception No. 18436, also being located in the SE 1/4 NW 1/4, Section 9, Township 11 South, Range 98 West of the 6th Principal Meridian, Town of Palisade, Mesa County, Colorado.

Commencing at the northeast corner of said Block 1; thence S00°16'33"W, being the basis of bearing, along the east line of said Block 1, a distance of 117.85 feet to the point of beginning; thence S00°16'33"W a distance of 141.79 feet to the northerly right-of-way of the B.N.S.F. Railroad; thence along the arc of a non-tangent curve to the right 284.80 feet, having a central angle of 01°56'29" and a radius of 8405.16 feet; the chord bears S71°45'25"W a distance of 284.79 feet along said right-of-way; thence N00°17'00"E a distance of 117.03 feet; thence S89°35'09"E a distance of 144.96 feet; thence N00°17'00"E a distance of 66.00 feet; thence N00°23'16"W a distance of 50.60 feet; thence S89°14'55"E a distance of 124.96 feet to the point of beginning. Said parcel contains 0.78 acres more or less.

No setback-
landscape 10'
of town row to
sidewalk



NOTICE: According to Colorado law you must commence any legal action based upon any defect in the survey within three years after you first discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of this certification/statement shown hereon.

LEGEND & ABBREVIATIONS

- FOUND 3.25" ALUMINUM CAP
STAMPED LS 38428 IN MON BOX
- FOUND 2" ALUMINUM CAP
STAMPED LS 38428 IN MON BOX
- FOUND 2" ALUMINUM CAP
STAMPED LS 33650 IN MON BOX
- SET LEAD, TACK & BRASS WASHER
STAMPED LS 20677
- SET #5 REBAR W/2" ALUMINUM CAP
STAMPED D H SURVEYS LS 20677

G. V. A. L. C. S. = GRAND VALLEY AREA
LOCAL COORDINATE SYSTEM
W. C. = WITNESS CORNER
P. O. B. = POINT OF BEGINNING

LAND SURVEY DEPOSIT

Mesa County Surveyor's Office

Date _____

Book _____ Page _____

Deposit No. _____

SURVEYOR'S CERTIFICATE

I, Michael W. Drissel, a registered professional land surveyor licensed in the State of Colorado, do hereby certify that this plat is a true and correct, and complete plat of PALISADE PLUNGE PARKING EXHIBIT, as laid out, and shown hereon, that such plat was made from an accurate survey of said property by me or under my direct supervision.

Executed this ____ day of _____, A.D. 2020.

FOR REVIEW

PALISADE PLUNGE PARKING EXHIBIT

LOCATED IN THE

SE 1/4 NW 1/4, Sec. 9, T11S, R98W, 6th P.M.

D H SURVEYS INC.

118 OURAY AVE. - GRAND JUNCTION, CO.

(970) 245-8749

Designed By	M. W. D.	Checked By	E. E. B.	Job No.	818-16-03
Drawn By	TMODEL	Date	MARCH 2020	Sheet	1 OF 1

REVISED 04/27/2020
REVISED 07/03/2020



PALISADE BOARD OF TRUSTEES

Agenda Item Cover Sheet

Meeting Date: August 11, 2020

Presented By: Matt Lemon

Department: UTILITIES DEPARTMENT

SUBJECT: Allow the BLM to perform prescribed burns on property owned by the Town of Palisade as well as lands managed by the BLM. The City of Grand Junction will also be a party of the MOU.

SUMMARY: The Bureau of Land Management (BLM) has been the lead agency managing prescribed burns in Town of Palisade water shed along with the City of Grand Junction water shed. The last prescribed burn was conducted in 2015. The Memorandum of Understanding (MOU) is good for 5 years and is the main tool allowing BLM to facilitate our Fire Mitigation Plan (FMP).

The FMP protects our valuable watershed from uncontrolled devastating wildfires and other possible natural disasters. Controlled prescribed burns are performed when conditions are correct with safety steps to ensure success. The FMP now has four zones to be burned up from previous three zones. The new zone is below Cabin Reservoir in "Dark Canyon". Reference the attachments for all four zones.

Town staff sprays noxious weeds annually and keeps brush pushed back seasonally to maintain roads which are used for fire breaks. These roads are used to distinguish zones in the plan.

Weather and topography on burn activities are such that absolute and total control cannot be ensured. If damage were to occur, the Town would be responsible for necessary repairs as specified in the MOU.

A. The *Town's* roles and responsibilities include:

- (1) Allow access to Area of Interest for cultural surveys, planning purposes and implementation of existing projects as well as the planning, developing and implementation of future treatments within the Palisade Watershed.
- (2) Continue in the support of the Palisade Watershed Fire Mitigation Plan.
- (3) Acknowledge and grant approval of the possibility that fences may become damaged due to prescribed fire activities.
- (4) Provide funding for prescribed fire implementation for the currently identified prescribed fire burn units.

BOARD DIRECTION:

Approve this Memo of Understanding between the United States Department of the Interior's Bureau of Land Management and Town of Palisade.

- **I move to approve the attached MOU for 2020 Palisade Water Shed Prescribed Burn between the United States Department of the Interior's Bureau of Land Management and Town of Palisade.**

***Attachments:** MOU Document, Palisade watershed burn Area Map

**MEMORANDUM OF UNDERSTANDING
BETWEEN
UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT**

Northwest District

Town of Palisade

City of Grand Junction

FOR

Palisade Watershed Prescribed Fire

I. Introduction

This Memorandum of Understanding ("MOU") is between the United States Department of the Interior, Bureau of Land Management, Northwest District ("BLM"), and Town of Palisade ("Town") and City of Grand Junction ("City") ; jointly referred to as the "Parties."

II. Purpose(s)

The purposes of this MOU are to:

Establish a framework of cooperation between the BLM, the Town and the City to ensure protection of the quality and quantity of the Town's water supply through implementation of prescribed burns, vegetative treatments or other methods agreed upon to reduce the potential impacts of future wildfires. The treatments are intended to change fire behavior characteristics and to aid control efforts in the event of a wildfire; and,

Develop and implement a mechanism for continued communication and consultation between the parties in the processes and practices of making and implementing land use actions; and,

Ensure an appropriate level of involvement by each party in new and existing projects (see attached map A), planning and development within the "Area of Interest" (see attached map B) in accordance with the following provisions.

III. Background

The BLM, Town and City are committed to working as partners; the mutual benefits and interest of the partnership shall be to increase cooperation on the development and implementation of vegetative treatments to lessen the impacts of a catastrophic wildfire. To help protect watershed infrastructure and reduce impacts to water treatment facilities from wildfire. To improve wildlife habitat and cattle grazing by creating a higher quality of vegetation for forage and browsing. The Identified Prescribed Fire burn units are located on Map A and in the Palisade Watershed Prescribed Fire Burn Plan, PMS 484.

The BLM, Town and City further recognize the need to notify and involve each other before, during and after action(s) concerning and involving the Area of Interest.

In consideration of the above, the parties agree as follows:

Nothing in this MOU alters or supersedes the authorities and responsibilities of any of the Parties on any matter under their respective jurisdictions.

IV. Authorities

- A. The authorities for BLM to enter into this agreement include, but are not limited to, the following:
 - 1. Federal Land Policy and Management Act of 1976; Sec.202
 - 2. Secretarial Order #3372, Reducing Wildfire Risks on Department of the Interior Land Through Active Management
 - 3. DOI Strategic Plan for Fiscal Years 2018-2022, Mission Area 5 Protecting our People and the Border, Goal #3: Manage wildland fire to reduce risk and improve ecosystem and community resilience, Goal #4: Provide science to safeguard communities from natural hazards.
- B. The authorities for *the Town* to enter into this agreement include, but are not limited to, the following:
 - 1. Greg Mikolai - Mayor
- C. The authorities for *the City* to enter into this agreement include, but are not limited to, the following:
 - 1.
 - 2.

V. Roles and Responsibilities

- A. The *BLM's* roles and responsibilities include:
 - (1) Assist the Town in planning and implementing existing projects as well as the planning, developing and implementation of future treatments within the Palisade Watershed.
 - (2) Complete the Palisade Watershed Prescribed burn plan document.
 - (3) Complete any necessary planning associated with NEPA for BLM lands located within the watershed.
 - (4) Complete the Colorado Air Pollution Control Division smoke permit application. Complete Environmental Assessment for BLM lands located within the watershed.

B. The *Town's* roles and responsibilities include:

- (1) Allow access to Area of Interest for cultural surveys, planning purposes and implementation of existing projects as well as the planning developing and implementation of future treatments within the Palisade Watershed.
- (2) Continue in the support of the Palisade Watershed Fire Mitigation Plan.
- (3) Acknowledge and grant approval of the possibility that fences may become damaged due to prescribed fire activities.
- (4) Provide funding for prescribed fire implementation for the currently identified prescribed fire burn units.

C. The *City's* role and responsibilities include:

- (1) Allow access to Area of Interest for planning purposes and implementation of existing projects as well as for the planning, developing and implementation of future treatments within the Palisade Watershed.
- (2) Acknowledge and grant approval of the possibility that City property will be involved in prescribed fire acreage.
- (3) Acknowledge and grant approval of the possibility that fences may become damaged due to prescribed fire activities.

D. The joint roles and responsibilities of the Parties include:

- (1) Any party may terminate this Memorandum in part or in whole by providing 30 days written notice to the other party whenever it is determined that the other parties have materially failed to comply with the conditions of this MOU.
- (2) This MOU will be reviewed annually and modified as determined by mutual agreement of all parties. An annual meeting will be held by and between the parties to discuss upcoming projects in both planning and implementation phases. This MOU, except for fiscal obligation of the Town or City which must be approved annually, will continue for 5 years from the date of the last signature. The MOU may be renewed prior to the termination date by mutual agreement of the parties.
- (3) This MOU may be revised as necessary by mutual written consent of all parties.
- (4) Each party shall identify a point of contact for coordination of this MOU.

VI. Representatives

Contacts	Town of Palisade	City of Grand Junction	BLM
Name:	Matt Lemon	Randi Kim	Lathan Johnson
Title:	Utilities Director	Utilities Director	Fuels Management Specialist
Address:	175 E 3 rd Palisade 81526	333 West Ave, Bldg. E Grand Jct., CO 81501	2815 H. Road Grand Jct, CO 81506
Phone:	970-464-5602	970-244-1429	970-257-4800
FAX:			
Email	mlemon@townofpalisade.org	randik@gjcity.org	lwjohnso@blm.gov

VII. Funding

- A. Subject to the availability of funds, the Parties agree to fund their own expenses associated with the implementation of this MOU.
- B. Nothing contained herein shall be construed as obligating BLM to any expenditure or obligation of funds in excess or in advance of appropriations, in accordance with the Anti-Deficiency Act, 31 U.S.C. § 1341.

VIII. Records

Any records or documents generated as a result of this MOU shall become part of the official BLM record maintained in accordance with BLM record management policies.

The cooperating agencies will keep confidential and protect from public disclosure any and all documents related to or generated by this agreement. BLM will determine their suitability for public review or release under the provisions of the Freedom of Information Act (FOIA), Privacy Act, and in accordance with Department of Interior or BLM regulations.

IX. Tribal Consultations (optional)

A. Planning: The BLM shall engage in government-to-government consultation with affected Indian Tribe(s) during all phases of this process, in accordance with applicable Federal statutes, regulations, and other authorities, including the National Environmental Policy Act, the National Historic Preservation Act, the Federal Land Policy and Management Act, the American Indian Religious Freedom Act, and Executive Order 13007 on Indian Sacred Sites. This MOU in no way affects the responsibility of BLM and the authority of affected Tribe(s) to engage in these government-to-government consultations. To the extent BLM receives any Indian Trust data as a function of the requirement to conduct government-to-government consultations with affected Indian Tribe(s), BLM certifies that it will accord such data all necessary protection and security pursuant to applicable statutes, regulations, and policies, including those set forth in the context of any applicable litigation.

B. Non-Planning: The BLM shall engage in government-to-government consultation with affected Indian Tribe(s) during all phases of this process, in accordance with applicable Federal statutes, regulations, and other authorities, including Executive Order 13175 on consultation with Indian Tribes and Executive Order 13007 on Indian Sacred Sites. This MOU in no way affects the responsibility of BLM and the authority of affected Tribe(s) to engage in these government-to-government consultations. To the extent BLM receives any Indian Trust data as a function of the requirement to conduct government-to-government consultations with affected Indian Tribe(s), BLM certifies it will accord such data all necessary protection and security pursuant to applicable statutes, regulations, and policies, including those set forth in the context of any applicable litigation.

X. Compliance with Applicable Laws and Regulations; Severability Clause

This MOU is subject to all applicable Federal laws, regulations and rules, whether now in force or hereafter enacted or promulgated. Nothing in this MOU shall be construed as in any way impairing the general powers of the BLM under such applicable laws, regulations, and rules. If any term or provision of this MOU is held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions. Meeting the terms of this MOU shall not excuse any failure to comply with all applicable laws and regulations, whether or not these laws and regulations are specifically listed herein.

XI. Term, Amendment, and Termination *(Contains the administrative clauses required for effective date, amendments, expiration of the MOU, and termination processes.)*

A. Term of MOU:

1. This MOU becomes effective upon the date last signed and executed by the duly authorized representative of the Parties to this MOU.
2. This MOU shall remain in effect for five (5) years from the execution date unless terminated or cancelled prior to the expiration date.

B. Amendments:

1. The Parties may request changes to this MOU, which shall be effective only upon the written agreement of all Parties.
2. Any changes, modification, revisions, or amendments to this MOU shall be incorporated by written instrument, executed and signed by all Parties, and will be effective in accordance with the terms and conditions contained herein.

C. Termination:

1. This MOU may be terminated prior to the expiration date upon 30-day written notice and agreement between all parties to terminate this MOU.

XII. Records Management

Any records or documents generated as a result of this MOU shall become part of the official BLM record maintained in accordance with the BLM record management policies.

The cooperating agencies will keep confidential and protect from public disclosure any and all documents related to, or generated by this agreement. The BLM will determine their suitability for public review or release under the provisions of the Freedom of Information Act (FOIA), Privacy Act, and in accordance with Department of Interior or the BLM regulations.

XIII. Signatures *(Ensure the individuals signing the MOU have the appropriate signatory authority. For BLM, review Colorado Supplement to BLM Manual 1203, Delegation of Authority.)*

- A. All signatories have the appropriate delegation of authority to sign this MOU.
- B. The Parties have executed this MOU on the dates shown below.

Greg Mikolai, Mayor of the Town of Palisade
Town of Palisade, CO

Dated: _____

Greg Caton, Grand Junction Manager
City of Grand Junction, CO

Dated: _____

Stephanie Connolly, Northwest District Manager
Bureau of Land Management, Northwest District

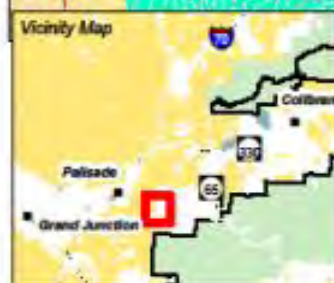
Dated: _____

Attachments: Map A


Palisade Watershed Rx Burn

0 0.125 0.25 0.5 0.75 1 Miles

T11S R97W



Legend

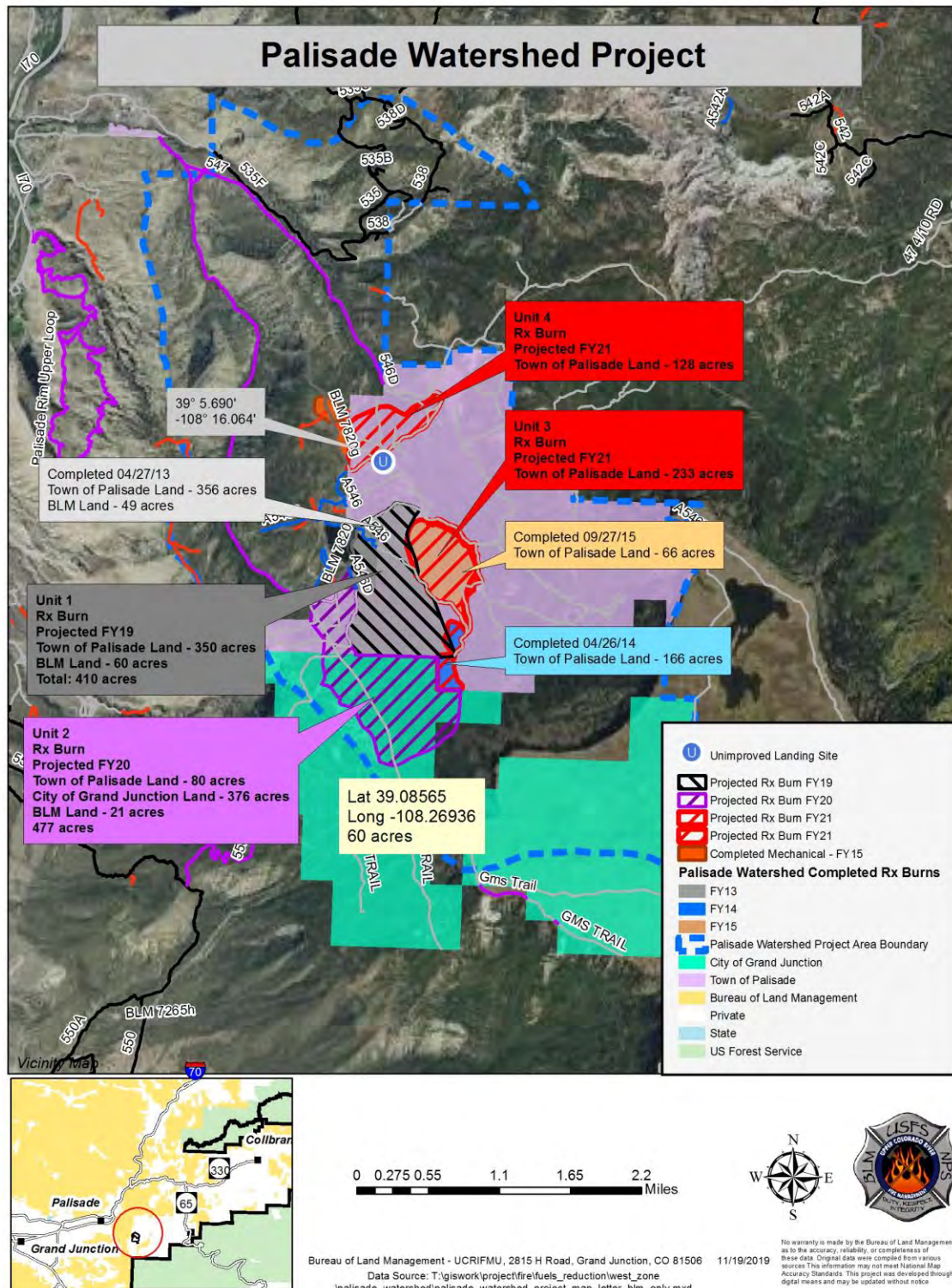
-  Proposed for Sale FY13
  Proposed for Sale FY14
  Proposed for Sale FY15
  Palatka Watershed Completed for Sale
  City of Galesburg
  Town of Palatka
 Bureau of Land Management

Bureau of Land Management - UCRFMS, 2815 H Road, Grand Junction, CO 81505 640913

[illegible]

Notwithstanding to which the Editors of said Management are the delivery, liability, or completeness of these data. Original data were received from various sources. The information may not meet Federal Drug Inventory (FDI) data. This project was developed through digital means and may be outdated without notice.

Map B





PALISADE BOARD OF TRUSTEES

Agenda Item Cover Sheet

Meeting Date: AUGUST 20TH, 2020

Presented By: MATT LEMON, UTILITIES DIRECTOR
ALLYSON SHELLHORN, COMMUNITY DEVELOPMENT DIRECTOR

Department: UTILITIES DEPARTMENT

Re: TOWN OF PALISADE STREET CLASSIFICATION MAP

SUBJECT:

The Town of Palisade Street Classification Map Update

SUMMARY:

Section 11-131 of the Palisade Municipal code references a Street Classification Map in Section which states: Streets within the Town are hereby divided into classifications as shown on the official Street Classification Map of the Town, which together with all explanatory material thereon, is hereby adopted by reference and declared to be a part of this Chapter. The map does not change boundaries or legal rights of record; rather it graphically depicts the status of streets within the Town

Section 11-136 of the Palisade Municipal code states: In the event that the official Street Classification Map becomes damaged, destroyed, lost or difficult to interpret because of nature or number of changes and additions, the Board of Trustees may by resolution adopt a new official Street Classification Map, which shall supersede the prior official Map. The new official Classification Map may correct drafting or other errors in the prior official Street Classification Map, but no such correction shall have the effect of amending the original street classification ordinance or any subsequent amendment thereto.

Town staff would like to present a current map for your approval. The map has been requested from the Regional Transportation planners to complete a roadway functional classifications map form all municipalities and Mesa County.

Town of Palisade will use the current Street Classification Map for:

- Fulfilling the requirement listed in the Municipal code
- Planning purposes for future infrastructure needs
- Providing better reference with state database for HUTF – Highway Use Traffic Funding
- Updating the Comprehensive Plan and Truck Route
- Grant applications to illustrate streets in need of improvements
- Communicating with staff and the Town on street types

BOARD DIRECTION:

Move to adopt 2020 Street Classification Map to be referenced in Section 11-131 in the Town of Palisade Municipal code.

ATTACHMENT(S):

- DRAFT Palisade Area 2020 Street Classification Map

TOWN OF PALISADE, COLORADO

RESOLUTION NO. 2020-19

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, ADOPTING AN OFFICIAL STREET CLASSIFICATION MAP FOR THE TOWN OF PALISADE.

WHEREAS, the Town of Palisade Municipal Code section 11-131 requires the Board of Trustees to adopt by reference a Street Classification Map; and

WHEREAS, the adopted street classification map shall be located with the Town Clerk and shall be identified by signature by the Mayor of Palisade and attested by the Town Clerk; and

WHEREAS, the Town of Palisade Board of Trustees has reviewed and wishes to adopt the Town of Palisade Street Classification Map, *Exhibit A*.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE, COLORADO, that a street classification map for the Town of Palisade, Colorado, attached hereto as Exhibit "A", is hereby adopted and shall apply to all streets within the Town of Palisade town limits.

THIS RESOLUTION was read, passed, and adopted by the Palisade Board of Trustees at the Regular Meeting held this 11th day of August 2020.

TOWN OF PALISADE, COLORADO

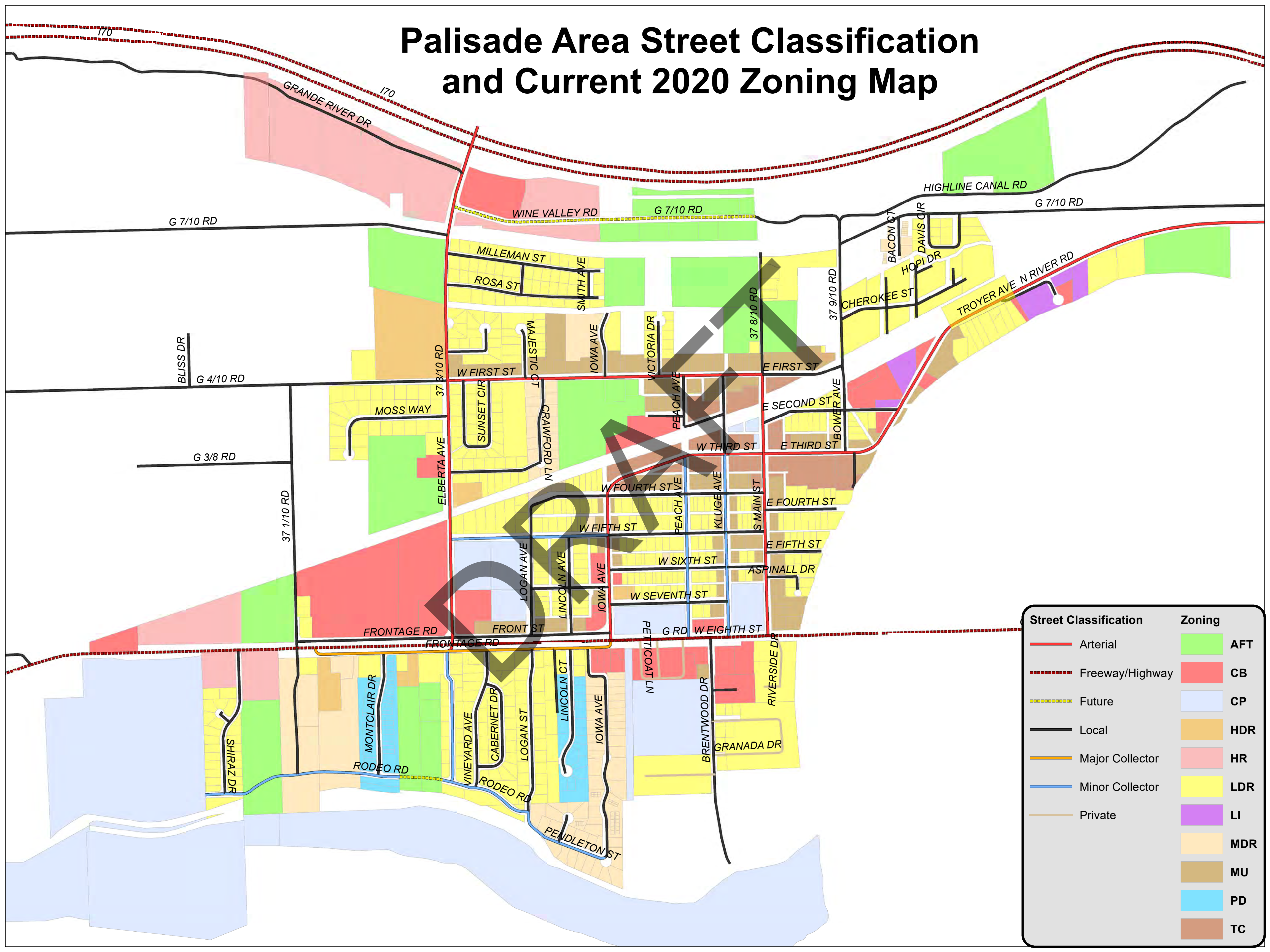
By _____
Mayor

ATTEST:

Town Clerk

EXHIBIT A:

Palisade Area Street Classification and Current 2020 Zoning Map





PALISADE BOARD OF TRUSTEES

Agenda Item Cover Sheet

Meeting Date: August 11, 2020

Presented By: Travis Boyd

Department: Finance Department

Re: 2019 Supplemental Appropriation Tourism Fund

SUBJECT:

2019 Retroactive Supplemental Appropriation Tourism Activity Fund

SUMMARY:

In 2019, the Tourism Activity Fund was appropriated \$54,000 to spend toward tourism and town marketing. \$54,082 was actually spent in the fund toward those activities. Until this request, there was not a request to the board of trustees to appropriate any additional expenditures in this fund. The fund overspent its original appropriation by \$82 and the finance department is requesting a supplemental appropriation in the amount of \$82 for this fund to bring it into compliance with state law.

BOARD DIRECTION:

Resolve to appropriate \$82.00 in expenditures for the 2019 fiscal year budget for the tourism activity fund.



PALISADE BOARD OF TRUSTEES

Agenda Item Cover Sheet

Meeting Date: AUGUST 11TH, 2020

Presented By: ALLYSON SHELLHORN, COMMUNITY DEVELOPMENT DIRECTOR

Department: COMMUNITY DEVELOPMENT DEPARTMENT

Re: TOWN OF PALISADE TOURISM ADVISORY BOARD VACANCIES

SUBJECT:

The Town of Palisade TAB Vacancies

SUMMARY:

Attached are the 11 letters of interest for the Tourism Advisory Board. There are currently four vacancies that the Board of Trustees shall appoint members to. The interviews are scheduled to take place during a work session on August 25th. Appointments of the members will take place at the public meeting to follow the work session.

BOARD DIRECTION:

Review the attached letters of interest for the Tourism Advisory Board. Interviews and appointments will take place on August 25th.

From: Carol Calacino <ccalacino27@gmail.com>

Sent: Monday, July 13, 2020 3:28 PM

To: info <info@townofpalisade.org>

Subject: Tourism Advisory Board Vacancy

Hello,

I am interested in serving on the tourism advisory board for the town of Palisade. We recently moved to Palisade in November (from Grand Junction). We opened Palisade Beach House Vineyard and B&B in May and although COVID has made it challenging, we are booking reservations and bringing people to the town of Palisade.

Please visit our website at www.palisadebeachhousebnb.com to understand our passion for tourism and for showcasing all that Palisade and Western Colorado has to offer. We also have a facebook page and are listed on Airbnb and VRBO if you want to see the reviews our guests have left us about their experiences. I have a vision for unique and memorable experiences for our out of town guests. I would love to be part of the tourism advisory board to help Palisade and Western Colorado continue to help visitors experience all that we have to offer as a community.

Happy to discuss this with you in-person or on the phone and look forward to hearing from you.

Thanks for the consideration,

Carol Calacino

728 38 1/4 Road

970 250 2821

Esteemed Trustees --

I humbly re-submit my name in candidacy for a vacant Tourism Advisory Board position.

Since serving as the Chairman of the Chamber of Commerce -- which I left in 2016 to re-open the Palisade Cafe -- it's been my privilege to serve as a TAB member these past several years. Along with my fellow board members, we understand the importance of tourism to the Palisade economy and the need for coordinated, focused plans of action. Our campaigns that we have helped direct are crafted to maintain and further the Palisade **brand of quality in our shared bucolic, pastoral setting**. This is responsible tourism promotion and I'm proud to have played a part in it.

Now, with the effects of Covid-19 taking a massive toll on our economy, TAB's mission is more important than ever to our economic viability. We have reinvented our business model at the Palisade Cafe and Wine Bar -- with many thanks to the Palisade Board of Trustees -- and I believe it is that kind of entrepreneurship and partnering mentality that qualifies me to continue on as a TAB member. My voice is one of sensible, yet cautious, tourism promotion in light of the "new normal" and how to help cross-promote all Palisade businesses safely and sustainably.

The future of the Palisade brand of "excellence" and "bucolic" is of paramount importance to me and to succeeding generations of business owners, and why I believe my continued role on TAB will help benefit the Palisade economy for the foreseeable future.

Thank you for your consideration,

John Sabal

--

--

John Sabal, Owner

(970) 389.8100

palisadecafeandwinebar.com

TAB Board Letter of Interest to Retain Board Position



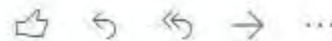
You replied on Tue 7/14/2020 4:59 PM

K

keith@palisadebasecamp.com

Tue 7/14/2020 4:25 PM

To: Lydia Reynolds



Hello Lydia,

I'm writing this letter to formally state my interest in continuing to be a member of the Tourism Advisory Board. In my tenure thus far we have executed a number of successful campaigns to promote the Town of Palisade and its economic driver's which have yielded fantastic results for our businesses and community. If given the opportunity to continue serving on TAB I look forward to finishing what we have started in regards to the efforts of developing medium/long term strategies for improving our market reach as well as our funding opportunities (including fee based revenues and collaborations with like-minded State and local entities). As an owner of Palisade Basecamp, my relationships with visitor groups and significant participation in the funding of TAB through lodging fees fosters a unique perspective that adds value to the conversation within TAB about how to be effective stewards of what makes Palisade special while incubating the economic drivers of our area through tourism.

Please consider allowing me to serve an another term on the Tourism Advisory Board.

Regards,



Keith Ehlers Owner / Janitor

985 North River Road, Palisade, CO 81526

970.210.7680 | keith@palisadebasecamp.com

palisadebasecamp.com



L Brooke Ranney

P.O. Box 1115 • Palisade, CO 81526 • brooke@centennialcanoe.com • (720) 283-0553

July 15, 2020

Town of Palisade Board of Trustees
P.O. Box 128
Palisade, CO 81526

Dear Members of the Board:

I am writing to express my strong interest in filling the Tourism Advisory Board vacancy. The Palisade Tourism Advisory Board (TAB) has done a great job with marketing and development as is evident in the growth and culture of this beautiful and unique destination. With my skill set and experience, I know I could provide a valuable contribution to TAB and help Palisade further its goals as a community.

I am confident my experience in marketing, tourism, promotions, special event planning and advertising will be an asset to the Board. As you will see in my resume, I have demonstrated success in marketing, advertising, tourism and promotions while managing a million dollar photo business for Vail Resorts, a large rafting outfitter in the southeast and now as owner of the largest canoe outfitter in the state of Colorado (located right here in Palisade). I also have extensive experience in special events planning through my position as the projects and events coordinator for the Eagle River Watershed Council. Events I managed include three of the Annual Community Pride Highway Cleanups and BBQs with over 1,000 volunteers per cleanup, two Eagle River Cleanups with 450 volunteers per event and numerous volunteer days throughout the summer months. I also served as the Eagle River Watershed Council representative on the Eagle River Park Steering Committee, Colorado Basin Roundtable, Wild & Scenic Film Festival Planning Committee and Steering Committee Manager for Water Quality Improvement Plan Project Implementation (Eagle County). All of these committees and groups involved promotion, planning and advertising in various forms. In addition, I have extensive (and successful) grant writing experience with local, state, federal and international grant applications which could help expand funding for TAB marketing campaigns and/or events.

I fell in love with Palisade walking around Riverbend Park and Main Street and floating the beautiful Colorado River. I loved it so much, I moved my business and life here. I would be honored to be part of the Tourism Advisory Board to help keep Palisade's unique culture and identity alive while growing tourism in its various forms and improving the visitor experience.

Thank you for your time and consideration. I look forward to speaking with you.

Sincerely,



L. Brooke Ranney
Owner, Centennial Canoe Outfitters

L BROOKE RANNEY

Palisade, CO 81526: (865) 776-3128 | brooke@centennialcanoe.com

Executive Summary

Dynamic and motivated professional with a proven record of generating and building relationships, managing projects, from concept to completion, developing successful strategies and marketing for success. Skilled in building cross functional teams, demonstrating exceptional communication skills, and making critical decisions during challenges.

Core Qualifications

- Operations management
- Social media strategist
- Event planning
- Policy/program management
- Excellent written communication skills
- Marketing
- Grant Writer (78% success rate)
- Customer Service
- Retail Sales/Promotions
- Public speaker

Committees and Boards

- Colorado Basin Roundtable Member
- Steering Committee Member for Town of Eagle River Park
- Urban Runoff Group of Eagle County
- Eagle County Wildfire Council
- Wild & Scenic Film Festival Planning Committee
- Community Pride Highway and River Cleanup Organizer
- Steering Committee Manager for Water Quality Improvement Plan Project Implementation (Eagle County)

Professional Experience

Owner/President

Present

Western River Outfitters, LLC d.b.a. Centennial Canoe Outfitters– Palisade, CO

- Responsible for all aspects of the operations

Projects and Events Coordinator

July 2015 to August 2017

Eagle River Watershed Council Eagle, CO

- Project research, prioritization and implementation
- Media outreach (television, social media, radio, website, and newspaper)
- Responsible for obtaining and fulfilling sponsorships for events
- Extensive grant research and writing with 78% success rate
- Event coordination, fundraising and volunteer coordination
- Managed Donor Database

Photo Manager

Nov. 2012 to July 2015

EpicMix Photo, Vail Resort – Vail, CO and Park City, UT

- Managed on-mountain photography operation at Vail Mountain and Canyons Resort
- Media campaign for on-line photo sharing and sales for million-dollar photo business
- PR experience in-person and through social media outlets to 1.6 million guests to Vail
- Managed a photography crew of 30 in winter and crew of 8 in summer
- Followed all company and department safety procedures

Operations Manager

Mar 2010 to July 2012

Outdoor Adventures, Inc. Whitewater Rafting - Hartford, TN

- Responsible for day to day operations
- Managed an office staff of four and guide staff of 30
- Social media marketing

Education

Bachelor of Science Degree in Anthropology - Minor in Women's and Gender Studies College of Charleston - Charleston, SC, USA 3.9 GPA

May 2006

References

Louise Doire, Professor
College of Charleston
(843) 853-7396

Stephen Russell, Corporate Supervisor
Vail Resorts Photo Director
(303) 807-5067

Lizzie Schroder, Education Coordinator
Eagle River Watershed Council
(847) 987-3440

To Whom it May Concern:

I am writing to express my interest in the vacancy on the Palisade Tourism Advisory Board. I feel my experience provides a unique mix of skills and perspective that will help Palisade design, develop, and managed its tourism plan.

I have spent my entire professional career in travel and tourism, working the last eleven years as an international travel journalist. Throughout my career, I have traveled to and worked with the tourism boards and businesses in more than 80 countries, publishing articles in travel publications such as Forbes, Conde Nast, AFAR, Travel Channel, Outside Magazine, AAA, Popular Science, Men's Journal, Atlas Obscura, REI, Elevation Outdoors, and Alaska Airlines Magazine, among many others. I am currently a travel columnist at Forbes and the tent editor at Backpacker Magazine.

I have good working relationships within the travel industry with tourism boards, public relations firms, and other travel journalists, including the Colorado Office of Tourism [Fun Fact: The first time I ever came to Palisade was via a press trip held by Grand Junction Tourism]. I am up to date on the latest news, trends, and strategies within the tourism sector, both here at home and on an international level. I have a full understanding of how and why destinations are covered in the press, and how businesses can market themselves to be more "press ready."

As much as I am in tune with what destinations have done right, I am also in touch with what they have done wrong – which is important given the rise of overtourism and overdevelopment. I also am currently immersed in the new COVID-influenced travel industry, which is obviously a whole different ball game going forward.

My perspective as a travel journalist is a unique one for the board to consider adding; however, my experience in the industry is not limited to being a writer. For the past three years, I have worked as a multi-day tour guide, guiding trips that include school children, adult education groups, and private families for companies like Butterfield & Robinson, Road Scholar, Education First, and The Nature Conservancy. I have also worked with hotels, tour operators, and tourism boards as a consultant on public relations products, press releases, campaigns, and videos.

As a homeowner and resident of Palisade, the town is very important to me. How the tourism segment is cultivated will play a long-term, determining role in its future. Tourism is not just my job and industry; it is my life's work. I would love to share more of my perspective with you. My goal would be to help Palisade promote and position itself in a responsible way, one in which the economy is boosted but the town's character remains intact, without sacrificing the charm that makes this place so special.

Sincerely,

Will McGough

592 Milleman St.

SIMONE PEARMAN

July 13, 2020

Simone Pearman
742 Summerset Drive (to be completed in November)
Palisade, CO 81526

RE: Position on the Tourism Advisory Board

Dear Palisade Tourism Advisory Board,

My name is Simone Pearman and I am interested in the position on the Palisade Tourism Advisory Board. We are new to the Palisade area (the area with the million dollar winds). Currently, we are buying a house in the Cresthaven Acres. We have been traveling the country for the last 18 months in an Airstream.

We stayed last year here at Palisade BaseCamp, where we are currently located, during this transition, and fell in love with the area. I spent an entire month exploring the Palisade Barn Quilt Trail, walking the historic walking tour, and then writing about Palisade. You can access these through Its an RV Life for Me (put Palisade in the search engine).

I would love to be part of this town's culture and help contribute to Palisade's tourism market. Thank you for your consideration and please let me know if you need anything else from me.

Sincerely,
Simone Pearman
303-564-4527
simone@spotteddogphoto.com

Palisade Board of Trustees,

This letter is to express my interest in continuing to serve on the Palisade Tourism Advisory Board. I have appreciated contributing to TAB over the last few years and feel I have further contributions to make in the future. My professional background is in marketing and, as a Palisade resident, am invested in the success and sensible growth of the community.

I am currently the Marketing & Sales Director at Powderhorn Mountain Resort and there are several reasons that the aims of the resort and the Town of Palisade are aligned and can contribute to the other's success. The resort's efforts to attract destination visitation using high-quality advertising, pertinent messaging, and data-driven campaigns mirror the aims of the Town of Palisade. Continuing to leverage the area's wonderful natural resources and eventual physical connectivity of the Grand Mesa and the Town of Palisade is another potential source of synergy.

In addition to professional alignment, I have a personal vested interest in the continued success of the Town. My wife and I have a four-year-old and another child due this September. We have chosen to live in Palisade over the last four years (and foreseeable future) because of the natural beauty, access to the outdoors, and wonderful residents. I hope to continue to make contributions to TAB with the future benefit of my family and neighbors in mind.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to be 'RR' followed by a stylized flourish.

Ryan Robinson
8/6/20

Tim Wenger
235 W 6th St.
Palisade CO 81526
303-725-9359

To Palisade Board of Trustees,

I am writing to express interest in the Tourism Advisory Board, as per your notice of vacancy. My wife, Alisha, and I bought a home in Palisade in May, 2019. Both Colorado natives (Alisha was born in Grand Junction and is the Executive Director of the Community Food Bank), we wanted to set down roots in a place we loved and raise a family near the outdoors. We are here for the long term, and I'd love to bring my experience in tourism and marketing to the Tourism Advisory Board.

I work as the Associate Travel Editor at the travel and outdoor lifestyle publication [Matador Network](#) and as an author with the travel guidebook brand *Fodor's*. I have embarked on "press trips" on four continents, visiting more than 25 countries. From each, I've worked with the destination and other sources to produce content for an award-winning editorial team. Last summer, I wrote an article for Matador on [biking the Fruit and Wine Byway right here in Palisade](#).
(<https://matadornetwork.com/read/fruit-wine-byway-palisade-colorado/>)

I hope you'll take a look at my portfolio at www.timwenger.net In addition to my role with Matador, I operate a digital marketing and communications company called Wenger Media Services. We handle content marketing initiatives for a number of companies including Live Lingua, an online language school, and a health and wellness brand called Haka Life Nutrition.

I am excited most by the opportunity to present Palisade to travel media outlets as the incredible destination that it is, and not as a "suburb" of Grand Junction.

I have many ideas that I'd love to bring to the Board and work along with the other members to help guide Palisade's future as a destination. As the valley continues to grow, Palisade's status as the home of Colorado's wine and peach country will remain its most unique asset. I believe that Palisade's festivals and small-town vibe can continue to draw increased visitor numbers beyond the Front Range in a responsibly-managed way. The town's Airbnb regulations, for example, help to preserve the town's character and allow the professionals of the Wine Country Inn, Spoke and Vine, etc. to showcase Palisade as it should be.

Also, with regards to the Palisade Plunge and the increased visibility of the Grand Valley as a "destination" for mountain bikers, I feel it is important that Palisade promote and support the Plunge in a responsible manner and as an individual entity, in order that we don't sacrifice the charm and uniqueness of our town (a la Moab or Crested Butte).

The coming years are Palisade's opportunity to stand up as Colorado's next best destination by showcasing our outdoor recreation and food + drink offerings -- the key to preserving our town's heritage as the valley continues to grow. Thank you for your time, and I really look forward to meeting the Board. References available upon request. To Palisade,

-Tim Wenger

August 5, 2020

Palisade Board of Trustees
P.O. Box 128
Palisade, CO 81526

I am pleased to submit this letter of interest and would welcome the opportunity to serve on the Palisade Tourism Advisory Board.

Our son and his family moved to Palisade two years ago, and it just took one visit to convince my husband and I that this is a great place to live. As a result, we purchased a home on Sunset Circle and moved in last summer.

I know this is a challenging time for everyone and believe my 40+ years of marketing experience could be a benefit for the Town of Palisade. I am currently the US marketing leader for Deloitte Private, which serves private companies, family-owned businesses, and private equity portfolio companies. We are currently working with clients to help them respond and recover from the impacts of COVID-19, and ultimately thrive.

My national role includes marketing communications, event planning, thought leadership development, advertising, public relations, and social media campaigns. I have been with Deloitte for 22 years and as our firm encourages civic participation, I am available to participate in daytime meetings and support projects as needed.

Prior to Deloitte, my professional experience and relevant skills include the following:

- Director of Communications, Financial Executives Research Foundation – marketing communications, publication development, public relations, advertising
- Associate Director of University Relations, Binghamton University – public relations, crisis management, marketing communications

Please let me know if you should have any questions. I look forward to the opportunity to support the Town of Palisade.

Thank you for your consideration.

Janet Hastie
113 Sunset Circle
Palisade, CO 81526
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(702) 461-8458 Cell