



AGENDA
for the Board of Trustees
of the Town of Palisade, Colorado
341 West 7th Street
July 28, 2020
6:00 pm Virtual Meeting

- I. REGULAR MEETING CALLED TO ORDER AT 6:00 pm.
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. AGENDA ADOPTION
- V. 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.*

B. **Sergeant John Cooper is retiring at the end of this month**

VI. PRESENTATIONS

A. **NEED A MOTION TO AMEND THE AGENDA TO INCLUDE:**
Interfaith Awareness Week Proclamation presented to David Edwards, Vice-President of the Grand Valley Interfaith Network (GVIN). (Mr. Edwards is appearing via ZOOM)

B. **CARES Act Funding Expenditures for COVID-19**

- 1. Ambulance
- 2. Parklets in Downtown
- 3. Virtual Meeting Equipment
- 4. Medical Supplies
- 5. Police Car

VII. TOWN MANAGER REPORT

VIII. 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 11, 2020 – July 24, 2020

B. **Minutes**

Minutes from July 14, 2020, Regular (Virtual) Board Meetings

IX. PUBLIC COMMENT

X. UNFINISHED BUSINESS

A. Resolution 2020-18 Real Estate Purchase Agreement

- *Motion, Second and Rollcall Vote*

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

- *Motion, Second and Rollcall Vote*

XI. NEW BUSINESS

A. Should the Town apply for a Main Street CDOT grant for parkletts

- *Staff direction and consensus*

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

- *Staff direction and consensus*

C. Should the Town update the playground at Riverbend Park?

- *Motion, Second and Rollcall Vote*

D. When would the Board like to interview for TAB vacancies?

- *Staff direction*

E. One River Front Commission Appointments

- *Consensus*
 1. J. Fred Barbero
 2. Rondo Buecheler
 3. Joel Sholtes
 4. Jennifer Reyes
 5. David DeKeyser as the mid-year vacancy

XII. 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.

XIII. COMMITTEE REPORTS

XIV. 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 5:00 pm

Work Session: starts at 5:15 pm

Meeting: starts at 6:00 pm

To Join Zoom Meeting:

By Computer: Click on <https://zoom.us/j/93289388514> 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 932 8938 8514**, 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 5:50 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

TimeLine: The engineering & design and CDOT approval process is estimated to take one 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.

Finance Response to COVID19 CARES Act Funding

TOP entered an IGA with Mesa County to receive funding from the CARES Act. The County received a total of \$13.2 million to be divided amongst the municipalities. The Town of Palisade is receiving \$309,050. The Town staff are working within the parameters of the CARES Act to present to the Board funding allocation due to impacts from COVID19.

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

<u>Capital Improvement Projects</u>	
Master Sewer Plan Study Completed	<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 the board meeting.</p>

	DOLA has awarded TOP \$20,000 funding; Palisade has signed a contract, and the study has begun.
MPPO GRANT AWARD: \$912,000 Highway 6 between Main street and Iowa COVID 19 – CARES Act Funding	JUB Engineering Firm was selected to perform design/engineering for this project. 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
TAP Grant Awarded: \$1 million dollars – Build sidewalks from Lincoln St to High School.	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.
CARES Act Funding	Determining COVID 19 impacts to Town
Stage at Veterans Memorial	We are posting RRQ for an architectural design firm to design a stage at Veterans Memorial for future use.
COVID19 Social Distancing Cares Act Funding	Working with local restaurants on social distancing – determining if parklet structures can be year-round and funded by CARES Act
Consolidation to Civic Center – On -hold until a future year	-Board of Trustees approved funding to hire an architect for schematic drawings for remodeling for all staff to be consolidated in one building to save town money from operating two buildings & create new use & opportunity at the existing town hall.
<u>Administration</u>	
Palisade Comprehensive Plan – delayed due to COVID19	Submitting Tier 1 Grant in August



PALISADE BOARD OF TRUSTEES Staff Report

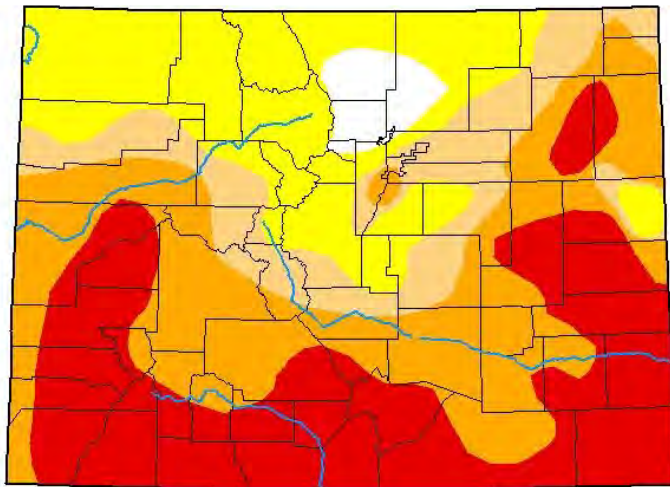
Meeting Date: July 28, 2020

Department: Utilities

Director: Matt Lemon

Water (Treatment and Distribution):

U.S. Drought Monitor Colorado



July 21, 2020

(Released Thursday, Jul. 23, 2020)

Valid 8 a.m. EDT

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	2.95	97.05	73.99	60.34	31.77	0.00
Last Week 07-14-2020	4.64	95.36	70.20	57.84	36.91	0.00
3 Months Ago 04-21-2020	33.26	66.74	53.58	28.51	0.00	0.00
Start of Calendar Year 12-31-2019	31.72	68.28	51.19	20.11	0.00	0.00
Start of Water Year 10-01-2019	30.14	69.86	27.53	0.00	0.00	0.00
One Year Ago 07-23-2019	96.93	3.07	0.00	0.00	0.00	0.00

Intensity:

None	D2 Severe Drought
D0 Abnormally Dry	D3 Extreme Drought
D1 Moderate Drought	D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

Richard Heim
NCEI/NOAA



droughtmonitor.unl.edu

- Drought severity for western Colorado has not changed much over the last three weeks.
- Increased Watershed monitoring - adjusting valves to ensure we are efficiently using our spring water sources. All spring water is coming to town with nothing filling Cabin Reservoir.
- State Revolving Fund Water survey has been approved/accepted. At this writing, we are still waiting for Wastewater survey approval.

Streets Sidewalk and Signage:

- TOP employees installed a split rail fence to improve pedestrian safety at the parking lot North of Family Food Town.



Plunge:

- 1.25 miles left for Phase 1. Singletrack will be working on finishing this section after August 1 when the Raptor restrictions are lifted.
- Phase 2 has started on top of the Grand Mesa. This is the second week of construction.
- Shirttail parking lot began construction with the expected completion on September 1, 2020.



**Town of Palisade, Colorado
MINUTES
PLANNING COMMISSION
July 21st, 2020**

1. CALL TO ORDER

Chairman Parker called the regular meeting of the Palisade Planning Commission to order at 6:00 pm. Chairman Parker noted that the meeting is not able to utilize the microphones due to a power surge last week. The meeting is also being conducted with ZOOM meeting access.

2. ROLL CALL

Present were: Commissioners; Andy Hamilton, Charlotte Wheeler, Stan Harbaugh, Chris Curry, David Hull, Penny Prinster and Riley Parker. Also, in attendance were Janet Hawkinson, Town Administrator, Community Development; Director Allyson Shellhorn and Planning Technician; Lydia Reynolds. A quorum was declared. *Others present were: applicants Connie and John McElley.*

3. APPROVAL OF AGENDA

Ms. Shellhorn announced that project PRO-2020-15, an application to request approval of a rezone of the property located at 3720 G Rd. (Parcel # 2937-084-00-079) from commercial business to mixed use has been withdrawn by Tim Boyle, the applicant.

Motion #1 by Commissioner Prinster, seconded by Commissioner Hamilton, to approve the Agenda as amended.

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

4. APPROVAL OF MINUTES

Commissioner Prinster noted that Commissioner Wheeler nominated Riley Parker for Chairman and Commissioner Prinster seconded the motion.

Motion #2 by Commissioner Prinster, seconded by Commissioner Wheeler to approve the Minutes from the July 7th, 2020 Planning Commission meeting as corrected.

A voice vote was requested, and the motion carried.

5. ANNOUNCEMENTS

Allyson Shellhorn, Community Development Director, announced that the Town had applied for an AGNC (Associated Governments of Northern Colorado) mini grant. This grant was awarded to the Town and it will provide \$5,000 with a Town match of \$5,000. The \$10,000 will be used for wayfinding signage.

Ms. Shellhorn announced that there are vacancies with the Tourism Advisory Board and applicants should submit a letter of interest to the Town. More information can be found on the Town's website or you call Town Hall.

6. PUBLIC COMMENT

A citizen stated that she could not hear the what was just said because of the microphone failure. Ms. Shellhorn stated that they had announced that the rezone had been withdrawn.

7. PUBLIC HEARINGS

PRO-2020-17, An application to request approval of a site plan to operate a short term vacation rental at 517 S Main Street (Parcel # 2937-094-02-007 as applied for by John and Connie McElley.

STAFF PRESENTATION

Allyson Shellhorn, Community Development Director, explained that the applicants are applying to use this home for a short term vacation rental and gave a brief overview of the proposal that was in her staff report.

APPLICANT PRESENTATION

Connie McElley stated that she had bought the house over a year ago with three other people. Ms. McElley said she would provide the owners addresses for the contact list.

COMMISSIONER DISCUSSION

Commissioner Prinster asked how many STVR this would make. Ms. Shellhorn explained that this would be number 20, for the 20 allowed.

PUBLIC COMMENT

Gail Evens, 126 Majestic Ct. asked what the location was. Allyson reported that the address was 517 S Main address.

Teri Cardell stated she lives at 541 S. Main St. and expressed concern about the number of people coming and going. Ms. Cardell said the current tenant at 517 S. Main has guests that park on

Aspinall. Ms. Cardell was also concerned about a dying Walnut tree in the yard. Ms. Cardell would like the homeowners to make the house/yard more presentable.

Ms. McElley responded that she has only owned the home for a year. She has spoken with a tree expert and because of the early frost this year, she would like to wait and see if this tree comes back next spring. If it doesn't she is prepared to take it down. Ms. McElley stated that the upkeep for the yard is the responsibility of her renter and when it is a STVR the owners will maintain it. Ms. McElley explained she has the required, designated parking for 3 on site and one in the front on the street.

Elizabeth Birmingham, 107 W 6th St. stated that the tree was dead for years. Ms. Birmingham concern was that the house only had 2 bedrooms and felt it is unacceptable parking. She felt parking for 3 indicated 6 people could be in there. Ms. Birmingham asked how many people would be allowed

Ms. McElley stated that there was also a garage in the back. Ms. McElley stated that she is allowed up to 6 overnight guests.

Chairman Parker asked if they anticipated that there would be 3 cars. Ms. McElley stated that there can be up to 6 people and she has 3 parking spots on site and allows one in street. She has no way of knowing how many cars a particular renter would arrive in.

Bill Cardell stated he lives at 541 S. Main St stated that currently there are 5 to 6 cars at the house. 3 in Driveway, 2 on Aspinall and one on Main ST. Chairman Parker noted that the home is currently leased to a tenant and the current parking is not a reflection of what a STVR would be like. Commissioner Prinster agreed with Chairman Parker that they are reviewing the code requirements and they have met parking. Current parking does not seem relevant.

Commissioner Harbaugh stated that the management plan needs to have the addresses of the emergency Contacts. Commissioner Wheeler asked if the management plan will be given to guests at the house. Ms. McElley stated she will add the addresses to the management plan.

Ms. Birmingham asked how parking will be controlled if they don't know how many people will be renting. Ms. McElley stated when she rents the VRBO she will have more control of the amount of cars than she does now with a full time renter. Chairman Parker stated that the Commission has no authority over what the parking situation is today. The Commission would have some oversight over parking if it becomes an issue. Commissioner Wheeler noted that this house was previously a STVR. Ms. Birmingham stated her husband expressed concerns the last time it was a STVR. Commissioner Prinster asked if she ever contacted the town with the issue. Ms. Birmingham stated she was not a complainer, so she did not.

Ms. Cardell wanted the Commission to ask the owner to control the parking of the current tenant. Ms. Cardell asked the Commission to limit the parking to 3 cars and they can't park on Aspinall. Chairman Parker stated that the management plan does not show parking on Aspinall and it is not in the Planning Commission's oversight to control or address it.

Gail Evans, asked if there was a cap on the amount of STVRs and the number of people allowed to stay at any one STVR. Commissioner Harbaugh stated the cap was 20. Ms. Evans asked who to call with a complaint. Ms. Shellhorn stated they can call the Police if it is an emergency. Ms. Evan's asked if there is any concern about people coming from other areas, and COVID-19. Chairman Parker stated that issue is not a part of this evaluation based on the code. Commissioner Harbaugh noted that Aspinall Street is a public street and anyone can park there. He also noted that the owners have contact numbers in the management plan.

Motion #3 by Commissioner Prinster, seconded by Commissioner Harbaugh, to approve item PRO-2020-17 as presented.

A roll call vote was requested.

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

NO: none

ABSENT: none

The motion passed 7-0

8. NEW BUSINESS

None

9. ADJOURNMENT

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

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

Meeting was adjourned at 6:44 p.m.

X

Riley Parker
Planning Commission Chairman

ATTEST:

X

Lydia Reynolds
Planning Technician



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P.O. Box 128
Palisade, CO 81526

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

EXPENDITURES - APPROVAL BY DEPT

Council Meeting Date – July 28, 2020

Date Range of Payables – 07/11/20 – 07/24/20

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input date = 07/11/2020-07/24/2020

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AFLAC INSURANCE	PR0711200	AFLAC After-Tax Pay Period: 7/1	07/17/2020	93.06	.00		
AFLAC INSURANCE	PR0711200	AFLAC Pre-tax Pay Period: 7/11/	07/17/2020	325.14	.00		
COLORADO DEPT OF REVENUE	PR0711200	State Withholding Tax Pay Period	07/17/2020	2,803.00	.00		
FICA/MED/ P/R TAXES	PR0711202	Federal Withholding Tax Pay Peri	07/17/2020	7,895.05	7,895.05	07/17/2020	
FICA/MED/ P/R TAXES	PR0711202	Social Security Pay Period: 7/11/	07/17/2020	3,308.11	3,308.11	07/17/2020	
FICA/MED/ P/R TAXES	PR0711202	Social Security Pay Period: 7/11/	07/17/2020	3,308.11	3,308.11	07/17/2020	
FICA/MED/ P/R TAXES	PR0711202	Medicare Pay Period: 7/11/2020	07/17/2020	1,320.64	1,320.64	07/17/2020	
FICA/MED/ P/R TAXES	PR0711202	Medicare Pay Period: 7/11/2020	07/17/2020	1,320.64	1,320.64	07/17/2020	
FIRE AND POLICE PENSION	PR0711200	FPPA 457 Pay Period: 7/11/2020	07/17/2020	50.00	50.00	07/17/2020	
FIRE AND POLICE PENSION	PR0711200	FPPA Fire DD Pay Period: 7/11/2	07/17/2020	129.67	129.67	07/17/2020	
FIRE AND POLICE PENSION	PR0711200	Police Pension Pay Period: 7/11/	07/17/2020	2,496.15	2,496.15	07/17/2020	
FIRE AND POLICE PENSION	PR0711200	Police Pension Pay Period: 7/11/	07/17/2020	1,815.38	1,815.38	07/17/2020	
FIRE AND POLICE PENSION	PR0711200	Fire Pension Pay Period: 7/11/20	07/17/2020	509.41	509.41	07/17/2020	
FIRE AND POLICE PENSION	PR0711200	Fire Pension Pay Period: 7/11/20	07/17/2020	370.48	370.48	07/17/2020	
FIRE AND POLICE PENSION	PR0711200	FPPA Police DD Pay Period: 7/11	07/17/2020	635.38	635.38	07/17/2020	
ICMA TRST 401 - 107074	PR0711200	ICMA 401K Pay Period: 7/11/202	07/17/2020	1,865.31	.00		
ICMA TRST 401 - 107074	PR0711200	ICMA 401K Pay Period: 7/11/202	07/17/2020	1,865.31	.00		
ICMA TRST 457 - 304721	PR0711200	ICMA 457 Pay Period: 7/11/2020	07/17/2020	100.00	.00		
FAMILY SUPPORT REGISTRY	PR0711201	FIPS 056888833 Garnishment P	07/17/2020	280.15	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	74.79	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	5,768.75	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	5,569.92	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	66.60	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	4,959.04	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	190.80	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	14,204.72	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	67.17	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	1,152.66	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	101.69	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	872.23	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	72.22	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	1,239.12	.00		
CIGNA HEALTHCARE	PR0711201	Health and Dental Insurance Cig	07/17/2020	77.48	.00		
ANTHEM BLUE CROSS AND BL	PR0711201	Vision Insurance Vision Employee	07/17/2020	24.69	.00		
ANTHEM BLUE CROSS AND BL	PR0711201	Vision Insurance Vision Employee	07/17/2020	17.72	.00		
ANTHEM BLUE CROSS AND BL	PR0711201	Vision Insurance Vision Employee	07/17/2020	11.48	.00		
ANTHEM BLUE CROSS AND BL	PR0711201	Vision Insurance Vision Employee	07/17/2020	54.66	.00		
GJ FUSION	REFUND SUN	REFUND SUNDAY MARKET FEE	07/16/2020	225.00	225.00	07/16/2020	
GJ FUSION	REFUND SUN	REFUND FESTIVAL FEE	07/16/2020	10.00	10.00	07/16/2020	
ASPEN MINI DONUTS, LLC	2020 PSM REF	PSM REFUND	07/16/2020	112.50	.00		
LONGCHERA LA CASITA, LLC	PSM REFUND	PSM REFUND	07/16/2020	92.50	.00		
BY GEORGE! CBD, LLC	PSM 2020 REF	PSM REFUND	07/16/2020	65.00	.00		
Total :				65,521.73	23,394.02		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ADMINISTRATION							
COLORADO STAMP & SEAL	90093	STAMP	07/01/2020	37.95	.00		
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	60.66	60.66	06/02/2020	
U S POSTOFFICE	2020 PO BOX	ANNUAL PO BOX FEE	07/14/2020	143.00	143.00	07/14/2020	
SHELLHORN, ALLYSON	FBP 062420	FLEXIBLE PLAN REIMBURSEM	06/24/2020	254.80	254.80	07/16/2020	
Total ADMINISTRATION:				496.41	458.46		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
COMMUNITY DEVELOPMENT							
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	47.66	47.66	06/02/2020	
Total COMMUNITY DEVELOPMENT:				47.66	47.66		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
RECREATION							
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	54.16	54.16	06/02/2020	
RIVERA, JUAN CARLOS	PSM 07192020	PSM ENTERTAINMENT	07/16/2020	250.00	250.00	07/20/2020	
BAUGH, ROBERT	PSM 07262020	PSM ENTERTAINMENT	07/16/2020	250.00	250.00	07/16/2020	
KMOZ 92.3 THE MOOSE	16652-1	SUNDAY MARKET ADV.	06/30/2020	700.00	.00		
Total RECREATION:				1,254.16	554.16		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
COURT							
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	8.67	8.67	06/02/2020	
Total COURT:				8.67	8.67		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
POLICE							
BEHAVIORAL HEALTH	07062020	PD- PRE-EMPLOYMENT SCREE	07/06/2020	300.00	.00		
CITY OF GRAND JUNCTION	2020-0008007	911 CHARGES PD	07/02/2020	9,326.06	.00		
DRANGINIS, DAN	FBP 07202020	FLEXIBLE BENEFIT PLAN REIM	07/20/2020	144.00-	.00		
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	389.97	389.97	06/02/2020	
COOP COUNTRY	0625 PD CAR	PD CAR WASH	06/25/2020	86.15	.00		
COOPER, JOHNNIE	FBP 07212020	FLEXIBLE BENEFIT PLAN	07/21/2020	518.84	.00		
POST, MARK	FBP 072020	FLEXIBLE BENEFIT REIMBURS	07/20/2020	116.01	.00		
KINETIC LEASING, INC.	235945	PD INTERCEPTOR LEASE	07/10/2020	3,869.04	.00		
Total POLICE:				14,462.07	389.97		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CEMETERY							
GOODWIN SERVICE, INC.	88605	TOILET CLEANING - CEMETARY	06/01/2020	60.00	.00		
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	39.00	39.00	06/02/2020	
Total CEMETERY:				99.00	39.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FIRE / EMS							
BOUND TREE MEDICAL, LLC	83674891	MEDICAL SUPPLIES/EMS	06/26/2020	22.86	.00		
BOUND TREE MEDICAL, LLC	83678304	MEDICAL SUPPLIES/EMS	06/30/2020	416.51	.00		
BOUND TREE MEDICAL, LLC	83678305	MEDICAL SUPPLIES/EMS	06/30/2020	131.64	.00		
BOUND TREE MEDICAL, LLC	83688583	MEDICAL SUPPLIES/EMS	07/08/2020	97.50	.00		
CITY OF GRAND JUNCTION	2020-0008007	911 CHARGES FD	07/02/2020	2,331.52	.00		
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	227.48	227.48	06/02/2020	
TWO-WAY COMMUNICATIONS	10-01069	RADIO REPAIR & MAINT	07/08/2020	95.00	.00		
CSFFA	226	DUES	01/24/2020	150.00	.00		
Total FIRE / EMS:				3,472.51	227.48		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
EMS							
BOOKCLIFF AUTO PARTS INC	098512	STREETS / PARKS SHARED CO	06/24/2020	339.00-	.00		
BOOKCLIFF AUTO PARTS INC	101450	STREETS / PARKS SHARED CO	06/30/2020	106.22	.00		
BOOKCLIFF AUTO PARTS INC	101452	STREETS / PARKS SHARED CO	06/30/2020	23.98	.00		
BOOKCLIFF AUTO PARTS INC	101701	STREETS / PARKS SHARED CO	06/30/2020	48.38	.00		
BOOKCLIFF AUTO PARTS INC	102027	STREETS / PARKS SHARED CO	07/01/2020	53.94-	.00		
BOOKCLIFF AUTO PARTS INC	102036	STREETS / PARKS SHARED CO	07/01/2020	76.31	.00		
BOOKCLIFF AUTO PARTS INC	104313	STREETS / PARKS SHARED CO	07/06/2020	21.52	.00		
BOOKCLIFF AUTO PARTS INC	104580	STREETS / PARKS SHARED CO	07/07/2020	32.97	.00		
BOOKCLIFF AUTO PARTS INC	105257	STREETS / PARKS SHARED CO	07/08/2020	74.61	.00		
BOOKCLIFF AUTO PARTS INC	105344	STREETS / PARKS SHARED CO	07/08/2020	55.73	.00		
BOOKCLIFF AUTO PARTS INC	108158	STREETS / PARKS SHARED CO	07/14/2020	106.48	.00		
BOOKCLIFF AUTO PARTS INC	108479	STREETS / PARKS SHARED CO	07/14/2020	13.53	.00		
BOOKCLIFF AUTO PARTS INC	108966	STREETS / PARKS SHARED CO	07/15/2020	10.49	.00		
BOOKCLIFF AUTO PARTS INC	109079	STREETS / PARKS SHARED CO	07/15/2020	105.33	.00		
BOOKCLIFF AUTO PARTS INC	109100	STREETS / PARKS SHARED CO	07/15/2020	62.62	.00		
BOOKCLIFF AUTO PARTS INC	109912	STREETS / PARKS SHARED CO	07/16/2020	9.98	.00		
SIMMONS LOCK & KEY, INC	273641	SHARED COSTS - MULTI DEPT	07/14/2020	19.77	.00		
WESTERN IMPLEMENT	IN81319	SHARED EXPENSES	07/14/2020	193.10	.00		
WESTERN IMPLEMENT	IN82558	SHARED EXPENSES	07/14/2020	9.83	.00		
WESTERN IMPLEMENT	IN82919	SHARED EXPENSES	07/14/2020	99.49	.00		
COOP COUNTRY	062520 PW CA	PW CAR WASH	06/25/2020	34.92	.00		
COOP COUNTRY	234179	STREETS / PARKS SHARED CO	05/01/2020	16.99	.00		
COOP COUNTRY	234314	STREETS / PARKS SHARED CO	05/06/2020	8.59	.00		
COOP COUNTRY	234354	STREETS / PARKS SHARED CO	05/07/2020	9.15	.00		
COOP COUNTRY	234432	STREETS / PARKS SHARED CO	05/11/2020	8.59-	.00		
COOP COUNTRY	234641	STREETS / PARKS SHARED CO	05/21/2020	2.99	.00		
COOP COUNTRY	234864	STREETS / PARKS SHARED CO	06/01/2020	12.73	.00		
COOP COUNTRY	234889	STREETS / PARKS SHARED CO	06/02/2020	24.68	.00		
COOP COUNTRY	234909	STREETS / PARKS SHARED CO	06/02/2020	6.59	.00		
COOP COUNTRY	235041	STREETS / PARKS SHARED CO	06/08/2020	1.50	.00		
COOP COUNTRY	235106	STREETS / PARKS SHARED CO	06/11/2020	5.20	.00		
COOP COUNTRY	235113	STREETS / PARKS SHARED CO	06/11/2020	1.98	.00		
COOP COUNTRY	235543	STREETS / PARKS SHARED CO	07/01/2020	13.58	.00		
COOP COUNTRY	235718	STREETS / PARKS SHARED CO	07/09/2020	26.84	.00		
COOP COUNTRY	235725	STREETS / PARKS SHARED CO	07/09/2020	.60	.00		
COOP COUNTRY	235748	STREETS / PARKS SHARED CO	07/10/2020	33.15	.00		
COOP COUNTRY	235758	STREETS / PARKS SHARED CO	07/10/2020	6.59	.00		
COOP COUNTRY	235763	STREETS / PARKS SHARED CO	07/10/2020	34.17	.00		
COOP COUNTRY	235801	STREETS / PARKS SHARED CO	07/13/2020	20.89	.00		
COOP COUNTRY	235830	STREETS / PARKS SHARED CO	07/15/2020	110.23	.00		
COOP COUNTRY	554402	STREETS / PARKS SHARED CO	06/25/2020	29.96	.00		
COOP COUNTRY	718669	STREETS / PARKS SHARED CO	05/25/2020	4.61	.00		
Total EMS:				1,074.75	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
STREETS							
PEACHTREE HARDWARE AND	425493	PARKLET PAINT	07/13/2020	125.72	.00		
PEACHTREE HARDWARE AND	425494	STREETS - TOOLS	07/13/2020	8.78	.00		
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	86.66	86.66	06/02/2020	
QUIKRETE COMPANIES	20881415	STREET MAINTENANCE	06/30/2020	632.00	.00		
TAYLOR FENCE COMPANY /	G50827	FENCE	07/14/2020	1,112.78	.00		
UPLAND GRAVEL	3169	ROAD BASE/ROCK	07/02/2020	671.60	.00		
COOP COUNTRY	235001 PART	STREETS REPAIRS	06/05/2020	27.54	.00		
COOP COUNTRY	235075	STREETS SUPPLIES	06/09/2020	25.71	.00		
COOP COUNTRY	235741	STREETS REPAIRS	07/10/2020	37.92	.00		
COOP COUNTRY	235795	STREETS REPAIRS	07/13/2020	24.99	.00		
COOP COUNTRY	235796	STREETS REPAIRS	07/13/2020	6.99	.00		
COOP COUNTRY	235947	STREETS REPAIRS	07/21/2020	135.98	.00		
COOP COUNTRY	235968	STREETS REPAIRS	07/21/2020	13.18	.00		
COOP COUNTRY	236012	STREETS REPAIRS	07/23/2020	9.54	.00		
COOP COUNTRY	236015	STREETS REPAIRS	07/23/2020	6.50-	.00		
Total STREETS:				2,912.89	86.66		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WATER							
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	140.82	140.82	06/02/2020	
WESTERN IMPLEMENT	IN78054	WATER - SMALL EQUIPMENT	06/24/2020	119.95	.00		
WESTERN IMPLEMENT	IN80933	WATER - SMALL EQUIPMENT	07/06/2020	12.99	.00		
COOP COUNTRY	235701	WATER SUPPLIES	07/08/2020	6.36	.00		
COOP COUNTRY	235728	WATER OFFICE SUPPLIES	07/09/2020	16.99	.00		
COOP COUNTRY	235994	WATER TOOLS	07/22/2020	19.99	.00		
DPE, LLC	5989	SITE LEASE-PAL PT.	06/30/2020	75.00	.00		
CORE & MAIN	M693614	WATER PLANT SUPPLIES	07/20/2020	219.00	.00		
CORE & MAIN	M694290	WATER PLANT SUPPLIES	07/20/2020	9.60	.00		
OPTIMUS COMMUNICATIONS, L	10386	INTERNET SERVICE	07/19/2020	87.00	.00		
Total WATER:				707.70	140.82		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SEWER PLANT							
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	43.33	43.33	06/02/2020	
COOP COUNTRY	234629	PLANT SUPPLIES	05/21/2020	15.54	.00		
COOP COUNTRY	235810	PLANT SUPPLIES	07/14/2020	17.24	.00		
Total SEWER PLANT:				76.11	43.33		


Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SEWER COLLECTION							
CANYON SYSTEMS, INC.	14551	LIFT STATION MAINTENANCE	06/29/2020	1,367.52	.00		
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	43.33	43.33	06/02/2020	
COOP COUNTRY	235994	SEWER SUPPLIES	07/22/2020	13.77	.00		
JOHNS, DAVID	FBP 071720	FLEXIBLE BENEFIT REIMBURS	07/17/2020	54.22	.00		
Total SEWER COLLECTION:				1,478.84	43.33		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
DEPENDABLE WASTE SERVICE	062920	MONTHLY TRASH SERVICES	06/29/2020	11,140.49	.00		
WASTE MANAGEMENT INC -	1674327-0576-	TOWN CLEAN UP DAY	07/01/2020	1,054.40	.00		
Total :				12,194.89	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PARKS							
GOODWIN SERVICE, INC.	87962	RIVERBEND	06/14/2020	150.00	.00		
GOODWIN SERVICE, INC.	88605	TOILET CLEANING - RIVERBEN	06/01/2020	60.00	.00		
GOODWIN SERVICE, INC.	88605	BIKE TREK CLEANING	06/01/2020	60.00	.00		
GOODWIN SERVICE, INC.	88605	TOILET CLEANING - VAULTS/RI	06/01/2020	300.00	.00		
PEACHTREE HARDWARE AND	558716	PARK SUPPLIES	04/17/2020	49.19	.00		
PEACHTREE HARDWARE AND	564587	PARK SUPPLIES	04/23/2020	67.90	.00		
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	129.99	129.99	06/02/2020	
WESTERN IMPLEMENT	IN72441	HEAVY EQUIP. REPAIR	06/04/2020	260.18	.00		
WESTERN IMPLEMENT	IN82552	HEAVY EQUIP. REPAIR	07/13/2020	249.58	.00		
WESTERN IMPLEMENT	IN83712	HEAVY EQUIP. REPAIR	07/17/2020	480.40	.00		
COOP COUNTRY	234004	RIVERBEND IMPROVEMENTS	04/26/2020	356.79	.00		
COOP COUNTRY	234312	PARKS SUPPLIES	05/06/2020	11.18	.00		
COOP COUNTRY	234331	MISC PARK REPAIRS	05/06/2020	23.74	.00		
COOP COUNTRY	234346	MISC PARK REPAIRS	05/07/2020	7.59	.00		
COOP COUNTRY	234369	PARKS SUPPLIES	05/05/2020	22.36	.00		
COOP COUNTRY	234384	PARKS SUPPLIES	05/08/2020	19.98	.00		
COOP COUNTRY	234445	PARKS SUPPLIES	05/12/2020	51.07	.00		
COOP COUNTRY	234497	PARKS SUPPLIES	05/14/2020	70.16	.00		
COOP COUNTRY	234545	RIVERBEND IMPROVEMENTS	05/16/2020	953.47	.00		
COOP COUNTRY	234627	PARKS SUPPLIES	05/21/2020	10.43	.00		
COOP COUNTRY	235346	PARKS SUPPLIES	06/23/2020	29.15	.00		
COOP COUNTRY	235401	PARKS SUPPLIES	06/25/2020	15.16	.00		
COOP COUNTRY	235408	PARKS SUPPLIES	06/25/2020	25.56	.00		
COOP COUNTRY	235415	PARKS SUPPLIES	06/25/2020	24.57	.00		
COOP COUNTRY	235419	PARKS SUPPLIES	06/25/2020	29.15	.00		
CHAVEZ, BRYAN	FBP 07202020	FLEX PLAN BENEFIT	07/20/2020	81.36	.00		
MALIK, DEREK	FBP 061920	FLEXIBLE BENEFIT REIMBURS	07/16/2020	407.00	407.00	07/16/2020	
Total PARKS:				3,945.96	536.99		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
POOL							
ALL SEASONS RENTAL	84709	POOL RENTAL ITEM	06/02/2020	54.72	.00		
MUNRO SUPPLY INC.	421585	POOL REPAIRS	07/13/2020	2,157.32	.00		
PEACHTREE HARDWARE AND	564540	POOL REPAIRS	04/23/2020	161.31	.00		
PEACHTREE HARDWARE AND	575254 CORR	POOL REPAIRS	05/01/2020	150.96	.00		
COOP COUNTRY	235751	POOL SUPPLIES	07/10/2020	13.49	.00		
Total POOL:				2,537.80	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FACILITIES							
BATTERIES PLUS #085	P28354555	BATTERIES	06/30/2020	52.50	.00		
COUNTRYSIDE SERVICE, INC.	62701	DRAIN CLEANING	07/07/2020	173.25	.00		
HOME DEPOT CREDIT SERVICE	005723/101308	FACILITIES SUPPLIES	07/05/2020	171.17	.00		
HOME DEPOT CREDIT SERVICE	007293/902168	FACILITIES SUPPLIES	07/07/2020	215.01	.00		
MESA COUNTY LANDFILL	03-01226602	DUMP FEE	07/02/2020	26.40	.00		
PEACHTREE HARDWARE AND	636429	BUILDING MAINTENANCE	06/30/2020	486.54	.00		
PEACHTREE HARDWARE AND	647803	REPAIRS TO SHOP	07/13/2020	94.73	.00		
PINNACOL ASSURANCE COMP	20020791	WORKERS COMP	05/11/2020	86.66	86.66	06/02/2020	
SIMMONS LOCK & KEY, INC	273380	KEYS STOCK	06/12/2020	4.00	.00		
STRESSED SKIN DESIGN INC	123664	TOWN HALL DESK GUARDS	06/04/2020	205.00	.00		
COOP COUNTRY	234270	FACILITIES	05/05/2020	27.54	.00		
COOP COUNTRY	234279	FACILITIES	05/05/2020	4.99	.00		
COOP COUNTRY	234288	FACILITIES	06/19/2020	49.47	.00		
COOP COUNTRY	234305	FACILITIES	05/06/2020	2.78	.00		
COOP COUNTRY	234309	FACILITIES	05/06/2020	9.14	.00		
COOP COUNTRY	234369	FACILITIES - TOOLS	05/05/2020	59.99	.00		
COOP COUNTRY	234735	FACILITIES	05/27/2020	19.18	.00		
COOP COUNTRY	23502	FACILITIES	06/15/2020	3.03	.00		
COOP COUNTRY	235409	FACILITIES	06/25/2020	35.16	.00		
COOP COUNTRY	235423	FACILITIES	06/25/2020	192.28	.00		
COOP COUNTRY	235575	FACILITIES	07/02/2020	45.15	.00		
COOP COUNTRY	235576	FACILITIES	07/02/2020	17.99	.00		
COOP COUNTRY	235672	FACILITIES	07/07/2020	65.53	.00		
COOP COUNTRY	235745	FACILITIES	07/10/2020	52.22	.00		
COOP COUNTRY	235747	FACILITIES	07/10/2020	35.29	.00		
COOP COUNTRY	235822	FACILITIES	07/14/2020	45.90	.00		
Total FACILITIES:				2,180.90	86.66		
Grand Totals:				112,472.05	26,057.21		

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

Date: 7/24/2020

Town Manager: 
(Administrative Review and Approval for Payment)

Date: 7/24/2020

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

Date: _____

Town Clerk: _____
(Document Recorded)

Date: _____

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input date = 07/11/2020-07/24/2020



MINUTES OF THE REGULAR (VIRTUAL) MEETING OF THE PALISADE BOARD OF TRUSTEES

July 14, 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, Maxwell, and Mayor Pro-Tem Chase. A quorum was declared. Also, in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Community Development Director Allyson Shellhorn, Deputy Fire Chief Jason Lee and Parks, Recreation & Event Director Troy Ward. Police Chief Deb Funston appeared via Zoom.

AGENDA ADOPTION

Motion #1 by Mayor Pro-Tem Chase, seconded by Trustee Somerville, to approve the agenda as presented.

A voice vote was requested.
Motion carried unanimously.

PRESENTATIONS

- Bret Guillory, with JUB Engineers, gave a presentation on the current sewer study project.
- Susan Barstow spoke briefly about the Altrusa's wish to put up a "little free library" in Palisade. *This request will be a permanent attachment to these minutes.* Ms. Barstow requested permission from the Board as well as assistance from staff in finding a location and help to secure the structure to an existing building. **The consensus of the Board is full support and direction to staff to assist the Altrusa Club with finding a location and support installation of the structure where needed.**
- Police Chief Funston briefly introduced new Police Officer Robert Segers.
- Mayor Mikolai acknowledged and congratulated Keli Frasier, who the Town Manager has appointed as the Clerk.

TOWN MANAGER REPORT

Town Manager Janet Hawkinson reviewed her staff report and asked the Board if staff could reduce the packet size by including one version of the Town's expenditures instead of two versions of the same document. **The consensus of the Board is to include the expenditures listed by DEPARTMENT in the packets.** Trustee Turner requested a printed copy of the expenditures listed by VENDOR to be available to her when she picks up the packet for each meeting. Trustee Turner also stressed the importance of moving forward with revising the Palisade Comprehensive Plan as soon as possible. Mayor Pro-Tem Chase raised a concern regarding the Town's back-flow prevention policy and requested that staff look into the possibility of revising it.

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 – June 20, 2020 – July 10, 2020

- **Minutes**

Minutes from the June 23, 2020 Board Meeting

Motion #2 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.

PUBLIC HEARING I

Should the Board of Trustees for the Town of Palisade, Colorado, acting as the Local Licensing Authority, approve a Lodging and Entertainment Liquor License at Spoke and Vine Motel as applied for by owner Jeff Snook?

Mayor Mikolai opened the Public Hearing at 7:00 pm.

Town Clerk Keli Frasier reviewed her staff report and stated that staff is requesting the Board approve the application upon completion of fencing in the applicant's outdoor licensed premises per Town fence regulations.

Applicant Jeff Snook and Jody Corey gave a brief explanation of why they wish to obtain a liquor license for their business.

Mayor Mikolai opened the hearing for public comment.

Will McGough, 592 Milliman spoke in favor of approving the application.

After a lengthy discussion amongst the Board regarding the proposed fence surrounding the outdoor premised area, Community Development Director Allyson Shellhorn advised the Board that per Town regulations, the fence can only be as tall as 4' in certain areas, and 3' tall in others.

Motion #3 by Trustee Somerville, seconded by Mayor Pro-Tem Chase, to approve a Lodging and Entertainment Liquor License at Spoke and Vine Motel as applied for by owner Jeff Snook, with the condition that he fence in the outdoor premised area per the Town Code.

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.

PUBLIC HEARING II

PRO 2020-16: An Application To Request A Conditional Use Permit For A Mural Located At 592 Milliman Street (Parcel # 2937-092-26-01 As Applied For By Will Mcgough.

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

Community Development Director Allyson Shellhorn reviewed her staff report.

Applicant Will Mcgough informed the Board that he has been working with a local artist to create the design.

Mayor Mikolai opened the hearing to public comment. None was offered.

The Board had a brief discussion regarding the design and overall positive thoughts about this application,

Motion #4 by Mayor Pro-Tem Chase, seconded by Trustee Turner to approve *PRO 2020-16: An Application To Request A Conditional Use Permit For A Mural Located At 592 Milliman Street (Parcel # 2937-092-26-01 As Applied For By Will Mcgough* 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

Resolution 2020-16 Amending the Town's policy on Flat headstones/Markers in the "New Section" of the Palisade Municipal Cemetery and no longer allowing funerals to be scheduled on holidays.

Town Clerk Keli Frasier reviewed her staff stating that the current policy for flat headstones in the new section of the cemetery prevents people from honoring their lost loved ones in the way they may wish, and that cemetery care staff has no objection to amending this policy to allow upright monuments, benches, etc. as long as they follow the rules and regulations already set forth for the older section of the cemetery. Ms. Frasier also stated that it has come to staff's attention that allowing burials on holidays requires staff to be paid holiday pay that is not set in the yearly budget and that we carry a limited staff

over holiday weekends. Town Administrator Janet Hawkinson stressed that Town staff would also like to spend holidays with their families

Motion #5 by Trustee Somerville, seconded by Trustee Maxwell to approve *Resolution 2020-16 Amending the Town's policy on Flat headstones/Markers in the "New Section" of the Palisade Municipal Cemetery and no longer allowing funerals to be scheduled on holidays* as presented.

A roll call vote was requested.

Yes: Trustee Carlson, Trustee Maxwell, Mayor Mikolai, Trustee Turner, Trustee Somerville

No: Mayor Pro-Tem Chase, Trustee L'Hommedieu

Absent:

Motion carried

The proposed restructuring of the Fire Department

Town Manager Hawkinson and Deputy Fire Chief Lee stated that the Town is working with neighboring fire departments through the East End Efforts on a consolidation plan to create a Fire District. To aid this effort and the announcement of the Town Fire Chief's retirement, a change in the organization is required to provide sustainable operations of the Town's Fire & EMS Department. The new structure requires three full-time personnel. We already have budgeted two full-time staff and six part-time Lieutenants. The new structure will consist of three full-time personnel and one part-time Lieutenant, allowing the Department with command personnel 24/7. This additional full-time personnel would take the place of the current model of five paid part-time Lieutenants. This personnel will also aid in the transition of Jason Lee's promotion to Fire Chief as Richard Rupp moves into retirement. The full-time staff will be responsible for managing their crews day to day operations as well as administrative duties as assigned by the Fire Chief.

Motion #6 by Trustee Somerville, seconded by Mayor Pro-Tem Chase, to support the restructuring of the Fire Department as presented.

A roll call vote was requested.

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

No:

Absent:

Motion carried

Motion #7 by Trustee Somerville, seconded by Trustee Turner to approve a \$10,000.00 budget amendment to support the proposed restructure of the Fire Department.

A roll call vote was requested.

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

No:

Absent:

Motion carried

OPEN DISCUSSION

Trustee Somerville brought up the expansion of G7/10 Road to Main Street and stated he would like to see that project move forward.

Trustee L'Hommedieu requested red triangles to be placed on the back of lawnmowers, and other slow-moving Town-owned vehicles that drive through Town. She also expressed that she has not seen tree-height and weed ordinances being enforced and asked for that to be addressed.

Mayor Pro-Tem Chase stated she has been attending Equity meetings (that were started in response to protests and the Black Lives Matter movement) on behalf of the Mayor and that the group's goals are to educate and communicate change and that the meetings are twice a month. Mayor Pro-Tem Chase stated that this will be a non-profit group that has representation from all surrounding municipalities as well as the school district and other martialized groups in the community. She asked how the Board wished to be involved with this new group. Mayor Mikolai stated he felt representation on this committee is important for the community and that he has no objection with Mayor Pro-Tem Chase continuing to attend the meetings. Trustee Somerville offered to help and attend meetings as his availability allowed. **The consensus of the Board is to have both Mayor Pro-Tem Chase and Trustee Somerville attend the meetings when possible.**

Trustee Carlson stated he attended the City of Grand Junction's work session the previous night, and it appears that they will be putting recreational marijuana on their April ballot.

Trustee Maxwell raised concerns regarding the safety of drivers and bicyclists on North River Road and on the Highway and suggested additional "slow down" signs be placed in the area. She also praised Parks, Recreation, and Event Director Troy Ward's staff on opening and running the pool. Complaints about Town Hall were noted, and Town Manager Hawkinson stated that the office door is open to help people outside, but that we're not yet allowing the public into the building.

COMMITTEE REPORTS

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

ADJOURNMENT

Motion #8 by Trustee L'Hommedieu, seconded by Trustee Somerville to adjourn the meeting at 8:04 pm.

A voice vote was requested.

Motion carried unanimously.

X

Greg Mikolai
Mayor

X

Keli L. Frasier
Town Clerk



Proposal to erect a Little Free Library in Peach Bowl Park

Presenters: Susan Barstow, President and Darralee Mathews, Secretary

Our proposal:

Altrusa International of Palisade, Colorado is requesting permission from the Town of Palisade to erect a Little Free Library in Peach Bowl Park, preferably close to or in a shelter near the pool.

We would like the Town to designate someone to liaison with us on this project.

We will design and have built a Little Free Library "building" after we know where it will be located. It will be similar to the one we have downtown.

We would keep the library stocked with age appropriate books for the children and young adults of Palisade. Many of our members are teachers and retired teachers who know what sort of books will be best for our main audience.

We know that literacy is important to a successful and happy life and one of the greatest services we could provide to Palisade's youth is a love for reading. Access to good books can greatly help to encourage that love.

We will also add some books for the adult users of the park, and make sure they are "safe" for kids if they happen to get a hold of them.

We will maintain the structure of the Library.

If you Google "Little Free Library" you will find a ton of information about them and examples of what can be done with the structures, you can also visit our existing one in Independent Park.

Altrusa International of Palisade

The Palisade Altrusa is 24 years old and presently has 27 members. Throughout the year we do a number of service projects to better our community. Like most Altrusa Clubs, one of our major projects is to promote literacy in our community.

About our fundraising activities to enable our projects:

Several times during the year we have fundraising projects including: Selling Peach Sundaes and Parfait's at four Farmer's Markets before and including Peach Festival weekend; we work at the Peach Pit Bar during Peach Festival; we have a yearly yard sale; before the winter holidays, we sell fresh pecans; and prior to the holidays we request donations from individuals and local businesses to help give food and gifts to usually at least 40 needy families in our town.

Our Service Projects

Almost all of the money from our fundraising projects stays in our town and include:

Projects directly related to Literacy:

1. Make a Difference Day Book Giveaway: One Saturday in October we fill the Town Plaza with free books. We have a whole range of books from children's books to mysteries, thrillers, romance, history, reference and cookbooks. We have it all – for FREE!

This year we also sent ten boxes of books to our deployed military with the help of Operation Interdependence.

2. **"I Like Me" books** – For 20 years we have ordered books personalized with the each student's name, the names of his/her friends, teacher and principal for every kindergartener in town and present them to the young students at an assembly just for them.

3. **Little Free Library** in downtown Palisade: For five years we have had a Little Free Library, now located in Independent Park across from the Post Office, and kept it stocked with free books for whoever wants to take one.

4. We donate children's books to be given away at the **"Breakfast with Santa"** after Olde Fashioned Christmas.

Our other projects to better our community

1. **Annual Community Christmas Project** – For 20 years we have gotten "names" of 40 or more local families from the Salvation Army and partner with Family FoodTown and our area schools: Palisade High School, Mt. Garfield Middle School and Taylor Elementary School for a food drive. FoodTown supplies us with carrots and potatoes, and we purchase gift cards from the store for families to use at the store. The Salvation Army sends us requests for gifts of clothes and toys for the children in the families. Our members go out and work magic with the money we have to fulfill the wishes of these families.

On an appointed day before Christmas, we get together with the Student Council at Taylor Elementary and sort all the food into boxes for the families and after the students go, our Club members sort the gifts into bags for the families to pick up later in the day.

2. **"Cup of Warmth"** – Members make pots of soup and on the afternoon/evening of the Parade of Lights we "borrow" Slice O'Life's bakery and sell \$1 cups of soup to warm the families watching the parade.

3. **"10- One Hundreds"** – We get requests from individuals and schools to provide a helping hand to those who need it. We have helped with clothing for kids, "sports scholarships" for athletic equipment, swim passes, money for emergency car repairs, help for citizens who have lost their home and belongings in a fire, and money for the shoes for souls fund.

4. **Food pantry at schools** – For kids who come to school hungry we get granola bars and such to help ease the ache, which are handed out by the school admin personnel.

About Altrusa International

Altrusa International is a service organization founded in 1917. We have around 8,000 members in Clubs all over the world.

Quoting from our literature:

"Altrusa is an international non-profit organization making our local communities better through leadership, partnership, and service."

"We believe that everyone is able to make a positive difference to the world around them. We can each volunteer our time, or donate our money, towards worthy causes. Our individual efforts are small, but they matter.

We can achieve even more when we bring people together. For over 100 years Altrusa clubs have collected members from varying occupations and lifestyles, all sharing an interest in community service.

Altrusa believes it is not enough to be good; Altrusa must be good for some thing. Each member must be doing the piece of work that is hers in a way that puts her in the front ranks of accomplishment."

July 13, 2020

To Whom It May Concern,

I'm the owner of the local winery, Maison La Belle Vie and am writing you with my support of the Spoke and Vine's liquor license application.

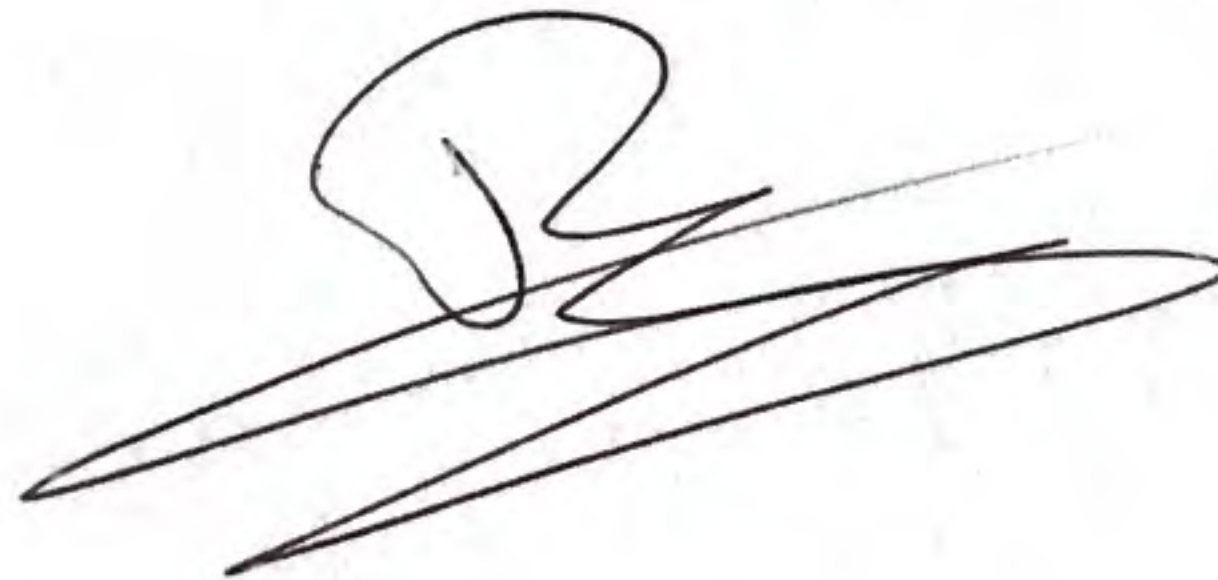
Over the past year, I have gotten to know the owners Jeff Snook and Jody Corey who have shown they can run a reputable business. They are dedicated to the town of Palisade and Jeff serves on the Tourism Advisory Board. They spend time with their guests to ensure they have the best stay not only at their motel but in Palisade as a whole. They actively promote other local businesses to their guests so that they can experience all that Palisade has to offer. They have worked in restaurants and the hospitality industry for many years and are prepared to serve alcohol responsibly.

I would have no hesitation in granting them a liquor license. Thank you for your consideration of my comments.

Regards,

John Barbier

Maison La Belle Vie

A handwritten signature in dark ink, featuring a large, stylized 'J' and 'B' followed by several horizontal strokes.



PALISADE BOARD OF TRUSTEES Agenda Item Cover Sheet

Meeting Date: 07/28/2020

Presented By: Janet Hawkinson, Town Manager
Jim Neu, Town Attorney

SUBJECT: Palisade Parking Lot Purchase

SUMMARY:

History of the Plunge Parking Lot: COPMOBA, Mesa County, Powderhorn Ski Resort, Gart Brothers and the Town of Palisade worked together on 2 grants over 2 years for the construction of the Palisade Plunge Trail. The design, planning and EA (Environmental Assessment) were finally completed in 2018. This was a multi-year process.

A representative from each organization worked together to organize and write the Colorado Parks & Wildlife Beautification Trails Grant in August 2018. This grant was for Palisade Plunge Phase 1 Construction for a grant request of: \$527,000 with required match of \$158,100, for a total project cost of \$685,249.

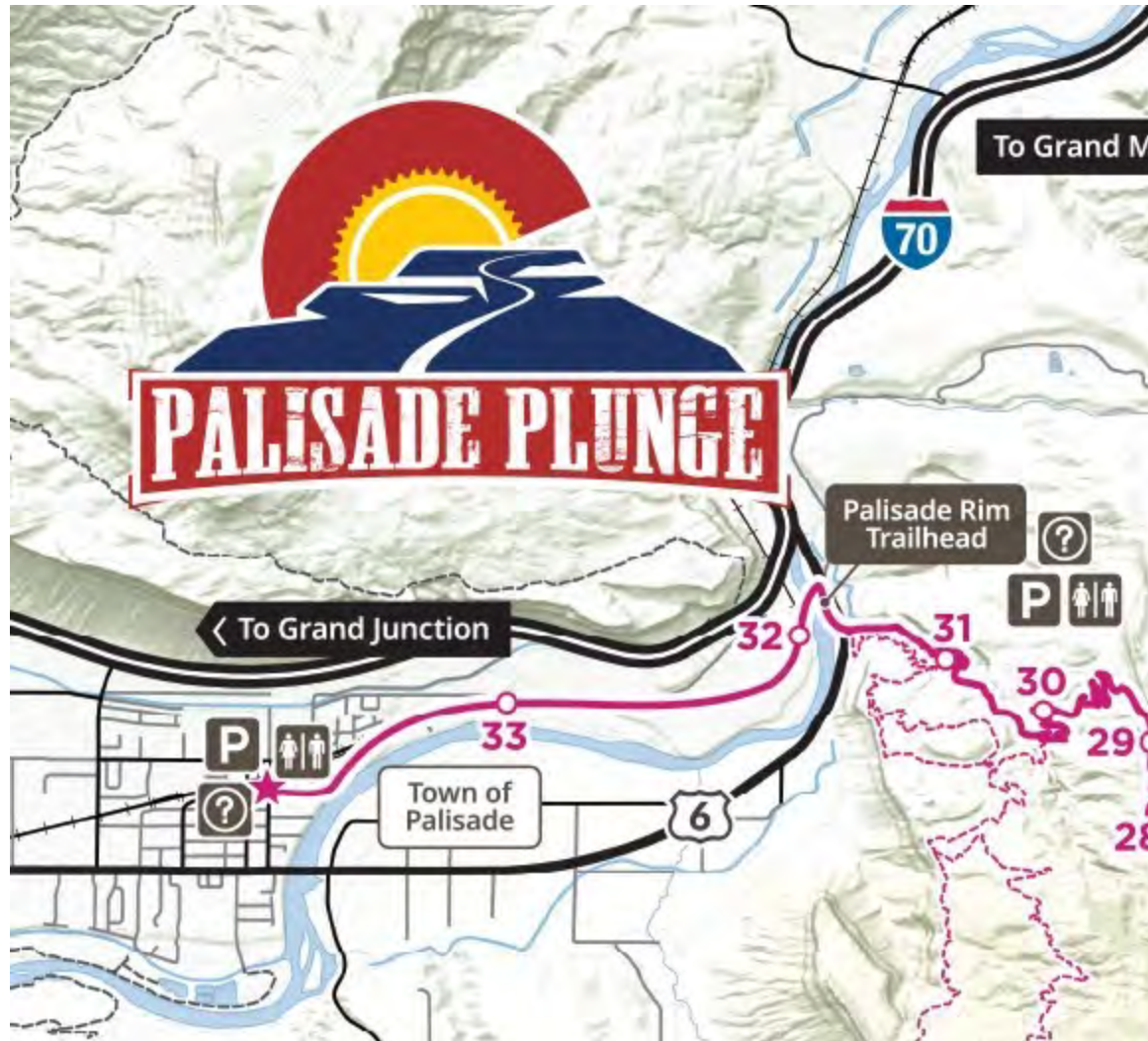
As the representative for Palisade working on this grant, it came to my attention the end of the trail is marked at 3rd & Main Street in Palisade. This is great, however, as a planner I am aware that usually a parking lot is located at a trail-head to manage day users and shuttles. Upon research, the one large parking lot located in our downtown area was sold 2 years prior to the owner of the Palisade Brewery.

In August, 2019 the same team consisting of representatives from Mesa County, COPMOBA, Powderhorn, Gart Brothers & Palisade submitted a second grant to the GOCO Connect Initiative Grant (Great Outdoors Colorado). Mesa County was generous in offering to manage both grants. The GOCO grant request was \$1,999,980 with a \$832,650 match for a total project cost: \$2,832,630.

I requested the GOCO grant budget include Palisade purchasing back the parking lot, as the trail ends in downtown Palisade. Without a parking lot, trail users would be parking their vehicles all day in our business & residential areas. This will inevitably cause problems, especially with the minimal parking we have now. The Plunge team agreed and the GOCO grant approved funding the purchase of the parking lot.

This agenda item is the agreement for the town to purchase the parking lot with GOCO funds.

BOARD DIRECTION: Motion to approve the purchase of the parking lot





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**Direct Mail to Glenwood Springs*

TO: Palisade Board of Trustees

FROM: Karp Neu Hanlon, P.C.

RE: Resolution No. 2020-18
Palisade Plunge Parking Lot Real Estate Contract

DATE: July 17, 2020

The Town approved a Real Estate Contract for the purchase of property to be used for the Palisade Plunge north of the railroad tracks between Kluge Avenue and Main Street. While performing due diligence, we determined there were some discrepancies in the boundaries of the Property on the southern end with the railroad right-of-way. The parcel the Town was under contract to purchase would not accommodate the necessary parking. We let that Contract expire and have been working on a new plan with the owner of the Property, Sean O'Brien, who has been very accommodating towards the Town's needs.

Enclosed in your packet is a revised Contract to Buy and Sell Real Estate reflecting the modified boundaries. Seller initially desired to construct two buildings on the remainder parcel (revised Parcel 1 on the attached plat); however, with the reduction in parking with the railroad right-of-way, he needed to reduce it to one building and the Town is purchasing that addition land in the northeast corner (revised Parcel 2). As a result, the Purchase Price is now \$125,000, which the Town has a GoCo grant to use to pay for it. We have already performed our due diligence and are hoping to close on the purchase by the end of August.

Also enclosed in your packet is Resolution No. 2020-18 approving the Contract and authorizing the Town Administrator to take all actions necessary to close on the purchase of the Property. The Title Company requires the Resolution to process the Closing.

**TOWN OF PALISADE, COLORADO
RESOLUTION NO. 2020-18**

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, AUTHORIZING THE TOWN ADMINISTRATOR TO TAKE ALL ACTIONS NECESSARY TO PURCHASE PARCEL NO. 2937-092-01-016 AND A PORTION OF PARCEL NO. 2937-092-01-017, LOCATED AT 128 MAIN STREET, FROM SEAN O'BRIEN

WHEREAS, Sean O'Brien has offered to sell to the Town of Palisade a portion of the property known as Mesa County Assessor Parcel No. 2937-092-01-017 and Parcel No. 2937-092-01-016, as described as Parcel 2 on Exhibit A (the "Property") for a sum of \$125,000 on which the Town intends to build a parking lot for the Palisade Plunge; and

WHEREAS, the Town has received a grant from GoCo to reimburse the Town for the purchase price for the Property; and

WHEREAS, the Board of Trustees of the Town of Palisade wants to enter into a Contract to Buy and Sell Real Estate with Sean O'Brian for the Property and authorize the Town Administrator to take all actions necessary to Close on the purchase of the Property.

NOW THEREFORE, BE IT RESOLVED THAT THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO THAT:

The Town Administrator, Janet Hawkinson, is authorized to act on behalf of the Town to take all actions necessary with regard to the purchase of the Property described in Exhibit A as Parcel 2, including entering into a Contract to Buy and Sell Real Estate, attached hereto as Exhibit B (the "Contract"), enter into any non-substantial amendments to the Contract as necessary to facilitate closing, closing on the purchase of the Property, and paying associated closing costs in addition to the Purchase Price of \$125,000.

RESOLVED, APPROVED, and ADOPTED this 28th day of July 2020.

TOWN OF PALISADE, COLORADO

(Seal)

Greg Mikolai, Mayor

ATTEST:

Town Clerk

**CONTRACT TO BUY AND SELL REAL ESTATE
IN LIEU OF CONDEMNATION FOR TOWN PURPOSES**

THIS CONTRACT is made and entered into effective this 28th day of July 2020, by and between **TOWN OF PALISADE, COLORADO**, a political subdivision of the State of Colorado, whose address is P.O. Box 128, Palisade, Colorado 81526 (“Buyer”), and **SEAN O’BRIEN**, whose address is P.O. Box 1444, Palisade, Colorado 81526 (“Seller”).

RECITALS

- A. Buyer desires to acquire real property for public purposes in Palisade, Colorado for a parking lot for the Palisade Plunge (the “Project”); and
- B. Seller owns and has title to certain vacant real property, a portion of which is required by Buyer for the Project located north of the railroad tracks between Kluge Avenue and Main Street, Palisade, Colorado, known as Mesa County Assessor Parcel Nos. 2937-092-01-016 and 2937-092-01-017 as shown on Exhibit A attached hereto (“Seller’s Property”); and
- C. Buyer has authority pursuant to the laws of the State of Colorado to acquire by eminent domain proceedings any property or property interest necessary for public purposes; and
- D. The parties desire that Buyer acquire the necessary property through negotiation rather than by the exercise of the powers of eminent domain; and
- E. The amount of money and/or other considerations set forth herein have been mutually established as just compensation.

NOW, THEREFORE, in consideration of the promises and other consideration, set forth herein, the receipt and adequacy of which is acknowledged, Buyer and Seller agree as follows:

1. Transfer of Title: At Closing, subject to the tender of payment as required herein, Seller shall execute and deliver a good and sufficient Special Warranty Deed to Buyer, conveying fee title interest in the real property described as Parcel 2 on **Exhibit A** which is attached hereto and incorporated herein by this reference (the “Property”), free and clear of all liens. Buyer or closing title company shall prepare the Special Warranty Deed. Title shall be conveyed subject to specific Exceptions described by reference to recorded documents as reflected in the Title Documents, utility easements, and the inclusion of the Property within any special taxing district as reference in a title commitment with a title policy issued in Buyer’s name at Buyer’s sole expense.

2. Purchase Price: At Closing, Buyer shall pay Seller \$125,000.00 which shall constitute full satisfaction and full consideration of this Contract (the “Purchase Price”). No earnest money, prepayment, or other consideration of any kind is required. Seller acknowledges that Buyer has been awarded a GoCo Grant for payment of the Purchase Price; therefore, in the

event GoCo for any reason does not provide the Grant funds to Buyer, Buyer may terminate this Contract up until Closing.

3. Settlement of Damages: The payment by Buyer of the Purchase Price constitutes full settlement of all and any damages, including any damages to the remainder, occurring to Seller or Seller's property, and includes full compensation for Seller's interest, either present or future, the interest of Lienors, and any and all interests, legal or equitable which are or may be outstanding. Seller shall pay any encumbrance required to be paid at or before closing from the proceeds of this transaction or from any other source.

4. Taxes: Personal property taxes, if any, special taxing district assessments, if any, and general real estate taxes for the year of closing, based on taxes for the calendar year immediately preceding closing, shall be paid by Seller at Closing.

5. Closing Costs: Buyer shall pay all closing service fees, transfer fees and other closing costs, if any.

6. Evidence of Title: Buyer, at Buyer's sole expense, will obtain a title commitment and purchase title insurance. Buyer reserves the right to object to the status of title to the Property at any time prior to Closing, and if Buyer objects to title, Buyer may, at Buyer's sole option, terminate this Contract up until Closing.

7. Releases and Subordination: Seller shall take all required actions and execute all documents necessary to secure releases of any outstanding liens or encumbrances against, or affecting, the Property. This Contract is expressly subject to the execution of releases or subordinations pertaining to any interests relating to the Property by all outstanding lienors, lessees, or any others with legal or equitable interests in the Property. Failure of Seller to secure the release or subordination of all outstanding interests to the satisfaction of Buyer prior to Closing, Buyer may, at Buyer's sole option, terminate this Contract.

8. Closing: Closing shall occur on or before August 31, 2020, at such date, time and location as may be mutually agreed upon in writing by the Parties, or as extended by the Parties in writing.

9. Default: If Buyer is in default, Seller may elect to treat this Contract as canceled and Seller may recover such damages as may be proper. If Seller is in default, Buyer may elect to treat this Contract as canceled, and Buyer may recover such damages as may be proper, or Buyer may elect to treat this Contract as being in full force and effect and Buyer has the right to specific performance.

10. Entire Agreement: This Contract, together with the grant and conveyance documents and covenants referenced herein, constitute the entire agreement between the parties and supersedes and cancels any and all prior contracts, agreements or proposals, whether written or oral, between the parties relating to the subject matter hereof. Time is of the essence in the

performance of this Contract.

11. Choice of Law, Venue and Attorney's Fees: This Contract shall be construed according to the laws of the State of Colorado and venue for any dispute hereunder shall be in District Court of the County of Mesa, Colorado. In the event any legal action is instituted to interpret or enforce this Contract, the substantially prevailing party shall be entitled to payment from the other party of its reasonable attorney's fees and costs incurred therein.

12. Binding Effect: When this Contract is executed by Seller and thereafter approved by resolution of the Board of Trustees of Buyer, which date of approval shall constitute the Effective Date, this Contract shall be binding upon Seller and Seller's heirs, devisees, executors, administrators, legal representatives, successors and assigns.

13. Possession: Possession of the Property shall be delivered at Closing.

WHEREFORE, the parties have executed this Contract as of the date and year first above written.

BUYER:
TOWN OF PALISADE, COLORADO

By: Janet Hawkinson, Town Administrator

ATTEST:

Town Clerk

SELLER:

Sean O'Brien

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

Exhibit

A

PROPERTY DESCRIPTIONS

PARCEL 1

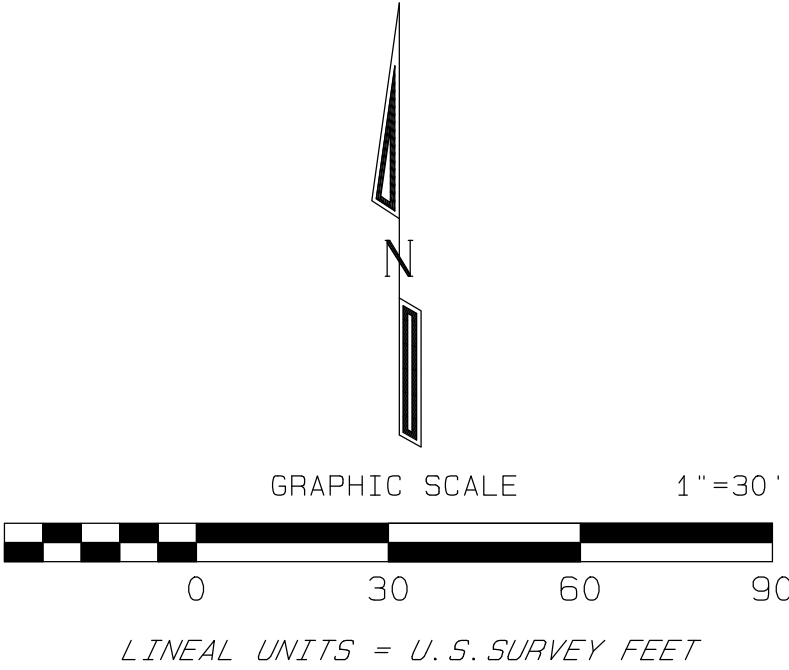
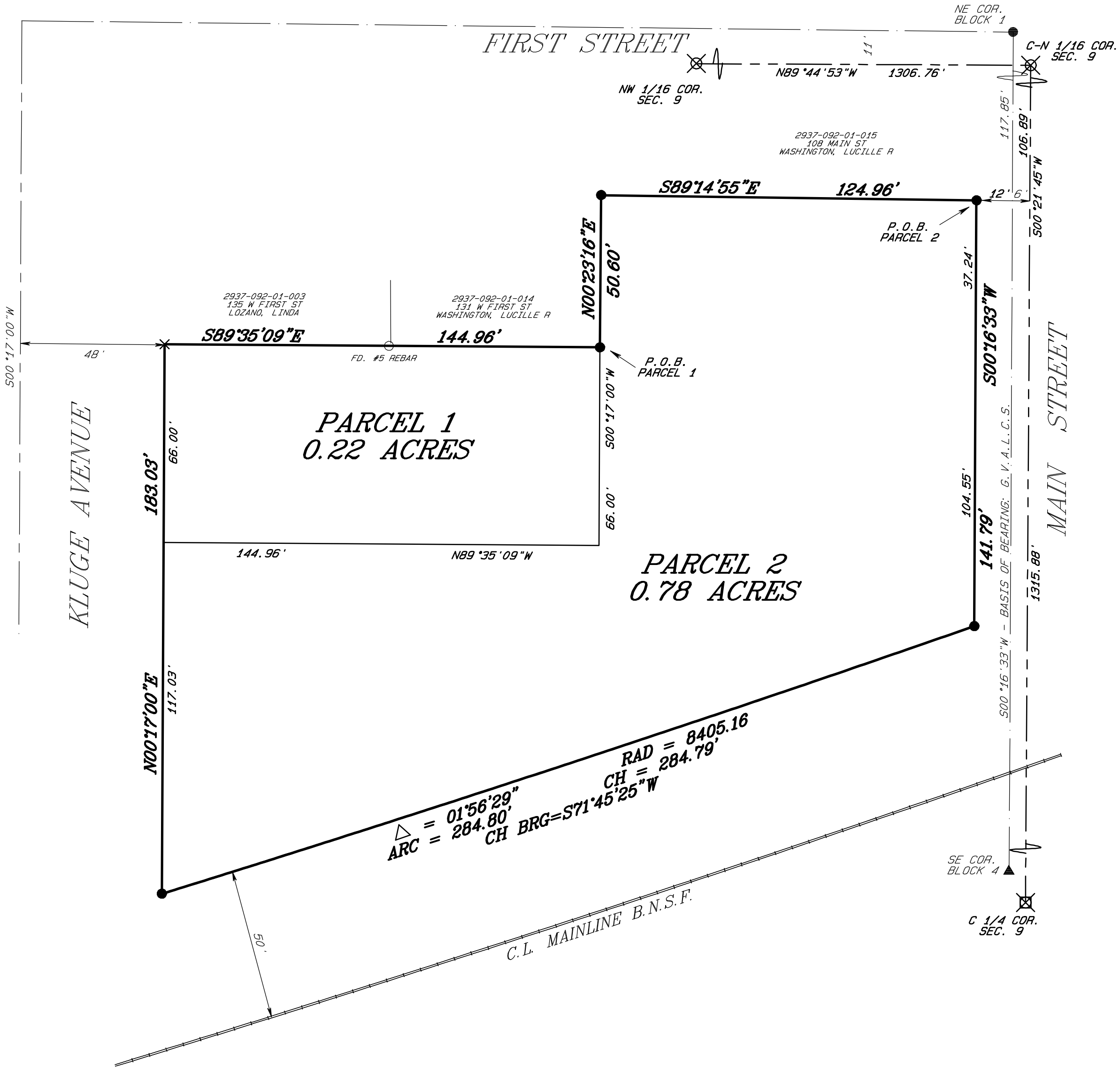
A parcel of land situate in Block 1, Town of Palisade Fruit Tract Subdivision, Reception No. 18436, also being located in the SE 1/4 NW 1/4, Section 9, Township 11 South, Range 98 West of the 6th Principal Meridian, Town of Palisade, Mesa County, Colorado.

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"E 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"E 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.



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 38426 IN MON BOX
- FOUND 2" ALUMINUM CAP
STAMPED LS 38426 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

**TOWN OF PALISADE, COLORADO
RESOLUTION NO. 2020-17**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
PALISADE, COLORADO ADOPTING A PROCESS TO FILL A
VACANCY ON THE BOARD OF TRUSTEES**

WHEREAS, the filling of a vacancy on the Board of Trustees is governed by both the Colorado Revised Statutes and the Town of Palisade Municipal Code and neither cites any specific process; and

WHEREAS, C.R.S. § 31-4-303 and PMC § 2-23 both state that the Board of Trustees has the “power of appointment, to fill all vacancies in the Board”; and

WHEREAS, the Colorado Municipal League and CIRSA recommends that Boards initiate a formal process with sufficient advertisement of the vacancy to provide transparency and ample opportunity for participation; and

WHEREAS, CML and CIRSA further caution Boards to avoid appointing a replacement that will create turmoil or dysfunction within the Board; and

WHEREAS, the Board of Trustees desires to adopt a policy to guide the filling of future vacancies on the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE, COLORADO, THAT:

1. The above recitals are hereby incorporated as findings by the Town of Palisade
2. The Board of Trustees hereby adopts the following process to fill vacancies on the Board of Trustees:
 - a. Advertise the vacancy for a period of 14 days, requesting applicants respond in writing to a series of questions regarding their qualifications and desire to serve.
 - b. If the Board desires, select finalists to interview in-person with the Board.
 - c. Select by majority vote a qualified individual to serve in the vacant seat until the next regular municipal election. The vote may be initially performed by ballots to narrow down the top candidate(s) with the appointment to be confirmed by a roll-call vote of the Board of Trustees.

THIS RESOLUTION was read, passed, and adopted by the Palisade Board of Trustees at the Special Meeting held this 28th day of July 2020.

TOWN OF PALISADE, COLORADO

By _____
Mayor

ATTEST:

Town Clerk



PALISADE BOARD OF TRUSTEES

Agenda Item Cover Sheet

Meeting Date: JULY 28TH, 2020

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

Department: COMMUNITY DEVELOPMENT & UTILITIES DEPARTMENTS

Re: TOWN OF PALISADE MAIN STREET GRANT APPLICATION

SUBJECT:

The Town of Palisade Main Street Grant Proposal

SUMMARY:

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. 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. This grant will benefit businesses and restaurants downtown.

BOARD DIRECTION:

A motion for the Board of Trustees to approve staff to move forward with an application for the Main Street grant with a project total of \$55,000.00. The required match of \$5,000.00 will come from the General Fund.

SUMMARY:

The Main Street Revitalization Grant was developed by the Colorado Department of Transportation and other state agency partners to support infrastructure projects that provide open spaces for mobility, community activities, and economic development in the wake of the COVID-19 emergency. The goal is to improve safety and create new community spaces to encourage healthy activity and mobility in Colorado's towns and cities.

The Main Street Revitalization Grant aims to protect health and safety, while improving the economy, air quality, equity, and quality of life during these times. The program builds on other state efforts to help communities provide safe spaces for all to walk, bike, and dine.

The Town of Palisade is looking to utilize Main Street grant funding in the downtown area to add permanent parklet structures. These structures will be of a great asset to businesses and restaurants downtown. During the COVID-19 pandemic, local businesses and restaurants have risen to the challenge of accommodating social distancing requirements and regulations from the Mesa County Health Department. To meet these needs, many restaurants have been tasked with trying to expand seating to provide space between tables. Restaurant owners approached the Town to request additional parklet seating. These temporary structures were built to provide additional seating areas and coordinate with the current parklets that are already in the area.

With this interest in additional parklets, Town staff began looking into ways to make these structures safer and more functional, add design characteristics, and provide parklets that would benefit businesses and restaurants long-term. Not only are the parklets able to expand restaurant seating, but staff wanted to set out to ensure these parklets would be functional on a yearly basis. This would allow for social distancing now, and allow businesses to continue with these measures into the winter.

To do this, staff reached out to architect and design firms to create concept plans for the downtown area. Staff tasked the firms with creating parklets that would ensure safety for the community, be designed with characteristics of Palisade while highlighting the local businesses, provide a cohesive aesthetic, be easy to maintain for staff, and accommodate the needs of the businesses. The parklets needed to be functional and able to be easily maintained by staff. Staff asked the firms to use Palisade Café 11.0 as the inspiration point for the concept plans. The owner of Palisade Café 11.0 has been a great leader in social distancing measures and accommodating County requirements, and was the first businesses to reach out to the Town to expand seating.

Staff met with three design firms and acquired three separate concept plans, each designed with Palisade in mind. This project would be a great benefit to downtown businesses during the COVID-19 pandemic. Staff anticipates the following businesses utilizing parklets: Palisade Café 11.0, Slice O'Life Bakery, The Blue Pig & Purple Cow, The Purple Bee, the Livery, and 357 Bar & Grill. With the addition of the parking lot to the north of the railroad tracks between Main Street and Kluge Avenue, traffic will be able to use the lot to park and enjoy the downtown area as a safe space to support local businesses while social distancing.

Presented in this report are concept plans from the three design firms. Staff will work with a firm that best represents the overall plan and desire for the downtown area. Staff will work with the architect, who will meet with staff and businesses owners, to provide an in depth design plan illustrating cost and materials, design concepts, 3D modelling, and final plans to present to the Board of Trustees. Staff will then move forward towards the construction and implementation phase.

Staff is looking to utilize the funding from the Main Street grant to request architectural plans and design work for the parklet structures along Main Street and Third Street. The design plans will include an overview of the project, designs for each business, construction plans and materials, building plans, and 3D models. These plans will be presented to the Board of Trustees. Additional funds for the project will be requested through the CARES Act funding allotted to the Town.

GOALS:

1. Increase mobility in the downtown area by placing additional business space and restaurant seating along the street instead of the sidewalk area.
2. Benefit community activities and events by providing space to accommodate larger crowds. During Sunday Markets, it provides additional space for the community to sit in parklets that aren't utilized by businesses closed on Sundays. The upgraded parklets will also ensure greater safety measures are taken.
3. Will help with economic development by making the downtown more walkable, safer, and attract residents and visitors to the downtown. Any increase in foot traffic to the downtown will help the local businesses.
4. Improve public health by encouraging social distancing. Additional seating allows for restaurants to expand seating while accommodating social distancing requirements.
5. Includes innovative uses of public spaces to accommodate the current pandemic.
6. Anticipates long-range social distancing measures. The design on the parklets will include a roofing structure that will allow for year-round use, providing shade during the hotter months and relief from colder weather into the winter. This would allow for businesses to accommodate social distancing measures for a longer period of time.
7. Supports community access to the right-of-way that safely accommodates all modes of traffic. The parklets designs would still allow for vehicle and bicycle traffic. It would grant more space along the sidewalks for pedestrians and additional space for businesses.

SUNDAY MARKET:

Staff are working closely with the Sunday Market Coordinator to ensure there are still an adequate number of vendor spaces for the market. Parklets will be designed in coordination with the market. To accommodate the additional parklets, the space utilized for the Sunday Market may be expanded to the south along Main Street. Staff has reached out to safety services to ensure there are no response issues for safety measures. The Purple Cow has also been contacted to communicate the changes. Staff does not anticipate any issues in organizing the parklets with the Sunday Market.

TOTAL PROJECT FUNDING:

Staff is budgeting approximately \$130,000-\$150,000 for the downtown parklet project. Funding provided through the Main Street Revitalization Grant and CARES Act will be utilized for a more in depth design plan and for construction of the parklet structures. The funding will need to be spent by December, 2020.

ATTACHMENTS:

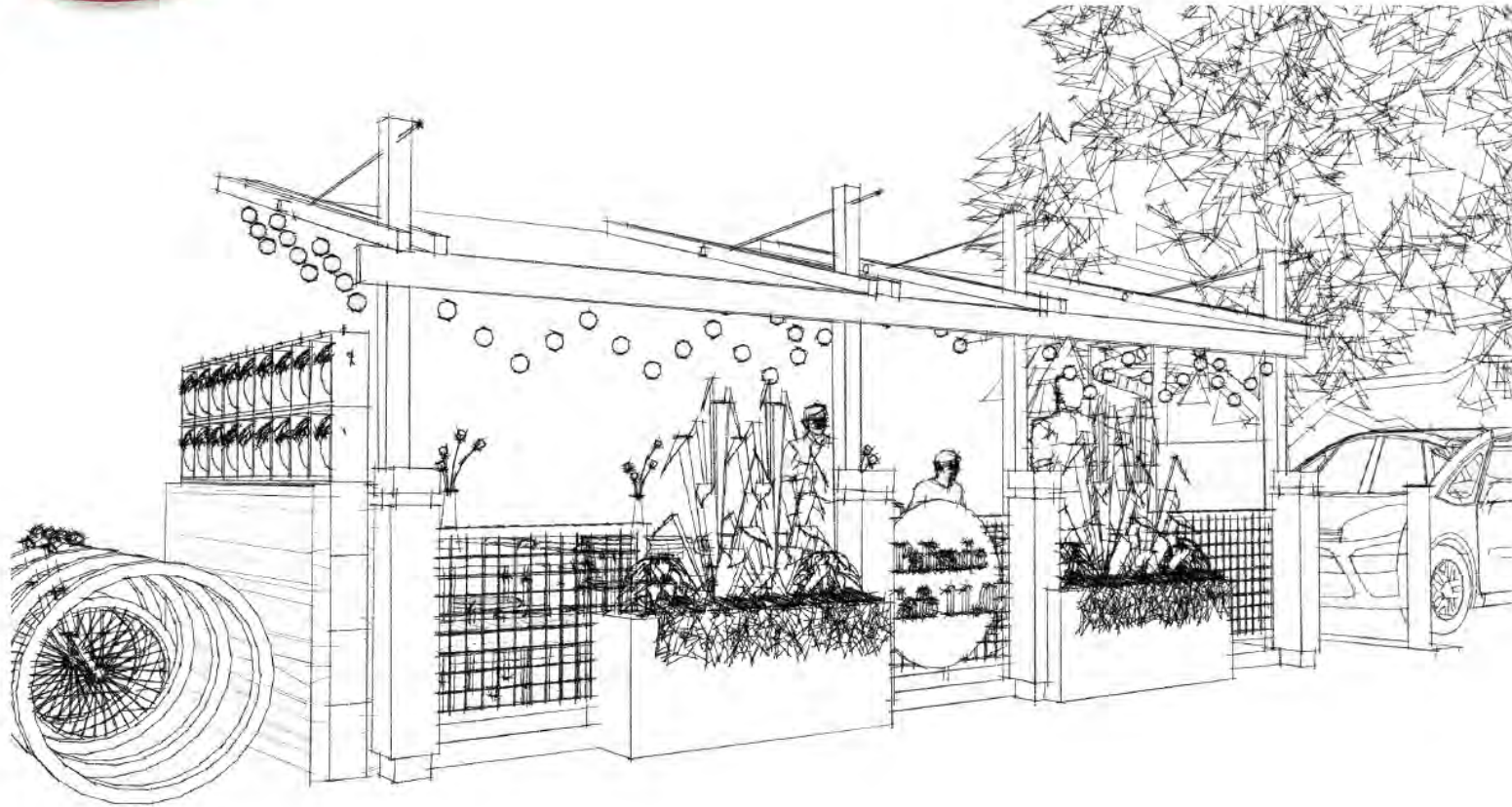
- Genesis Designs Concept Plan
- Chamberlin Architects Concept Plan
- Walter Architects Concept Plan

Genesis Designs Concept Plan



Palisade Parklets

Concept Design





Palisade Parklets

Concept Design



Concept - Vision & Goal

Definition: A “parklet” is defined as a micro-park that is sized to fit one or more standard street-side parking spaces as a temporary installation.

Vision Statement: The Town of Palisade, Colorado envisions multiple parklets dispersed throughout the downtown area as a catalyst project helping to define the streetscape by creating unique areas for community gathering, with appropriate social distancing, informed through a design framework that captures and preserves the Town’s Intrinsic charm and inherent value while balancing its history and small-town sense of community with the desire to build a vibrant economic future.

Design Concept Statement: The Palisade parklet concept is a micro-park with the nuance of a front porch experience.

Goal: To design and build a parklet project that helps to define a sense of place in the streetscape, respecting the past and embodying the ideals, charm and vision of the future for the Town of Palisade and, at the same time, is flexible enough to be unique and expressive while maintaining streetscape continuity.



Palisade Parklets

Concept Design

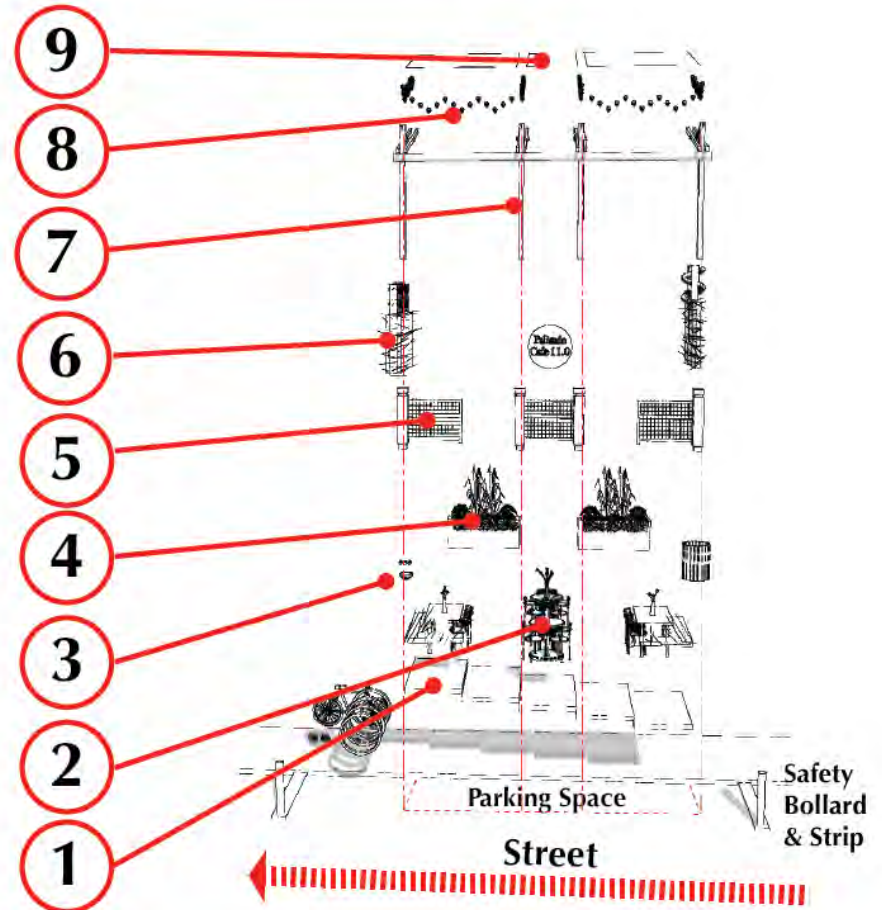


Placemaking Framework

Defining Streetscape Elements

- 1) Modularity.
- 2) Furnishings.
- 3) Pet water & shade
- 4) Planters.
- 5) Balustrade.
- 6) End walls & signage.
- 7) Columns and Beams.
- 8) Lighting.
- 9) Covering.

Exploded View



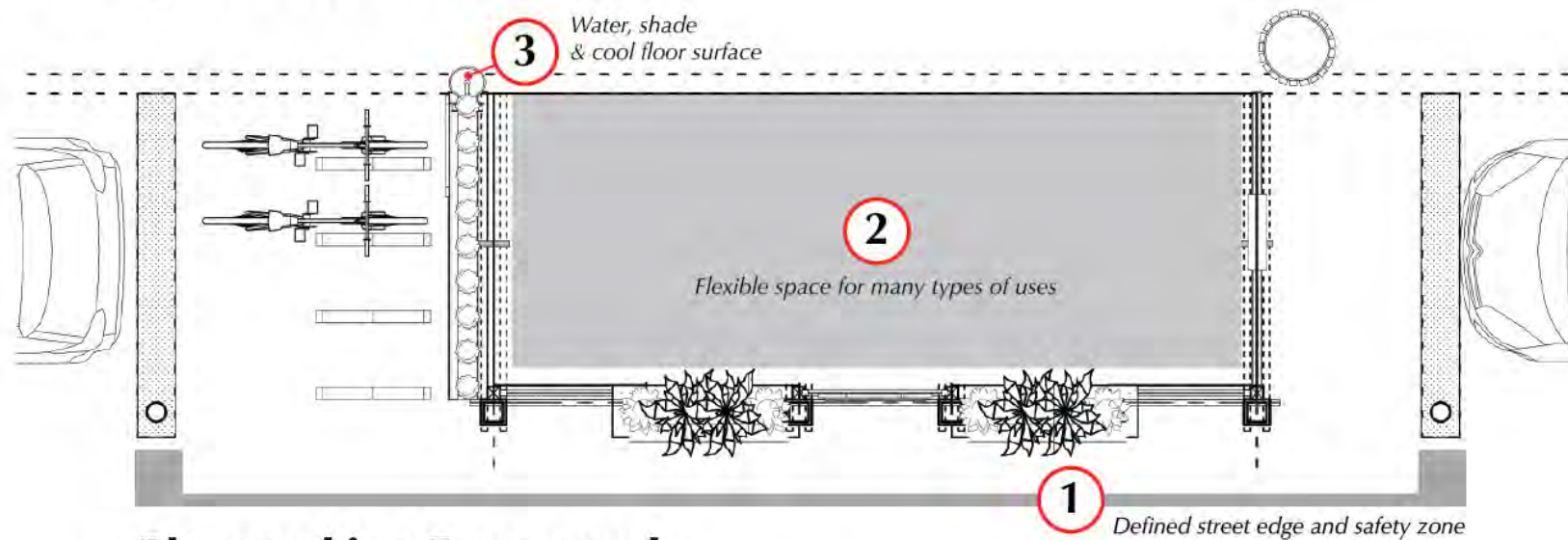


Palisade Parklets

Concept Design



Concept Parklet Plan



Placemaking Framework

Public Amenities

- 1) A place that defines the street.
 - a) A place that established an edge.
 - b) A place that creates a buffer.
 - c) A place you can park your bike.
 - d) A place that is expressive of the local businesses.
- 2) A place for people.
 - a) A place to see and be seen.
 - b) A place for repose.
 - c) A place for play.
 - d) A place that is welcoming.
 - e) A place that is safe.
 - f) A place that is "human" scale.
- 3) A place for pets.
 - a) A place for water.
 - b) A place for shade.
 - c) A place that is safe.

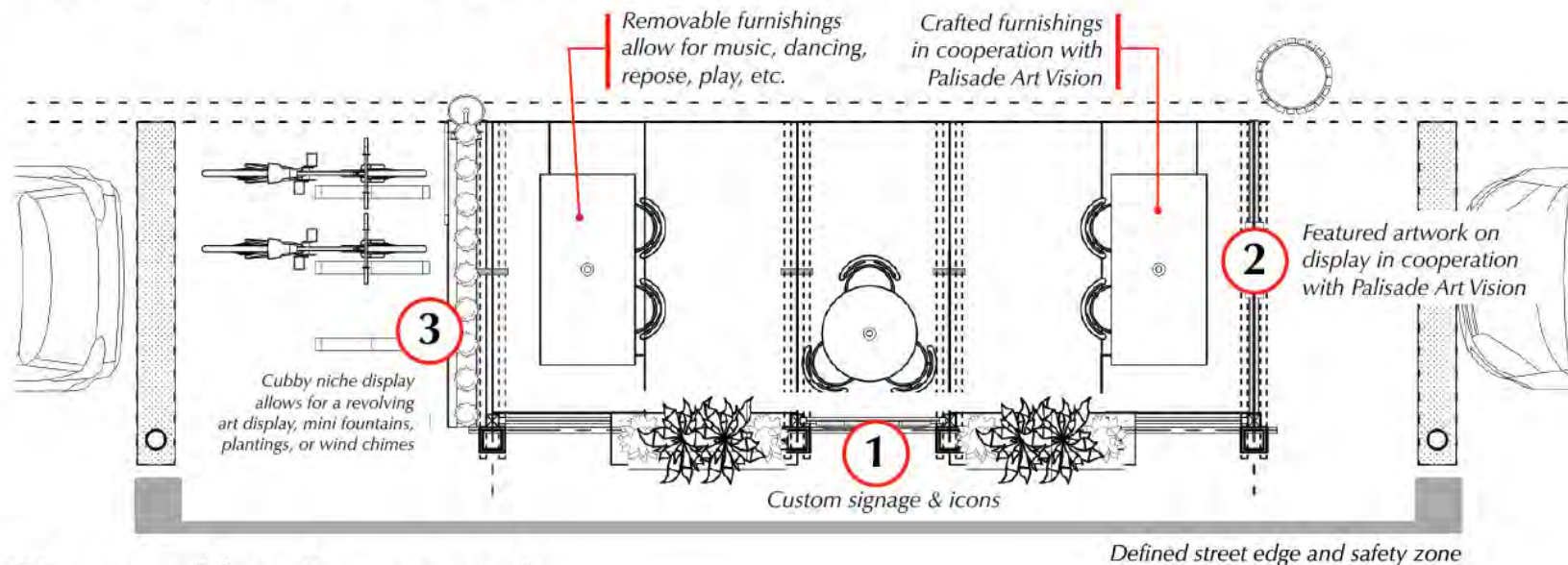


Palisade Parklets

Concept Design



Concept Parklet Plan



Placemaking Framework

Customizing Elements

- 1) A place that acknowledges the business.
 - a) A place for individualization.
 - b) A place for artistic expression.
 - c) A place that highlights the business.
- 2) A place for community participation.
 - a) A place to for street art.
 - b) A place for music.
 - c) A place for dance.
 - d) A place for conversation or reading a book.
 - e) A place that is inviting.
- 3) A place for the elements.
 - a) A place for water. (Water storage in wall.)
 - b) A place for fire. (Self-contained fire pit.)
 - c) A place for earth, stone and metal. (Art/sculpture displays.)
 - d) A place for wind. (Wind chimes and kinetic sculptures.)

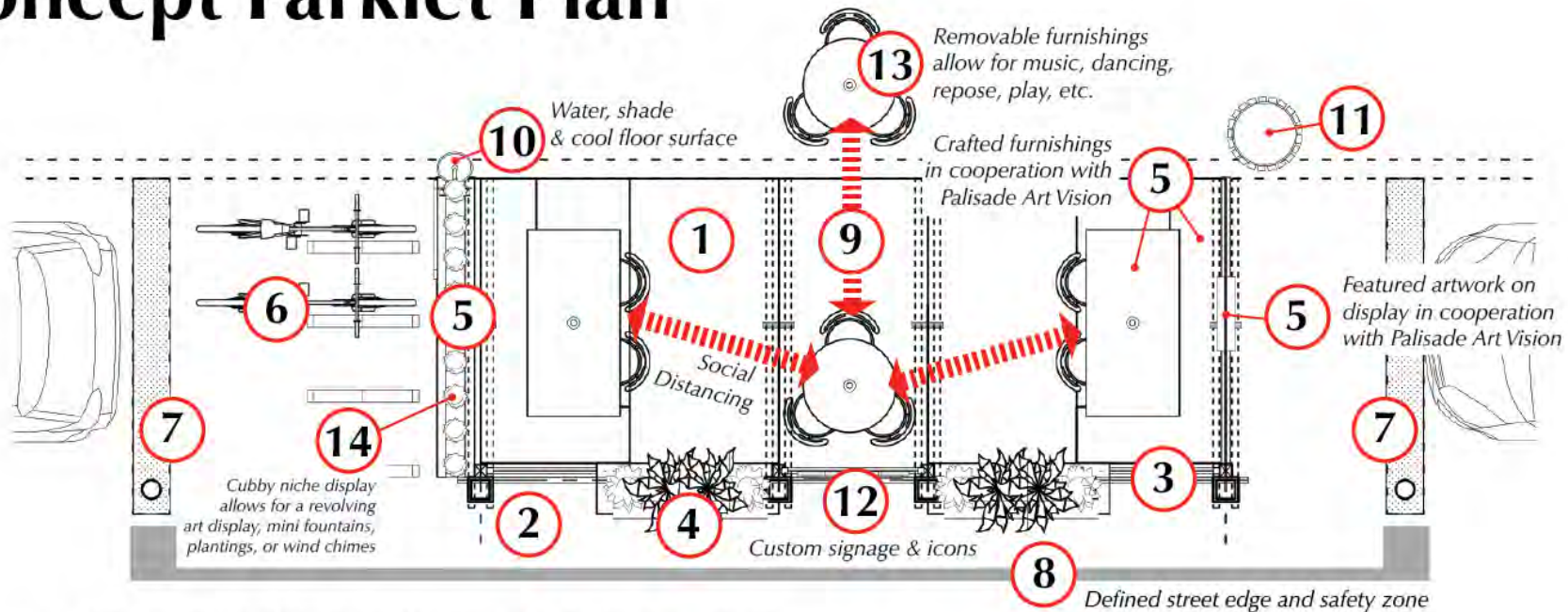


Palisade Parklets

Concept Design



Concept Parklet Plan



This conceptual design addresses the following criteria:

Streetscape Elements:

- 1) Modularity.
- 2) Columns and Beams.
- 3) Balustrade.

4) Planters.

- 5) End walls w/ artwork..
- 6) Bicycle parking.
- 7) Safety bollard & strip.

Public Elements:

- 8) A place that defines the street.
- 9) A place for people.
- 10) A place for pets.
- 11) A place for recycling.

Customizing Elements:

- 12) A place that acknowledges the business.
- 13) A place for community participation.
- 14) A place for the water, fire, earth and wind.



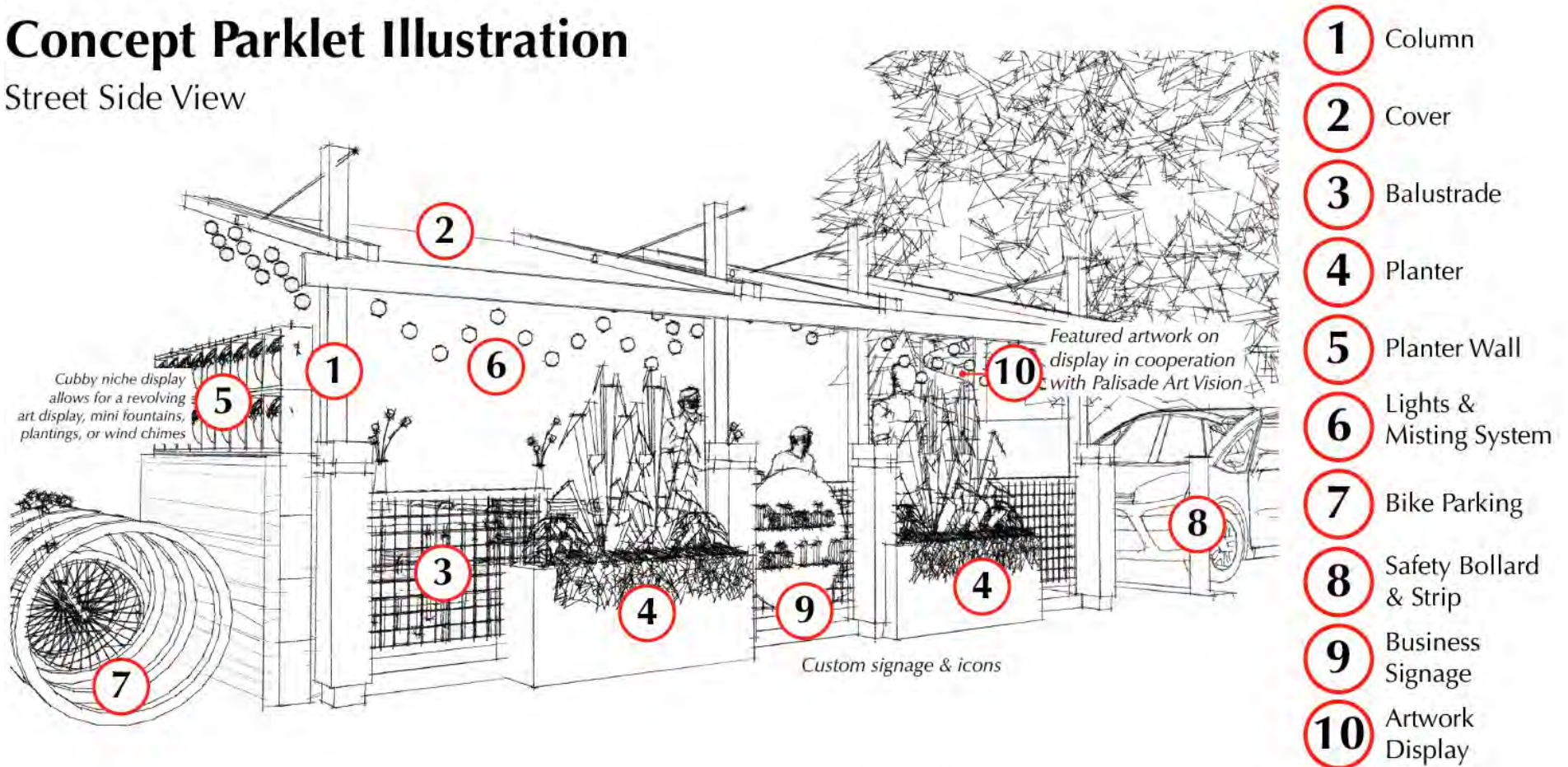
Palisade Parklets

Concept Design



Concept Parklet Illustration

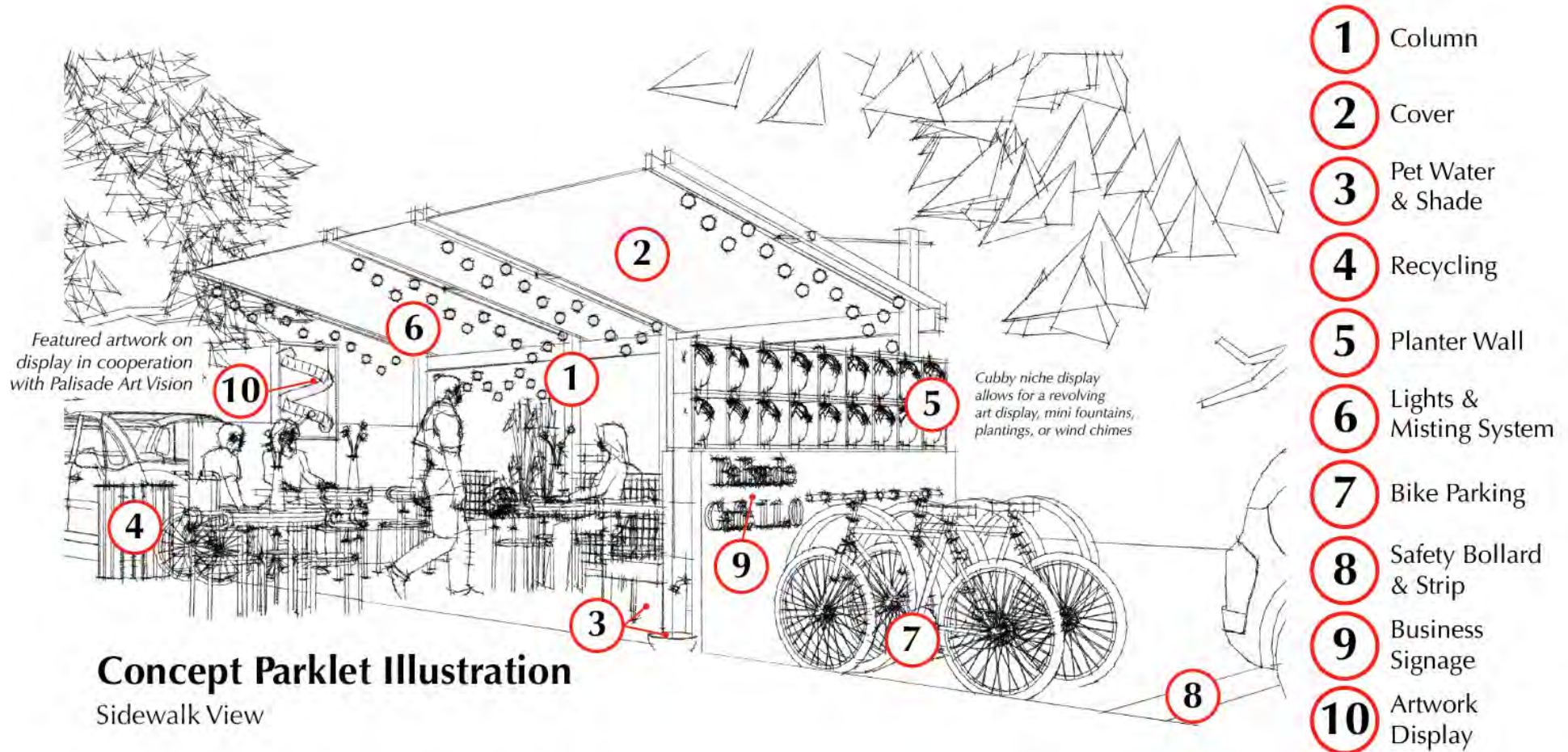
Street Side View





Palisade Parklets

Concept Design





Palisade Parklets

Concept Design

8

1

Column

2

Cover

3

Pet Water
& Shade
(Sidewalk side)

4

Recycling
(Sidewalk side)

5

Planter Wall

6

Lights &
Misting System

7

Bike Parking

8

Safety Bollard
& Strip
(Each end)

9

Business
Signage

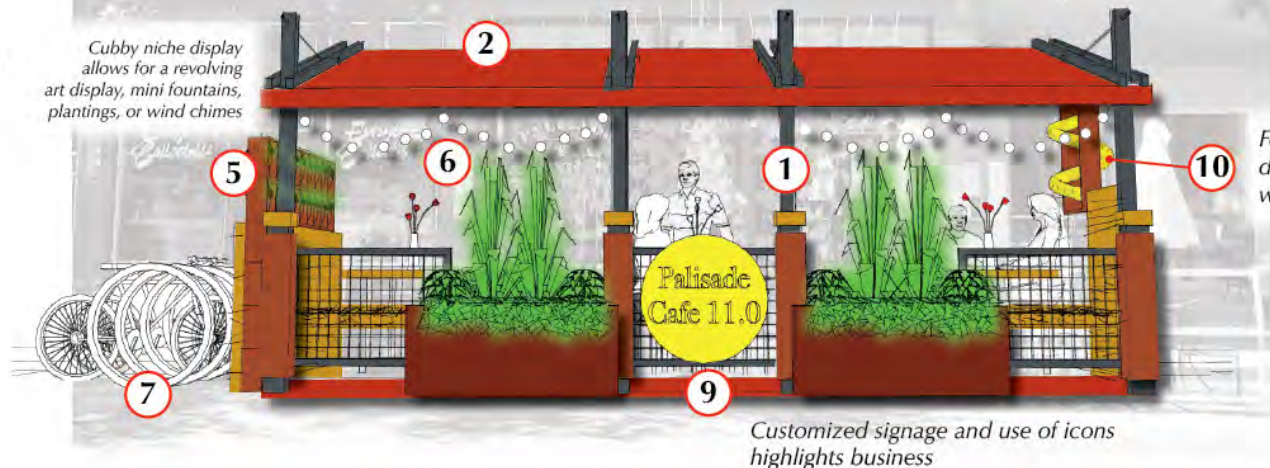
10

Artwork
Display

Concept Parklet

Photographic Intervention

*Cubby niche display
allows for a revolving
art display, mini fountains,
plantings, or wind chimes*



*Featured artwork on
display in cooperation
with Palisade Art Vision*

*Customized signage and use of icons
highlights business*



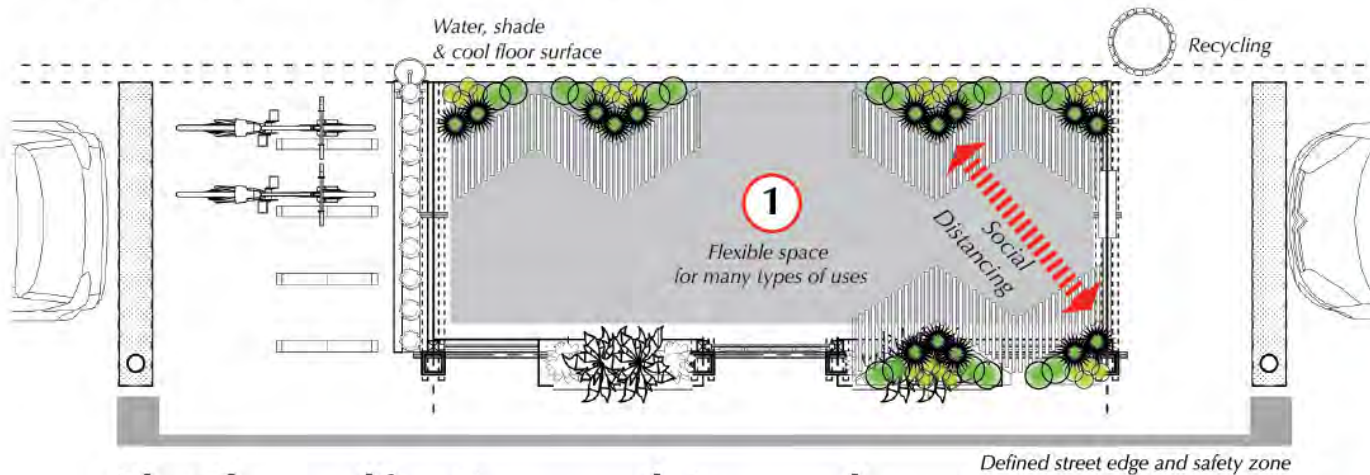
Palisade Parklets

Concept Design



ENDLESS OPTIONS

Application To Future Parklets

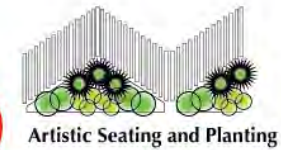


The Placemaking Framework Approach Allows For Endless Possibilities

Public Amenities

- 1) A place that defines the street.
 - a) A place that established an edge.
 - b) A place that creates a buffer.
 - c) A place you can park your bike.
 - d) A place that is expressive of the local businesses.
- 2) A place for people.
 - a) A place to see and be seen.
 - b) A place for repose.
 - c) A place for play.
 - d) A place that is welcoming.
 - e) A place that is safe.
 - f) A place that is "human" scale.
- 3) A place for pets.
 - a) A place for water.
 - b) A place for shade.
 - c) A place that is safe.

1



Artistic Seating and Planting

2



Casual Seating

3



Play

4



Artwork Display

5



Performance Arts

Chamberlin Architects Concept Plan



PALISADE PARKLETS

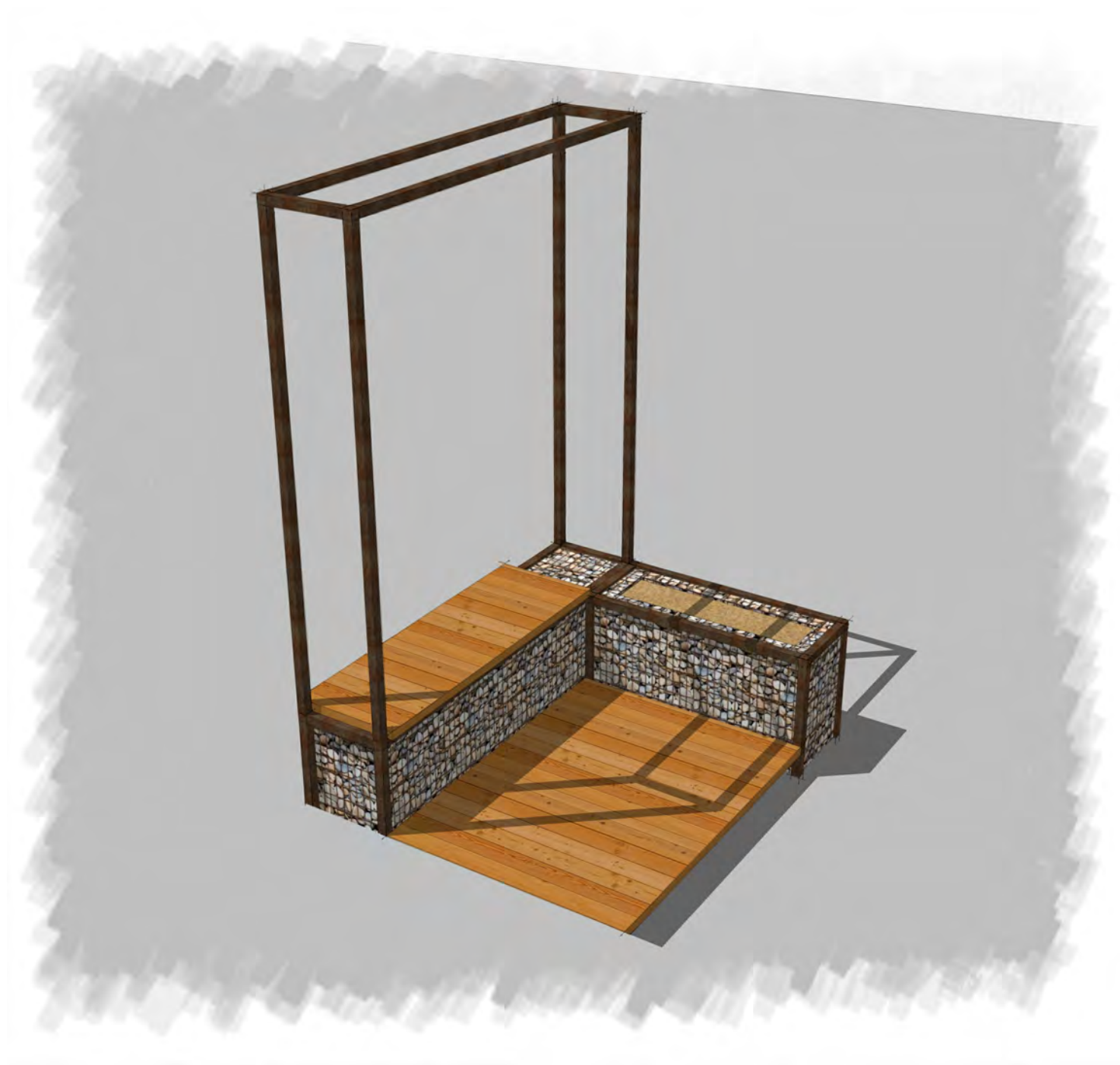
OPTION 1 - PEDESTRIAN VIEWS

07/22/20

437 Main Street
Grand Junction, CO 81501
970.242.6804

725 St. Joseph Street, Suite B1
Rapid City, SD 57701
605.355.6804





PALISADE PARKLETS

OPTION 1 - MODULES

07/22/20

437 Main Street
Grand Junction, CO 81501
970.242.6804

725 St. Joseph Street, Suite B1
Rapid City, SD 57701
605.355.6804





PALISADE BOARD OF TRUSTEES

Agenda Item Cover Sheet

Meeting Date: JULY 28TH, 2020

Presented By: ALLYSON SHELLHORN, COMMUNITY DEVELOPMENT DIRECTOR
JANET HAWKINSON, MANAGER

Re: COMPREHENSIVE PLAN UPDATE

SUBJECT:

The Town of Palisade Comprehensive Plan Update Discussion

SUMMARY:

Due to the unexpected delay from the COVID-19 pandemic, the update of the Comprehensive Plan has been postponed. The original administrative grant funding was not awarded to the town. It was recommended that the town apply for the DOLA Tier 1 grant for additional funding of \$80,000, with a 50% match. Due to COVID19 the comprehensive plan is delayed because of the inability to have social gatherings.

With the COVID19 pandemic, we have time to seek funding.

BOARD DIRECTION:

Does the Board of Trustees want to move forward with the DOLA Tier 1 Grant application due in August and awards announced in November?

SUMMARY:

Town of Palisade began the process of determining funding sources to update the Comprehensive Plan at the beginning of 2020. Staff prepared to request funding through the Department of Local Affairs. However, due to the untimely COVID-19 pandemic, staff did not move forward with the Administrative Grant request through DOLA. At this time, it was not feasible to request grant funding as outreach programs would prove to be difficult under the stay-at-home mandate. As pandemic requirements lifted, staff began again on the application for funding through DOLA.

On June 29th, 2020, staff submitted the Administrative Grant to request funding from DOLA. The Town requested funding in the amount of \$20,000 with a match of \$20,000, totaling \$40,000 for the project. After the submittal, staff was contacted by the regional manager for DOLA to discuss the project. Under the current administrative grant proposal, the regional manager suggested the project funding would not be a realistic funding amount. It was recommended to staff to submit a Tier 1 DOLA funding request, and increase the requested amount.

Since the meeting with DOLA, staff has met with both SE Group, and Western Slope Consulting, LLC. SE Group worked with the Town of Fruita, CO on updating their comprehensive plan that was completed in March of this year. Western Slope Consulting, LLC was suggested by the regional manager with DOLA and is currently working with Meeker, CO on updating their comprehensive plan and land development code. Both firms were incredibly helpful for staff in understanding the in depth process and time commitment of a project like this, as well as some estimates of cost. Between the feedback from the two groups and advice from the regional manager with DOLA, it's estimated that this project will cost \$100,000-\$120,000.

Staff has also already met with personnel from DOLA on training opportunities. DOLA staff is well equipped to meet, virtually, with the Planning Commission and Board of Trustees on training to update the Comprehensive Plan. Once staff is given direction from the Board to move forward, training sessions will be scheduled. These training sessions detail the roles and responsibilities of elected and appointed officials, and outline the process of the update.

The process of updating the Comprehensive Plan is a priority of staff and the Town. Moving forward, staff would like direction on the ideal funding source for the comprehensive plan update. Staff will then send out a request for proposals to present to the Board of Trustees.

FUNDING OPTIONS:

1. Town of Palisade Funded:
 - a. Project Total: \$100,000-\$120,000
 - b. Funding from Town of Palisade budget
 - c. Pro: Process may begin sooner, can submit an RFP quicker
 - d. Con: Would require more funding from the Town
2. DOLA Tier 1:
 - a. Project Total: \$100,000-\$120,000
 - b. Funding request from DOLA: \$50,000-\$60,000
 - c. Funding match from Town of Palisade: \$50,000-\$60,000
 - d. Grant due date: **October 1st, 2020** (*previous due date of August 1st, 2020 was pushed back by DOLA to October 1st, 2020*)
 - e. Pro: If approved, DOLA would match 50% of project total, there is greater accountability requirements with DOLA, DOLA would be a valuable resource during the update
 - f. Con: Grant request may not be approved, would delay start date

3. DOLA Administrative Grant:

- a. Project Total: 40,000
- b. Funding request from DOLA: Maximum of \$20,000
- c. Funding match from Town of Palisade: open
- d. Grant due date: No due date, administrative grants can be submitted year round and are approved administratively
- e. Pro: No due date and quicker response from DOLA, still offers a small amount of funding through DOLA,
- f. Con: Funding would most likely be less than the desired amount to complete a thorough update

COMPREHENSIVE PLAN UPDATE GOALS AND REQUIREMENTS:

The goal of the Comprehensive Plan will be to address aspects including, but not limited to:

- Infrastructure
- Economic Development
- Tourism
- Transportation
- Streets and Sidewalks
- Growth and Development
- Affordable Housing
- Project Priorities
- Land Use and Future Zoning
- Education
- Parks and Open Spaces
- Community Involvement

The update of the Comprehensive Plan update should include:

- Training with DOLA
- Three-mile Plan
- Updates to the Land Development Code
- Hazard Mitigation Plan
- Regional Partnerships

The update of the Comprehensive Plan will take approximately 12-15 months.



PALISADE BOARD OF TRUSTEES

Agenda Item Cover Sheet

Meeting Date: JULY 28TH, 2020

Presented By: ALLYSON SHELLHORN, COMMUNITY DEVELOPMENT DIRECTOR

Department: COMMUNITY DEVELOPMENT DEPARTMENT
PARKS DEPARTMENT

Re: TOWN OF PALISADE RIVERBEND PLAYGROUND IMPROVEMENTS

SUBJECT:

The Town of Palisade Riverbend Playground Improvement Project

SUMMARY:

As a community development project, staff has been researching possible improvements to the small playground at Riverbend Park. Staff is requesting \$75,000.00 to improve the playground at Riverbend Park.

BOARD DIRECTION:

Staff is asking the Board of Trustees to approve funding in the amount of \$75,000 for playground equipment and shade structures at Riverbend Park.

SUMMARY:

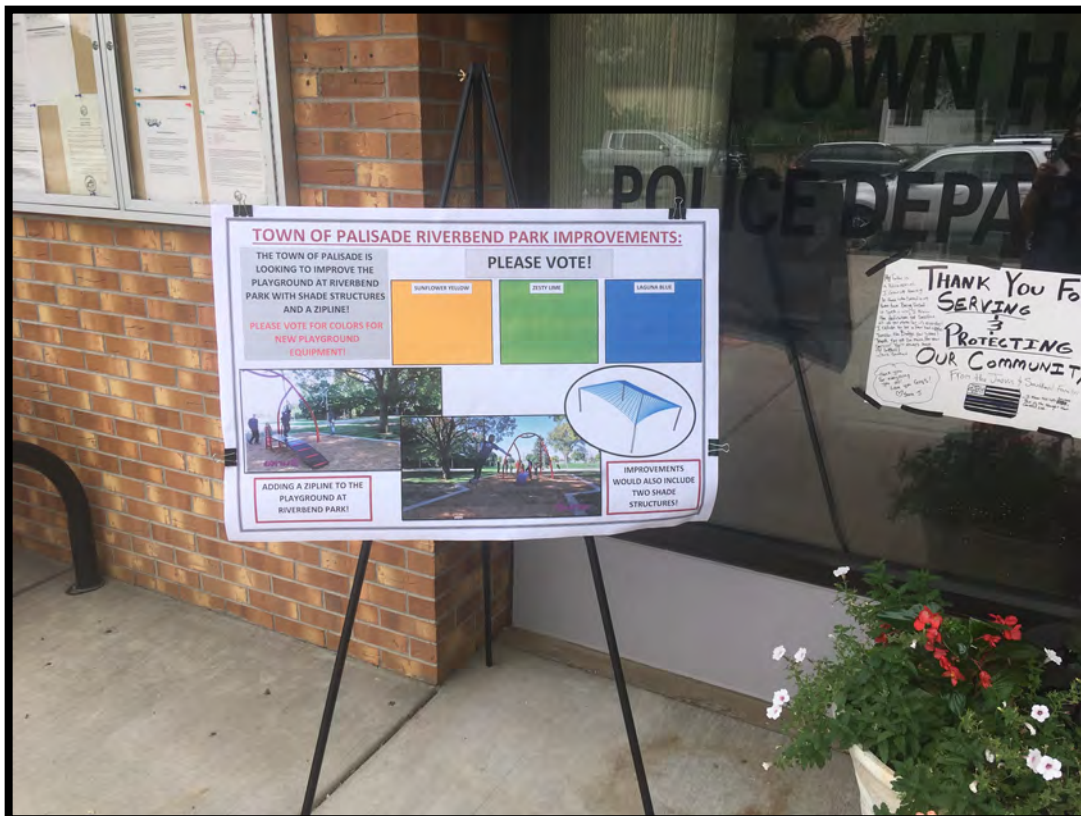
Staff has been researching playground equipment to improve and update the playground at Riverbend Park. Adding shade structures was a priority of the project. In addition, staff wanted to add smaller amenities to benefit the families and children that utilize this space. After some research, a zipline stood out as the favorite of the amenities to add to the playground. Staff also looked into smaller equipment such as a swizzle selfie.

Staff researched parks in the surrounding area and contacted a Colorado based company, A-Z Recreation, to discuss pricing and types of equipment that may work for the space. The company provided a cost estimate (see attached) that includes two shade structures, a new swing set, and a 75' zipline. It also includes installation of the equipment. The smaller shade structure would accommodate the current play structure and slide. The larger shade structure included in the cost estimate would cover the upgraded swing set also included in the attachment. The estimate also includes cost of the zipline feature which would be a great addition to the space.

Currently the playground sits on property owned by the Grand Valley Irrigation Company. The property owners were brought in to ensure there would be no concern in the project. GVIC personnel supported the proposed project and did not foresee any issues with the improvements. Upon direction from the Board, staff will submit a site plan to GVIC to get final confirmation that there aren't any concerns with the proposal.

Additionally, the project was included as a discussion item during the Planning Commission on July 7th, 2020. Planning Commissioners were in support of the project, adding shade structures, improving the space, and including the zipline.

Staff also created project boards to gather public input. The boards were placed at the pool and Town Hall. Staff also presented a concept board at Pressed Coffee for their event Friday evening. Comment cards were left at Pressed Coffee to allow the community to leave notes and thoughts on the proposed project. The equipment was determined through staff and commissioners, and by the given budget. However, staff wanted to present the proposed improvements to the public and get input on color schemes and feedback.



CURRENT PLAYGROUND:

The current playground contains a play structure in the northwestern corner of the playground area. It also includes a swing set and a smaller purple dinosaur. It is bordered with landscape timbers and contains wood chips as the base. The closest shading is the surrounding trees which provide some shade outside of the playground area and the nearby gazebo.



PROPOSED PLAYGROUND IMPROVEMENTS:

Staff researched different possibilities and amenities that would be an upgrade to the current playground. Offering some shade was discussed as a top priority to accommodate use year round and cool down the playground equipment during warmer months. Adding a zipline expands the current equipment options and staff anticipates it being a well-used piece of equipment. Included in the cost estimate is the installation of the playground equipment. Due to liability with children's playgrounds, it is necessary that the installation is done by the vendor to ensure it is installed per equipment guidelines. Staff will be involved during this process and work to ensure the updated playground is well maintained.



FUNDING:

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.

It is preferable that funding be allocated sooner so the playground can be utilized this summer and allow for families and children to use the outside space. This would also encourage outdoor activities during the COVID-19 pandemic.



PALISADE BOARD OF TRUSTEES

Agenda Item Cover Sheet

Meeting Date: JULY 28TH, 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:

The Palisade Tourism Advisory Board is looking to fill four vacancies. TAB Members must be appointed by the Board of Trustees. Staff is currently collecting letters of interest which are due on August 6th, 2020.

BOARD DIRECTION:

Staff is asking the Board of Trustees to give direction on the appointment process for TAB vacancies and the date of possible interviews. If the Board can set a date for special meeting, staff will then reach out to interested parties and schedule the interviews.