

**AGENDA**  
**for the Board of Trustees**  
**of the Town of Palisade, Colorado**  
**February 11<sup>th</sup>, 2020**  
**Meeting to Begin at 6:00 p.m.**  
**341 West 7<sup>th</sup> Street**

**I. REGULAR MEETING CALLED TO ORDER AT 6:00 P.M.**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. AGENDA ADOPTION**

**V. ANNOUNCEMENTS**

A. Town Hall Offices will be closed on Monday, February 17<sup>th</sup>, 2020 in observance of Presidents Day.

B. Town Clean Up Day will be on Saturday, April 4<sup>th</sup>, 2020 at Riverbend Park. More information will be coming.

**VI. 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 – January 25<sup>th</sup>, 2020 – February 7<sup>th</sup>, 2020

**B. Minutes**

Minutes from January 28<sup>th</sup>, 2020 Board Meeting

**VIII. PUBLIC COMMENT**

**IX. PUBLIC HEARING I**

**A. Ordinance #2020-03**

Should the Board of Trustees for the Town of Palisade, Colorado, approve Ordinance #2020-03 entitled, “An Ordinance of the Town of Palisade, Colorado, Enacting Land Development Code Section 2.02, 3.08, 4.06 and Section 7.05 to Require Site Plan Applications to be a Public Hearing Subject to the Planning Commission Final Decision.”?

• Motion to Continue Ordinance #2020-03 until the Regularly Scheduled Board Meeting on February 25<sup>th</sup>, 2020.

**X. PUBLIC HEARING II**

**A. Ordinance #2020-04**

Should the Board of Trustees for the Town of Palisade, Colorado, approve Ordinance #2020-04 entitled, “An Ordinance of the Town of Palisade, Colorado, Enacting Land Development Code Section 2.02, 2.03, and 4.12 to Require Variance Applications to be a Public Hearing Presented to the Planning Commission for Final Decision.”?

- Staff Presentation
- Public Comment (3 minutes each, please state your name and address)
- Board Comment and Questions for Staff
- Decision

## **XI. NEW BUSINESS**

### **A. Resolution #2020-02**

Should the Board of Trustees for the Town of Palisade, Colorado, approve Resolution #2020-02 entitled, *“A Resolution by the Board of Trustees of the Palisade Fire Protection District Adopting the 2018 Edition of the International Fire Code (IFC) Regulating and Governing the Safeguarding of Life and Property from Fire and Explosion Hazards Arising from the Storage, Handling and Use of Hazardous Substances, Materials and Devices, and from Conditions Hazardous to Life or Property in the Occupancy of Buildings and Premises in the Palisade Fire Protection District; Providing for the Issuance of Permits and Collection Fees therefore; and Repealing the 2012 Edition of the International Fire Code and Amendments thereto and all other Fire Codes and Ordinances and Parts of Ordinances in Conflict therewith.”?*

**B.** Direction from the Board of Trustees for the Town Administrator to enter into a Contract with Adcock Concrete for the Third and Kluge Bump Outs

**C.** When would the Board of Trustees prefer to Appoint Tourism Advisory Board Members?

**D.** Update on April 7<sup>th</sup>, 2020 Palisade Municipal Election

## **XII. STAFF/COMMITTEE REPORTS**

## **XIII. ADJOURNMENT**



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

Phone: (970) 464-5602  
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## EXPENDITURES - APPROVAL BY VENDOR

Council Meeting Date – February 11, 2020

Date Range of Payables – 1/25/2020 – 2/6/2020

| Vendor      | Vendor Name     | Invoice Number | Description                   | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|-------------|-----------------|----------------|-------------------------------|--------------|-----------------------|-------------|-----------|--------|
| <b>115</b>  |                 |                |                               |              |                       |             |           |        |
| 115         | AFLAC INSURANCE | PR0125200      | AFLAC Pre-tax Pay Period: 1/  | 02/03/2020   | 325.14                | .00         |           |        |
| 115         | AFLAC INSURANCE | PR0125200      | AFLAC After-Tax Pay Period: 1 | 02/03/2020   | 93.06                 | .00         |           |        |
| Total 115:  |                 |                |                               |              | 418.20                | .00         |           |        |
| <b>190</b>  |                 |                |                               |              |                       |             |           |        |
| 190         | ALL-PHASE       | 2688-698156    | BUILDING MAINTENANCE          | 01/29/2020   | 131.30                | .00         |           |        |
| Total 190:  |                 |                |                               |              | 131.30                | .00         |           |        |
| <b>5984</b> |                 |                |                               |              |                       |             |           |        |
| 5984        | ALPINE BANK CC  | AS 3087 JAN    | CD - TRAINING                 | 01/19/2020   | 32.17                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | AS 3087 JAN    | CD - TRAINING                 | 01/19/2020   | 100.68                | .00         |           |        |
| 5984        | ALPINE BANK CC  | AS 3087 JAN    | CD - TRAINING                 | 01/19/2020   | 12.01                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | AS 3087 JAN    | CD - TRAINING                 | 01/19/2020   | 23.57                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | AS 3087 JAN    | CD - TRAINING                 | 01/19/2020   | 60.58                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | AS 3087 JAN    | CD - TRAINING                 | 01/19/2020   | 17.40                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | AS 3087 JAN    | CD - TRAINING                 | 01/19/2020   | 109.00                | .00         |           |        |
| 5984        | ALPINE BANK CC  | AS 3087 JAN    | CD - PROFESSIONAL SERVI       | 01/19/2020   | 18.61                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | AS 3087 JAN    | CD - DUES & SUBS              | 01/19/2020   | 99.00                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | BC 3152 JAN    | COUNCIL DAIS                  | 01/19/2020   | 91.55                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | DF 3129 JAN    | PD - UNIFORMS                 | 01/19/2020   | 58.99                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | DF 3129 JAN    | PD - SUPPLIES                 | 01/19/2020   | 79.78                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | DF 3129 JAN    | PD - SERVICES                 | 01/19/2020   | 50.00                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | DF 3129 JAN    | PD - SUPPLIES                 | 01/19/2020   | 618.80                | .00         |           |        |
| 5984        | ALPINE BANK CC  | DF 3129 JAN    | PD - TRAINING                 | 01/19/2020   | 42.38                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | DF 3129 JAN    | PD - TRAINING                 | 01/19/2020   | 50.25                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | DF 3129 JAN    | PD - TRAINING                 | 01/19/2020   | 396.26                | .00         |           |        |
| 5984        | ALPINE BANK CC  | DF 3129 JAN    | PD - ANIMAL CONTROL           | 01/19/2020   | 45.00                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | DF 3129 JAN    | PD - SUPPLIES                 | 01/19/2020   | 123.04                | .00         |           |        |
| 5984        | ALPINE BANK CC  | DF 3129 JAN    | PD - SUPPLIES                 | 01/19/2020   | 11.87                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | KF 3160 JAN    | PREPAIDS - TO BE REPAID       | 01/19/2020   | 25.65                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | KF 3160 JAN    | BGF                           | 01/19/2020   | 41.99                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | KF 3160 JAN    | SUPPLIES                      | 01/19/2020   | 52.91                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | KF 3160 JAN    | TRAINING                      | 01/19/2020   | 168.92                | .00         |           |        |
| 5984        | ALPINE BANK CC  | KF 3160 JAN    | SUPPLIES                      | 01/19/2020   | 62.97                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | DISC GOLF SUPPLIES            | 01/18/2020   | 18.24                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | DISC GOLF SUPPLIES            | 01/18/2020   | 8.41                  | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | SUPPLIES                      | 01/18/2020   | 90.00                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | SUPPLIES                      | 01/18/2020   | 6.43                  | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | SUPPLIES                      | 01/18/2020   | 6.43                  | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | DISC GOLF SUPPLIES            | 01/18/2020   | 37.58                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | WATER TELEPHONE               | 01/18/2020   | 699.93                | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | SUPPLIES                      | 01/18/2020   | 6.43                  | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | SUPPLIES                      | 01/18/2020   | 333.06                | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | SUPPLIES                      | 01/18/2020   | 26.98                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | TAB                           | 01/18/2020   | 84.99                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | LH 3079 JAN    | MAILCHIMP                     | 01/18/2020   | 74.99                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | ML 3103 JAN    | TRAINING                      | 01/19/2020   | 100.00                | .00         |           |        |
| 5984        | ALPINE BANK CC  | ML 3103 JAN    | TRAINING                      | 01/19/2020   | 499.00                | .00         |           |        |
| 5984        | ALPINE BANK CC  | ML 3103 JAN    | TRAINING                      | 01/19/2020   | 103.02                | .00         |           |        |
| 5984        | ALPINE BANK CC  | ML 3103 JAN    | TRAINING                      | 01/19/2020   | 103.02                | .00         |           |        |
| 5984        | ALPINE BANK CC  | ML 3103 JAN    | TRAINING                      | 01/19/2020   | 103.02                | .00         |           |        |
| 5984        | ALPINE BANK CC  | RR 3137 JAN    | FD - TRAINING                 | 01/18/2020   | 20.00                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | RR 3137 JAN    | FD - TRAINING                 | 01/18/2020   | 20.00                 | .00         |           |        |
| 5984        | ALPINE BANK CC  | TW 3095 JAN    | COUNCIL DAIS                  | 01/19/2020   | 40.53                 | .00         |           |        |

| Vendor      | Vendor Name             | Invoice Number | Description                    | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid  | Voided |
|-------------|-------------------------|----------------|--------------------------------|--------------|-----------------------|-------------|------------|--------|
| 5984        | ALPINE BANK CC          | TW 3095 JAN    | COUNCIL DAIS                   | 01/19/2020   | 205.16                | .00         |            |        |
| 5984        | ALPINE BANK CC          | TW 3095 JAN    | COUNCIL DAIS                   | 01/19/2020   | 27.04                 | .00         |            |        |
| Total 5984: |                         |                |                                |              | 4,810.82              | .00         |            |        |
| <b>540</b>  |                         |                |                                |              |                       |             |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 024712         | PD- VEHICLE MAINTENANCE        | 01/09/2020   | 21.18                 | .00         |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 029955         | PD- VEHICLE MAINTENANCE        | 01/21/2020   | 25.98                 | .00         |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 030078         | PARKS - VEHICLE REPAIRS        | 01/21/2020   | 25.43                 | .00         |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 030079         | PARKS - UNIFORMS               | 01/21/2020   | 21.98                 | .00         |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 030083         | PARKS - SMALL EQUIPMENT        | 01/21/2020   | 108.68                | .00         |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 030233         | WATER VEHICLE REPAIR & MA      | 01/22/2020   | 109.96                | .00         |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 030298         | PARKS - SMALL EQUIPMENT        | 01/22/2020   | 8.49                  | .00         |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 030605         | PD- VEHICLE MAINTENANCE        | 01/22/2020   | 54.98                 | .00         |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 031024         | HEAVY EQUIP. REPAIR            | 01/23/2020   | 79.98                 | .00         |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 031025         | PARKS - VEHICLE REPAIRS        | 01/23/2020   | 18.98                 | .00         |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 032248         | PARKS - VEHICLE REPAIRS        | 01/27/2020   | 357.09                | .00         |            |        |
| 540         | BOOKCLIFF AUTO PARTS IN | 032807         | WATER - VEHICLE MAINTEN        | 01/28/2020   | 25.98                 | .00         |            |        |
| Total 540:  |                         |                |                                |              | 858.71                | .00         |            |        |
| <b>550</b>  |                         |                |                                |              |                       |             |            |        |
| 550         | BOUND TREE MEDICAL, LLC | 83469838       | MEDICAL SUPPLIES/EMS           | 01/10/2020   | 52.50                 | .00         |            |        |
| Total 550:  |                         |                |                                |              | 52.50                 | .00         |            |        |
| <b>820</b>  |                         |                |                                |              |                       |             |            |        |
| 820         | CIRSA                   | 200229         | PROPERTY AND CASUALTY          | 01/01/2020   | 17,092.97             | .00         |            |        |
| 820         | CIRSA                   | 200229         | PROPERTY AND CASUALTY          | 01/01/2020   | 1,285.19              | .00         |            |        |
| 820         | CIRSA                   | 200229         | PROPERTY AND CASUALTY          | 01/01/2020   | 1,285.19              | .00         |            |        |
| 820         | CIRSA                   | 200229         | PROPERTY AND CASUALTY          | 01/01/2020   | 6,040.38              | .00         |            |        |
| Total 820:  |                         |                |                                |              | 25,703.73             | .00         |            |        |
| <b>1005</b> |                         |                |                                |              |                       |             |            |        |
| 1005        | COLORADO DEPT OF REVEN  | PR0125200      | State Withholding Tax Pay Peri | 02/03/2020   | 2,584.00              | 2,584.00    | 02/05/2020 |        |
| Total 1005: |                         |                |                                |              | 2,584.00              | 2,584.00    |            |        |
| <b>3175</b> |                         |                |                                |              |                       |             |            |        |
| 3175        | COLORADO WEST LAND TR   | TOP013020      | BUFFER ZONE                    | 01/30/2020   | 1,145.00              | .00         |            |        |
| Total 3175: |                         |                |                                |              | 1,145.00              | .00         |            |        |
| <b>5188</b> |                         |                |                                |              |                       |             |            |        |
| 5188        | COOP COUNTRY            | 231889         | WATER LINE REPAIR              | 01/11/2020   | 5.57                  | .00         |            |        |
| 5188        | COOP COUNTRY            | 231890         | WATER LINE REPAIR              | 01/11/2020   | 16.58                 | .00         |            |        |
| 5188        | COOP COUNTRY            | 231892         | WATER LINE REPAIR              | 01/11/2020   | 2.78                  | .00         |            |        |
| 5188        | COOP COUNTRY            | 231893         | WATER LINE REPAIR              | 01/11/2020   | 9.99                  | .00         |            |        |
| 5188        | COOP COUNTRY            | 231894         | WATER LINE REPAIR              | 01/11/2020   | 12.99                 | .00         |            |        |
| 5188        | COOP COUNTRY            | 232072         | FACILITIES                     | 01/21/2020   | 27.99                 | .00         |            |        |
| 5188        | COOP COUNTRY            | 232099         | RAW WATER REPAIR               | 01/23/2020   | 79.99                 | .00         |            |        |
| 5188        | COOP COUNTRY            | 232106         | WATER HEAVY EQUIP REPAI        | 01/23/2020   | 19.11                 | .00         |            |        |
| 5188        | COOP COUNTRY            | 232210         | FACILITIES                     | 01/30/2020   | 32.67                 | .00         |            |        |
| 5188        | COOP COUNTRY            | 232219         | FACILITIES                     | 01/31/2020   | 89.98                 | .00         |            |        |
| 5188        | COOP COUNTRY            | 232271         | FACILITIES                     | 02/03/2020   | 20.99                 | .00         |            |        |

| Vendor      | Vendor Name             | Invoice Number   | Description                     | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid  | Voided |
|-------------|-------------------------|------------------|---------------------------------|--------------|-----------------------|-------------|------------|--------|
| Total 5188: |                         |                  |                                 |              | 293.10                | .00         |            |        |
| <b>1270</b> |                         |                  |                                 |              |                       |             |            |        |
| 1270        | COUNTRYSIDE SERVICE, IN | 61048            | CLEARED SEWER LINE              | 01/17/2020   | 100.78                | .00         |            |        |
| Total 1270: |                         |                  |                                 |              | 100.78                | .00         |            |        |
| <b>1350</b> |                         |                  |                                 |              |                       |             |            |        |
| 1350        | DAILY SENTINEL          | 02203427         | PUBLIC NOTICES                  | 01/31/2020   | 189.64                | .00         |            |        |
| Total 1350: |                         |                  |                                 |              | 189.64                | .00         |            |        |
| <b>1567</b> |                         |                  |                                 |              |                       |             |            |        |
| 1567        | DRANGINIS, DAN          | 01282020         | FLEXIBLE BENEFIT PLAN REI       | 01/28/2020   | 190.32                | .00         |            |        |
| 1567        | DRANGINIS, DAN          | 01282020         | FLEXIBLE BENEFIT PLAN REI       | 01/28/2020   | 45.00                 | .00         |            |        |
| Total 1567: |                         |                  |                                 |              | 235.32                | .00         |            |        |
| <b>5228</b> |                         |                  |                                 |              |                       |             |            |        |
| 5228        | FAMILY SUPPORT REGISTRY | PR0125201        | FIPS 056888833 Garnishment      | 02/03/2020   | 246.00                | .00         |            |        |
| Total 5228: |                         |                  |                                 |              | 246.00                | .00         |            |        |
| <b>1855</b> |                         |                  |                                 |              |                       |             |            |        |
| 1855        | FICA/MED/ P/R TAXES     | CP161 NOTICE SEP | Penalty for Late Filing 2019    | 12/02/2019   | 2,614.16              | 2,614.16    | 02/05/2020 |        |
| 1855        | FICA/MED/ P/R TAXES     | PR0125202        | Federal Withholding Tax Pay P   | 02/03/2020   | 6,817.00              | 6,817.00    | 02/05/2020 |        |
| 1855        | FICA/MED/ P/R TAXES     | PR0125202        | Social Security Pay Period: 1/2 | 02/03/2020   | 3,185.91              | 3,185.91    | 02/05/2020 |        |
| 1855        | FICA/MED/ P/R TAXES     | PR0125202        | Social Security Pay Period: 1/2 | 02/03/2020   | 3,185.91              | 3,185.91    | 02/05/2020 |        |
| 1855        | FICA/MED/ P/R TAXES     | PR0125202        | Medicare Pay Period: 1/25/202   | 02/03/2020   | 1,142.92              | 1,142.92    | 02/05/2020 |        |
| 1855        | FICA/MED/ P/R TAXES     | PR0125202        | Medicare Pay Period: 1/25/202   | 02/03/2020   | 1,142.92              | 1,142.92    | 02/05/2020 |        |
| Total 1855: |                         |                  |                                 |              | 18,088.82             | 18,088.82   |            |        |
| <b>1860</b> |                         |                  |                                 |              |                       |             |            |        |
| 1860        | FIRE AND POLICE PENSION | PR0125200        | FPPA 457 Pay Period: 1/25/20    | 02/03/2020   | 50.00                 | 50.00       | 02/05/2020 |        |
| 1860        | FIRE AND POLICE PENSION | PR0125200        | Fire Pension Pay Period: 1/25/  | 02/03/2020   | 370.48                | 370.48      | 02/05/2020 |        |
| 1860        | FIRE AND POLICE PENSION | PR0125200        | Police Pension Pay Period: 1/2  | 02/03/2020   | 2,408.20              | 2,408.20    | 02/05/2020 |        |
| 1860        | FIRE AND POLICE PENSION | PR0125200        | Police Pension Pay Period: 1/2  | 02/03/2020   | 1,751.42              | 1,751.42    | 02/05/2020 |        |
| 1860        | FIRE AND POLICE PENSION | PR0125200        | Fire Pension Pay Period: 1/25/  | 02/03/2020   | 509.41                | 509.41      | 02/05/2020 |        |
| Total 1860: |                         |                  |                                 |              | 5,089.51              | 5,089.51    |            |        |
| <b>4605</b> |                         |                  |                                 |              |                       |             |            |        |
| 4605        | GCR TIRES & SERVICE     | 202-102564       | VEHICLE MAINTENANCE             | 01/24/2020   | 1,205.67              | .00         |            |        |
| Total 4605: |                         |                  |                                 |              | 1,205.67              | .00         |            |        |
| <b>2245</b> |                         |                  |                                 |              |                       |             |            |        |
| 2245        | GRAND VALLEY IRRIGATION | 010720           | IRRIGATION SHARES               | 01/07/2020   | 424.31                | .00         |            |        |
| Total 2245: |                         |                  |                                 |              | 424.31                | .00         |            |        |
| <b>5626</b> |                         |                  |                                 |              |                       |             |            |        |
| 5626        | GREEN, KELLY            | 02092020         | FLEX PLAN REIMBURSEMEN          | 02/09/2020   | 15.00                 | .00         |            |        |

| Vendor      | Vendor Name            | Invoice Number | Description                  | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|-------------|------------------------|----------------|------------------------------|--------------|-----------------------|-------------|-----------|--------|
| Total 5626: |                        |                |                              |              | 15.00                 | .00         |           |        |
| <b>2455</b> |                        |                |                              |              |                       |             |           |        |
| 2455        | HONNEN EQUIPMENT CO.   | 1130494        | BACKHOE REPAIR               | 01/22/2020   | 383.22                | .00         |           |        |
| Total 2455: |                        |                |                              |              | 383.22                | .00         |           |        |
| <b>2485</b> |                        |                |                              |              |                       |             |           |        |
| 2485        | ICMA TRST 401 - 107074 | PR0125200      | ICMA 401K Pay Period: 1/25/2 | 02/03/2020   | 2,006.19              | .00         |           |        |
| 2485        | ICMA TRST 401 - 107074 | PR0125200      | ICMA 401K Pay Period: 1/25/2 | 02/03/2020   | 2,006.19              | .00         |           |        |
| Total 2485: |                        |                |                              |              | 4,012.38              | .00         |           |        |
| <b>2495</b> |                        |                |                              |              |                       |             |           |        |
| 2495        | ICMA TRST 457 - 304721 | PR0125200      | ICMA 457 Pay Period: 1/25/20 | 02/03/2020   | 176.48                | .00         |           |        |
| Total 2495: |                        |                |                              |              | 176.48                | .00         |           |        |
| <b>2505</b> |                        |                |                              |              |                       |             |           |        |
| 2505        | IMPACT PROMOTIONAL PRO | 68414          | UNIFORMS                     | 01/22/2020   | 1,058.95              | .00         |           |        |
| Total 2505: |                        |                |                              |              | 1,058.95              | .00         |           |        |
| <b>5584</b> |                        |                |                              |              |                       |             |           |        |
| 5584        | JOHNS, DAVID           | 01312020       | FLEXIBLE BENEFIT REIMBUR     | 01/31/2020   | 185.50                | .00         |           |        |
| Total 5584: |                        |                |                              |              | 185.50                | .00         |           |        |
| <b>3065</b> |                        |                |                              |              |                       |             |           |        |
| 3065        | MESA COUNTY            | EM-000335      | AMBULANCE TRANSPORT F        | 01/21/2020   | 2,510.00              | .00         |           |        |
| Total 3065: |                        |                |                              |              | 2,510.00              | .00         |           |        |
| <b>5965</b> |                        |                |                              |              |                       |             |           |        |
| 5965        | MONTE, WAYNE           | 18-2981 3      | RESTITUTION                  | 01/10/2020   | 75.00                 | .00         |           |        |
| Total 5965: |                        |                |                              |              | 75.00                 | .00         |           |        |
| <b>5730</b> |                        |                |                              |              |                       |             |           |        |
| 5730        | MOUNTAINSIDE PRODUCTIO | 1259           | SOUND SYS- MEET & GREET      | 01/30/2020   | 645.00                | .00         |           |        |
| Total 5730: |                        |                |                              |              | 645.00                | .00         |           |        |
| <b>5520</b> |                        |                |                              |              |                       |             |           |        |
| 5520        | MUNICIPAL CODE CORPORA | 00338900       | CODIFYING the PALISADE M     | 01/27/2020   | 455.00                | .00         |           |        |
| Total 5520: |                        |                |                              |              | 455.00                | .00         |           |        |
| <b>3410</b> |                        |                |                              |              |                       |             |           |        |
| 3410        | NEOPOST LEASING, INC   | 2020 POSTAGE   | POSTAGE ON CALL #5337051     | 02/05/2020   | 2,000.00              | .00         |           |        |
| Total 3410: |                        |                |                              |              | 2,000.00              | .00         |           |        |
| <b>3465</b> |                        |                |                              |              |                       |             |           |        |
| 3465        | OFFICE DEPOT           | 426462655001   | OFFICE SUPPLY - ADMIN        | 01/15/2020   | 393.98                | .00         |           |        |
| 3465        | OFFICE DEPOT           | 427256742001   | OFFICE SUPPLY - ADMIN        | 01/13/2020   | 87.45                 | .00         |           |        |


| Vendor      | Vendor Name             | Invoice Number | Description             | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|-------------|-------------------------|----------------|-------------------------|--------------|-----------------------|-------------|-----------|--------|
| 3465        | OFFICE DEPOT            | 427466811001   | OFFICE SUPPLY - ADMIN   | 01/10/2020   | 15.99-                | .00         |           |        |
| 3465        | OFFICE DEPOT            | 429224217001   | OFFICE SUPPLY - ADMIN   | 01/15/2020   | 23.74                 | .00         |           |        |
| 3465        | OFFICE DEPOT            | 429224292001   | OFFICE SUPPLY - ADMIN   | 01/15/2020   | 34.19                 | .00         |           |        |
| 3465        | OFFICE DEPOT            | 429243980001   | OFFICE SUPPLY - ADMIN   | 01/15/2020   | 109.98                | .00         |           |        |
| 3465        | OFFICE DEPOT            | 42930979001    | BOARD ROOM SUPPLIES     | 01/16/2020   | 25.84                 | .00         |           |        |
| 3465        | OFFICE DEPOT            | 42930979001    | OFFICE SUPPLIES - WATER | 01/16/2020   | 14.71                 | .00         |           |        |
| 3465        | OFFICE DEPOT            | 42930979001    | OPERATING SUPPLY-ADMIN  | 01/16/2020   | 19.43                 | .00         |           |        |
| 3465        | OFFICE DEPOT            | 42930979001    | BOARD ROOM SUPPLIES     | 01/16/2020   | 29.75                 | .00         |           |        |
| 3465        | OFFICE DEPOT            | 429310001001   | OPERATING SUPPLY-ADMIN  | 01/16/2020   | 49.98                 | .00         |           |        |
| 3465        | OFFICE DEPOT            | 430441727001   | OFFICE SUPPLY - ADMIN   | 01/17/2020   | 11.18                 | .00         |           |        |
| 3465        | OFFICE DEPOT            | 430442067001   | OFFICE SUPPLY - ADMIN   | 01/17/2020   | 62.99                 | .00         |           |        |
| 3465        | OFFICE DEPOT            | 430453006001   | OFFICE SUPPLY - ADMIN   | 01/17/2020   | 161.96                | .00         |           |        |
| Total 3465: |                         |                |                         |              | 1,009.19              | .00         |           |        |
| <b>5983</b> |                         |                |                         |              |                       |             |           |        |
| 5983        | OLSEN, TYSON            | 02032020       | FLEXABLE BENEFIT PLAN   | 02/03/2020   | 75.00                 | .00         |           |        |
| Total 5983: |                         |                |                         |              | 75.00                 | .00         |           |        |
| <b>3555</b> |                         |                |                         |              |                       |             |           |        |
| 3555        | PALISADE CHAMBER OF CO  | 4406           | 2020 SUPPORT            | 01/17/2020   | 2,500.00              | .00         |           |        |
| Total 3555: |                         |                |                         |              | 2,500.00              | .00         |           |        |
| <b>3830</b> |                         |                |                         |              |                       |             |           |        |
| 3830        | PINNACOL ASSURANCE CO   | 19866188       | DEDUCTIBLE INVOICE      | 01/13/2020   | 188.31                | .00         |           |        |
| Total 3830: |                         |                |                         |              | 188.31                | .00         |           |        |
| <b>3860</b> |                         |                |                         |              |                       |             |           |        |
| 3860        | PROVELOCITY LLC         | 25125          | COMPUTER SERVICES       | 02/01/2020   | 6,184.00              | .00         |           |        |
| Total 3860: |                         |                |                         |              | 6,184.00              | .00         |           |        |
| <b>5885</b> |                         |                |                         |              |                       |             |           |        |
| 5885        | RYAN, SAWYER & WHITNEY, | 2099-6007      | 2020 BGF                | 02/05/2020   | 3,216.76              | .00         |           |        |
| Total 5885: |                         |                |                         |              | 3,216.76              | .00         |           |        |
| <b>4365</b> |                         |                |                         |              |                       |             |           |        |
| 4365        | SIMMONS LOCK & KEY, INC | 272501         | BLDG. KEYS              | 01/27/2020   | 7.40                  | .00         |           |        |
| Total 4365: |                         |                |                         |              | 7.40                  | .00         |           |        |
| <b>5999</b> |                         |                |                         |              |                       |             |           |        |
| 5999        | TEZAK, MARIAH           | 19-2753        | RESTITUTION             | 01/27/2020   | 293.99                | .00         |           |        |
| Total 5999: |                         |                |                         |              | 293.99                | .00         |           |        |
| <b>4703</b> |                         |                |                         |              |                       |             |           |        |
| 4703        | TRANSWEST TRUCKS        | 004P63542      | HEAVY EQUIPMENT REPAIR  | 01/27/2020   | 222.25                | .00         |           |        |
| Total 4703: |                         |                |                         |              | 222.25                | .00         |           |        |
| <b>4715</b> |                         |                |                         |              |                       |             |           |        |
| 4715        | TROPHY CASE, THE        | 74982          | NAME PLATE/NAME TAG     | 01/20/2020   | 28.20                 | .00         |           |        |



| Vendor        | Vendor Name            | Invoice Number     | Description            | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid  | Voided |
|---------------|------------------------|--------------------|------------------------|--------------|-----------------------|-------------|------------|--------|
| Total 4715:   |                        |                    |                        |              | 28.20                 | .00         |            |        |
| <b>5415</b>   |                        |                    |                        |              |                       |             |            |        |
| 5415          | TURTLE TRACKS          | 1023               | BALLISTIC VEST CARRIER | 01/03/2020   | 730.00                | .00         |            |        |
| Total 5415:   |                        |                    |                        |              | 730.00                | .00         |            |        |
| <b>4755</b>   |                        |                    |                        |              |                       |             |            |        |
| 4755          | U S POSTOFFICE         | JAN UTILITY BILLIN | UTILITY BILLS          | 02/03/2020   | 313.32                | 313.32      | 02/03/2020 |        |
| Total 4755:   |                        |                    |                        |              | 313.32                | 313.32      |            |        |
| <b>4875</b>   |                        |                    |                        |              |                       |             |            |        |
| 4875          | UTILITY REFUNDS        | 1.0800.04          | REFUND CHECK           | 02/06/2020   | 6.68                  | .00         |            |        |
| 4875          | UTILITY REFUNDS        | 3.2030.01          | REFUND CHECK           | 02/05/2020   | 154.55                | .00         |            |        |
| Total 4875:   |                        |                    |                        |              | 161.23                | .00         |            |        |
| <b>5598</b>   |                        |                    |                        |              |                       |             |            |        |
| 5598          | WESTERN PAPER DISTRIBU | 358048             | DOGGIE BAGS            | 01/02/2020   | 324.00                | .00         |            |        |
| Total 5598:   |                        |                    |                        |              | 324.00                | .00         |            |        |
| <b>5055</b>   |                        |                    |                        |              |                       |             |            |        |
| 5055          | WESTERN SLOPE AUTO     | 99876              | PD VEHICLE MAINTENANCE | 12/26/2019   | 30.64                 | .00         |            |        |
| Total 5055:   |                        |                    |                        |              | 30.64                 | .00         |            |        |
| Grand Totals: |                        |                    |                        |              | 88,378.23             | 26,075.65   |            |        |

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

Date: 2/7/2020

Town Manager:   
(Administrative Review and Approval for Payment)

Date: 2-7-2020

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

Date: \_\_\_\_\_

Town Clerk: \_\_\_\_\_  
(Document Recorded)

Date: \_\_\_\_\_



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

Phone: (970) 464-5602  
Fax: (970) 464-5609  
[www.townofpalisade.org](http://www.townofpalisade.org)

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## EXPENDITURES - APPROVAL BY DEPT

Council Meeting Date – February 11, 2020

Date Range of Payables – 1/25/20 – 2/6/20

## Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

| Vendor Name              | Invoice Number | Description                       | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid  | Voided |
|--------------------------|----------------|-----------------------------------|--------------|-----------------------|-------------|------------|--------|
| AFLAC INSURANCE          | PR0125200      | AFLAC Pre-tax Pay Period: 1/25/   | 02/03/2020   | 325.14                | .00         |            |        |
| AFLAC INSURANCE          | PR0125200      | AFLAC After-Tax Pay Period: 1/2   | 02/03/2020   | 93.06                 | .00         |            |        |
| COLORADO DEPT OF REVENUE | PR0125200      | State Withholding Tax Pay Period  | 02/03/2020   | 2,584.00              | 2,584.00    | 02/05/2020 |        |
| FICA/MED/ P/R TAXES      | PR0125202      | Federal Withholding Tax Pay Peri  | 02/03/2020   | 6,817.00              | 6,817.00    | 02/05/2020 |        |
| FICA/MED/ P/R TAXES      | PR0125202      | Social Security Pay Period: 1/25/ | 02/03/2020   | 3,185.91              | 3,185.91    | 02/05/2020 |        |
| FICA/MED/ P/R TAXES      | PR0125202      | Social Security Pay Period: 1/25/ | 02/03/2020   | 3,185.91              | 3,185.91    | 02/05/2020 |        |
| FICA/MED/ P/R TAXES      | PR0125202      | Medicare Pay Period: 1/25/2020    | 02/03/2020   | 1,142.92              | 1,142.92    | 02/05/2020 |        |
| FICA/MED/ P/R TAXES      | PR0125202      | Medicare Pay Period: 1/25/2020    | 02/03/2020   | 1,142.92              | 1,142.92    | 02/05/2020 |        |
| FIRE AND POLICE PENSION  | PR0125200      | FPPA 457 Pay Period: 1/25/2020    | 02/03/2020   | 50.00                 | 50.00       | 02/05/2020 |        |
| FIRE AND POLICE PENSION  | PR0125200      | Fire Pension Pay Period: 1/25/20  | 02/03/2020   | 370.48                | 370.48      | 02/05/2020 |        |
| FIRE AND POLICE PENSION  | PR0125200      | Police Pension Pay Period: 1/25/  | 02/03/2020   | 2,408.20              | 2,408.20    | 02/05/2020 |        |
| FIRE AND POLICE PENSION  | PR0125200      | Police Pension Pay Period: 1/25/  | 02/03/2020   | 1,751.42              | 1,751.42    | 02/05/2020 |        |
| FIRE AND POLICE PENSION  | PR0125200      | Fire Pension Pay Period: 1/25/20  | 02/03/2020   | 509.41                | 509.41      | 02/05/2020 |        |
| ICMA TRST 401 - 107074   | PR0125200      | ICMA 401K Pay Period: 1/25/202    | 02/03/2020   | 2,006.19              | .00         |            |        |
| ICMA TRST 401 - 107074   | PR0125200      | ICMA 401K Pay Period: 1/25/202    | 02/03/2020   | 2,006.19              | .00         |            |        |
| ICMA TRST 457 - 304721   | PR0125200      | ICMA 457 Pay Period: 1/25/2020    | 02/03/2020   | 176.48                | .00         |            |        |
| UTILITY REFUNDS          | 1.0800.04      | REFUND CHECK                      | 02/06/2020   | 6.68                  | .00         |            |        |
| UTILITY REFUNDS          | 3.2030.01      | REFUND CHECK                      | 02/05/2020   | 154.55                | .00         |            |        |
| FAMILY SUPPORT REGISTRY  | PR0125201      | FIPS 056888833 Garnishment P      | 02/03/2020   | 246.00                | .00         |            |        |
| MONTE, WAYNE             | 18-2981 3      | RESTITUTION                       | 01/10/2020   | 75.00                 | .00         |            |        |
| ALPINE BANK CC           | KF 3180 JAN    | PREPAIDS - TO BE REPAYED          | 01/19/2020   | 25.65                 | .00         |            |        |
| TEZAK, MARIAH            | 19-2753        | RESTITUTION                       | 01/27/2020   | 293.99                | .00         |            |        |
| Total :                  |                |                                   |              | 28,557.10             | 23,148.17   |            |        |

| Vendor Name              | Invoice Number | Description                  | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid  | Voided |
|--------------------------|----------------|------------------------------|--------------|-----------------------|-------------|------------|--------|
| <b>ADMINISTRATION</b>    |                |                              |              |                       |             |            |        |
| CIRSA                    | 200229         | PROPERTY AND CASUALTY CO     | 01/01/2020   | 17,092.97             | .00         |            |        |
| DAILY SENTINEL           | 02203427       | PUBLIC NOTICES               | 01/31/2020   | 189.64                | .00         |            |        |
| FICA/MED/ P/R TAXES      | CP161 NOTIC    | Penalty for Late Filing 2019 | 12/02/2019   | 2,614.16              | 2,614.16    | 02/05/2020 |        |
| NEOPOST LEASING, INC     | 2020 POSTAG    | POSTAGE ON CALL #53370518    | 02/05/2020   | 2,000.00              | .00         |            |        |
| OFFICE DEPOT             | 426462655001   | OFFICE SUPPLY - ADMIN        | 01/15/2020   | 393.98                | .00         |            |        |
| OFFICE DEPOT             | 427256742001   | OFFICE SUPPLY - ADMIN        | 01/13/2020   | 87.45                 | .00         |            |        |
| OFFICE DEPOT             | 427466811001   | OFFICE SUPPLY - ADMIN        | 01/10/2020   | 15.99-                | .00         |            |        |
| OFFICE DEPOT             | 429224217001   | OFFICE SUPPLY - ADMIN        | 01/15/2020   | 23.74                 | .00         |            |        |
| OFFICE DEPOT             | 429224292001   | OFFICE SUPPLY - ADMIN        | 01/15/2020   | 34.19                 | .00         |            |        |
| OFFICE DEPOT             | 429243980001   | OFFICE SUPPLY - ADMIN        | 01/15/2020   | 109.98                | .00         |            |        |
| OFFICE DEPOT             | 42930979001    | BOARD ROOM SUPPLIES          | 01/16/2020   | 25.84                 | .00         |            |        |
| OFFICE DEPOT             | 42930979001    | OPERATING SUPPLY-ADMIN       | 01/16/2020   | 19.43                 | .00         |            |        |
| OFFICE DEPOT             | 42930979001    | BOARD ROOM SUPPLIES          | 01/16/2020   | 29.75                 | .00         |            |        |
| OFFICE DEPOT             | 429310001001   | OPERATING SUPPLY-ADMIN       | 01/16/2020   | 49.98                 | .00         |            |        |
| OFFICE DEPOT             | 430441727001   | OFFICE SUPPLY - ADMIN        | 01/17/2020   | 11.18                 | .00         |            |        |
| OFFICE DEPOT             | 430442067001   | OFFICE SUPPLY - ADMIN        | 01/17/2020   | 62.99                 | .00         |            |        |
| OFFICE DEPOT             | 430453006001   | OFFICE SUPPLY - ADMIN        | 01/17/2020   | 161.96                | .00         |            |        |
| PROVELOCITY LLC          | 25125          | COMPUTER SERVICES            | 02/01/2020   | 6,184.00              | .00         |            |        |
| TROPHY CASE, THE         | 74982          | NAME PLATE/NAME TAG          | 01/20/2020   | 28.20                 | .00         |            |        |
| MUNICIPAL CODE CORPORATI | 00338900       | CODIFYING the PALISADE MUNI  | 01/27/2020   | 455.00                | .00         |            |        |
| MOUNTAINSIDE PRODUCTION  | 1259           | SOUND SYS- MEET & GREET      | 01/30/2020   | 645.00                | .00         |            |        |
| ALPINE BANK CC           | KF 3160 JAN    | SUPPLIES                     | 01/19/2020   | 52.91                 | .00         |            |        |
| ALPINE BANK CC           | KF 3160 JAN    | TRAINING                     | 01/19/2020   | 168.92                | .00         |            |        |
| ALPINE BANK CC           | KF 3160 JAN    | SUPPLIES                     | 01/19/2020   | 62.97                 | .00         |            |        |
| ALPINE BANK CC           | LH 3079 JAN    | SUPPLIES                     | 01/18/2020   | 90.00-                | .00         |            |        |
| ALPINE BANK CC           | LH 3079 JAN    | SUPPLIES                     | 01/18/2020   | 6.43                  | .00         |            |        |
| ALPINE BANK CC           | LH 3079 JAN    | SUPPLIES                     | 01/18/2020   | 6.43                  | .00         |            |        |
| ALPINE BANK CC           | LH 3079 JAN    | SUPPLIES                     | 01/18/2020   | 6.43                  | .00         |            |        |
| ALPINE BANK CC           | LH 3079 JAN    | SUPPLIES                     | 01/18/2020   | 333.06                | .00         |            |        |
| ALPINE BANK CC           | LH 3079 JAN    | SUPPLIES                     | 01/18/2020   | 26.98                 | .00         |            |        |
| ALPINE BANK CC           | ML 3103 JAN    | TRAINING                     | 01/19/2020   | 499.00                | .00         |            |        |
| ALPINE BANK CC           | TW 3095 JAN    | COUNCIL DAIS                 | 01/19/2020   | 27.04                 | .00         |            |        |
| Total ADMINISTRATION:    |                |                              |              | 31,303.62             | 2,614.16    |            |        |

| Vendor Name                  | Invoice Number | Description               | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|------------------------------|----------------|---------------------------|--------------|-----------------------|-------------|-----------|--------|
| <b>COMMUNITY DEVELOPMENT</b> |                |                           |              |                       |             |           |        |
| COLORADO WEST LAND TRUS      | TOP013020      | BUFFER ZONE               | 01/30/2020   | 1,145.00              | .00         |           |        |
| PALISADE CHAMBER OF COMM     | 4406           | 2020 SUPPORT              | 01/17/2020   | 2,500.00              | .00         |           |        |
| RYAN, SAWYER & WHITNEY, LL   | 2099-6007      | 2020 BGF                  | 02/05/2020   | 3,216.76              | .00         |           |        |
| ALPINE BANK CC               | AS 3087 JAN    | CD - TRAINING             | 01/19/2020   | 32.17                 | .00         |           |        |
| ALPINE BANK CC               | AS 3087 JAN    | CD - TRAINING             | 01/19/2020   | 100.68                | .00         |           |        |
| ALPINE BANK CC               | AS 3087 JAN    | CD - TRAINING             | 01/19/2020   | 12.01                 | .00         |           |        |
| ALPINE BANK CC               | AS 3087 JAN    | CD - TRAINING             | 01/19/2020   | 23.57                 | .00         |           |        |
| ALPINE BANK CC               | AS 3087 JAN    | CD - TRAINING             | 01/19/2020   | 60.58                 | .00         |           |        |
| ALPINE BANK CC               | AS 3087 JAN    | CD - TRAINING             | 01/19/2020   | 17.40                 | .00         |           |        |
| ALPINE BANK CC               | AS 3087 JAN    | CD - TRAINING             | 01/19/2020   | 109.00                | .00         |           |        |
| ALPINE BANK CC               | AS 3087 JAN    | CD - PROFESSIONAL SERVICE | 01/19/2020   | 18.61                 | .00         |           |        |
| ALPINE BANK CC               | AS 3087 JAN    | CD - DUES & SUBS          | 01/19/2020   | 99.00                 | .00         |           |        |
| ALPINE BANK CC               | LH 3079 JAN    | MAILCHIMP                 | 01/18/2020   | 74.99                 | .00         |           |        |
| Total COMMUNITY DEVELOPMENT: |                |                           |              | 7,409.77              | .00         |           |        |

| Vendor Name         | Invoice Number | Description | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|---------------------|----------------|-------------|--------------|-----------------------|-------------|-----------|--------|
| <b>TOURISM FUND</b> |                |             |              |                       |             |           |        |
| ALPINE BANK CC      | LH 3079 JAN    | TAB         | 01/18/2020   | 84.99                 | .00         |           |        |
| Total TOURISM FUND: |                |             |              | 84.99                 | .00         |           |        |

| Vendor Name       | Invoice Number | Description | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|-------------------|----------------|-------------|--------------|-----------------------|-------------|-----------|--------|
| <b>RECREATION</b> |                |             |              |                       |             |           |        |
| ALPINE BANK CC    | KF 3160 JAN    | BGF         | 01/19/2020   | 41.99                 | .00         |           |        |
| Total RECREATION: |                |             |              | 41.99                 | .00         |           |        |

| Vendor Name              | Invoice Number | Description                | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|--------------------------|----------------|----------------------------|--------------|-----------------------|-------------|-----------|--------|
| <b>POLICE</b>            |                |                            |              |                       |             |           |        |
| BOOKCLIFF AUTO PARTS INC | 024712         | PD- VEHICLE MAINTENANCE    | 01/09/2020   | 21.18                 | .00         |           |        |
| BOOKCLIFF AUTO PARTS INC | 029955         | PD- VEHICLE MAINTENANCE    | 01/21/2020   | 25.98                 | .00         |           |        |
| BOOKCLIFF AUTO PARTS INC | 030605         | PD- VEHICLE MAINTENANCE    | 01/22/2020   | 54.98                 | .00         |           |        |
| DRANGINIS, DAN           | 01282020       | FLEXIBLE BENEFIT PLAN REIM | 01/28/2020   | 190.32                | .00         |           |        |
| DRANGINIS, DAN           | 01282020       | FLEXIBLE BENEFIT PLAN REIM | 01/28/2020   | 45.00                 | .00         |           |        |
| PINNACOL ASSURANCE COMP  | 19866188       | DEDUCTIBLE INVOICE         | 01/13/2020   | 188.31                | .00         |           |        |
| WESTERN SLOPE AUTO       | 99876          | PD VEHICLE MAINTENANCE     | 12/26/2019   | 30.64                 | .00         |           |        |
| TURTLE TRACKS            | 1023           | BALLISTIC VEST CARRIER     | 01/03/2020   | 730.00                | .00         |           |        |
| OLSEN, TYSON             | 02032020       | FLEXABLE BENEFIT PLAN      | 02/03/2020   | 75.00                 | .00         |           |        |
| ALPINE BANK CC           | DF 3129 JAN    | PD - UNIFORMS              | 01/19/2020   | 58.99                 | .00         |           |        |
| ALPINE BANK CC           | DF 3129 JAN    | PD - SUPPLIES              | 01/19/2020   | 79.78                 | .00         |           |        |
| ALPINE BANK CC           | DF 3129 JAN    | PD - SERVICES              | 01/19/2020   | 50.00                 | .00         |           |        |
| ALPINE BANK CC           | DF 3129 JAN    | PD - SUPPLIES              | 01/19/2020   | 618.80                | .00         |           |        |
| ALPINE BANK CC           | DF 3129 JAN    | PD - TRAINING              | 01/19/2020   | 42.38                 | .00         |           |        |
| ALPINE BANK CC           | DF 3129 JAN    | PD - TRAINING              | 01/19/2020   | 50.25                 | .00         |           |        |
| ALPINE BANK CC           | DF 3129 JAN    | PD - TRAINING              | 01/19/2020   | 396.26                | .00         |           |        |
| ALPINE BANK CC           | DF 3129 JAN    | PD - ANIMAL CONTROL        | 01/19/2020   | 45.00                 | .00         |           |        |
| ALPINE BANK CC           | DF 3129 JAN    | PD - SUPPLIES              | 01/19/2020   | 123.04                | .00         |           |        |
| ALPINE BANK CC           | DF 3129 JAN    | PD - SUPPLIES              | 01/19/2020   | 11.87                 | .00         |           |        |
| Total POLICE:            |                |                            |              | 2,837.78              | .00         |           |        |



| Vendor Name              | Invoice Number | Description             | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|--------------------------|----------------|-------------------------|--------------|-----------------------|-------------|-----------|--------|
| <b>FIRE / EMS</b>        |                |                         |              |                       |             |           |        |
| BOUND TREE MEDICAL, LLC  | 83469838       | MEDICAL SUPPLIES/EMS    | 01/10/2020   | 52.50                 | .00         |           |        |
| IMPACT PROMOTIONAL PRODU | 68414          | UNIFORMS                | 01/22/2020   | 1,058.95              | .00         |           |        |
| MESA COUNTY              | EM-000335      | AMBULANCE TRANSPORT FEE | 01/21/2020   | 2,510.00              | .00         |           |        |
| ALPINE BANK CC           | RR 3137 JAN    | FD - TRAINING           | 01/18/2020   | 20.00                 | .00         |           |        |
| ALPINE BANK CC           | RR 3137 JAN    | FD - TRAINING           | 01/18/2020   | 20.00                 | .00         |           |        |
| Total FIRE / EMS:        |                |                         |              | 3,661.45              | .00         |           |        |

| Vendor Name    | Invoice Number | Description | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|----------------|----------------|-------------|--------------|-----------------------|-------------|-----------|--------|
| <b>STREETS</b> |                |             |              |                       |             |           |        |
| ALPINE BANK CC | ML 3103 JAN    | TRAINING    | 01/19/2020   | 103.02                | .00         |           |        |
| Total STREETS: |                |             |              | 103.02                | .00         |           |        |

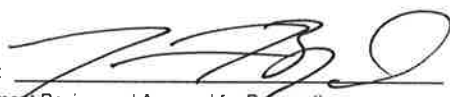
| Vendor Name              | Invoice Number | Description                 | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid  | Voided |
|--------------------------|----------------|-----------------------------|--------------|-----------------------|-------------|------------|--------|
| <b>WATER</b>             |                |                             |              |                       |             |            |        |
| BOOKCLIFF AUTO PARTS INC | 030233         | WATER VEHICLE REPAIR & MAIN | 01/22/2020   | 109.96                | .00         |            |        |
| BOOKCLIFF AUTO PARTS INC | 031024         | HEAVY EQUIP. REPAIR         | 01/23/2020   | 79.98                 | .00         |            |        |
| BOOKCLIFF AUTO PARTS INC | 032807         | WATER - VEHICLE MAINTENAN   | 01/28/2020   | 25.98                 | .00         |            |        |
| CIRSA                    | 200229         | PROPERTY AND CASUALTY CO    | 01/01/2020   | 6,040.38              | .00         |            |        |
| HONNEN EQUIPMENT CO.     | 1130494        | BACKHOE REPAIR              | 01/22/2020   | 383.22                | .00         |            |        |
| OFFICE DEPOT             | 42930979001    | OFFICE SUPPLIES - WATER     | 01/16/2020   | 14.71                 | .00         |            |        |
| TRANSWEST TRUCKS         | 004P63542      | HEAVY EQUIPMENT REPAIR      | 01/27/2020   | 222.25                | .00         |            |        |
| U S POSTOFFICE           | JAN UTILITY B  | UTILITY BILLS               | 02/03/2020   | 313.32                | 313.32      | 02/03/2020 |        |
| COOP COUNTRY             | 231889         | WATER LINE REPAIR           | 01/11/2020   | 5.57                  | .00         |            |        |
| COOP COUNTRY             | 231890         | WATER LINE REPAIR           | 01/11/2020   | 16.58                 | .00         |            |        |
| COOP COUNTRY             | 231892         | WATER LINE REPAIR           | 01/11/2020   | 2.78-                 | .00         |            |        |
| COOP COUNTRY             | 231893         | WATER LINE REPAIR           | 01/11/2020   | 9.99-                 | .00         |            |        |
| COOP COUNTRY             | 231894         | WATER LINE REPAIR           | 01/11/2020   | 12.99                 | .00         |            |        |
| COOP COUNTRY             | 232099         | RAW WATER REPAIR            | 01/23/2020   | 79.99                 | .00         |            |        |
| COOP COUNTRY             | 232106         | WATER HEAVY EQUIP REPAIR    | 01/23/2020   | 19.11                 | .00         |            |        |
| ALPINE BANK CC           | LH 3079 JAN    | WATER TELEPHONE             | 01/18/2020   | 699.93                | .00         |            |        |
| ALPINE BANK CC           | ML 3103 JAN    | TRAINING                    | 01/19/2020   | 103.02                | .00         |            |        |
| ALPINE BANK CC           | ML 3103 JAN    | TRAINING                    | 01/19/2020   | 103.02                | .00         |            |        |
| Total WATER:             |                |                             |              | 8,217.24              | 313.32      |            |        |

| Vendor Name        | Invoice Number | Description              | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|--------------------|----------------|--------------------------|--------------|-----------------------|-------------|-----------|--------|
| <b>SEWER PLANT</b> |                |                          |              |                       |             |           |        |
| CIRSA              | 200229         | PROPERTY AND CASUALTY CO | 01/01/2020   | 1,285.19              | .00         |           |        |
| ALPINE BANK CC     | ML 3103 JAN    | TRAINING                 | 01/19/2020   | 100.00                | .00         |           |        |
| Total SEWER PLANT: |                |                          |              | 1,385.19              | .00         |           |        |


| Vendor Name             | Invoice Number | Description               | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|-------------------------|----------------|---------------------------|--------------|-----------------------|-------------|-----------|--------|
| <b>SEWER COLLECTION</b> |                |                           |              |                       |             |           |        |
| CIRSA                   | 200229         | PROPERTY AND CASUALTY CO  | 01/01/2020   | 1,285.19              | .00         |           |        |
| JOHNS, DAVID            | 01312020       | FLEXIBLE BENEFIT REIMBURS | 01/31/2020   | 185.50                | .00         |           |        |
| Total SEWER COLLECTION: |                |                           |              | 1,470.69              | .00         |           |        |

| Vendor Name              | Invoice Number | Description             | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|--------------------------|----------------|-------------------------|--------------|-----------------------|-------------|-----------|--------|
| <b>PARKS</b>             |                |                         |              |                       |             |           |        |
| BOOKCLIFF AUTO PARTS INC | 030078         | PARKS - VEHICLE REPAIRS | 01/21/2020   | 25.43                 | .00         |           |        |
| BOOKCLIFF AUTO PARTS INC | 030079         | PARKS - UNIFORMS        | 01/21/2020   | 21.98                 | .00         |           |        |
| BOOKCLIFF AUTO PARTS INC | 030083         | PARKS - SMALL EQUIPMENT | 01/21/2020   | 108.68                | .00         |           |        |
| BOOKCLIFF AUTO PARTS INC | 030298         | PARKS - SMALL EQUIPMENT | 01/22/2020   | 8.49                  | .00         |           |        |
| BOOKCLIFF AUTO PARTS INC | 031025         | PARKS - VEHICLE REPAIRS | 01/23/2020   | 18.98                 | .00         |           |        |
| BOOKCLIFF AUTO PARTS INC | 032248         | PARKS - VEHICLE REPAIRS | 01/27/2020   | 357.09                | .00         |           |        |
| GRAND VALLEY IRRIGATION  | 010720         | IRRIGATION SHARES       | 01/07/2020   | 424.31                | .00         |           |        |
| GCR TIRES & SERVICE      | 202-102564     | VEHICLE MAINTENANCE     | 01/24/2020   | 1,205.67              | .00         |           |        |
| GREEN, KELLY             | 02092020       | FLEX PLAN REIMBURSEMENT | 02/09/2020   | 15.00                 | .00         |           |        |
| ALPINE BANK CC           | LH 3079 JAN    | DISC GOLF SUPPLIES      | 01/18/2020   | 18.24                 | .00         |           |        |
| ALPINE BANK CC           | LH 3079 JAN    | DISC GOLF SUPPLIES      | 01/18/2020   | 8.41-                 | .00         |           |        |
| ALPINE BANK CC           | LH 3079 JAN    | DISC GOLF SUPPLIES      | 01/18/2020   | 37.58                 | .00         |           |        |
| Total PARKS:             |                |                         |              | 2,233.04              | .00         |           |        |

| Vendor Name               | Invoice Number | Description          | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|---------------------------|----------------|----------------------|--------------|-----------------------|-------------|-----------|--------|
| <b>FACILITIES</b>         |                |                      |              |                       |             |           |        |
| ALL-PHASE                 | 2688-698156    | BUILDING MAINTENANCE | 01/29/2020   | 131.30                | .00         |           |        |
| COUNTRYSIDE SERVICE, INC. | 61048          | CLEARED SEWER LINE   | 01/17/2020   | 100.78                | .00         |           |        |
| SIMMONS LOCK & KEY, INC   | 272501         | BLDG. KEYS           | 01/27/2020   | 7.40                  | .00         |           |        |
| COOP COUNTRY              | 232072         | FACILITIES           | 01/21/2020   | 27.99                 | .00         |           |        |
| COOP COUNTRY              | 232210         | FACILITIES           | 01/30/2020   | 32.67                 | .00         |           |        |
| COOP COUNTRY              | 232219         | FACILITIES           | 01/31/2020   | 89.98                 | .00         |           |        |
| COOP COUNTRY              | 232271         | FACILITIES           | 02/03/2020   | 20.99                 | .00         |           |        |
| WESTERN PAPER DISTRIBUTO  | 358048         | DOGGIE BAGS          | 01/02/2020   | 324.00                | .00         |           |        |
| ALPINE BANK CC            | BC 3152 JAN    | COUNCIL DAIS         | 01/19/2020   | 91.55                 | .00         |           |        |
| ALPINE BANK CC            | TW 3095 JAN    | COUNCIL DAIS         | 01/19/2020   | 40.53                 | .00         |           |        |
| ALPINE BANK CC            | TW 3095 JAN    | COUNCIL DAIS         | 01/19/2020   | 205.16                | .00         |           |        |
| Total FACILITIES:         |                |                      |              | 1,072.35              | .00         |           |        |
| Grand Totals:             |                |                      |              | 88,378.23             | 26,075.65   |           |        |

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

Date: 2/7/2020

Town Manager:   
(Administrative Review and Approval for Payment)

Date: 2-7-2020

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

Date: \_\_\_\_\_

Town Clerk: \_\_\_\_\_  
(Document Recorded)

Date: \_\_\_\_\_

## Report Criteria:

Invoices with totals above \$0 included.  
Paid and unpaid invoices included.

MINUTES OF MEETING  
PALISADE BOARD OF TRUSTEES  
January 28<sup>th</sup>, 2020

The regular meeting of the Board of Trustees for the Town of Palisade was called to order at 6:00 p.m. by Mayor Granat with Trustees present: Bonds, Sundermeier, Somerville, Mikolai, Chase and L'Hommedieu. A quorum was declared. Also, in attendance were Town Attorney Jim Neu, Town Manager Janet Hawkinson, Town Clerk Lindsey Chitwood, Finance Director Travis Boyd, Utilities Director Matt Lemon, Police Chief Deb Funston, Community Development Director Allyson Shellhorn, Parks Recreation and Event Director Troy Ward, and Fire Chief Richard Rupp.

**AGENDA ADOPTION**

*Motion #1* by Mayor Pro-Tem Mikolai, seconded by Trustee Sundermeier, to approve the agenda as presented.

A voice vote was requested  
Motion carried unanimously

**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 – January 11<sup>th</sup>, 2020 – January 24<sup>th</sup>, 2020
- **Minutes**  
Minutes from January 14<sup>th</sup>, 2020 Board Meeting

*Motion #2* by Trustee Chase, seconded by Trustee Sundermeier, to approve the Consent Agenda as presented.

A roll call vote was requested.

Yes: Trustee Bonds, Trustee Sundermeier, Trustee Somerville, Mayor Granat, Mayor Pro-Tem Mikolai, Trustee Chase, Trustee L'Hommedieu

No: None

Absent:

Motion carried.

**PUBLIC COMMENT**

None was offered.

**PUBLIC HEARING I**

**Project #2019-27**

Should the Board of Trustees for the Town of Palisade approve an application requesting a variance on the height of a fence at 393 West 4<sup>th</sup> Street (Parcel #2937-092-14-009)?

Mayor Granat opened the public hearing at 6:08p.m.

An application was submitted to the Town of Palisade for a variance on the height of a fence at 393 W. Fourth St. (Parcel # 2937-092-14-009) as applied for by Robert Woodburn. The owner of this parcel is requesting to place a 6' tall fence along the western side of the property which is considered a street side. This property is currently zoned as Mixed Use (MU). Per the Town of Palisade Land Development Code section 7.05, accessory uses and structures, 'fences and walls in any required street yard shall not exceed four feet in height.' To request a 6' fence along a street yard, the property owner is asking for approval for a variance.

Staff is asking the Board of Adjustment to make a decision regarding the application for a variance on the height of a fence on a street yard.

Town of Palisade Land Development Code section 7.05.D.6.a. Fences and Walls:

A. General:

- i. Fences and walls not more than six (6) feet in height may be installed along any side (interior) and rear lot line.



- ii. Fences and walls in any required street yard shall not exceed four (4) feet in height.
- iii. Fences and walls placed on corner lots shall comply with the requirements of Section 9.04.B.2.c.
- iv. Fences and walls higher than six (6) feet in height shall comply with all applicable yard requirements; provided, however, that the provisions of this Section shall not apply in the LI district.
- v. Fences and walls shall be constructed of high-quality materials, such as decorative blocks, brick, stone, vinyl, treated wood, wrought iron and chain link. Fences shall be constructed so that the supporting side of any fence (beams or cross arms, supports) are facing away from the right-of-way. Chain link shall not extend above the top fence rail. Barbed wire or other wire fence materials shall not be permitted outside the LI district.
- vi. Electrical fences are prohibited.
- vii. Breaks in any required fence or wall may be required for pedestrian connections to adjacent developments.
- viii. The maximum length of a continuous, unbroken and uninterrupted fence or wall plane shall be one hundred (100) feet. Breaks shall be provided through the use of columns, landscaped areas, transparent sections and a change in material.
- ix. All fences shall be kept in good repair at all times. Failure by the property owner to keep a fence in good repair may result in the Board of Trustees ordering that the fence be repaired or removed.

The applicant is requesting to put in a 6' fence along the western property line (along Iowa Ave). The variance request would allow the applicant a variance on the above section (LDC section 7.05.D.6.a) which only permits a 4' fence height along street yards.

#### Town of Palisade Land Development Code Section 4.12 Variance

##### Section 4.17.F. Findings of Fact

No variance shall be approved by the Board of Adjustment unless all of the following findings are made:

1. There are exceptional conditions pertaining to the particular piece of property in question because of its shape, size, or topography that are not applicable to other lands or structures in the same district, or there is a peculiar characteristic of an establishment which makes the parking and/or loading requirements of this LDC unrealistic;

This property is located on the corner of Iowa Avenue and W. Fourth Street. The house location lies along the current Town truck route and is approximately four feet from the sidewalk that was put in by the Town a few years ago. When the sidewalk improvements were made, the side of the house became much closer to pedestrians walking by. At the time of the sidewalk improvements, the landscaping (as pictured above) was removed. The landscaping cannot be put back in due to the small width between the sidewalk and the foundation of the house. Since the existing house was already built close to Iowa Avenue, and the sidewalks infringed on that space, these characteristics are unique to this particular piece of property.

2. Granting the variance requested will not confer upon the applicant any special privileges that are denied to other residents of the district in which the property is located.

The Town has received other inquiries and applications for a variance on fence height. Applications for a variance in fence height have typically been denied before due to a lack of undue hardship as required by a variance. It is the applicant's responsibility to show any undue hardship caused by the exceptional circumstances.

3. A literal interpretation of the provisions of the LDC would deprive the applicant of rights commonly enjoyed by other residents of the district in which the property is located.

Other property owners are not allowed to put 6' tall fences along street sides without approval of a variance by the Board of Adjustment. Other 6' tall fences may have been constructed prior to this regulation on fence height. If the variance is not granted by the Board of Adjustment, the applicant may construct a 4' tall fence along the sidewalk.

4. The requested variance will be in harmony with the purpose and intent of this LDC and will not be injurious to the neighborhood or to the general welfare.

The requested variance complies with the intent of a variance application as well as the request of a 6' tall fence along a street side yard. The 6' tall fence will not hinder any visibility to drivers at the intersection of W. Fourth Street and Iowa Avenue. The intent of the LDC is to have 4' tall fences along street yards unless there are exceptional circumstances and the applicant can show undue hardship. If the variance application is approved, the 6' tall fence must still comply with all other fence regulations as far as material and maintenance.

5. The special circumstances are not the result of the actions of the applicant.

Since the Town constructed sidewalks along Iowa Avenue, the applicant is not responsible for the close proximity to pedestrians walking by the house. Due to the sidewalks along Iowa Avenue, the applicant is also not able to put landscaping as a buffer due to possible damage to the sidewalk.

6. The variance requested is the minimum variance that will make possible the legal use of the land, building, or structure.

The variance requested is the minimum variance possible. The applicant is not asking for a fence height of greater than 6' tall which would create a much larger variance. Asking for a 6' fence instead of a 4' fence along Iowa Avenue would be the minimum variance requested. If granted, the variance would not permit a fence that is higher than a standard residential fence constructed at 6' tall.

#### RECOMMENDATION:

Staff is asking the Board of Adjustment to make a decision on the application for a variance for fence height at 393 W. Fourth Street. Staff is recommending that is the Board approve the application, it be based upon the above findings of fact.

The applicant briefly spoke to the Board regarding the reason why they're seeking this variance with the following points being made:

- Proximity to the sidewalk that the Town installed in 2019
- Privacy
- Safety
- The fence will be aesthetically appealing
- Most neighbors are in favor of the variance

Mayor Granat asked for public comment.

Citizens spoke to the Board briefly regarding the variance with the following points being made:

- The fence will impede visibility in the area, especially when leaving the alleyway

Mayor Granat asked for Board comment.

A brief discussion ensued amongst the Board of Trustees with the following points being made:

- This is a perfect example of the reasons why the Town allows variances
- Town projects have encroached onto this property for many years
- Concerns about the limited amount of space between the home and fence and whether the bedroom windows will be able to open.

*Motion #3* by Mayor Pro-Tem Mikolai, seconded by Trustee L'Hommedieu, to approve an application requesting a variance on the height of a fence at 393 West 4<sup>th</sup> Street (Parcel #2937-092-14-009)" as presented.

A roll call vote was requested.

Yes: Trustee Sundermeier, Trustee Somerville, Mayor Granat, Mayor Pro-Tem Mikolai, Trustee Chase, Trustee L'Hommedieu, Trustee Bonds

No: None

Absent:

Motion carried.

Mayor Granat closed the Public Hearing at 6:27p.m.

#### **NEW BUSINESS**

##### **Resolution #2020-01**

Should the Board of Trustees for the Town of Palisade, Colorado, approve Resolution #2020-01 entitled, "A Resolution of the Board of Trustees for the Town of Palisade, Colorado, Submitting a Ballot Question to the Registered Electors Voting in the April 7<sup>th</sup>, 2020 Regular Municipal Election Concerning Whether the Town of Palisade Should be Permitted to make Expenditures Accessible by Request at Town Hall or on the Town Website Rather than Regularly Publishing them in a Local Newspaper."?"

The Finance Director stated that the Colorado Revised Statutes requires that municipalities publish all expenditures in a newspaper of general circulation within 20 days of the expenses being approved for payment. Within the same statute, it

states that if the citizens may vote to allow the municipality to publish expenses on their websites, allowing expenditures to no longer have to be published in the newspaper, thereby saving money.

A brief discussion ensued amongst the Board with the following points being made:

- This is a good idea to save the Town money
- Is this actually worth going to the voters since the Town only expends approximately \$700 annually to publish the expenditures
- This lets the people make the decision
- No harm in continuing to publish expenditures in the newspaper because it allows for more transparency
- Saves paper

*Motion #4* by Trustee Somerville, seconded by Mayor Granat, to approve Resolution #2020-01 entitled, "A Resolution of the Board of Trustees for the Town of Palisade, Colorado, Submitting a Ballot Question to the Registered Electors Voting in the April 7<sup>th</sup>, 2020 Regular Municipal Election Concerning Whether the Town of Palisade Should be Permitted to make Expenditures Accessible by Request at Town Hall or on the Town Website Rather than Regularly Publishing them in a Local Newspaper" as presented

A roll call vote was requested.

Yes: Trustee Somerville, Mayor Granat, Mayor Pro-Tem Mikolai, Trustee L'Hommedieu, Trustee Bonds

No: Trustee Chase, Trustee Sundermeier

Absent:

Motion carried.

**Should the Board of Trustees approve a computer system upgrade at the water treatment plant in the amount of \$38,962.00?**

The Town Manager stated that staff toured the water treatment plant and met with the water treatment plant operators. Together a list was created of maintenance items that need to be addressed, one of which being the computer system. Funds for this project are included in the 2020 Town of Palisade budget.

Mayor Pro-Tem Mikolai inquired as to whether or not staff went out for RFP. The Town Manager stated that staff did go through the RFP process, this was the only response received.

*Motion #5* by Mayor Pro-Tem Mikolai, seconded by Trustee Sundermeier, to approve a computer system upgrade at the water treatment plant in the amount of \$38,962.00.

A roll call vote was requested.

Yes: Mayor Granat, Mayor Pro-Tem Mikolai, Trustee Chase, Trustee L'Hommedieu, Trustee Bonds, Trustee Sundermeier, Trustee Somerville

No: None

Absent:

Motion carried.

**Discussion regarding new event Palisade Art Festival on September 26<sup>th</sup> and 27<sup>th</sup>, 2020**

The Town Manager stated that by Code, the Board of Trustees must approve any new event that comes to Town.

The Parks, Recreation and Events Director stated that the Town was approached by the coordinator of the Mountain Arts Festival, and they're interested in beginning a new art festival at the Palisade Veterans' Memorial Park. This event would be very low impact, no alcohol is served and possibly 50-60 artisans being featured.

A brief discussion ensued amongst the Board with the following points being made:

- How does the festival make money? The Parks, Recreation and Events Director stated that the festival makes money through the entry fees from the artisans.
- Would like to see the committee work with the Blue Pig, Palisade Art Vision and other local galleries.
- Great idea
- Need to have a backup plan in case of inclement weather

*Motion #6* by Mayor Pro-Tem Mikolai, seconded by Trustee L'Hommedieu to support the Palisade Art Festival being hosted in the Town of Palisade on September 26<sup>th</sup>, and 27<sup>th</sup>, 2020.

A roll call vote was requested.

Yes: Mayor Pro-Tem Mikolai, Trustee Chase, Trustee L'Hommedieu, Trustee Bonds, Trustee Sundermeier, Trustee Somerville, Mayor Granat

No: None

Absent:

Motion carried.

#### **Discussion regarding a concert event at Riverbend Park for Palisade High School on May 16<sup>th</sup>, 2020**

The Town Manager stated that Palisade High School is requesting the use of Riverbend Park for a fundraising concert for mental health awareness and they are requesting the park use fees be waived.

The Parks, Recreation and Events Director stated that students from Palisade High School approached staff regarding hosting a fundraiser for mental health awareness. The students are anticipating a couple hundred people and will be charging a small fee for entry, there would be no alcohol, would take care of their own security, port-a-potties and any other facet of their concert. The concert would include three or four bands that would finish before dark. The students would like to come to a regularly scheduled Board meeting to formally present their idea.

A brief discussion ensued amongst the Board with the following points being made:

- What kind of bands will be performing? Looking at bands within the community.
- What will the impact be?
- Who will be in charge of security?
- How will they enforce a no drugs and/or alcohol policy?
- What is the cost?
- What are the hours?
- They need to provide volunteer staff for tasks like parking
- Need more information before any decision can be made

*Motion #7* by Mayor Pro-Tem Mikolai, seconded by Trustee Sundermeier, to approve the May 16<sup>th</sup>, 2020 date for the Palisade High School fundraising concert with the caveat that the students formally present their idea to the Board of Trustees during a regularly scheduled Board meeting making sure to include the answers to the above listed questions.

A roll call vote was requested.

Yes: Trustee Chase, Trustee L'Hommedieu, Trustee Bonds, Trustee Sundermeier, Trustee Somerville, Mayor Granat, Mayor Pro-Tem Mikolai

No: None

Absent:

Motion carried.

#### **ADJOURNMENT**

Mayor Granat, stating that there was no further business before the Board, adjourned the meeting at 7:10p.m.

X

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Roger L. Granat  
Mayor

**ATTEST:**

X

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Lindsey Chitwood  
Town Clerk



**TOWN OF PALISADE  
BOARD OF TRUSTEES  
PUBLIC HEARING REPORT**

---

Date: February 11, 2020

To: Town of Palisade Board of Trustees

From: Allyson Shellhorn, Community Development Director

**RE: Ordinance 2020-03 Application for a text amendment to the Land Development Code, section 4.06, to require site plan applications to be a public hearing subject to the Planning Commission final decision.**

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**Note: The text amendment for the site plan application process is being reviewed by the Town Attorney for clarification. At this time staff is asking to the Board of Trustees to continue this application until the Board of Trustee public hearing on February 25<sup>th</sup>, 2020.**



**TOWN OF PALISADE  
BOARD OF TRUSTEES  
PUBLIC HEARING REPORT**

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Date: February 11, 2020

To: Town of Palisade Board of Trustees

From: Allyson Shellhorn, Community Development Director

**RE: Ordinance 2020-04 Application for a text amendment to the Land Development Code, section 4.12, to require variance applications to be a public hearing subject to the Planning Commission final decision.**

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**BACKGROUND**

Since the update of the Town of Palisade Land Development Code in 2017, staff has determined that improvements to the variance application process are necessary. The basis of variance applications are to request a relief from the requirements of the Land Development Code. The Planning Commission is well versed in the regulations and requirements of the Land Development Code. Currently, variance applications are only presented to the Board of Adjustment and not presented to the Planning Commission. Staff believes that variance applications would be better served if they were subject to a public hearing and final decision by the Planning Commission, rather than the Board of Adjustment.

The intent of the 2017 update to the LDC was to streamline the application process. Staff has determined that the variance application process could be improved upon by amending the procedure to hold the Planning Commission as the final action authority. This text amendment would require that site plan applications comply with public notice requirements and receive approval from the Planning Commission at a public hearing.

**APPLICATION SUMMARY**

Staff is proposing an improvement to the variance application process detailed in the Land Development Code, section 4.12. This would require the application comply with public hearing notice and receive a final decision from the Planning Commission. After a final decision is made by the Planning Commission, the Community Development Director will provide a report on the decision. The Board of Trustees can call up an application for review with a majority vote. If there is a majority vote to review the application and the Planning Commission decision, the Board of Trustees can then vote on the application for a final decision.

Note: Regarding amendments to the text, any text discussed with a double underline is an addition to the text, whereas any text that has ~~strike through~~ language shall be deleted.

**The Planning Commission reviewed this text amendment at the February 4<sup>th</sup>, 2020 public hearing and voted to recommend approval of the text amendment to require variance applications to be a public hearing subject to the Planning Commission final decision. Staff is asking the Board of Trustees to review the application and make a decision on Ordinance 2020-3.**

## **Ordinance 2020-4 Land Development Code Text Amendment to the variance application:**

### **Proposed Changes:**

To update and improve upon the Land Development Code, staff is proposing that variance applications be subject to the Planning Commission as the Final Action Authority. Staff is proposing a change to section 2.02, 2.03, and 4.12 to the Palisade Land Development Code. The changes are detailed as follows:

#### **Section 2.02 Planning Commission**

This section would add a line to Article 2 – Review and Decision Making Authorities, under section 2.02 for Planning Commission. As part of section 2.02.C., this text amendment would add ‘Variance’ as an item for which the Planning Commission is the Final Action Authority. The text would change to:

##### **Section 2.02 Planning Commission**

###### **C. Final Action Authority**

###### **1. Design Variance**

###### **2. Variance**

#### **Section 2.03 Board of Adjustment**

Currently, variance applications are presented only to the Board of Adjustment for the final decision. Since the Planning Commission works closely with the Land Development Code, staff is recommending the final decision be given to the Planning Commission. This text change would amend section 2.03 to remove the variance line under the Board of Adjustment. The change would be as follows:

##### **Section 2.03 Board of Adjustment**

###### **B. Final Action Authority**

The Board of Adjustment shall be responsible for final action regarding the following:

###### **1. Administrative Appeal;~~and~~**

###### **~~2. Variance~~**

#### **Section 4.12 Variance**

The proposed text amendment will amend the applicability, procedure, findings of fact, and the burden of proof regarding section 4.12 for the variance process. This text amendment would require any variance applications to be subject to the Planning Commission as the final decision maker. Any variance application must receive approval from the Planning Commission. The Board of Adjustment would no longer serve as the final decision authority on variance applications. The text amendment to section 4.12 would be as follows:

##### **Section 4.12 Variance**

###### **B. Applicability**

1. The ~~Board of Adjustment~~ Planning Commission is authorized to grant variances from the dimensional standards and the off-street parking and loading standards of this LDC, unless a variance is specifically prohibited for a particular requirement. The granting of a variance shall not be contrary to the public interest or the purposes of this LDC where, owing to special conditions, a literal enforcement of the provisions of this LDC would result in unnecessary physical (not economical) hardship to the property owner.

2. The intent of this delegation of power to the ~~Board~~ Planning Commission that no variance shall be granted which is a use variance and has the practical effect of rezoning property to a higher intensity of use than the district in which the property is located.



## E. Procedure

### 6. ~~Board of Adjustment~~ Planning Commission action

- a. The ~~Board of Adjustment~~ Planning Commission may approve, deny, or continue the request.
- c. In approving the variance, the ~~Board of Adjustment~~ Planning Commission may prescribe reasonable and appropriate conditions which will ensure that the use will be compatible with adjacent properties and will not alter the character of the neighborhood.
- d. Conditions may be imposed by the ~~Board of Adjustment~~ Planning Commission regarding the location, character and other features of the proposed building or use as may be deemed by the ~~Board of Adjustment~~ Planning Commission to protect property values and general welfare of the neighborhood. Nonconformance with such conditions and safeguards, when part of the terms under which the variance is granted, shall be deemed a violation of this LDC.

### 7. The Board of Trustees Discretionary Review and Action:

The Board of Trustees may call up a variance application by a majority vote of the Board of Trustees at its next regular meeting following the Planning Commission's action and set a public hearing for its review and action on the application. Such a call up shall stay any decision by the Planning Commission and the Board of Trustees will make the final decision on the application.

## F. Findings of Fact

No variance shall be approved by the ~~Board of Adjustment~~ Planning Commission unless all of the following findings are made.

## H. Burden of Proof

The applicant seeking the variance shall have the burden of presenting evidence sufficient to allow the ~~Board of Adjustment~~ Planning Commission to reach the conclusions set forth below as well as the burden of persuasion of those issues.

## **Town of Palisade Land Development Code Section 4.01 Text Amendment**

### **Section 4.01.E. Approval Criteria**

**In evaluating any proposed amendment of the text of the LDC, the following shall be considered:**

**1. The extent to which the proposed text amendment is consistent with the remainder of the LDC, including, specifically, any purpose and intent statements;**

This text amendment is consistent with other zoning and development procedures within Article 4 of the Land Development Code. Other procedures require a public notice and public hearing in front of the Planning Commission and/or the Board of Trustees. Since the Planning Commission is greatly involved in determining the intent of the Land Development Code, it would be consistent with the LDC to have the Planning Commission act as the final authority on variance requests. This text amendment will ensure that all applications for a variance comply with the findings of fact for a variance request.

**2. The amendment must not adversely affect the public health, safety, or general welfare;**

The proposed text amendment will not adversely affect the public health, safety, or general welfare. The only change is to require the Planning Commission to act as the final decision authority on variance applications.

**3. The amendment is necessary because of changed or changing social values, new planning concepts, or other social or economic conditions in the areas affected;**

This text amendment is necessary since the Planning Commission works closely with the Land Development Code. Since a variance application is requesting a relief from the regulations within the Land Development Code, staff believes it would better serve applicants to present a variance request to the Planning Commission, rather than the Board of Adjustment. Without this text amendment, variance applications would still be subject to a public hearing in front of the Board of Adjustment and they would continue to act as the final decision authority.

**4. The proposed text amendment revises the LDC to comply with state or federal statutes or case law; or**

The proposed changes are not in conflict with any state or federal statutes or case law.

**5. The proposed text is found to be consistent with the Town's adopted comprehensive plan.**

The proposed text amendment is consistent with the Town's Comprehensive Plan. Variance requests will still be subject to a public hearing review process. This will allow for public comment and review opportunities. The Comprehensive Plan details current and future land use plans which falls greatly under the Planning Commission's responsibility. This text amendment would align with the Comprehensive Plan by requiring variances from the Land Development Code be subject to the Planning Commission's final decision.

### **RECOMMENDATION:**

Staff is recommending approval of Ordinance 2020-4, amending Land Development Code, sections 2.02, 2.03, and 4.12 to require variance applications to be subject to Planning Commission final decision.

**TOWN OF PALISADE, COLORADO  
ORDINANCE NO. 2020-04**

**AN ORDINANCE OF THE TOWN OF PALISADE, COLORADO  
ENACTING LAND DEVELOPMENT CODE SECTION 2.02, 2.03 AND 4.12  
TO REQUIRE VARIANCE APPLICATIONS TO BE A PUBLIC HEARING  
PRESENTED TO THE PLANNING COMMISSION FOR FINAL  
DECISION.**

**WHEREAS**, pursuant to Section 31-23-305, C.R.S., the Board of Trustees may adopt, alter or amend zoning and regulations; and

**WHEREAS**, the Board of Trustees believe that variance applications should be subject to public hearings in front of the Planning Commission and subject to Planning Commission final decision; and

**WHEREAS**, the Palisade Board of Trustees desires to amend the Land Development Code to require section 4.12.E. to include Planning Commission decision; and

**WHEREAS**, the Town's Planning Commission has recommended to the Board of Trustees that the amendments to the Land Development Code contained in this Ordinance be adopted; and

**WHEREAS**, in accordance with Sections 3.02 and 4.01 of the Land Development Code, and Section 31-23-306, C.R.S., on \_\_\_\_\_, 2020 a public hearing was held before the Planning Commission to consider a recommendation of an amendment of the Land Development Code to the Board of Trustees as set forth herein, following public notice as required by law; and

**WHEREAS**, in accordance with Sections 3.02 and 4.01 of the Land Development Code, and Section 31-23-304, C.R.S., on \_\_\_\_\_, 2020 a public hearing was held before the Board of Trustees to consider the amendment of the Land Development Code as set forth herein, following public notice as required by law; and

**WHEREAS**, the Board of Trustees finds and determines that the amendments to the Land Development Code, as contained herein, are necessary and designed for the purpose of promoting the health, safety, convenience, order, prosperity and welfare of the present and future inhabitants of the Town of Palisade and are consistent with the Town's Comprehensive Plan and the Town's other goals, policies and plans.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE, COLORADO:**

**Section 1.** The foregoing recitals are incorporated herein as if set forth in full.

**Section 2.** Land Development Code Sections 2.02, 2.03 and 4.12 are hereby amended as follows with underlined text added and ~~strike-through language deleted~~:

## **Section 2.02 Planning Commission**

### **C. Final Action Authority**

The Planning Commission shall be responsible for final action regarding the following:

1. Design variance
2. Variance

## **Section 2.03 Board of Adjustment**

### **B. Final Action Authority**

The Board of Adjustment shall be responsible for final action regarding the following:

1. Administrative Appeal;~~and~~
- ~~2. Variance~~

## **Section 4.12 Variance**

### **B. Applicability**

1. The ~~Board of Adjustment~~ Planning Commission is authorized to grant variances from the dimensional standards and the off-street parking and loading standards of this LDC, unless a variance is specifically prohibited for a particular requirement. The granting of a variance shall not be contrary to the public interest or the purposes of this LDC where, owing to special conditions, a literal enforcement of the provisions of this LDC would result in unnecessary physical (not economical) hardship to the property owner.
2. The intent of this delegation of power to the ~~Board~~ Planning Commission that no variance shall be granted which is a use variance and has the practical effect of rezoning property to a higher intensity of use that the district in which the property is located.

### **E. Procedure**

6. ~~Board of Adjustment~~ Planning Commission action
  - a. The ~~Board of Adjustment~~ Planning Commission may approve, deny, or continue the request.
  - c. In approving the variance, the ~~Board of Adjustment~~ Planning Commission may prescribe reasonable and appropriate conditions which will ensure that the use will be compatible with adjacent properties and will not alter the character of the neighborhood.
  - d. Conditions may be imposed by the ~~Board of Adjustment~~ Planning Commission regarding the location, character and other features of the proposed building or use as may be deemed by the ~~Board of Adjustment~~ Planning Commission to protect property values and general welfare of the neighborhood. Nonconformance with such conditions and safeguards, when

part of the terms under which the variance is granted, shall be deemed a violation of this LDC.

7. Board of Trustee Discretionary Review and Action

The Board of Trustees may call up a variance application by a majority vote of the Board of Trustees at its next regular meeting following the Planning Commission's action and set a public hearing for its review and action on the application. Such call up shall stay any decision by the Planning Commission and the Board of Trustees will make the final decision on the application.

**F. Findings of Fact**

No variance shall be approved by the ~~Board of Adjustment~~ Planning Commission unless all of the following findings are made.

**H. Burden of Proof**

The applicant seeking the variance shall have the burden of presenting evidence sufficient to allow the ~~Board of Adjustment~~ Planning Commission to reach the conclusions set forth below as well as the burden of persuasion of those issues.

**INTRODUCED, READ, PASSED, ADOPTED AND ORDERED PUBLISHED** at a regular meeting of the Board of the Trustees of the Town of Palisade, Colorado, held on \_\_\_\_\_, 2020.

TOWN OF PALISADE, COLORADO

By: \_\_\_\_\_  
Roger L Granat, Mayor

ATTEST:

\_\_\_\_\_  
Lindsey Chitwood, Town Clerk



**Palisade Board of Trustees**

**Regular Meeting**

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**Meeting Date:** February 11, 2020

**Presented By:** Janet Hawkinson, Town Manager  
Rich Rupp, Fire Chief

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**Information**

**SUBJECT:** The Town of Palisade works with Mesa County to implement the 2019 International Building Codes, Maintenance Codes and Fire Codes. Attached are the MOU and the Resolution which outlines changes to the 2019 International Building Code.

**ACTION:** To approve the MOU and Resolution adopting of the 2019 International Fire Codes.

**PALISADE FIRE PROTECTION DISTRICT RESOLUTION  
RESOLUTION #2020-02**

**A RESOLUTION BY THE BOARD OF TRUSTEES OF THE PALISADE FIRE PROTECTION DISTRICT ADOPTING THE 2018 EDITION OF THE INTERNATIONAL FIRE CODE (IFC) REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING AND USE OF HAZARDOUS SUBSTANCES, MATERIALS AND DEVICES, AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE PALISADE FIRE PROTECTION DISTRICT; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFORE; AND REPEALING THE 2012 EDITION OF THE INTERNATIONAL FIRE CODE AND AMENDMENTS THERETO AND ALL OTHER FIRE CODES AND ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT THEREWITH.**

**BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE PALISADE FIRE PROTECTION DISTRICT OF THE COUNTY OF MESA, STATE OF COLORADO;**

**SECTION 1:**

That a certain document, at least one copy of which is on file in the Office of the Palisade Fire Protection District, being marked and designated as the International Fire Code 2018 Edition. including Appendix chapters B, C, D, F, H, and I except Appendix "A", Appendix "F", Appendix "G", Appendix "K", Appendix "L", Appendix "M", and Appendix "N" as published by the International Code Council, is hereby adopted as the code of the Palisade Fire Protection District for regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and providing for the issuance of permits for hazardous uses or operations; and each and all of the regulations, provisions, conditions and terms of such International Fire Code, 2018 edition, published by the International Code Council, on file at the Palisade Town Hall, hereby referred to, adopted and made a part hereof as if fully set out in this resolution.

**SECTION 2:**

Establishment and Duties of Fire Prevention:

The International Fire Code shall be enforced by the Division of Fire Prevention, which is hereby established within the Palisade Fire Protection District jurisdiction and which shall be operated under the supervision of the Chief of the Palisade Fire Protection District.

- (a) The Fire Marshal (Fire Code Official) in charge of the Division of Fire Prevention in the Palisade Fire Protection District shall be appointed by the Chief of the Fire District.
- (b) The Chief of the Fire District may detail such members of the Fire District as Inspectors as the Chief shall from time to time deem necessary.
- (c) Liability: The fire code official, member of the board of appeals, officer, or other employee charged with the enforcement of this code, while acting for the jurisdiction, in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered liable personally, and is hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act or omission in the discharge of official duties.
- (d) Legal defense: Any suit instituted against any officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by the legal representative of the jurisdiction until the final termination of the proceedings. The fire code official or any subordinate shall not be liable for costs in an action, suit or proceeding that is instituted in pursuance of fire prevention, acting in good faith and without malice, shall be free from liability for acts performed under any of its provisions or by reason of any act or omission in the performance of official duties in connection therewith.

### **Section 3:**

#### **Amendments to the 2018 Edition of the International Fire Code:**

The International Fire Code is hereby amended and changed in the following respects:

#### **Section 101 Scope and General Requirements. Section 101 is amended as follows:**

Section 101.1 whenever the word "jurisdiction" is used in the International Fire Code, it shall be held to mean the Palisade Fire Protection District, Mesa County, Colorado.

#### **Section 105.6. Required operational permits. Section 105.6 is amended as follows:**

Operational permits are valid for three years from date of issue for Explosives.

Hazardous Materials, HPM Facilities and Storage of scrap tires and tire products permits are required for new and existing operations.



All other permits are valid only for each event or season.

Operational permits are required for the following:

| <u>Operational Permits:</u>                  | <u>Code Section:</u> |
|--|----------------------|
| Amusement buildings**                        | 105.6.2              |
| Carnivals and fairs **                       | 105.6.4              |
| Exhibit and trade shows**                    | 105.6.13             |
| Fireworks retail sales **                    | 105.6.14             |
| Explosives **                                | 105.6.14             |
| Pyrotechnic special effects material**       | 105.6.14 &           |
| 105.6.40                                     |                      |
| Hazardous Materials**                        | 105.6.20             |
| HPM Facilities**                             | 105.6.21             |
| Open Burning* (combined)**                   | 105.6.32             |
| Storage of scrap tires and tire byproducts** | 105.6.46             |

\*A permit shall be required for the "burn season" as outlined in the Mesa County Open Burning Control Regulations.

\*\*Permit fees and rates shall be as established by separate resolutions by the Board of Trustees of the Palisade Fire Protection District.

**Section 105.6.32 OPEN burning the language is DELETED and shall read as follows:**

Permits for bonfires, and open burning shall be secured at the Palisade Fire Protection District. Such permits shall adhere to all applicable fire codes and ordinances and the Colorado Air Quality Control Act, C.R.S. 1973, section 25-7-128 and the Mesa County Open Burning Control Regulation.

**Section 105.6.47 Amend Section 105.6.47 to read as follows:**

**Section 105.6.47 Temporary membrane structures and tents.**

An operational permit is required to operate an air-supported temporary structure, a temporary special event structure, or a tent having an individual or contiguous area more than 1,000 square feet.

Exception 1. Tents used exclusively for recreational camping purposes.

Exception 2. Funeral tents and curtains, or extensions attached thereto, when used for funeral services.

Exception 3. Temporary membrane structures and tents utilized for the purposes of retail fireworks sales, special amusement buildings or outdoor assembly events such as a circus, carnival, tent show, theater, skating rink, dance hall or other similar use shall require an operational permit when the area exceeds 400 square feet.

**Section 105.7 Required construction permits. Section 105.7 is amended as follows:**

| <u>Construction Permits:</u>                             | <u>Code</u> |
|--|-------------|
| <u>Section:</u>  |             |
| Plan Review Fees**                                       |             |
| Automatic fire-extinguishing systems**                   | 105.7.1     |
| Fire Sprinkler Systems                                   |             |
| Hood extinguishing Systems                               |             |
| Fire pumps and related equipment**                       | 105.7.8     |
| Fire alarm and detection systems and related equipment** | 105.7.7     |
| Installation/removal of aboveground storage tanks        |             |
| or underground storage tanks**                           | 105.7.9     |
| Flammable and combustible liquids **                     | 105.7.9     |
| LP gas**   | 105.7.16    |
| Gates and Barricades Across Fire Apparatus Access Roads  | 105.7.12    |

\*\*Permit fees and rates shall be as established by separate resolutions by the Board of Trustees of the Palisade Fire Protection District.

**Section 109 Appeals. The language is DELETED and shall be replaced as follows:**

Whenever the Chief of the Fire District disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the Code do not apply or that the true intent and meaning of the Code have been misconstrued or wrongly interpreted, the applicant may appeal the decision of the Chief of the Fire District to the Board of Appeals created by Part 13 of Ordinance #8, adopted by the Mesa County Board of County Commissioners. Such appeal shall be perfected by filing with the Chief of the Fire District a written appeal along with a fee of \$100 within 30 days from the date of the decision appealed.

**Section 110.4 Violation penalties. The language of section 109.4 is DELETED and shall read as follows:**

Section 110.4 Violation penalties:

(a) Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the code official, or of a permit or certification used under provisions of this code shall be guilty of a misdemeanor or punishable pursuant to 32-1-1002 (3) (d). C.R.S. as amended. Each day that a violation continues after due notice has been serviced shall be deemed a separate offense.

(b) The application of the above penalties shall not be held to prevent the enforced removal of prohibited conditions.

**Section 112.4 The language of 112.4 is DELETED and shall read as follows:**

**Section 112.4 Failure to Comply:**

(a) Any person who violates any of the provisions of this code or ordinances hereby adopted or fails to comply therewith, or “who violates or fails to comply with an order made there under, or who builds in violation of any detailed statement of specifications or plans submitted and approved there under, or certificate, or permit issued there under, and from which no appeal has been taken, or who fails to comply with such an order by a court of competent jurisdiction, within the time fixed herein, shall severely, for each and every such violation and noncompliance, respectively, be guilty of a misdemeanor, punishable pursuant to Section 32-1-1002 (3)(2), C.R.S., as amended. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations within a reasonable time; and when not otherwise specified, each day that prohibited conditions are maintained shall constitute a separate offense.

(b) The application of the above penalty shall not be held to prevent the enforced removal of prohibited conditions.

(c) Any person who shall continue any work after having been served with a stop work order except such work as that person is directed to perform to remove a violation or unsafe condition shall be liable of a municipal offense under the Palisade Municipal Code.

**Section 308.1.4.1. Add a new section to read as Follows:**

308.1.4.1. Egress from buildings. Barbecues shall not be used or stored in or near stairwells, corridors or other areas that are intended to be used as a means of egress or considered an interior living space.

**Section 319 Mobile Food Preparation Vehicles**

Section 319 will become effective July 1, 2020.

**Section 503.2.5. Add a new exception to read as follows:**

Exceptions:

1. When all buildings are equipped throughout with approved automatic sprinkler systems installed in accordance with NFPA 13, NFPA 13R, NFPA 13D or IRC P2409 the fire code official is authorized to allow a dead-end fire apparatus road to extend to 300 feet before a turnaround is required.

**Section 505.1 Address identification. This is AMENDED by adding the following:**

All residential house numbers shall be located on the portion of the residence which projects nearest to the street. In cases where a structure is built far enough from the roadway that it is impossible to place numbers that are legible from the roadway, a sign post placed at the intersection of the roadway and driveway denoting the address of the structure may be required by the Fire Chief.

Address and building numbers shall be a minimum of 12 inches high with a minimum stroke width of two inches for commercial properties as required by the Fire Chief on other buildings and structures, located within the fire district boundary, which cannot be readily identified from access roadways or streets.

**Section 901.3.1. Add a new Section 901.3.1 to read as follows:**

**901.3.1 Relocations and additions to fire sprinkler and fire alarm systems in existing facilities.**

Any addition or remodeling to existing commercial fire sprinkler systems that involve 20 sprinkler heads or less, or fire alarm systems that involve 5 devices or less, will not require a permit when approved by the fire code official via a scope

of work letter review process. The review letter process shall comply with the guidance document established and provided by the Palisade Fire District.

**Section 903.3.1.3 NFPA 13D sprinkler systems. This is hereby AMENDED to read as follows:**

Where domestic water is provided by a public water system, any required 13D system must be supplied by the public water system. The water tap must be adequate to supply the hydraulic demand of the fire sprinkler system.

Automatic sprinkler systems installed in one-and two-family dwellings shall be installed throughout in accordance with NFPA 13D. Where NFPA 13D systems are installed, they shall be designed and operate in the following manner:

- (A) All water flow activations shall be capable of sounding an interior audible alarm notifying all occupants simultaneously.
- (B) All water flow activations shall be capable of activating an exterior audible/visual alarm. This alarm shall be located so as to be visible from the nearest fire department access road.
- (C) The light used shall be a strobe light producing at least 110-185 candela.
- (D) Where public water service cannot provide required flows for NFPA 13D systems the following design criteria shall be used:
  - (1) Water supply storage capacity shall be the minimum required by NFPA 13D plus an additional amount based upon the expected response time of the fire department, not to exceed a 20-minute response time.

**Section 903.3.7 Fire department connections. Section 903.3.7 is amended by the addition of the following:**

Fire department connections must be located within 150 feet of the nearest fire hydrant unless waived by the Fire Chief.

**Section 907.1.2 Fire alarm shop drawings. The following shall be added:**

907.1.2 System designers shall have a NICET Level ID certification or equivalent.

907.1.3 New systems shall be designed with addressable devices.

Exception: systems which monitor and transmit alarms from automatic fire sprinkler systems only.

**Section 907.8.6 False Alarms: Alarm system malfunctions or malicious false alarms.**

A new section to be ADDED as follows:

**Section 907.8.6**

Whenever the activation of any fire alarm is due to a malfunction of the system and that system has had another malfunction within the same quarter of a calendar year, or more than six during any calendar year, the owner and/or operator of the system may have violation penalties imposed in accordance with Section 110.4.

**Section 907.8.6.1**

It is the responsibility of the owner or operator of an alarm system to police the improper use of the system, such as the intentional activating of a false alarm or the intentional activation of a smoke or heat detector to produce a false alarm. After three such activations within the same quarter of a calendar year from the same fire alarm system, or more than six during any calendar year violation penalties may be imposed in accordance with Section 110.4.

**Section 907.8.6.2**

Whenever the Fire Chief cannot determine how a false alarm was activated and three such unexplained alarms occur within the same calendar year quarter effective with the fourth and subsequent alarms, or alarms exceeding six during any calendar year, penalties shall become effective with the seventh and subsequent alarms in accordance with Section 110.4.

**Section 907.8.6.3**

A new fire alarm system shall be allowed 30 days to become stabilized before this false alarm section will be applied.

**Section 907.8.6.3**

A new fire alarm system shall be allowed 30 days to become stabilized before this false alarm section will be applied.

**Section 1006. Number of Exits and Exit Access doorways: Section 1006 is amended by adding the following:**

**Section 1006.2.2.7 Outdoor Patios within the Palisade Fire District.**

All Group A-2 Assembly and other occupancies that have a fenced or enclosed outdoor patio shall have an alarmed second exit equipped with panic hardware direct to the exterior.

**Appendix C Fire Hydrant Locations and Distribution**

Section C103.4 The following shall be ADDED to existing wording of this section:

"In all subdivisions, commercial areas, industrial parks and where required by the Fire Chief, fire hydrants shall be located on the corner of a street intersection, either between the curb and sidewalk or behind the sidewalk where it is adjacent to the street curbs.

The following new section is added to Appendix C

**Section C 103.5 Fire Hydrants.**

"Fire hydrant pumper connections shall be equipped with a five-inch non-threaded sexless connection (commonly referred to as Storz) and metal cap which can be removed by a standard pentagon nut hydrant wrench. Pumper connections shall face the street or as directed by the Fire Chief."

"The distance from the center of the fire hydrant pumper connection nut to the finished grade shall not be less than 22 inches. Pumper connection shall face the street or as directed by the Fire Chief."

THE ABOVE RESOLUTION WAS ADOPTED BY THE BOARD OF TRUSTEES OF THE PALISADE FIRE PROTECTION DISTRICT AT ITS REGULAR BOARD MEETING THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ TO BECOME EFFECTIVE \_\_\_\_\_, 20\_\_\_\_.

**MEMORANDUM OF UNDERSTANDING BETWEEN  
PALISADE FIRE PROTECTION DISTRICT AND MESA COUNTY BUILDING  
DEPARTMENT, COLORADO**

**I. INTRODUCTION**

On eleventh day, 2020 the Palisade Board of Trustees voted in favor of adopting the 2018 International Fire Code. The code is written in conjunction with the International Building Code which Mesa County Board of Commissioners has adopted and the two reference each other so as no conflicts should occur.

**II. PURPOSE**

- A. To establish a mechanism for fire code adoption and enforcement in the Palisade Fire Protection District.
- B. To establish an agreement between the Palisade Fire Protection District and Mesa County as to level of fire protection enforcement.

**III. AUTHORITIES**

The following laws, regulations or authorities supporting or requiring this course of action are cited below.

- A. CRS 32-1-1002 (1)d

**IV. PROCEDURES**

It is agreed that:

- A. The Town of Palisade will:
  - 1. Approve the adoption and application of the International Fire Code, 2018 Edition, as adopted and amended by the Palisade Fire Protection District within the limits of the District.
  - 2. Advise Building Permit Applicants as to the requirements for Palisade Fire Protection District approval within the limits of the District.
  - 3. Require all Building Permit Applicants who wish to construct any building, alter, repair, move or change within the limits of the district to obtain a Fire Flow Survey (if required) and Building Permit Clearance Form from Palisade



Fire Protection District, prior to the issuance of a Building Permit, exception, one and two family dwellings and manufactured homes.

4. Require Palisade Fire Protection District to conduct joint inspections with the Mesa County Building Inspection Division, on structures for which a Palisade Fire Protection District Building Permit Clearance is required. Inspections to be performed will include all forms of fire protection and final.
5. Provide Palisade Fire Protection District with application packets for review and comment of development proposals within the District, in a timely manner. Water supply will refer back as adopted by Mesa County.

B. Palisade Fire Protection District will:

1. Provide for the enforcement of the International Fire Code, 2018 Edition, as adopted and amended by the Palisade Fire Protection District Board of Directors within the limits of the District.
2. Review building construction drawings and specifications for International Fire Code compliance, exception, one and two family dwellings and manufactured homes.
3. Review all buildings for Fire Flow requirements and provide to Building Permit Applicants, a Fire Flow Survey (if required) and Building Permit Clearance Form. Exception, one and two family dwellings and manufactured homes. All reviews shall be performed in a timely manner.
4. Review Fire Flow requirements for all buildings and developments as set forth in the Mesa County Land Development Code, Chapter 4, "Standards for Development Permits", as it may be amended. (This requirement shall not be construed to mean that changes will be required to subdivisions that have been previously platted with improvements in place.)

V. ADMINISTRATION

- A. The following representatives or their designees have the authority to speak to their respective agencies for the purpose of this agreement and regarding actions undertaken under this agreement.

{Fire Chief Rich Rupp}

Palisade Fire Protection District

175 East 3<sup>rd</sup> Street

Palisade, CO 81526

- B. Amendments or supplements to this agreement may be proposed by either party and shall become effective upon written approval by both parties.
- C. This agreement shall become effective when signed by the parties hereto.

In Witness Whereof, the parties herein have caused this document to be executed, the Fire Chief, Rich Rupp & Assistant Fire Chief, Palisade Fire Protection District and the Palisade Board of Trustees, Mesa County, State of Colorado as of the date of the last signature shown below.

\_\_\_\_\_  
{Fire Chief Rich Rupp}

\_\_\_\_\_  
Date

Palisade Fire Protection District

\_\_\_\_\_  
Mayor, Roger Granat

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Lindsey Hill  
Clerk and Recorder  
Palisade, Colorado



**Palisade Board of Trustees**

**Regular Meeting**

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**Meeting Date:** February 11, 2020

**Presented By:** Matt Lemon

**Department:** Utility Department

**Re:** Third and Kluge Bulb outs

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**Information**

**SUBJECT:**

Contract agreement for Third and Kluge Bulb out project

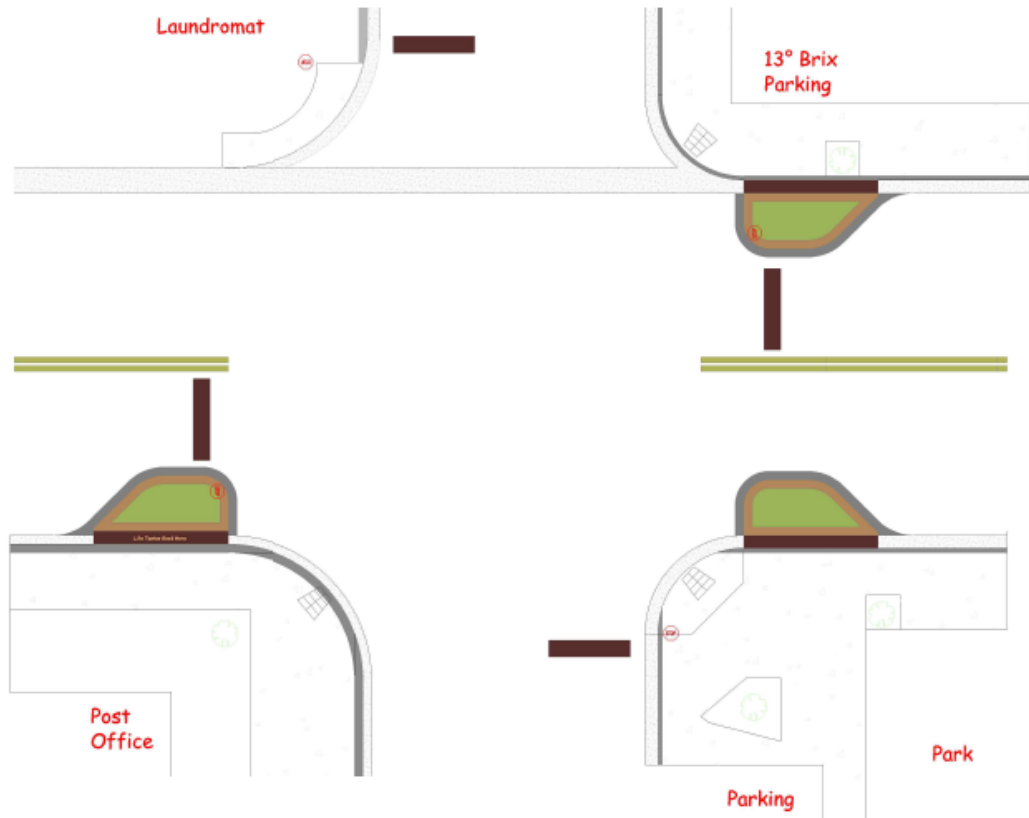
**RECOMMENDATION:**

Give direction to the Town Manager to enter into a contract for \$15,356 with Adcock Concrete to complete 3 bulb outs at above named intersection and shown in drawings.

Work is anticipated to take 2 weeks, weather permitting. Asphalt will take longer due to seasonal closure of asphalt plant.

**Attachments:**

Next page



Notes:

3rd St. and Kluge Ave. Intersection  
Bulb-out Proposed Layout Overview

Date: 12/13/2019

Scale: NTS



Information, data, and drawings embodied in this document are strictly confidential and are supplied on the understanding that they will be held confidentially and not disclosed to third parties without the prior written consent of The Town of Palisade, Colorado.

DWG No.  
TOP000003  
Rev. A



## **Palisade Board of Trustees**

### **Regular Meeting**

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**Meeting Date:** February 11<sup>th</sup>, 2020

**Presented By:** Lindsey Chitwood

**Department:** Administration

**Re:** April 7<sup>th</sup>, 2020 Palisade Municipal Election

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### **Information**

**SUBJECT:** Changes to the April 7<sup>th</sup>, 2020 Palisade Municipal Election

#### **EXECUTIVE SUMMARY:**

For the last 12 years, and maybe longer, the Town of Palisade has been assisted via Intergovernmental Agreement with the Mesa County Clerk and Records office for coordinated mail ballot elections (which includes the tabulating of the ballots).

Staff was notified in late January by other Mesa County employees that the Mesa County Clerk's office would not be assisting in this election. The County Clerk and Recorder has failed to respond to the Town regarding the April election.

I did reach out to the Clerkserve for recommendations for companies that could assist us with the rental of tabulating machines, ballot layout, ballot printing, training on the use of the equipment and various other items that are required when holding an election and the cost of running the election.

Attached are two quotes, one for the rental of election equipment, the other is for the printing of the ballots. We have \$6,000 in the budget for elections.

Due to the short notice, staff is recommending leasing the election equipment and printing of the ballots.



Town of Palisade, CO  
**Rental Proposal Quote**  
*Submitted by Election Systems & Software*

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Rental Solution Includes:

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| <u>Quantity</u>                      | <u>Item Description</u>   | <u>Price</u>      |
|--------------------------------------|---|-------------------|
| <b>Tabulation Hardware:</b>          |   |                   |
| <b>Model DS200 Precinct Scanner:</b> |   |                   |
| 2                                    | Model DS200 (Includes Scanner, Plastic Ballot Box with Steel Door and e-Bin, Paper Roll and Standard 4GB Memory Device) | \$1,730.00        |
| 2                                    | Paper Roll (Additional)   | \$3.50            |
| 1                                    | Standard 4GB Memory Device (Additional)   | \$15.00           |
| <b>Services:</b>                     |   |                   |
| <b>Implementation Services:</b>      |   |                   |
| 1                                    | Project Management  | \$1,700.00        |
| 1                                    | Ballot Layout   | \$1,000.00        |
| 1                                    | Coding  | \$500.00          |
| 2                                    | Installation - DS200  | \$230.00          |
| <b>Shipping &amp; Other:</b>         |   |                   |
| 2                                    | Shipping - (M100/DS200 Based on Non-Truckload Quantities)   | \$460.00          |
| <b>Total Rental Solution</b>         |   | <b>\$5,638.50</b> |

**Footnotes:**

1. Pricing reflects Per Election rental rates utilizing rental pool equipment. Rental equipment is subject to availability at time of requested delivery.
2. This quote is an estimate and is subject to final review and approval by both ES&S and the Customer.
3. Rates valid for 30 days and thereafter may change.
4. Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.
5. The quantity of service days reflects a reasonable estimate for implementation and selected ongoing election services. Quantities may change depending on specific Customer needs.
6. A Rental Cancellation Fee of 10% of the Total Rental Solution Fee shall apply in the event the Customer does not provide written notification to ES&S of its intent to cancel an Election at least forty-five (45) days prior to a scheduled Election covered under an Agreement between ES&S and the Customer.



# Town of Palisade, CO

## Budget Estimates

### Description: Ballot Printing – 80#

- ✓ 11-14" Ballot = \$ .23 per ballot card
- ✓ Up to 18" Ballot = \$ .24 per ballot card
- ✓ Up to 22" Ballot = \$ .25 per ballot card
- ✓ Test Decks Pre-filled = \$ .40 per ballot card
- ✓ Precinct Ballot (Poll Ballot) - Preparation to include shrink wrap and packaging = \$ .04 per ballot card
- ✓ Database Set-up = **\$1,000**
- ✓ Standard ground shipping to Denver GMF (*or designated local facility*) = **Included**
- ✓ **The city is responsible for applicable taxes**

### Pricing Adjustment

- ✓ For any election in which quantity or page count is not consistent with above, Runbeck will provide a revised quote that reflects the actual quantity and page count.



## Town Manager Report

February 11, 2020

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

| <b><u>Capital Improvement Projects</u></b>   |   |
|--|---|
| Old High School Building   | Waiting to here from DOLA Grant   |
| DOLA Grant Tier 1: Remodel fire department, addition for administration and police | Applied for tier 1 grant with DOLA due November 1, 2019 for architectural construction plans. Waiting award announcement<br><br>Applying April 1, 2020 for construction grants for the project if we receive architecture grant |
| Master Sewer Plan Study  | DOLA has awarded TOP funding, Palisade has signed contract and study has begun  |
| <b>MPPO GRANT SUBMITTED for Highway 6 between Main street and Iowa</b>             | <b>TOP has submitted a grant – selection will be February 24, 2020</b>  |
| <b>RFP for construction of bulb outs on Main Street and Kluge for stop signs</b>   | <b>Friday, 1/24/2020 RFP due for bid on bulb outs on Main – We received a bid, in front of the board for approval. Start construction as soon as contractor is ready</b>  |
| Palisade Comprehensive Plan  | Submitting Administrative grant request 2/17/2020 for \$20,000 with 50% town match – needed to be awarded funding before we can begin. Possible March start date.   |
| TAP Grant – Transportation Alternative Pedestrian Grant -                          | TOP submitted TAP grant for sidewalks from Lincoln to the high school on the south side of Highway 6 - announcement of award in March   |
| <b><u>Administration</u></b>   |   |
| Bluegrass Festival   | June 12,13,14 - staff has begun planning  |
| CPDHE Grant Wood Chipper   | TOP has been awarded a commercial grade wood chipper – no cost to the town – for \$37,000 to purchase the new equipment – will assist with the tamarisk and Russian olive mitigation  |
| <b>Palisade Plunge Trail</b>   | <b>Construction on hold for winter. Town is working with Mesa County on expanding Rim Trail Parking lot &amp; putting in vault restroom</b>   |
| <b>Splash Pad at Peach Bowl Park</b>   | <b>Requests have been made to install a splash pad next to the swimming pool. It would be fenced in for security - grants are 2 years out – if even awarded for this type of project</b>  |





**Staff Report: Allyson Shellhorn - Community Development Department**  
**Town of Palisade**  
**February 11, 2020**

The Community Development Department is currently working in three different areas: Planning and Development, Grant Applications, and Geographic Information Systems.

1. Planning & Development

a. Planning Commission

- i. Previous meeting: This public hearing was scheduled for February 4<sup>th</sup>, 2020. The agenda included two text amendments to the Palisade Land Development Code. The text amendments are to update and improve application processes for site plans and variances. Both text amendments will be presented to the Board of Trustees on February 11<sup>th</sup>, 2020 for a final decision.
  - ii. Next meeting: The next meeting is scheduled for February 18<sup>th</sup>, 2020. This meeting will look at two more text amendments to the Palisade Land Development code regarding permitted uses in Hospitality Retail, and required guest parking for future developments. Both text amendments will be presented to the Board of Trustees on February 25<sup>th</sup>, 2020.
- b. Currently working with Town administration and the U.S. Bureau of Reclamation to grant an easement, in Cameo, to allow for the BLM to access the roller dam through property owned by the Town.
- c. **Training.** Staff attended training on Thursday, January 30<sup>th</sup>, 2020 for structural requirements of the 2018 International Residential Code. The training was put on by Mesa County Building Department.
- d. **Training.** Staff is attending training on February 21<sup>st</sup>, 2020 for the OnBase software system used by Mesa County for reviews. This training is put on by the Mesa County Community Development Department.
- e. **Training.** The Community Development Director was approved to attend a class on Adobe InDesign software. This class is put on by Western Colorado Community College. This will be beneficial during the process of updating the Comprehensive Plan.

2. Grant Applications

- a. **Final submitted.** Multimodal Options Fund (MMOF): Application for funding for multi-modal transportation along Highway 6 through the Grand Valley Transportation Planning Region.
- b. **Final submitted.** EIAF Tier I Grant: Application for funding for architecture and design of a new Town civic center through DOLA.
- c. **Final submitted.** Transportation Alternatives Program (TAP) Grant: Application for funding for engineering and implementation of sidewalk routes along Highway 6 through the Colorado Department of Transportation (CDOT).
- d. EIAF Tier II Grant: Application for funding for construction of a new Town civic center through DOLA.

3. Geographic Information Systems

- a. Worked with Utilities Director to update the Town's walking and biking critical paths map for future sidewalk and improvement projects.
- b. Working with Town Engineer on sewer service area and sewer system maps for sewer study.
- c. Working with the Utilities Director to create a map illustrating street classifications.
- d. Working with the Utilities Director and staff to update the leaf pickup map for 2020.
- e. Looking to work with Town Manager and department leads to map and prioritize projects within departments as preparation for Comprehensive Plan updating.

- f. Looking to work with Utilities Department to map priority areas for street, sewer line, and water line maintenance and improvements.

If you have any questions or comments, please let me know. Thank you!

Sincerely,

*Allyson Shellhorn*

Town of Palisade – Community Development Director



**Staff Report: Palisade Police Department - Town of Palisade**

**February 11, 2020**

**Stats for January**

**January**

305 Calls for Service, 57 less than December.

**January Reports and Summons**

27 Case Reports

48 Supplemental Reports

3 Arrests: 1- Failure to appear warrant

1 - Fugitive from Justice warrant

1 – Violation of a Protection Order/ Violation of Bail Bond Conditions

49 - Summons: 4 Criminal, 45 Traffic

4 Criminal:

1- Adult – Obstructing a Police Officer

3 - Possession of Marijuana by and Under Aged Person (Juvenile).

45 Traffic Summons:

1- Driving Under the Influence/Speeding

1- Failed to signal

1- Failed to Yield at an intersection

1- Failed to Observe a traffic control device

3 - Drove with no insurance

1- Careless Driving

9 - Speeding 5-9 over posted speed limit

18 - Speeding 10-19 over posted limit

2 - Speeding 20-24 over posted limit

1 - Speeding 10-19 over posted limit in a School Zone

1 -Expired plates

2 - Drove with No Driver License

1 - Driving Under Suspension

2 - Driving Under Denial

1 - Driving Under Revocation

**Total for 2020**

**305 Calls year to date in 2020.**

**Code Compliance**

**Year to date for 2019**

Open Issues from 2019: 11

**January Issues**

- |                             |   |
|-----------------------------|---|
| • Public Nuisance           | 2 |
| • Fence Commercial Storage: | 1 |
| • Fowl Permit               | 1 |
| • Dogs at large             | 2 |
| • Animal Excrement Removal  | 1 |
| • Snow on sidewalk:         | 1 |
| • Abandoned/Junked vehicle  | 1 |
| • Public Property littering | 1 |
| • Planning Clearance        | 1 |

**January Total Issues: 11**

Mailed notices to 2019 Fowl Permit addresses to renew permits for 2020.

**TRAINING**

January 8-10, Chief Funston attended the Colorado Association of Chiefs of Police Mid-Year Conference in Loveland, Colorado. This conference was combined with the Colorado Sheriffs of Colorado conference. This was significant, as it has been many years since these two large Colorado law enforcement organizations combined efforts towards a conference. Topics from legislative updates, to officer mental health issues to case studies were covered at this conference. Chief Funston is the Southwest Representative for CACP.

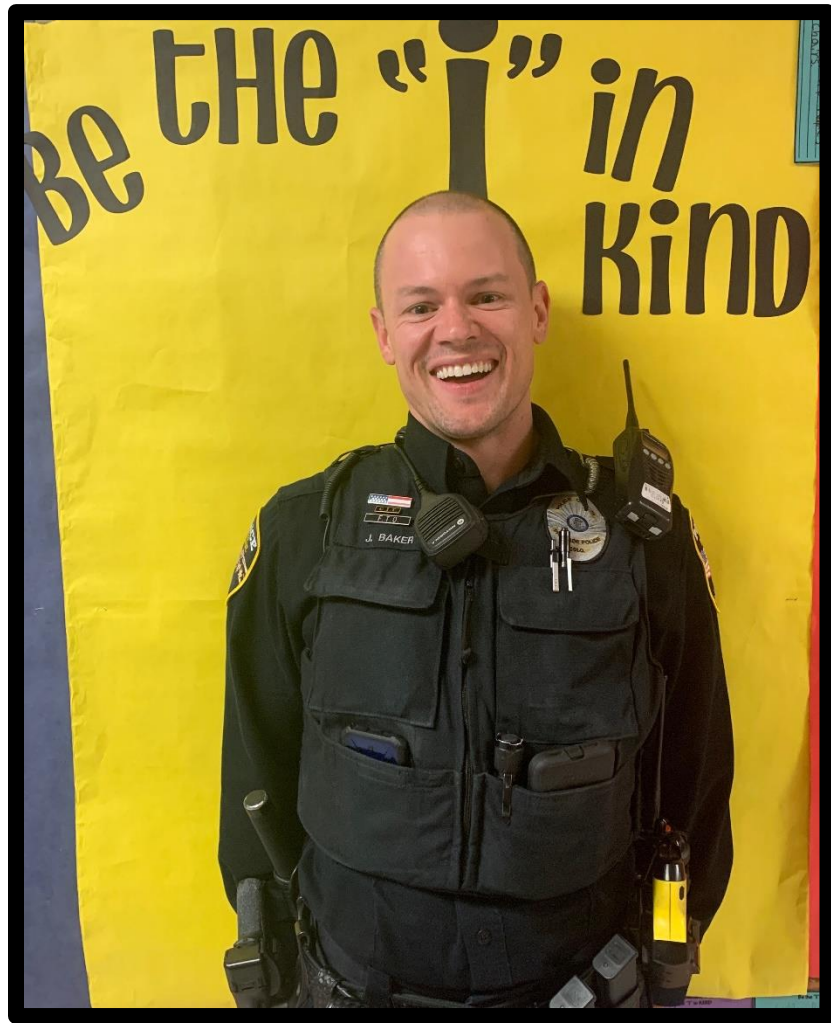
**Reserve Program**

Nothing to report.

**Significant Events**

The Palisade Police Department has started the new year off with working on training program goals for 2020 and working on the purchase of the new service weapons and training.

SRO James Baker is hard at work as our School Resource Officer!





## **Staff Report:**

### **Troy Ward – Director of Parks, Recreation and Events - Town of Palisade**

**Date: 2/7/20**

The Lil' Tikes open gym is on its 3<sup>rd</sup> week and they sure seem to be enjoying the warm open space to run around in. It puts a smile on my face each time I stop by and see the kids joyfully playing!

Palisade Pickleball got their banner for the outside pickleball courts. We will hang it up this spring on the west courts. They were all excited to see the final design that Keli Frazier came up with. Thanks, Keli, for making it look great!



Usage of the gymnasium is steadily increasing and that is a good thing! As a result, our admin team has created a calendar to show open times for interested groups to rent the gym. It is nice to see so many people excited to use our beautiful gym.

The Palisade High School Cheer and Dance Team will be hosting a camp in the upstairs of the Veterans Memorial Community Center on Wednesday and Thursday to train the future generations of dance and cheer squads. On Friday February 14<sup>th</sup> the new recruits will be performing during the half time show of the girls' basketball game. Get on over to the high school and support our local high school athletic teams and the future of our community!

The students that are organizing the Mental Health Awareness benefit concert in Riverbend Park will present to the Board of Trustees at the February 25<sup>th</sup> meeting.

The organizer of the new Palisade Art Festival will be in Palisade on Thursday for a site visit and to meet with local artisans and galleries in anticipation of the fall show.

Planning meetings are underway for the Palisade Bluegrass Festival. There have been 623 tickets sold and gross sales are at \$75,148 year to date.

Rivers Edge West had 3-day conference that was hosted at the CMU ballroom. Palisade contributed with guided walking tour of the Insectary and then Riverbend Park. We discussed past, present, and future work on the mitigation of evasive species like Russian Olive and Tamarisk. Following the tour, the group went and ate delicious sandwiches at the Brewery and continued to the discussion about our waterways.





**Staff Report: Matt Lemon/ Utilities Department - Town of Palisade**

**Date February 11, 2020**

**Water (Treatment and Distribution):**

Currently Raw water is being solely supplied by spring water, we anticipate needing to use Cabin Reservoir water starting in the month of February.

Regarding the chlorine smell of TOP water:

Water distribution systems are required to maintain a 0.2 mg/L residual for chlorine at all points in the system per EPA and state standards. Colder water along with a distant tap at Cameo, that must maintain the required residual, some residents are experiencing a chlorine smell in the water.

Water service calls, (Leak check, Locates, Shut offs, Final reads): 10

**Sewer (Collection and Treatment):**

Sewer backup on 37 9/10. We contracted with ACS to clean the main line, which solved the issue. Currently working with Service master to mitigate damages.

Troyer Lift station electric repair for relay and minor vault lid repair.

January 2020 Lab results were greatly improved over 2019.

**Streets Sidewalk and Signage:**

Desert Surveying is working on gathering survey points sidewalk installations. Priority spots are 2<sup>nd</sup> and Peach intersection, 2<sup>nd</sup> and Kluge intersection and sidewalk section in area of 4<sup>th</sup> and Logan.

Received one response from RFP for 3<sup>rd</sup> and Kluge bulb out project from Adcock concrete. With overall cost above \$15,000, the proposal is before the board tonight.

**Plunge:**

Nothing to report

**Flood insurance:**

Mesa county is partnering with the US Army Core of Engineers to enhance the Community Rating System. The CRS rating is what insurance companies use to calculate the amount of coverage needed for community flood insurance rates. Currently Mesa County is rated as 8 out of 10 and the goal is to improve to 6 out of 10.

**Training:**

Brian Flinnigan passed his "B" Water Treatment License.

Matt Lemon attended a Leadership and communication course in Salt Lake City. The course was very good and I would highly recommend the class.





**Town of Palisade, Colorado**  
**MINUTES**  
**PLANNING COMMISSION**  
**February 4th, 2020**

**1. CALL TO ORDER**

Chairman Bosch called the regular meeting of the Palisade Planning Commission to order at 6:00pm.

**2. ROLL CALL**

Present were: Chairman Don Bosch, Commissioners; Betsy McLaughlin, Charlotte Wheeler, Stan Harbaugh, Penny Prinster and Riley Parker. Also, in attendance were; Community Development Director Allyson Shellhorn, and Planning Technician Lydia Reynolds.

**3. APPROVAL OF AGENDA**

**Motion #1** by Commissioner Prinster, seconded by Commissioner Wheeler, to approve the Agenda.

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

**4. ANNOUNCEMENTS**

Allyson Shellhorn, Community Development Director announced the elections for Mayor and Board of Trustees open seats are in April. Ms. Shellhorn stated that a Candidate's Forum will be held February 29 from 9am to 12:30pm.

Ms. Shellhorn added that Planning Commissioner Ron Gearhart has resigned, and his seat will be available, along with a few other Commissioner positions. A vacancy announcement will be published in March.

**PUBLIC COMMENT**

None

**5. PUBLIC HEARINGS**

**I PRO 2020-1 Application for a text amendment to the Land Development Code, section 4.06, to require site plan application to be a public hearing subject to the Planning Commission final decision.**

**STAFF PRESENTATION**

Allyson Shellhorn, Community Development Director, explained that the Land Development Code, updated in 2017, has staff approve site plans unless they are part of a subdivision. At the last Planning Commission meeting, Ms. Hawkinson asked the Planning Commission if they would like to see all site plans come before the Planning Commission for approval. The Planning Commission stated they would like to review and approve all site plans. Ms. Hawkinson had stated she would have staff bring forth a text amendment requiring all site plans to go through a public hearing process. Commission Parker asked if staff currently approves site plans. Ms.

Shellhorn stated that staff currently approves site plans however they often are sent out to review agencies when appropriate. Ms. Shellhorn mentioned that major subdivision site plans still have public hearings.

#### PUBLIC COMMENT

Ellen Turner, 614 Lincoln, asked if this text amendment will switch the site plan approval from staff to Planning Commission. Ms. Shellhorn replied that it would.

Gail Evans, 126 Majestic Ct. asked if site plan approval was ever passed onto the Board of Trustees prior to this change. Chairman Bosch stated that, as it stands now, staff reviews the site plans. Ms. Evans expressed concern that the Planning Commission, as an appointed board, would have final say on certain issues. Commissioner Prinster replied that the Planning Commission used to review site plans and now they don't. Chairman Bosch added that any decision that the Planning Commission makes can always be appealed to the Board of Trustees or Board of Adjustments.

Carla Oglesby asked about the variance process. Chairman Bosch explained that the item under consideration is a text amendment for site plans, however, all decisions made by the Planning Commission can be appealed to the Board of Trustees.

Ms. Shellhorn clarified that this text amendment isn't taking public comment away. With this text amendment, all the site plans that staff reviews such as garages, additions, houses and commercial properties will now go through a public hearing process via the Planning Commission. There will be more opportunity for public comment. Any structure that requires a building permit will now need to be approved by the Planning Commission.

#### **Motion #2 by Commissioner Prinster, seconded by Commissioner McLaughlin, to approve item PRO-2020-1 as presented.**

A roll call vote was requested.

YES: Chairman Bosch, Commissioners Harbaugh, McLaughlin, Prinster, Wheeler and Parker  
NO: None  
ABSENT: None

The motion passed 6-0.

#### **II PRO 2020-2: Application for a text amendment to the Land Development Code, section 4.12, to require variance applications to be a public hearing subject to the Planning Commission final decision.**

#### STAFF PRESENTATION

Ms. Shellhorn gave an overview of the proposed text amendment. Currently, the relief from development standards is done through a variance process that goes to the Board of Adjustments. With the proposed text amendment, all variances will go before the Planning Commission at a public hearing. Since the variance process is done using the Land Development Code, it was suggested that the Planning Commission would be the decision maker.

#### PUBLIC COMMENT

Gail Evans asked why the variances don't go before both the Planning Commission and the Board of Trustees. Ms. Evans felt the extra time gave a chance for the community to come forth.

Chairman Bosch stated that there were never two meetings on a variance. Ms. Evans felt that there should be, especially since the Board is elected. Chairman Bosch stated that the proposed text amendment states that

*“the Board of Trustees can call up an application for review with a majority vote. The Board of Trustees can then vote on the application for a final decision.”*

Ellen Turner asked how do you trigger a review by the Board of Trustees. Commissioner Prinster stated that the minutes will reflect what is said at the meeting. If the Board of Trustees see something they don't agree with, they can vote to review.

Ms. Turner asked how community members could trigger a review. Chairman Bosch stated the Board is responsive to outreach by the community. Chairman Bosch stated that community members could send emails, public outreach via Facebook, call the Town Clerk, and/or contact Trustees with the issue.

#### QUESTIONS FOR STAFF

Commissioner Harbaugh asked why the proposed verbiage for the LDC states *“the Board of Trustees can call up an application for review with a majority vote”* is not in the site plan amendment. Ms. Shellhorn stated she added that to the variance text at the request of the Town Manager.

#### **Motion #3 by Commissioner Prinster, seconded by Commissioner McLaughlin, to approve item PRO-2020-2 as presented.**

**A roll call vote was requested.**

**YES:** Chairman Bosch, Commissioners Harbaugh, McLaughlin, Prinster, Wheeler and Parker  
**NO:** None  
**ABSENT:** None

**The motion passed 6-0.**

#### 6. NEW BUSINESS

Commissioner Prinster asked when will the Town start working on the Comprehensive Plan. Ms. Shellhorn stated that the Town needs to apply for a 50/50 match grant from DOLA. Chairman Bosch asked that the budget for the grant includes meals for the work sessions. Commissioner Harbaugh asked if we could start before the grant. Ms. Shellhorn stated that the Town could not start before the grant was approved.

Bill Carlson noted that he understood there needs to be 2 months between applying for the Highway grant and the DOLA grant.

#### 7. ADJOURNMENT

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

A voice vote was requested, and the motion carried 5-1 with Commissioner Harbaugh voting nay.

Meeting was adjourned at 6:30 p.m.

X

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Don Bosch  
Planning Commission Chairman

**ATTEST:**

X

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Lydia Reynolds  
Planning Technician

DRAFT