



# PALISADE NEWSLETTER

## WELCOMING THE NEW YEAR 2021!!!

We welcome the new year with health, wealth and happiness!

In this edition of the Palisade Newsletter, each Department Director has highlighted accomplishments from 2020 and touched on planned 2021 projects.

We would like to acknowledge the hard work of the Department Directors and Staff over 2020. We faced multiple challenges, the biggest was the COVID19 pandemic. We

worked within Mesa County Public Health guidelines and kept the town operating. We minimized exposure to COVID19 in our personal lives and on the job. We maintained social isolation while performing our jobs to minimize the spread of the virus.

In addition to the daily operational duties of running a town, each department took on additional work to move the town forward. This included CARES Act funding projects with very short time frames and specific uses.

## BOARD OF TRUSTEES DIRECTED PROJECTS

### ACCOMPLISHED 2020

- Awarded \$2.5 million in grants for Capital Improvement Projects
- Applied for \$500,000 EPA Brownsfield Asbestos Remediation Grant for Old High School
- Applied for a \$300,000 Fire Tender Grant
- Distributed \$309,000 CARES Act Funding in 3 months to local businesses, schools, and the town via parklets, safety equipment, water-bottle stations, tents for outdoor classrooms, police station & town hall health upgrades, etc.
- Completed Palisade Plunge Trail with Mesa County
- Purchased parking lot for business development & Palisade Plunge Trail
- Hired engineers to begin Highway 6 reconstruction plans
- Submitted Request for Proposal to engineers for sidewalks to high school
- Began construction on Cresthaven Subdivision
- Submitted a Letter of Intent to build the Community Hospital Clinic in Palisade
- Initiated inter-governmental agreement (IGA) with Clifton Sanitation for Palisade Sewer
- Entered into Memorandum of Understanding (MOU) with Clifton Fire Department to share administrative resources, improve mutual aid, training and functions.
- Elected new Trustees and Mayor

## 2021 MOVING FORWARD

- Continue to work within the COVID19 pandemic safety regulations
- Complete engineering and landscape design, and start construction on highway 6
- Complete engineering for sidewalks to high school
- Work with Community Hospital on building clinic
- Research funding resources for the removal of the Old High School
- Create GIS maps and long-term Capital Improvement Plan for infrastructure improvements
- Pursue tactical Fire Tender grants
- Complete Sewer Treatment IGA with Clifton and obtain funding to start project
- Construct new Public Restrooms in Parks
- Obtain grant funding and build additional parklets
- Research Broad Band in the area for needed improvements
- Upgrade Water Meters
- Establish new “Public Park” on the river north of Main Street Bridge
- Improve Riverbend boat ramp and river access
- Obtain Police body cameras
- Events – can we have them within the COVID19 regulations?

## NEWS BY DEPARTMENT

Below is a brief report from each Director on 2020 accomplishments. These reports do not include their regular maintenance and town function duties.

### CLERICAL DEPARTMENT

#### KELI FRASIER – TOWN CLERK

The Clerical Department is often overlooked in government operations’ grand scheme; however, it is vital in day-to-day operations and project management for the Town of Palisade.

As the faces of Town Hall, the Clerical team are the front line of communications with our citizens. They are primarily responsible for answering the phone, greeting, and assisting citizens. They provide general information as well as responses to specific customer questions requiring additional research. These duties require extensive knowledge of utility billing, cemetery operations, business

licensing, and general Town policies and procedures. General knowledge of local festivals, planning clearances, liquor licensing, recreation, meeting schedules and content, water, sewer, street projects/timelines/emergencies, and other local emergencies/concerns (i.e., COVID reaction and policies) is also part of the job. These duties don’t cease to continue during a pandemic, and our team maintained and continues to demonstrate our high standard of customer service throughout the COVID-19 crisis. They have accomplished some amazing feats under these unusual circumstances:

- Coordinated with the City of Fruita and held a successful April election, despite last minute notification that Mesa County would not assist with ballot count as is had for the last 15+ years. A new Clerk took this job during this time and completed all processes of voting including ordering ballots, sending to overseas military, etc.
- Began the process to organize and improve the Town's records management policies
- Keli Frasier successfully completed her first year of Clerk school through the Colorado Municipal Clerk's Association
- Assisted the Finance Department with the implementation of the new trash service throughout Town and fielded all incoming customer interaction.
- Applied for and won the Palisade Plunge Trail for the Colorado American Planning Association (COAPA) "Greatest Places" award. Thanks to the Planning Technician, Lydia, The Town of Palisade brought State acknowledgement to Mesa County.
- Received an AGNC \$5,000 grant award for dog station signage at our local parks
- For TAB - wrote and received a Colorado Tourism Office (CTO) 25K match grant with Fruita to establish a tourism "Bookends" partnership
- For TAB - Applied and received a mentorship grant with CTO to create a platform on the "Ride GPS" app that promotes all aspects of tourism. Ride GPS is a national app for users to navigate routes and visitation opportunities of an area
- Assisted the Tourism Advisory Board with the selection process of a new Marketing Agency for the Town of Palisade.

2021 has great things in store for the Administration team, and like 2020, we will continue to move forward no matter what gets thrown our way.

### **2021 PROJECTS UNDERWAY:**

- Awarded Grant for a new website with the State of Colorado - Clerks will lead the implementation of a new Town website that will be more user friendly.
- Transfer all cemetery files in electronic format and available for citizen-initiated searches
- Fully implement the new Town-wide filing and records management system that was initiated in 2020.
- Continue training opportunities for all members of the Administrative staff
- Keli looks forward to completing year two of Clerk school
- Lydia plans on nominating the Cameo Sport Shooting Complex for the 2021 Colorado American Planning Association (COAPA) "Greatest Places" award
- Continue to research grant opportunities that will benefit Palisade and its citizens

While all of the tasks assigned to the Clerical team cannot go into this report, I hope it represents and highlights the importance of our team and showcases the great things we do. It is an honor to support the Town of Palisade and a privilege to serve the citizens each day, and we'd like to thank you for supporting all of staff and allowing us the opportunity to be the best at what we do.

## PARKS – RECREATION – EVENTS DEPARTMENT

### TROY WARD - DIRECTOR

As one of the Directors for the Town, I have the privilege to oversee Parks, Recreation, Events, Facilities, Cemetery, Sunday Market, and Fleet vehicle and Equipment Maintenance. The Town is fortunate to have highly qualified and dedicated staff that work in each of these areas.

2020 was undoubtedly a difficult year. We started off the year with great enthusiasm after having such a successful 2019. Even with all the COVID-19 restrictions, staff accomplished a lot this past year. I want to compliment Town staff for having a

continuous attitude of no task is too great, and a willingness rise to every occasion in accomplishing the long list below. I want to personally thank our Town staff of Bryan Chavez, Colin Christian, David Johns, Derek Malik, Seraphina Hunter, and Steve Heuton. We had a couple tremendous seasonal employees this year and I want to bring special attention to the help that Ben Widegren, Roger Granat, and Shelley Kopasz provided us in accomplishing our goals.

I sincerely thank you all for your contributions to the Town.

### 2020 ACCOMPLISHMENTS:

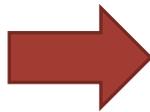
- Town Hall Improvements
  - Fabricated metal shade structure for COVID-19 compliant outdoor meetings
  - Installed new HVAC controller
  - Completed cleaning of all duct work
- Veterans Memorial Community Center Improvements
  - Installed new security door at
  - Upgraded wi-fi
  - Cleaned out spare rooms
  - Painted all interior walls and kitchen
- Palisade Pool Improvements
  - Fabricated new safety rail for mechanical room
  - Installed new circulation & pulsar pumps
  - Repainted signage and pool surface area
  - Remodeled pool office to comply with COVID-19 restrictions
- Peachbowl Park Improvements
  - Resurfaced the walking path
  - Laid new Sod
- Improved pickleball courts with new surface paint and nets
- Town Cemetery Accomplishments
  - Safely conducted burials in compliance with all COVID-19 restrictions
  - Replaced old funeral service equipment
  - Installed concrete backers in Cemetery shop yard to facilitate safer work environment
  - Continued reorganization of cemetery shop, equipment yard, and “new” east section by Steve Heuton



- Successfully applied for and received GOCO/ CYCA grant \$15,000 for invasive tree removal
- Riverbend Park Improvements:
  - Removed Russian Olive and Tamarisk trees into mulch
  - Augmented arid soils using mulch and Town leaf pick up debris
  - Laid new sod and installed new benches
  - Improved parking lot access by widening road
  - Maintained and enhanced boat launch
  - Added large decorative boulders for bank beautification
  - Planted 36 new 3" - 6" caliber cotton-less cottonwood trees
  - Installed new zipline, playground equipment, and shade structures
  - Upgraded electrical facilities for festivals
  - Overhauled the irrigation system
  - Completed engineering plans for headgate irrigation pond upgrade
  - Painted lions club shelter
  - Installed new donated sign from the Palisade Sunrise Rotary



- Police Department Improvements
  - Remodeled headquarters
  - Installed new mini-split HVAC unit
  - Fabricated new handrail



- Painted Palisade Fire & Palisade Police Department training room
- Completed Phase 1 of Town Gym remodel (Project Lead: Sgt. Stanford of PPD)
- Built a new custom Palisade Board of Trustees Dias in honor of retiring Mayor, Roger Granat
- Upgraded audio/visual technology for the Town Board of Trustees Chambers
- Successfully executed the Sunday market with tremendous help from Seraphina Hunter
- Conceived, constructed/fabricated, and installed new parklets
- Landscaped the new bulb outs
- Installed new electronic locks on outdoor restrooms
- Installation of the Altrusa children's outdoor library
- Set up festival tent at Palisade High School for an outdoor classroom and practice area
- Saved tens of thousands of dollars in cost across all departments thanks to our ASE Certified Technician David Johns in fleet and equipment maintenance.
- Established equipment check out and return program
- Established maintenance schedule for all Town owned vehicles and equipment (Police, Fire, Streets, Parks, Water, Facilities, Distribution, etc.)
- Effectively established trusting relationships with dealerships, part suppliers, repair shops
- Implemented new more effective AP approval process from Town Finance Department
- Established Lil tikes Friday morning open gym (until COVID-19 closure)
- Continued expansion of the Palisade Rugby program (until COVID-19 closure)
- Reintroduction of Palisade staff guided weekly recreational hikes throughout Mesa County
- Complied with all new COVID-19 regulations: Parks, Facilities, Sunday Market, Cemetery and Recreation

There were many more daily operations that were essential to the function of the Town that did not make this list. We would like to thank you, The Palisade Board of Trustees, for allowing us the opportunity to do so much for our Town. It is an honor and a privilege to serve the citizens and guests of our wonderful little Town. We look forward to better 2021!

# POLICE DEPARTMENT

## DEB FUNSTON - CHIEF OF POLICE

2020 proved to be a very challenging year for law enforcement as well as the challenges our country faced as a nation. The culture of policing in America is ever changing and tests each and every department in the law enforcement world to adjust to the constant changes occurring in society today. The mission of law enforcement remains to serve and protect, however, how we determine the manner in which this mission is carried out is a constant work in progress.

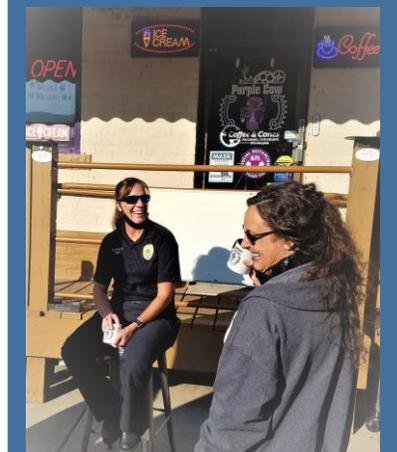
The Palisade Police Department continues to bring professional services to our community despite pandemics and social upheaval occurring all around our country. Although our small community was fairly sheltered from social unrest and direct critical health issues, our department was certainly not immune from health and legal mandates requiring additional unfunded resources. Securing a safe environment in Palisade for our citizens and visitors was a priority while also balancing healthy practices as it related to COVID guidelines.

### Stats for December

Calls	153
<b>Reports and Summons</b>	
Case Reports	19
Supplement Reports	24
Arrest	1
<b>Traffic Summons</b>	
County	3
Municipal	3
Total	6
Speeding (10-19 MPH Over)	2
Failed to Yield Right-Of-Way to pedestrian in crosswalk	1
Hit and Run Failed to Remain on scene	1
Expired License Plates	1
Expired License Plates	1
Unsafe Backing	1

### Stats for 2020

Calls	3080
Traffic Citations	287
Arrests	139
Issues	221



## Code Compliance

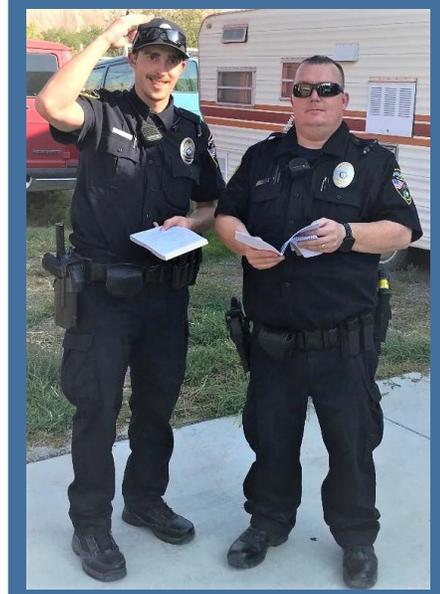
Open before December	12
Issues Closed in December	17
Open at end of December	7

### Notices Given

Failure to maintain leaf piles	4
Failure to clear snow from sidewalk	35

### December Issues:

PMC Sec. 7-3, 7-4 Public Nuisance	4
PMC Sec. 7-92(a) Weeds, Brush, Rubbish	2
PMC Sec. 8-42 Abandoned/Junked Vehicle	1
PMC Sec. 11-1 Sidewalks clean and snow-free	1
LDC Sec. 4.08 Planning Clearance	2
Total	12



## TRAINING

Palisade Police Department completed all required hours for all certified police officers for the State of Colorado Police Officer Standards and Training (POST).

## FINANCE DEPARTMENT

### TRAVIS BOYD, DIRECTOR

2020 was a year defined by the challenges it presented to our community and the world at large. COVID-19 introduced great uncertainty with regard to the safety of our shared spaces, the capacity of our services and infrastructure, and the stability of financial resources. The COVID-19 virus impacted everyone, and the

finance department was no exception. In response to the threat, we effectively implemented processes that allowed for remote workflow and minimized the risk of service interruptions in the support of Town operations. Some of these processes include:

- Digitizing invoice processing
- Establishing a Virtual Private Network connection to access our servers
- Build a Voice Over Internet Protocol (VoIP) phone system that reduces overall cost and can be used over any internet connection
- Creating a digitized timekeeping system for employees to support payroll operations
- Facilitating a fully remote financial statement audit
- Maintaining customer service responsiveness while working remotely



In addition to addressing the COVID-19 threat to maintain the level of service that is expected, we also worked on some of the following projects:

- Corona Virus Relief Fund (CVRF) Grant administration
- Hired an additional accountant, with plan for Finance Director to be part time.
- Recovered \$63,000 from the Mesa County Federal Mineral Lease District for a 2019 Fire Brush Truck purchase
- Colorado Department of Public Health and Environment RREO Grant administration
- DOLA Energy Impact Assistance Fund Grant Administration
- Internal Control design revisions to improve the safeguarding of assets and facilitate operational effectiveness

In 2021, the Finance Department will continue to provide day-to-day support to the public and all other department of the Town. This support will include payroll processing, payment processing, internal control implementation and review, financial reporting, executive advisory services, grant administration, information technology service coordination, and website development. We expect 2021 to present its own challenges and our talented team of financial professionals are positioned to meet those challenges head-on.

## UTILITIES DEPARTMENT

### MATT LEMON, DIRECTOR

#### 2020 ACCOMPLISHMENTS

- Everyone in town saw our Elberta water leak! An 8-inch main that broke in the sleeve under the Price Stub ditch. Town staff worked tirelessly to restore water to everyone in town within 18 hours. The project required the assistance of Ute water, who provided water to the north side of the canal and City of Grand Junction who provided a second specific gasket for a fitting. The project required forethought and ingenuity to restore water in a timely manner with all the circumstances involved.
- WATER PROJECTS
  - Cabin Reservoir fence project replaced the West fence line with new corner and tie posts. Wire was re-stretched. This project will continue into 2021 to fence out any possible domestic cattle in the area.
  - Cottonwood intake improvement installed a stainless-steel grate designed, built, and installed by staff. Before the grate was installed there were two open pipes that had no debris protection at the entrance to the main fill supply of Cabin Reservoir.
  - Programmable Logic Controller (PLC)/Supervisory Control and Data Acquisition (SCADA) upgrade was complete with the help of Mountain Peaks Controls. This project updated all the PLC and software that controls the Pall Skids.
- PEDESTRIAN SAFETY IMPROVEMENTS
  - Installed curbing at 2nd and Peach along with 2nd and Kluge which created structure for cars to maneuver around. Installed the missing stop sign close to the brewery and

created space for two planters to beautify this area in 2021.

- Fence installed along Kluge Avenue designating entrance/exit areas to increase pedestrian safety. Painted cross walks in this area as well.
- Logan Ave sidewalk project improved pedestrian and bike safety in the area. Six-foot-wide path next to Peach Bowl Park and 4 foot continuing north to tie into existing sidewalks. Storm drains were improved North of 5th street in this project.
- OTHER PROJECTS
  - *Boat ramp* improvement at Rim Trail boat launch. This ramp was perpendicular to the river at a steep angle. Vehicles were losing traction and eroding the bank even more. We changed the angle to the boat ramp to reduce the grade and improve traffic flow when vehicles are entering and exiting the boat launch area.
  - *Radar sign* installations to inform motorists of their actual speeds with instant notification. These signs also collect many data points that can be retrieved and analyzed by the PD for better enforcement.
    - Locations: First Street west bound, Elberta South bound, North River road both East and West travel.
  - *Palisade rim* parking improvements in coordination with Mesa County has plans at the ninety percent stage. This plan adds 15 parking spaces and a vault toilet to the Rim Trail trailhead.
  - *Bower sewer* project started with a failing sewer line that was not built to current standards. We were not able to clean or inspect this aging line adequately. Along with the sewer improvements we were also able to upgrade the Water line to an 8-inch line adequate for fire protection and possible future development in this area.
  - *Cresthaven Acres* has provided many new home buyers the opportunity to live in Palisade. Town staff has been busy inspecting project and working with the developer to ensure a quality development is installed that will be an asset to the town moving forward.
  - *Storm water management* changed from 5-2-1 drainage authority operated by the City of Grand Junction to Mesa County drainage. Along with this change came new leadership and the need to ensure all documents were accounted for. Utilities department has been busy the last part of 2020 creating and redesigning our Stormwater Manual to be a modern usable document.

