



**MINUTES OF THE REGULAR MEETING OF THE
PALISADE BOARD OF TRUSTEES
December 9, 2025**

The regular meeting of the Board of Trustees for the Town of Palisade was called to order at 6:00 pm by Mayor Greg Mikolai, with Trustees present: Stan Harbaugh, Sarah Matchett, Jeff Snook, Rick Fox, and Mayor Pro-Tem Jamie Somerville. A quorum was declared. Also in attendance were Town Manager Janet Hawkinson, Special Event Coordinator Rebecca Loucks, Community Development Director Devan Aziz, Parks, Events, and Facilities Director Troy Ward, Public Works Director Brian Flenniken, Fire Chief Charles Balke, and Finance Director Gregg Mueller.

AGENDA ADOPTION

Motion #1 by Mayor Pro-Tem Somerville, seconded by Trustee Harbough, to amend the agenda to remove ordinance 2025-13 from the Consent Agenda and move to New Business as item D.

A voice vote was requested.

Motion carried unanimously.

PRESENTATIONS

Amy Gekas, along with Parks, Events, and Facilities Director Troy Ward, presented a proposal for a new “Farm Fest” event, organized by herself, Talbott’s & Son’s LLC DBA Talbott’s Cider Company, and Milky Way LLC.

The consensus of the Board was to direct staff to present two resolutions on January 13: one to amend the calendar and another to approve the event with a 50% fee reduction for one year.

TOWN MANAGER REPORT

Brownfield Grant to Remove Asbestos from the Community Center with the Intention to Demo the Building

Town Manager Hawkinson presented the opportunity to apply for a \$250,000 Brownfield grant for asbestos remediation in the Veterans’ Memorial Community Center and clarified that the grant would be for full asbestos remediation with the purpose of demolition.

The consensus of the Board of Trustees is to direct staff to move forward with applying for the Brownfield grant and to hold open houses to gather community input on the building’s future.

B2E Grant Letter to Congressman Jeff Hurd, Senator John Hickenlooper, and Senator Michael Bennet

Town Manager Hawkinson explained that the Town of Palisade has not yet heard when to expect the three-million-dollar grant awarded to the Town and asked the Board if they would like staff to draft a letter to Senators Hurd and Bennett and Congressman Hurd requesting assistance in collecting the grant.

The consensus of the Board of Trustees is to direct the Town Manager to prepare a letter to Congressman Hurd, Senator Hickenlooper, and Senator Bennet regarding the \$3 million B2E grant and present it at a future meeting.

Solar Farm Letter to Mesa County Update

Town Manager Hawkinson updated the Board on the latest news regarding the Solar Farm and asked whether the Board would like staff to draft a letter to the Mesa County Commissioners.

The consensus of the Board of Trustees is to direct the Town Manager to prepare a letter regarding the solar farmland use code for discussion at a future meeting.

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 – October 22, 2025 – November 25, 2025.
- **Minutes**
Minutes from the November 4, 2025, Regular Board of Trustees Meeting.
- **RESOLUTION 2025-28**
A Resolution of the Board of Trustees for the Town of Palisade, Colorado, Setting Time, Place, and Designated Posting Location for 2026 Public Meetings for the Town of Palisade, Colorado
- **RESOLUTION 2025-29**
A Resolution of the Board of Trustees for the Town of Palisade, Colorado, Appointing the Town Clerk of the Town of Palisade as the Designated Election Official and Directing the Town Clerk to Conduct the Regular Municipal Election scheduled for April 7, 2026, as a Mail Ballot Election.
- **RESOLUTION 2025-30**
A Resolution of the Board of Trustees for the Town of Palisade, Colorado, Appointing Election Judges for the April 7, 2026, Municipal Mail Ballot Election.
- **Audit Company Contract for the Town of Palisade 2025 Audit**
The Board of Trustees will consider directing the Mayor to enter into a contract with Hinkle & Company, PC, for 2025 financial audit services for the Town of Palisade.
- **Intergovernmental Agreement (IGA) with Mesa County Animal Services**
The Board of Trustees will consider entering into an IGA with Mesa County for Animal Control Services for the 2026 calendar year.
- **ORDINANCE 2025-13**
The Board of Trustees will consider Ordinance 2025-13, amending the Palisade Municipal Code to remove the Mayor as a required member of the Palisade Fire Department Pension Board.

Motion #2 by Mayor Pro-Tem Sommerville, seconded by Trustee Snook, to approve the consent agenda as amended to move ORDINANCE 2025-13 to New Business.

A roll call vote was requested.

Yes: Mayor Mikolai, Mayor Pro-Tem Somerville, Trustee Harbaugh, Trustee Matchett, Trustee Snook, Trustee Fox

No:

Absent:

Motion carried.

PUBLIC HEARING I

RESOLUTION 2025-31 – 2025 Budget Amendment

Mayor Mikolai opened the public hearing at 6:44 pm.

Finance Director Gregg Mueller presented a supplemental appropriation totaling \$497,000 in additional revenues and \$402,000 in expenses.

Fire Chief Charles Balke provided an overview of wildfire program benefits, including revenue generation, local mitigation projects, and emergency support.

Mayor Mikolai opened the public hearing to public comment.

Matt Payne, Palisade, CO; asked the Town to spend the funds wisely regarding our emergency services.

Mayor Mikolai opened the public hearing to Board comment.

Trustee Harbaugh expressed appreciation for the wildfire program's success and revenue generation.

Motion #3 by Trustee Matchett, seconded by Mayor Pro-Tem Somerville, to approve Resolution 2025-31 – 2025 Budget Amendment.

A roll call vote was requested.

Yes: Mayor Pro-Tem Somerville, Trustee Harbaugh, Trustee Matchett, Trustee Snook, Trustee Fox, Mayor Mikolai

No:

Absent:

Motion carried.

Mayor Mikolai closed the public hearing at 7:02 pm.

PUBLIC HEARING II

RESOLUTION 2025-32 Updating the 2025 Mesa County Assessor valuation of property tax for the Town of Palisade for the 2026 Budget

Mayor Mikolai opened the public hearing at 7:02 pm.

Finance Director Mueller presented an updated valuation of \$44,822,290 with mill levy collections of \$784,490.

Mayor Mikolai opened the public hearing to public comment.

None were offered.

Mayor Mikolai opened the public hearing to Board comment.

Mayor Mikolai clarified that the mill levy is not changing, remaining at 17.5.

Motion #4 by Trustee Matchett, seconded by Mayor Pro-Tem Somerville, to approve RESOLUTION 2025-32 Updating the 2025 Mesa County Assessor valuation of property tax for the Town of Palisade for the 2026 Budget.

A roll call vote was requested.

Yes: Trustee Harbaugh, Trustee Matchett, Trustee Snook, Trustee Fox, Mayor Mikolai, Mayor Pro-Tem Somerville

No:

Absent:

Motion carried.

Mayor Mikolai closed the public hearing at 7:06 pm.

PUBLIC HEARING III

ORDINANCE 2025-10 A Text Amendment to the Palisade Land Development Code Adopting Landscaping Standards

Mayor Mikolai opened the public hearing at 7:06 pm.

Community Development Director Devan Aziz presented changes to align the Palisade Land Development Code with Colorado Senate Bill 24-005, restricting non-functional turf in non-residential developments.

Mayor Mikolai opened the public hearing to public comment.

JoAnn Rasmussen, Chair of the Palisade Historical Society; thanked the Board of Trustees for the 2026 donation and requested that Town staff help add wayfinding signs to direct visitors to the history museum during the CDOT roundabout construction project.

Mayor Mikolai opened the public hearing to Board comment.

Trustees questioned the consequences of not passing the ordinance and whether artificial turf should be allowed for functional purposes.

Motion #5 by Trustee Harbough, seconded by Trustee Matchett, to approve ORDINANCE 2025-10 A Text Amendment to the Palisade Land Development Code Adopting Landscaping Standards.

A roll call vote was requested.

Yes: Trustee Matchett, Trustee Snook, Trustee Fox, Mayor Mikolai, Mayor Pro-Tem Somerville, Trustee Harbaugh

No:

Absent:

Motion carried.

Mayor Mikolai closed the public hearing at 7:19 pm.

PUBLIC HEARING IV**ORDINANCE 2025-11 A Text Amendment to the Palisade Land Development Code Amending ADU Standards**

Mayor Mikolai opened the public hearing at 7:20 pm.

Community Development Director Aziz requested continuation of the public hearing to January 13, 2026, explaining that staff is working with DOLA to ensure compliance.

Mayor Mikolai opened the public hearing to public comment.

None were offered.

Mayor Mikolai opened the public hearing to Board comment.

None were offered.

Motion #6 by Mayor Pro-Tem Sommerville, seconded by Trustee Snook to table ORDINANCE 2025-11 A Text Amendment to the Palisade Land Development Code Amending ADU Standards to January 13, 2026.

A roll call vote was requested.

Yes: Trustee Snook, Trustee Fox, Mayor Mikolai, Mayor Pro-Tem Somerville, Trustee Harbaugh, Trustee Matchett

No:

Absent:

Motion carried.

Mayor Mikolai closed the public hearing at 7:22 pm.

NEW BUSINESS**RESOLUTION 2025-33 – Proposition 123**

Community Development Director Aziz explained that the resolution codifies a 90-day timeline for the planning clearance process, clarified affordable housing definitions: rental units at 60% AMI or below, homeownership at 100% AMI or below, and added that there is no fiscal impact to the Town budget.

The Board of Trustees discussed the proposed resolution, including the following topics:

- The positive impacts on future funding

Motion #7 by Trustee Matchett, seconded by Trustee Harbaugh, to approve Resolution 2025-33, requiring the planning clearance process to be completed within 90 days.

A roll call vote was requested.

Yes: Trustee Fox, Mayor Mikolai, Mayor Pro-Tem Somerville, Trustee Harbaugh, Trustee Matchett, Trustee Snook

No:

Absent:

Motion carried.

**ORDINANCE 2025-12 – A Text Amendment to the Palisade Municipal Code
Regarding the Tourism Advisory Board**

Town Manager Hawkinson presented recommendations from the Tourism Advisory Board to change the name to Tourism Advisory Commission and explained that the updated duties focused on destination marketing.

The Board of Trustees discussed the proposed project, including the following topics:

- Discussion of the commission's role
- Amended the language to revise the text
- Marketing clarification given by Trustee Snook and Town Manager Janet Hawkinson

Motion #8 by Trustee Fox, seconded by Trustee Snook, to approve ORDINANCE 2025-12 as amended with “develop and execute a strategic destination marketing plan on behalf of the Town of Palisade and budget the resources of the Tourism Fund accordingly, as approved by the Board of Trustees” as Sec. 2-285. Duties and responsibilities.

A roll call vote was requested.

Yes: Mayor Mikolai, Mayor Pro-Tem Somerville, Trustee Harbaugh, Trustee Matchett, Trustee Snook, Trustee Fox

No:

Absent:

Motion carried.

Trustee Vacancy

Town Manager Hawkinson requested direction on advertising the vacancy and setting an interview and appointment date.

The Board of Trustees discussed the application deadline in order to allow for Board review.

Motion #9 by Trustee Matchett, seconded by Trustee Snook, to approve directing the Town Manager to advertise the vacancy for at least 14 days with applications due January 6, 2026, and set interviews and an appointment for the January 13, 2026, meeting.

A roll call vote was requested.

Yes: Mayor Pro-Tem Somerville, Trustee Harbaugh, Trustee Matchett, Trustee Snook, Trustee Fox, Mayor Mikolai

No:

Absent:

Motion carried.

ORDINANCE 2025-13

Town Manager Hawkinson explained the proposal to remove the Mayor as a required member of the pension board and proposed replacing them with a representative from the Board of Trustees for a two-year term.

Motion #9 by Trustee Snook, seconded by Trustee Fox, to approve Ordinance 2025-13, amending the Palisade Municipal Code to remove the Mayor as a required member of the Palisade Fire Department Pension Board.

A roll call vote was requested.

Yes: Trustee Harbaugh, Trustee Matchett, Trustee Snook, Trustee Fox, Mayor Mikolai, Mayor Pro-Tem Somerville

No:

Absent:

Motion carried.

PUBLIC COMMENT

Dave Smith of Palisade, CO; expressed support for the need to have year-round tourism.

COMMITTEE REPORTS

Mayor Pro-Tem Somerville gave an update on Olde Fashion Christmas and future Palisade Chamber of Commerce events, Trustee Harbough gave an update on the latest project that AG&C will be handling, Trustee Matchett gave a recap of the CML legislative meeting and possible new bills, and Trustee Fox stated that the Rural Fire Board is currently working on the 2026 budget.

ADJOURNMENT

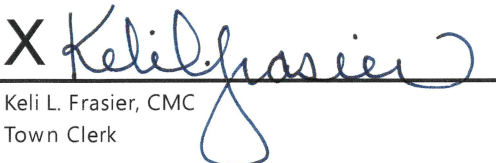
Motion #10 by Mayor Pro-Tem Somerville, seconded by Trustee Matchett, to adjourn the meeting at 8:03 pm.

A voice vote was requested.

Motion carried unanimously.

X 

Greg Mikolai
Mayor

X 

Keli L. Frasier, CMC
Town Clerk

