



**AGENDA**  
for the Board of Trustees  
of the Town of Palisade, Colorado  
341 W 7<sup>th</sup> Street (Palisade Civic Center)

**September 27, 2022**

**5:30 pm**  
**Police Department Badge Pinning**

**6:00 pm Regular Meeting**  
A live stream of the meeting may be viewed at:  
<https://us06web.zoom.us/j/3320075780>

- I. REGULAR MEETING CALLED TO ORDER AT 6:00 pm
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. AGENDA ADOPTION
- V. ANNOUNCEMENTS
  - A. **PUBLIC COMMENT REMINDER:** All emails sent to the Town Clerk for public comment on a specific agenda item prior to the day packets are published will be included in the staff report. Emails received after the packets are posted will be forwarded to the Board of Trustees. Any member of the public who wishes to have a statement or email read into the Minutes is required to appear in person and make said statements to the Board directly.
  - B. **GET INVOLVED WITH OUR COMMUNITY! UPCOMING PUBLIC MEETINGS (Palisade Civic Center 341 W 7<sup>th</sup> Street):**
    1. **Palisade Planning Commission** – Tuesday, October 4, 2022, at 6:00 pm
    2. **Board of Trustees** – Tuesday, October 11, 2022, at 6:00 pm w/ Sewer pre-treatment work session at 5:30 pm
    3. **Tourism Advisory Board** – Thursday, October 13, 2022, at 9:00 am
    4. **Palisade Planning Commission** – Tuesday, October 18, 2022, at 6:00 pm
    5. **Board of Trustees** – Tuesday, October 25, 2022, at 6:00 pm
- VI. PRESENTATIONS
  - A. **Lavender Festival Poster Presentation** – Presented by Juliann Adams
  - B. **National Code Compliance Month** – Presented by Mayor Pro-Tem Turner
- VII. TOWN MANAGER REPORT
  - A. Update on the Palisade Game Plan – Comprehensive Plan Update
  - B. RFQ for Water Attorney

**VIII. CONSENT AGENDA**

*The Consent Agenda is intended to allow the Board to spend its time on more complex items. These items are generally perceived as non-controversial and can be approved by a single motion. The public or any Board Member may ask that an item be removed from the Consent Agenda for individual consideration.*

**A. Expenditures**

- Approval of Bills from Various Town Funds – September 8, 2022 – September 23, 2022

**B. Minutes**

- Minutes from August 23, 2022, Regular Board of Trustees Meeting
- Minutes from September 13, 2022, Regular Board of Trustees Meeting

**C. Appointment of Tim Graves as Municipal Court Prosecuting Attorney****IX. NEW ITEMS****A. Interviews and Appointments for the Palisade Planning Commission**

*The Board of Trustees will interview two (2) candidates for one (1) open seat on the Palisade Planning Commission. A silent priority vote will occur after the interviews to fill the one (1) position, with the highest votes serving the term ending in February 2023. A rollcall vote will appoint the commissioner to the respective seat.*

1. Applicant Interviews (organized alphabetically by last name)
  - Johnson, Tracy
  - Seymour, Ed
2. Board Discussion
3. Silent Ballot Vote
4. Decision - Motion, Second, and Rollcall Vote

**B. Resolution 2022-19 - Opting the Town of Palisade Out of the State of Colorado Family Medical Leave Insurance (FAMLI) Program**

*The Board of Trustees will consider Resolution 2022-19 opting the Town of Palisade out of the State of Colorado Family Medical Leave Insurance (FAMLI) Program.*

1. Staff Presentation
2. Public Comment
3. Board Discussion
4. Decision - Motion, Second, and Rollcall Vote

**C. Full-Time Fire Department Staff**

*The Board of Trustees will consider increasing the number of full-time staff positions in the Fire Department.*

1. Staff Presentation
2. Board Discussion
3. Decision - Motion, Second, and Rollcall Vote

**D. Approval to purchase a Backhoe**

*The Board of Trustees will consider directing the Town Manager to purchase a backhoe for an amount not to exceed \$180,000.00.*

1. Staff Presentation
2. Board Discussion

### 3. Decision - Motion, Second, and Rollcall Vote

#### E. **Resolution 2022-20 Accepting the 2021 Audit**

*The Board of Trustees will review the 2021 financial audit of the Town of Palisade performed by Chadwick, Steinkirchner, Davis & Co., PC, and consider Resolution 2022-20 accepting the audit.*

1. Staff Presentation
2. Auditors' Presentation
3. Board Comment
4. Decision - Motion, Second, and Rollcall Vote

#### X. PUBLIC HEARING I

##### A. **Resolution 2022-21 Amending the Fiscal Year 2021 Budget by Supplemental Appropriation of Money to the Tourism Fund**

*The Board will consider amending the 2021 budget by adjusting both revenues and expenditures in the Tourism Fund.*

1. Staff Presentation
2. Public Comment
3. Board Discussion
4. Decision – Motion, Second, Rollcall Vote

#### XI. PUBLIC HEARING II

##### A. **Resolution 2022-22 Amending the Fiscal Year 2021 Budget by Supplemental Appropriation of Money to the Solid Waste Fund**

*The Board will consider amending the 2021 budget by adjusting both revenues and expenditures in the Solid Waste Fund.*

1. Staff Presentation
2. Public Comment
3. Board Discussion
4. Decision – Motion, Second, Rollcall Vote

#### XII. PUBLIC COMMENT

**All those who wish to speak during public comment must sign up on the sheet provided outside the boardroom doors. Please keep comments to 3 MINUTES OR LESS, and state your name and address.** Neither the Board of Trustees nor staff will respond to comments at this time. The Board may direct staff to look into specific comments to bring back as an Agenda item at a future meeting; however, the Board reserves the right to clarify information from comments that are factually incorrect.

#### XIII. BOARD OF TRUSTEES OPEN DISCUSSION

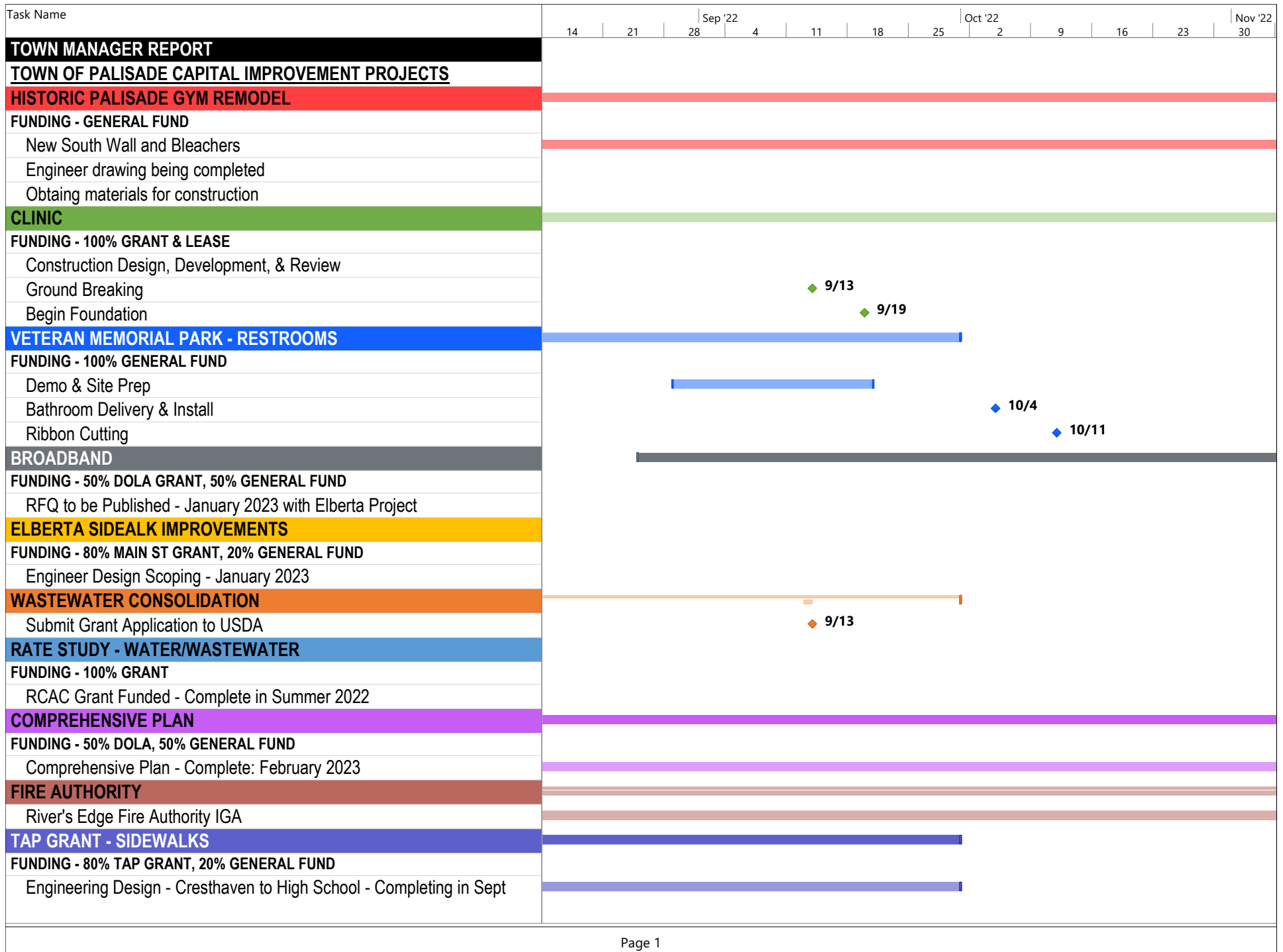
*This is a chance for the Board of Trustees to voice concerns, opportunities, or other important topics, not on the Agenda. Each Trustee will be held to a limit of three (3) minutes apiece to speak*

#### XIV. COMMITTEE REPORTS

#### XV. ADJOURNMENT

**SAVE THE DATE(s):**

- **September 28, 2022, at 9:30 am BOARD OF TRUSTEES WATERSHED TOUR**
- **October 11, 2022 5:30 pm Board of Trustees Work Session Re: Sewer Pre-Treatment**





## **PALISADE BOARD OF TRUSTEES Staff Report**

**Meeting Date:** September 27, 2022

**Department:** Police Department

**Department Director:** Jesse James Stanford, Chief of Police

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**Stats for August 2022:**

- The month of August had 333 Calls for Service (42 less than July), this is in part to the large Peach Fest, all officers worked numerous extra shifts and then rotated on some time off.

**Grand Junction Communication Call Summary:**

No data to provide for this month.

**Reports and Summons:**

Case Reports	26
Supplement Reports	21

Arrest Reports	15
• DUI	1 (FELONY DUI)
• Drug Violation	5
• Warrant Arrest	1
• Disorderly Conduct	5

**Traffic:**

14 traffic citations were issued. The traffic citations covered multiple speeding violations and other moving violations. Palisade officers are remaining vigilant and consistent with traffic enforcement.

**Total Calls for Service year to date: 2,533**

**Palisade Code Compliance Statistics: August 2022**

Open Issues before August: 18

August Issues:

- |                    |                              |
|--------------------|------------------------------|
| • LDC Sec. 4.08    | Planning Clearance needed: 2 |
| • LDC Sec. 10.10 E | Prohibited Sign: 2           |

- PMC Sec. 7-4                      Public Nuisance: 9
- PMC Sec. 7-92                      Weeds: 4
- PMC Sec. 8-1 114 (1)              Traffic Hazard: 4
- PMC Sec. 8-4 (v) 2h              Travel Trailer on street: 5
- PMC Sec. 8-42(2), 44              Abandoned, Junked Vehicle: 3
- PMC Sec. 8-74                      Junked Vehicle on Private Property: 1
- PMC Sec. 11-4                      Low trees over sidewalk/street: 6
- Code Compliance Referral, no issue: 3
- Public Service                      2

Total: 41

Closed issues in August: 38

Open issues at end of August: 21

Issues Year to Date: 209

- Prepared and passed out information packets for Officers to give to horse owners concerning cleaning up after their animals while riding in Palisade.

### **Training:**

- All officers completed yearly legal updates courses. Not much training was completed due to the festival and start of school.

### **Investigations:**

- Working on multiple cases still these cases are complex, and detailed cases that require extensive work and interviews. Additionally, the two testing processes that directly affect investigations have been time consuming to find a new detective and the next police officer for the agency.

### **Significant Events:**

- Detective Dranginis was selected to be the next leader of the patrol team and Sergeant over patrol. This created an opening for the detective position, which four of the officers applied for. SRO Segers was selected to be the next detective

for the Palisade Police Department. Currently we are working to backfill his position at Palisade High School.

- Palisade PD was awarded NARCAN through CDPHE and will be receiving NARCAN to supply to officers in case of OD events and calls.
- Palisade PD won the annual Tug of War! Peach fest was the largest we have ever seen, and PD staff worked hard to ensure the town was supported properly for the amount of people we had in town.
- Chief Stanford tested E-Bikes to be able to update the patrol bikes and help ensure we have the best equipment to help our team be strong and successful.
- PHS and Taylor Elementary school start, and SRO Segers was pulled from assisting patrol to go back and work with the schools. He has had a very busy start to the school year.
- Officers contacted a female who had unlawfully entered a home in town. She was issued a summons for 1<sup>st</sup> degree Criminal Trespass of an unoccupied dwelling and released on a summons.

**Message from Chief Jesse James Stanford:**

Town of Palisade for the year thus far remains a safe community for residents and visitors. The calls for service for the year is on track with previous years and there may be a slight increase in calls for service in specific months and contributing factor to this increase is the pro-active police officers being seen in the community and enforcement of unsafe driving behavior. The police staff is working hard and is dedicated, and I am proud of each member of this organization. I would like to thank my fellow team of directors for their commitment to excellence and all the support each director gives to our police department. Community, Courage and Compassion is the formula for our service to the community.



## **PALISADE BOARD OF TRUSTEES Staff Report**

**Meeting Date:** September 27, 2022  
**Department:** Fire Department  
**Department Director:** Charles K. Balke, Fire Chief

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### **September Chief's Report**

For the month of August 2022, the Palisade Fire Department responded to 85 calls. This is a decrease by 14 of calls compared to this time last year. For the year to date for 2022 we received 737 calls for service which is an increase of 21 from 2021.

The August 2022 call breakdown is as follows:

- Calls YTD - 737
- Calls for the Month – 85
  - Fire or Hazardous Condition - 6
  - Rescue & EMS – 66
  - Service/Food Intent/False Calls – 13
- Calls in the Town Limits – PENDING REPORT FROM DISPATCH CENTER
- Calls in the Rural Area – PENDING REPORT FROM DISPATCH CENTER
- Calls for Mutual Aid – 3 Given/ 19 Received 4 of which were in the Rural Area

### **Administrative Update**

- We have been awarded the Assistant to Firefighters Grant for new SCBA. This is joint project between Palisade Fire and Clifton Fire District. The grant was written and submitted prior to the administrative changes between both agencies. Clifton Fire will remain the host agency and will need to submit all reports and make all requests for funding. Under this grant each agency will receive 20 new units complete with face mask and two cylinders. Vender demonstrations and quotes will need to be scheduled.
- We have been awarded \$6,734.79 from the Division of Fire Prevention and Control's Firefighter Health and Safety grant for personal protective equipment.
- Peach Fest had an estimated 22,000+ people visiting Palisade. During the event we had the Tug-A-War in which the Palisade Police Department won.
- I have submitted a Mesa County Federal Mineral Lease Grant for new multi-gas detectors, thermal imaging cameras.
- Working on 2023 Budget development with the Town.
- I will be in Emmitsburg MA September 11<sup>th</sup> – 16<sup>th</sup> participating in a FEMA Curriculum development.



- Joe White is no longer with Clifton Fire Protection District. The limited information I have is that the shift captains are reporting to the Board President. If any issues arise, I will communicate with their Board President until advised otherwise.

#### **Personnel Update**

- We are posting for one full-time floater position. This will be a 40-hour/week position to start out.
- We are now the hosting agency for the District 51 High School Fire Academy. There are six students currently in the program.
- We are sending two people to Paramedic School. Lt. Lee and Lt. Nieslanik are currently enrolled in the Paramedic prep class through WCCC.

#### **Training Update**

- The Academy graduation was held on August 27, 2022.
- Working with East Orchard Mesa, Mesa County Fire Authority and the BLM to host several wildland-based classes
- The new training schedule will consist of two weeknights and one weekend day rotating between fire and medical topics.
- Our BLS Skills will be held on October 12<sup>th</sup> & 15<sup>th</sup> with guest instructors consisting of Chris Rowland, Dr. Burket, Adam Compton in addition to Zach Shouse and myself.
- We have scheduled two upcoming Live Fire Trainings; October 15<sup>th</sup> and November 19<sup>th</sup>.

#### **Apparatus Update**

- We are actively improving the preventative maintenance program for the apparatus. Fleet has established a cash of fluids for emergency apparatus, specific maintenance schedule, tracking system

#### **Misc. Information**

- We held our end of summer BBQ for the staff on Saturday September 10<sup>th</sup> from 11am to 2pm at

## Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input date = 09/08/2022-09/23/2022

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AFLAC INSURANCE	PR0903220	AFLAC Pre-tax Pay Period: 9/3/2	09/08/2022	205.83	.00		
AFLAC INSURANCE	PR0903220	AFLAC After-Tax Pay Period: 9/3/	09/08/2022	48.60	.00		
AFLAC INSURANCE	PR0917220	AFLAC Pre-tax Pay Period: 9/17/	09/22/2022	205.83	.00		
AFLAC INSURANCE	PR0917220	AFLAC After-Tax Pay Period: 9/1	09/22/2022	48.60	.00		
COLORADO DEPT OF REVENU	PR0903220	State Withholding Tax Pay Period	09/08/2022	3,075.00	.00		
COLORADO DEPT OF REVENU	PR0917220	State Withholding Tax Pay Period	09/22/2022	4,247.00	.00		
COLORADO STATE TREASURE	PR0903221	State Unemployment Tax Pay Per	09/08/2022	284.66	.00		
COLORADO STATE TREASURE	PR0917221	State Unemployment Tax Pay Per	09/22/2022	385.62	.00		
FICA/MED/ P/R TAXES	PR0903222	Federal Withholding Tax Pay Peri	09/08/2022	8,584.05	.00		
FICA/MED/ P/R TAXES	PR0903222	Social Security Pay Period: 9/3/2	09/08/2022	3,584.62	.00		
FICA/MED/ P/R TAXES	PR0903222	Social Security Pay Period: 9/3/2	09/08/2022	3,584.62	.00		
FICA/MED/ P/R TAXES	PR0903222	Medicare Pay Period: 9/3/2022	09/08/2022	1,345.06	.00		
FICA/MED/ P/R TAXES	PR0903222	Medicare Pay Period: 9/3/2022	09/08/2022	1,345.06	.00		
FICA/MED/ P/R TAXES	PR0917222	Federal Withholding Tax Pay Peri	09/22/2022	10,663.30	.00		
FICA/MED/ P/R TAXES	PR0917222	Social Security Pay Period: 9/17/	09/22/2022	5,233.87	.00		
FICA/MED/ P/R TAXES	PR0917222	Social Security Pay Period: 9/17/	09/22/2022	5,233.87	.00		
FICA/MED/ P/R TAXES	PR0917222	Medicare Pay Period: 9/17/2022	09/22/2022	1,843.03	.00		
FICA/MED/ P/R TAXES	PR0917222	Medicare Pay Period: 9/17/2022	09/22/2022	1,843.03	.00		
FIRE AND POLICE PENSION	PR0903220	FPPA Fire DD Pay Period: 9/3/20	09/08/2022	301.61	.00		
FIRE AND POLICE PENSION	PR0903220	FPPA 457 Pay Period: 9/3/2022	09/08/2022	150.00	.00		
FIRE AND POLICE PENSION	PR0903220	Police Pension Pay Period: 9/3/2	09/08/2022	2,911.22	.00		
FIRE AND POLICE PENSION	PR0903220	Police Pension Pay Period: 9/3/2	09/08/2022	2,183.41	.00		
FIRE AND POLICE PENSION	PR0903220	Fire Pension Pay Period: 9/3/202	09/08/2022	1,131.06	.00		
FIRE AND POLICE PENSION	PR0903220	Fire Pension Pay Period: 9/3/202	09/08/2022	848.30	.00		
FIRE AND POLICE PENSION	PR0903220	FPPA Police DD Pay Period: 9/3/	09/08/2022	776.32	.00		
FIRE AND POLICE PENSION	PR0917220	FPPA 457 Pay Period: 9/17/2022	09/22/2022	150.00	.00		
FIRE AND POLICE PENSION	PR0917220	FPPA Fire DD Pay Period: 9/17/2	09/22/2022	281.91	.00		
FIRE AND POLICE PENSION	PR0917220	Police Pension Pay Period: 9/17/	09/22/2022	3,156.51	.00		
FIRE AND POLICE PENSION	PR0917220	Police Pension Pay Period: 9/17/	09/22/2022	2,367.40	.00		
FIRE AND POLICE PENSION	PR0917220	Fire Pension Pay Period: 9/17/20	09/22/2022	1,057.14	.00		
FIRE AND POLICE PENSION	PR0917220	Fire Pension Pay Period: 9/17/20	09/22/2022	792.86	.00		
FIRE AND POLICE PENSION	PR0917220	FPPA Police DD Pay Period: 9/17	09/22/2022	841.74	.00		
ICMA TRST 401 - 107074	PR0903220	ICMA 401K Pay Period: 9/3/2022	09/08/2022	2,311.37	.00		
ICMA TRST 401 - 107074	PR0903220	ICMA 401K Pay Period: 9/3/2022	09/08/2022	2,311.37	.00		
ICMA TRST 401 - 107074	PR0917220	ICMA 401K Pay Period: 9/17/202	09/22/2022	3,017.07	.00		
ICMA TRST 401 - 107074	PR0917220	ICMA 401K Pay Period: 9/17/202	09/22/2022	3,017.07	.00		
ICMA TRST 457 - 304721	PR0903220	ICMA 457 Pay Period: 9/3/2022	09/08/2022	50.00	.00		
ICMA TRST 457 - 304721	PR0917220	ICMA 457 Pay Period: 9/17/2022	09/22/2022	50.00	.00		
FAMILY SUPPORT REGISTRY	PR0903221	FIPS 056888833 Garnishment P	09/08/2022	342.07	342.07	09/08/2022	
MUTUAL OF OMAHA INSURANC	PR0903221	LTD - MOA Pay Period: 9/3/2022	09/08/2022	312.69	.00		
MUTUAL OF OMAHA INSURANC	PR0903221	LTD - MOA Pay Period: 9/3/2022	09/08/2022	18.34	.00		
RECREATION PROGRAM REFU	PARK DEP RE	PARK DEPOSIT REFUND	09/12/2022	50.00	50.00	09/16/2022	
CEBT Payments	PR0903221	PR - Medical Dental Vision Life M	09/08/2022	18,285.00	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life M	09/08/2022	935.65	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life M	09/08/2022	5,613.75	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life M	09/08/2022	1,944.00	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life M	09/08/2022	3,888.00	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life D	09/08/2022	805.00	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life D	09/08/2022	40.60	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life D	09/08/2022	243.75	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life D	09/08/2022	111.00	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life D	09/08/2022	222.00	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CEBT Payments	PR0903221	PR - Medical Dental Vision Life VI	09/08/2022	242.00	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life VI	09/08/2022	8.75	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life VI	09/08/2022	52.50	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life VI	09/08/2022	26.00	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life VI	09/08/2022	52.00	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life LI	09/08/2022	231.00	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life LI	09/08/2022	102.20	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life LI	09/08/2022	13.51	.00		
CEBT Payments	PR0903221	PR - Medical Dental Vision Life LI	09/08/2022	14.00	.00		
CEBT Payments	PR0917221	PR - Medical Dental Vision Life M	09/22/2022	935.60	.00		
CEBT Payments	PR0917221	PR - Medical Dental Vision Life M	09/22/2022	1,944.00	.00		
CEBT Payments	PR0917221	PR - Medical Dental Vision Life D	09/22/2022	40.65	.00		
CEBT Payments	PR0917221	PR - Medical Dental Vision Life D	09/22/2022	111.00	.00		
CEBT Payments	PR0917221	PR - Medical Dental Vision Life VI	09/22/2022	8.75	.00		
CEBT Payments	PR0917221	PR - Medical Dental Vision Life VI	09/22/2022	26.00	.00		
CEBT Payments	PR0917221	PR - Medical Dental Vision Life LI	09/22/2022	102.25	.00		
CEBT Payments	PR0917221	PR - Medical Dental Vision Life LI	09/22/2022	13.55	.00		
CEBT Payments	PR0917221	PR - Medical Dental Vision Life LI	09/22/2022	14.00	.00		
Total :				116,217.62	392.07		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>ADMINISTRATION</b>							
CENTURY LINK	09012022	1343 - TOWN HALL INTERNET-R	09/01/2022	174.70	174.70	09/16/2022	
CENTURY LINK	09012022	9016 - ADMIN. FAX	09/01/2022	112.60	112.60	09/16/2022	
WILD FLOWER, THE	000074	FLOWERS - ADMIN	09/12/2022	66.12	.00		
XCEL ENERGY	SEP 2022 INV	ADMINISTRATION LIGHTS	09/01/2022	964.75	.00		
KARP NEU HANLON, PC	36814	ADMIN - PROFESSIONAL SERVI	09/06/2022	8,662.50	.00		
WILLIAM CARLSON	9.14.2022 - CM	CML DIST 11 SEMINAR - HOTEL	09/14/2022	141.00	141.00	09/16/2022	
WILLIAM CARLSON	9.14.2022 - CM	CML DIST 11 SEMINAR - MEALS	09/14/2022	20.00	20.00	09/16/2022	
WILLIAM CARLSON	9.14.2022 - CM	CML DIST 11 SEMINAR - MILEA	09/14/2022	115.00	115.00	09/16/2022	
SPECTRUM	108289601090	IT CHARGES - COMMUNITY CE	09/01/2022	119.99	119.99	09/16/2022	
SPECTRUM	126548301090	ADMIN PHONE	09/01/2022	506.35	506.35	09/16/2022	
AMAZON CAPITAL SERVICES	13CV-K397-1G	ADMIN - OPERATING - CREDIT	08/22/2022	339.96-	339.96-	09/16/2022	
AMAZON CAPITAL SERVICES	1K6V-MY71-1X	ADMIN - SMALL EQUIPMENT	09/01/2022	894.51	894.51	09/16/2022	
AMAZON CAPITAL SERVICES	1K6V-MY71-1X	ADMIN - SHIPPING COSTS	09/01/2022	67.97	67.97	09/16/2022	
COMMUNITY PLANNING STRAT	2022-0223	COMPREHENSIVE PLAN	09/12/2022	4,350.00	.00		
COMMUNITY PLANNING STRAT	2022-0243	COMPREHENSIVE PLAN	09/12/2022	4,900.00	.00		
Total ADMINISTRATION:				20,755.53	1,812.16		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>COMMUNITY DEVELOPMENT</b>							
RIVERA, JUAN CARLOS	2022.09.11 - S	PSM ENTERTAINMENT - 9/11/20	09/08/2022	250.00	250.00	09/08/2022	
DW METAL WORKS, INC	49080	PAV ART INSTALL - STRUCTUR	09/12/2022	250.00	250.00	09/16/2022	
AMAZON CAPITAL SERVICES	17FW-Q3GM-	COMM DEV - SUPPLIES	09/01/2022	54.21	54.21	09/16/2022	
Total COMMUNITY DEVELOPMENT:				554.21	554.21		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>RECREATION</b>							
GOODMAN, GERALD	2022.10.09 - S	SFM ENTERTAINER - 10/9/2022	09/15/2022	250.00	.00		
CHRIS BRIARDY	2022.09.25 - S	PSM ENTERTAINMENT - 06/19/2	09/15/2022	250.00	250.00	09/22/2022	
DAVID C BUMGARNER	2022.09.18 - S	SUNDAY MKT ENTERTAINMENT	09/08/2022	500.00	500.00	09/16/2022	
AMAZON CAPITAL SERVICES	1FN6-H7Q3-V	RECREATION - SUPPLIES	09/01/2022	79.27	79.27	09/16/2022	
CHARLES LINDLY MEREDITH	2022.10.02 - S	SFM ENTERTAINER - 10/2/2022	09/15/2022	250.00	.00		
Total RECREATION:				1,329.27	829.27		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>POLICE</b>							
CENTURY LINK	09012022	1343 - PD INTOXICATOR PORTI	09/01/2022	35.00	35.00	09/16/2022	
TROPHY CASE, THE	82197	PD - PLAQUE	09/06/2022	65.00	65.00	09/22/2022	
COOP COUNTRY	250110	PD CAR WASH	09/07/2022	2.12	2.12	09/22/2022	
COOP COUNTRY	250112	PD CAR WASH	09/07/2022	2.00	2.00	09/22/2022	
COOP COUNTRY	250249	PD CAR WASH	09/14/2022	4.94	4.94	09/22/2022	
COOP COUNTRY	250250	PD CAR WASH	09/14/2022	8.00	8.00	09/22/2022	
COOP COUNTRY	250252	PD CAR WASH	09/14/2022	3.46	3.46	09/22/2022	
POST, MARK	2022.09.17 - M	TRAINING-MEAL REIMBURSEM	09/17/2022	92.53	92.53	09/22/2022	
POST, MARK	2022.09.17 - M	TRAINING- PARKING REIMBUR	09/17/2022	45.00	45.00	09/22/2022	
HOLE IN THE WALL SHIRT SHO	26167	PD UNIFORMS	09/07/2022	153.92	153.92	09/22/2022	
PROSAFE	32103	PD- UNIFORMS ALTERATIONS/	09/20/2022	42.00	42.00	09/22/2022	
AMAZON CAPITAL SERVICES	1QFX-41D6-Y	PD - OPERATING	09/01/2022	4.99	4.99	09/16/2022	
AMAZON CAPITAL SERVICES	1QFX-41D6-Y	PD - OPERATING	09/01/2022	15.90	15.90	09/16/2022	
RHINEHART OIL CO., LLC	IN-043413-22	PD - GAS/DIESEL	09/09/2022	245.22	245.22	09/16/2022	
RHINEHART OIL CO., LLC	IN-056666-22	PD - GAS/DIESEL	09/16/2022	237.03	237.03	09/22/2022	
DADS TRUCK AND AUTO LLC	22414	PD - TOW SERVICES - DEBEQU	07/26/2022	842.63	842.63	09/22/2022	
JANET C WEEKS	2022.09.15 - J	PD TRAINING - BASIC GRAMMA	09/15/2022	120.00	120.00	09/22/2022	
Total POLICE:				1,919.74	1,919.74		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>CEMETERY</b>							
XCEL ENERGY	SEP 2022 INV	CEMETERY LIGHTS	09/01/2022	131.36	.00		
RHINEHART OIL CO., LLC	IN-043413-22	CEMETERY - GAS/DIESEL	09/09/2022	68.78	68.78	09/16/2022	
RHINEHART OIL CO., LLC	IN-056666-22	CEMETERY - GAS/DIESEL	09/16/2022	64.07	64.07	09/22/2022	
Total CEMETERY:				264.21	132.85		



Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>FIRE / EMS</b>							
BOUND TREE MEDICAL, LLC	84676158	MEDICAL SUPPLIES/EMS	09/08/2022	3.42	3.42	09/22/2022	
BOUND TREE MEDICAL, LLC	84683960	MEDICAL SUPPLIES/EMS	09/14/2022	94.98	94.98	09/22/2022	
BOUND TREE MEDICAL, LLC	84683961	MEDICAL SUPPLIES/EMS	09/14/2022	594.03	594.03	09/22/2022	
BOUND TREE MEDICAL, LLC	84685839	MEDICAL SUPPLIES/EMS	09/15/2022	25.58	25.58	09/22/2022	
CENTURY LINK	09012022	4735 - FIRE INTERNET	09/01/2022	168.53	168.53	09/16/2022	
CENTURY LINK	09012022	9913 - FIRE ALARM	09/01/2022	218.04	218.04	09/16/2022	
CENTURY LINK	09012022	0032 DATA - FIRE ALERT SYS.	09/01/2022	1,471.84	1,471.84	09/16/2022	
CENTURY LINK	09012022	0032 DATA - POLICE DATA	09/01/2022	1,471.84	1,471.84	09/16/2022	
XCEL ENERGY	SEP 2022 INV	FIRE/EMS LIGHTS	09/01/2022	1,154.27	.00		
HARTMAN BROTHERS, INC	379058	FD - OXYGEN	09/06/2022	21.35	21.35	09/22/2022	
HARTMAN BROTHERS, INC	379293	FD - OXYGEN	09/12/2022	26.90	26.90	09/22/2022	
AMAZON CAPITAL SERVICES	1NDJ-DYPP-T	FD - OFFICE SUPPLIES	09/01/2022	39.99	39.99	09/16/2022	
RHINEHART OIL CO., LLC	IN-043413-22	FD/EMS - GAS/DIESEL	09/09/2022	314.96	314.96	09/16/2022	
RHINEHART OIL CO., LLC	IN-056666-22	FD/EMS - GAS/DIESEL	09/16/2022	265.09	265.09	09/22/2022	
SEA-WESTERN, INC	INV18147	FD - PPE - GEAR	08/28/2022	3,556.90	.00		
Total FIRE / EMS:				9,427.72	4,716.55		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>EMS</b>							
BOBCAT OF THE ROCKIES	12105176	SHARED STREETS & PARKS	09/13/2022	2,690.39	2,690.39	09/22/2022	
BOBCAT OF THE ROCKIES	12105222 - CM	SHARED STREETS & PARKS - C	09/14/2022	2,638.14-	2,638.14-	09/22/2022	
BOOKCLIFF AUTO PARTS INC	458383	STREETS / PARKS SHARED CO	08/16/2022	110.31	110.31	09/22/2022	
BOOKCLIFF AUTO PARTS INC	462409	STREETS / PARKS SHARED CO	08/25/2022	90.97	90.97	09/22/2022	
BOOKCLIFF AUTO PARTS INC	463198	STREETS / PARKS SHARED CO	08/26/2022	27.05-	27.05-	09/22/2022	
BOOKCLIFF AUTO PARTS INC	464587	STREETS / PARKS SHARED CO	08/30/2022	41.98	41.98	09/22/2022	
BOOKCLIFF AUTO PARTS INC	465747	STREETS / PARKS SHARED CO	09/01/2022	52.97	52.97	09/22/2022	
BOOKCLIFF AUTO PARTS INC	465748	STREETS / PARKS SHARED CO	09/01/2022	33.36	33.36	09/22/2022	
BOOKCLIFF AUTO PARTS INC	467225	STREETS / PARKS SHARED CO	09/06/2022	96.63	96.63	09/22/2022	
BOOKCLIFF AUTO PARTS INC	467289	STREETS / PARKS SHARED CO	09/06/2022	90.20	90.20	09/22/2022	
BOOKCLIFF AUTO PARTS INC	467393	STREETS / PARKS SHARED CO	09/06/2022	27.98	27.98	09/22/2022	
BOOKCLIFF AUTO PARTS INC	468716	STREETS / PARKS SHARED CO	09/08/2022	60.98	60.98	09/22/2022	
BOOKCLIFF AUTO PARTS INC	468722	STREETS / PARKS SHARED CO	09/08/2022	79.80	79.80	09/22/2022	
BOOKCLIFF AUTO PARTS INC	470709	STREETS / PARKS SHARED CO	09/13/2022	57.98	57.98	09/22/2022	
BOOKCLIFF AUTO PARTS INC	473389	STREETS / PARKS SHARED CO	09/19/2022	172.98	172.98	09/22/2022	
BOOKCLIFF AUTO PARTS INC	473396	STREETS / PARKS SHARED CO	09/19/2022	8.99	8.99	09/22/2022	
HEUTON TIRE COMPANY INC.	164398	SHARED EXPENSES	09/06/2022	35.00	35.00	09/22/2022	
HEUTON TIRE COMPANY INC.	164540	SHARED EXPENSES	09/14/2022	150.90	150.90	09/22/2022	
HONNEN EQUIPMENT CO.	1407564	SHARED DEPT EXPENSES	09/07/2022	282.16	282.16	09/22/2022	
WESTERN IMPLEMENT	IN19088	SHARED EXPENSES	09/06/2022	557.06	557.06	09/22/2022	
WESTERN IMPLEMENT	IN19371	SHARED EXPENSES	09/08/2022	238.40	238.40	09/22/2022	
WESTERN IMPLEMENT	IN19795	SHARED EXPENSES	09/20/2022	292.12	292.12	09/22/2022	
COOP COUNTRY	250109	PW CAR WASH	09/07/2022	2.00	2.00	09/22/2022	
COOP COUNTRY	250111	PW CAR WASH	09/07/2022	4.63	4.63	09/22/2022	
COOP COUNTRY	250251	PW CAR WASH	09/14/2022	10.00	10.00	09/22/2022	
AMAZON CAPITAL SERVICES	17FW-Q3GM-R	SHARED EXPENSES - STREET	09/01/2022	48.18	48.18	09/16/2022	
AMAZON CAPITAL SERVICES	17FW-Q3GM-R	SHARED EXPENSES - STREET	09/01/2022	15.29	15.29	09/16/2022	
AMAZON CAPITAL SERVICES	17FW-Q3GM-R	SHARED EXPENSES - STREET	09/01/2022	17.97	17.97	09/16/2022	
AMAZON CAPITAL SERVICES	17FW-Q3GM-R	SHARED EXPENSES - STREET	09/01/2022	14.59	14.59	09/16/2022	
AMAZON CAPITAL SERVICES	1NWW-4VCQ-	SHARED EXPENSES - STREET	09/01/2022	18.99	18.99	09/16/2022	
Total EMS:				2,637.62	2,637.62		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>STREETS</b>							
XCEL ENERGY	SEP 2022 INV	STREET LIGHTS	09/01/2022	127.88	.00		
XCEL ENERGY	SEP 2022 INV	307 MAIN -CHARGING STATION	09/01/2022	67.74	.00		
XCEL ENERGY	SEP 2022 INV	STREET LIGHTS	09/01/2022	3,095.72	.00		
RHINEHART OIL CO., LLC	IN-043413-22	STREETS - GAS/DIESEL	09/09/2022	171.96	171.96	09/16/2022	
RHINEHART OIL CO., LLC	IN-056666-22	STREETS - GAS/DIESEL	09/16/2022	160.18	160.18	09/22/2022	
DAWSON INFRASTRUCTURE S	INV211680	STREETS - SWEEPER PARTS	08/17/2022	200.00	200.00	09/22/2022	
Total STREETS:				3,823.48	532.14		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>WATER</b>							
DANA KEPNER COMPANY	156737-00	WATER DIST - METER PARTS	08/31/2022	3,089.34	.00		
JOHN DEERE FINANCIAL	I72213-CM	WATER - UNIFORMS - EXCHAN	02/10/2021	5.00-	5.00-	09/08/2022	
FERGUSON US HOLDINGS, INC	1350915	WATER TREATMENT - RAW WA	09/02/2022	4,331.77	.00		
FERGUSON US HOLDINGS, INC	1364112	WATER TREATMENT - RAW WA	09/01/2022	6.41	6.41	09/22/2022	
MOUNTAIN PEAK CONTROLS	29728	WATER TREATMENT PLANT - P	09/03/2022	625.00	625.00	09/22/2022	
CENTURY LINK	09012022	7148 - CARETAKER RESERVOI	09/01/2022	65.93	65.93	09/16/2022	
TAYLOR FENCE COMPANY /	G56825	WATER PLANT - GATE UPGRAD	08/29/2022	3,200.00	.00		
USA BLUEBOOK	1040005	WATER DISTRIBUTION - PARTS	09/08/2022	1,113.69	1,113.69	09/22/2022	
XCEL ENERGY	SEP 2022 INV	WATER LIGHTS	09/01/2022	172.96	.00		
XCEL ENERGY	SEP 2022 INV	175 1/2 E. 3RS - BULK WATER S	09/01/2022	81.22	.00		
DPE, LLC	7501	SITE LEASE-PAL PT.	08/31/2022	75.00	75.00	09/22/2022	
CORE & MAIN	R537009	WATER TREATMENT - RAW WA	09/07/2022	732.70	732.70	09/22/2022	
OPTIMUS COMMUNICATIONS, L	28555	INTERNET SERVICE	09/19/2022	87.00	87.00	09/22/2022	
SPECTRUM	126548301090	WATER PHONE	09/01/2022	116.85	116.85	09/16/2022	
AMAZON CAPITAL SERVICES	1NWW-4VCQ-	WATER - OPERATING SUPPLIE	09/01/2022	16.70	16.70	09/16/2022	
AMAZON CAPITAL SERVICES	1NWW-4VCQ-	WATER - OPERATING SUPPLIE	09/01/2022	79.98	79.98	09/16/2022	
AMAZON CAPITAL SERVICES	1NWW-4VCQ-	WATER - OPERATING SUPPLIE	09/01/2022	20.03	20.03	09/16/2022	
RHINEHART OIL CO., LLC	IN-043413-22	WATER - GAS/DIESEL	09/09/2022	240.74	240.74	09/16/2022	
RHINEHART OIL CO., LLC	IN-056666-22	WATER - GAS/DIESEL	09/16/2022	224.25	224.25	09/22/2022	
C&R MOTORSPORTS LLC	305	2013 GMC Sierra 3500 HD Crew	09/15/2022	30,405.20	30,405.20	09/16/2022	
Total WATER:				44,679.77	33,804.48		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>SEWER PLANT</b>							
CENTURY LINK	09012022	1319 - SEWER & CALL OUT	09/01/2022	160.91	160.91	09/16/2022	
THATCHER COMPANY	202210012172	SEWER PLANT SUPPLIES	09/01/2022	1,057.75	1,057.75	09/22/2022	
WESTERN COLORADO AG-SER	413	WEED CONTROL - LAGOONS	09/20/2022	405.70	405.70	09/22/2022	
XCEL ENERGY	SEP 2022 INV	SEWER LIGHTS	09/01/2022	998.50	.00		
XCEL ENERGY	SEP 2022 INV	661 BRENTWOOD DR	09/01/2022	12.09	.00		
AMAZON CAPITAL SERVICES	1NWW-4VCQ-	SEWER - PLANT SUPPLIES	09/01/2022	21.29	21.29	09/16/2022	
AMAZON CAPITAL SERVICES	1NWW-4VCQ-	SEWER - PLANT SUPPLIES	09/01/2022	38.70	38.70	09/16/2022	
RHINEHART OIL CO., LLC	IN-043413-22	SEWER - GAS/DIESEL	09/09/2022	68.78	68.78	09/16/2022	
RHINEHART OIL CO., LLC	IN-056666-22	SEWER - GAS/DIESEL	09/16/2022	64.09	64.09	09/22/2022	
Total SEWER PLANT:				2,827.81	1,817.22		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>SEWER COLLECTION</b>							
FERGUSON US HOLDINGS, INC	1366102	SEWER COLLECTION - OPERAT	09/08/2022	199.34	199.34	09/22/2022	
SPECTRUM	126548301090	SEWER COLLECTION PHONE	09/01/2022	116.85	116.85	09/16/2022	
Total SEWER COLLECTION:				316.19	316.19		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WASTE MANAGEMENT INC -	1738196-0576-	DUMPSTER SERVICE	08/30/2022	1,740.17	1,740.17	09/16/2022	
WASTE MANAGEMENT INC -	1738427-0576-	GARBAGE SERVICE	09/01/2022	16,151.09	16,151.09	09/16/2022	
SPECTRUM	126548301090	TRASH PHONE	09/01/2022	38.95	38.95	09/16/2022	
Total :				17,930.21	17,930.21		

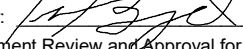
Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>PARKS</b>							
BOOKCLIFF AUTO PARTS INC	464589	PARKS - VEHICLE REPAIRS	08/30/2022	186.98	186.98	09/22/2022	
FERGUSON US HOLDINGS, INC	1366102	VETERANS MEMORIAL BATHR	09/08/2022	199.33	199.33	09/22/2022	
GUSTAVO ORTIZ	TP-09-22	PARKS - PUBLIC RESTROOM C	09/16/2022	1,137.50	1,137.50	09/22/2022	
PEACHTREE HARDWARE AND	176061	VETERAN MEMORIAL RESTRO	09/19/2022	282.18	282.18	09/22/2022	
CENTURY LINK	09012022	1207 - RIVERBEND PARK	09/01/2022	127.47	127.47	09/16/2022	
XCEL ENERGY	SEP 2022 INV	PARKS LIGHTS	09/01/2022	746.93	.00		
XCEL ENERGY	SEP 2022 INV	120 W 8TH - VETERAN MEMORI	09/01/2022	54.56	.00		
CORE & MAIN	R553526	VETERANS MEMORIAL BATHR	09/09/2022	55.56	55.56	09/22/2022	
AMAZON CAPITAL SERVICES	17FW-Q3GM-R	PARKS - OPERATING SUPPLIES	09/01/2022	99.96	99.96	09/16/2022	
AMAZON CAPITAL SERVICES	17FW-Q3GM-R	PARKS - OPERATING SUPPLIES	09/01/2022	29.99	29.99	09/16/2022	
AMAZON CAPITAL SERVICES	17FW-Q3GM-R	PARKS - OPERATING SUPPLIES	09/01/2022	38.46	38.46	09/16/2022	
AMAZON CAPITAL SERVICES	1FN6-H7Q3-V	PARKS - EQUIPMENT REPAIR	09/01/2022	511.05	511.05	09/16/2022	
AMAZON CAPITAL SERVICES	1FN6-H7Q3-V	PARKS - OPERATING SUPPLIES	09/01/2022	150.50	150.50	09/16/2022	
AMAZON CAPITAL SERVICES	1FN6-H7Q3-V	PARKS - VEHICLE MAINTENAN	09/01/2022	57.55	57.55	09/16/2022	
AMAZON CAPITAL SERVICES	1FN6-H7Q3-V	PARKS - SHIPPING COSTS	09/01/2022	5.99	5.99	09/16/2022	
AMAZON CAPITAL SERVICES	1K6V-MY71-1X	PARKS - SMALL EQUIPMENT	09/01/2022	475.00	475.00	09/16/2022	
RHINEHART OIL CO., LLC	IN-043413-22	PARKS - GAS/DIESEL	09/09/2022	137.56	137.56	09/16/2022	
RHINEHART OIL CO., LLC	IN-056666-22	PARKS - GAS/DIESEL	09/16/2022	128.14	128.14	09/22/2022	
SOLSBURY HILL, LLC DBA/	S4745559.001	PARKS - IRRIGATION SUPPLIES	09/14/2022	221.44	221.44	09/22/2022	
SOLSBURY HILL, LLC DBA/	S4785548.001	PARKS - IRRIGATION SUPPLIES	09/14/2022	82.75	82.75	09/22/2022	
ENTREPRISES URBEN BLU INC	296 - SECOND	VETERANS MEMORIAL - BATHR	09/22/2022	75,000.00	.00		
RIVERBEND MACHINERY, INC	RG14626	VETERANS MEMORIAL RESTR	09/08/2022	1,285.00	1,285.00	09/22/2022	
MESA VIEW TREE FARM, LTD	000007	PARKS - TREES AT VETERANS	08/16/2022	900.00	.00		
Total PARKS:				81,913.90	5,212.41		




Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>POOL</b>							
CENTURY LINK	09012022	1067 - POOL INTERNET	09/01/2022	160.91	160.91	09/16/2022	
XCEL ENERGY	SEP 2022 INV	POOL LIGHTS	09/01/2022	1,779.13	.00		
AMAZON CAPITAL SERVICES	1FN6-H7Q3-V	POOL - OPERATING	09/01/2022	280.07	280.07	09/16/2022	
AMICO PLUMBING & MECHANI	I4964	POOL - BOILER REPAIR	07/20/2022	2,161.10	2,161.10	09/22/2022	
Total POOL:				4,381.21	2,602.08		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>FACILITIES</b>							
GUSTAVO ORTIZ	TP-09-22	JANITORIAL SERVICES	09/16/2022	1,340.00	1,340.00	09/22/2022	
XCEL ENERGY	SEP 2022 INV	FACILITIES LIGHTS	09/01/2022	608.68	.00		
XCEL ENERGY	SEP 2022 INV	711 IOWA - GYM	09/01/2022	1,098.24	.00		
TERMINIX	264609	PEST CONTROL	09/13/2022	67.00	67.00	09/22/2022	
TERMINIX	264811	PEST CONTROL	09/13/2022	65.00	65.00	09/22/2022	
ALSCO INC	LGRA2677091	BUILDING - REP & MAINT - FLO	09/09/2022	50.80	50.80	09/22/2022	
ALSCO INC	LGRA2679707	BUILDING - REP & MAINT - FLO	09/16/2022	50.80	50.80	09/22/2022	
AMAZON CAPITAL SERVICES	17FW-Q3GM-R	ADMIN - FURNITURE	09/01/2022	197.99	197.99	09/16/2022	
Total FACILITIES:				3,478.51	1,771.59		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
TAYLOR FENCE COMPANY /	G56846	CAPITAL PROJECTS - OLD HIG	09/02/2022	86.72	86.72	09/22/2022	
TAYLOR FENCE COMPANY /	G56854	CAPITAL PROJECTS - OLD HIG	09/06/2022	350.00	350.00	09/22/2022	
MOA, INC DBA/ MOA ARCHITEC	22108.00-7	CAPITAL PROJECTS - CLINIC	09/22/2022	21,860.00	.00		
Total :				22,296.72	436.72		
Grand Totals:				334,753.72	77,417.51		

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

Date: 9/23/22

Town Manager:   
(Administrative Review and Approval for Payment)

Date: 9/23/2022

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

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

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

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

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input date = 09/08/2022-09/23/2022



**MINUTES OF THE REGULAR MEETING OF THE  
PALISADE BOARD OF TRUSTEES  
August 23, 2022**

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: Jamie Sommerville, Bill Carlson, Thea Chase, Stan Harbaugh, and Mayor Pro-Tem Ellen Turner. Trustee Nicole Maxwell arrived at 6:05 pm. A quorum was declared. Also in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Community Development Director Brian Rusche, Police Chief Jesse Stanford, and Fire Chief Charles Balke.

**AGENDA ADOPTION**

*Motion #1* by Trustee Somerville, seconded by Mayor Pro-Tem Turner, to approve the agenda as amended to include a presentation from Ben Snyder, the Executive Director of the Greater Grand Junction Sports Committee, to present a check to the Palisade Fire Department with funds earned from the *Peachy 5k Fun Run*.

A voice vote was requested  
Motion carried unanimously

**PRESENTATIONS**

Gary Hauschulz with Palisade Art Vision (PAV) gave a brief presentation on their progress over the last year and the downtown sculptures that will be unveiled next month.

Mayor Mikolai presented Juliann Adams and Bill Binnian, members of the Palisade Sunrise Rotary, with a check for \$16,548.21 for managing the 2022 Palisade Bluegrass and Roots Festival bar.

Ben Snyder, the Executive Director of the Greater Grand Junction Sports Committee, presented a donation check to the Palisade Fire Department with funds earned from the *Peachy 5k Fun Run*.

**TOWN MANAGER REPORT**

Town Manager Janet Hawkinson announced the groundbreaking event planned for the new community clinic, reviewed her Town Manager's report (included in the packet) and offered to answer any questions or concerns from the Board.

**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 – August 4, 2022 – August 17, 2022
- **Minutes**  
Minutes from the August 9, 2022, Regular Board Meeting

*Motion #2* by Trustee Somerville, seconded by Trustee Chase, to approve the consent agenda as presented.

A roll call vote was requested.

**Yes:** Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson

**No:**

**Absent:**

Motion carried.

### **NEW BUSINESS**

#### ***Resolution 2022-14 approving an Intergovernmental Agreement (IGA) with Mesa County Elections for Coordinated Special Election***

Town Manager Janet Hawkinson and Town Clerk Keli Frasier explained that the Tourism Advisory Board (TAB) has requested that the Board of Trustees ask the voters to increase the lodging tax. If the Board does not wish to enter into an IGA with Mesa County for the November 2022 election, the next opportunity to vote on this issue would be in April 2024.

TAB Chairperson Juliann Adams, and TAB Member Jeff Snook advised the Board that they were there to help answer any questions the Board had regarding the request.

Various Board members asked about the current lodging tax rate, the businesses that are required to pay the tax, the timeline of the requested ballot question, and why it felt rushed.

Town Clerk Frasier explained that while the timeline is short, the order of proposing the IGA before the ballot language is in accordance with State Statute. Town Manager Hawkinson advised the Board that the ballot request has been a discussion amongst TAB for about a year, but the talks of proposing a sales tax ballot question had pushed the lodging tax question back. Because Mesa County is able to coordinate in November, TAB requested we move forward to the Board so they wouldn't have to wait for a much later election before being able to make the request again.

*Motion #3* by Trustee Somerville, seconded by Mayor Pro-Tem Turner to approve an Intergovernmental Agreement with Mesa County Elections for a coordinated election on November 8, 2022.

A roll call vote was requested.

**Yes:** Trustee Maxwell, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Mayor Mikolai

**No:** Trustee Chase, Trustee Carlson

**Absent:**

Motion carried.

#### ***Purchase of a used 2021 Toyota Pick-Up Truck for the Parks Department***

Town Manager Hawkinson explained that the three Ford Hybrid Mavericks that the Board approved in 2021 are still in production due to supply chain issues and will not be in the possession of the Town for up to a year from now.

She went on to describe a used 2021 Toyota that would help alleviate the Parks Department's desperate need for a vehicle to aid in completing daily required duties. The truck is listed for \$31,295.00 and will be an added vehicle to the Parks fleet once the three Mavericks arrive.

**Motion #4** by Mayor Pro-Tem Turner, seconded by Trustee Somerville to direct the Town Manager to purchase a used truck for the Parks Department for an amount not to exceed \$35,000.00.

A roll call vote was requested.

**Yes:** Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell, Trustee Chase

**No:**

**Absent:**

Motion carried.

***Resolution 2022-13 Supporting the Safe Streets and Roads for All (SS4A) Grant and Memorandum of Agreement***

Community Development Director Brian Rusche explained that the Mesa County Regional Transportation Planning Office (RTPO) is applying for a grant under the Safe Streets and Roads for All (SS4A) program. The grant, if awarded, would pay for the creation of a “Vision Zero” action plan to eliminate traffic deaths within Mesa County.

He went on to clarify that coordinating with Mesa County on this grant, it would allow Mesa County, the City of Grand Junction, the City of Fruita, and the Town of Palisade to split the match cost of the grant and open the opportunity to apply for future grants through this program. Palisade’s contribution is \$1105, which said amount is available in the Community Development – Professional Services budget.

**Motion #5** by Trustee Chase, seconded by Trustee Harbaugh to approve Resolution 2022-13 supporting the Safe Streets and Roads for All (SS4A) Grant and Memorandum of Agreement.

A roll call vote was requested.

**Yes:** Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh

**No:**

**Absent:**

Motion carried.

***Resolution 2022-15 supporting a Department of Local Affairs (DOLA) Grant Application***

Utilities Director Matt Lemon announced that the Energy and Mineral Impact Assistance Fund (EIAF) Grant if awarded, will be used to replace the Troyer Avenue lift station. He explained that the existing lift station is the oldest system serving the Town, with outdated electric controls for the pumps, and a visual alarm system. There is no call out to staff or audible alarm for notification.

The grant is a 50/50 match, and staff is requesting to apply for a total of \$300,000.00, with the \$150,000.00 match being appropriated from the Sewer Enterprise Fund and/or General Fund.

**Motion #6** by Trustee Maxwell, seconded by Mayor Pro-Tem Turner to approve Resolution 2022-15 supporting a Department of Local Affairs (DOLA) Grant Application.

A roll call vote was requested.

**Yes:** Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner

**No:**

**Absent:**

Motion carried.

***Resolution 2022-16 supporting a Federal Mineral Lease District (FMLD) Grant Application***

Fire Chief Charles Balke stated that the proposed grant is for \$16,968.00 and is a zero funding match. If awarded, the grant funds would be used to purchase two Altair 4-gas monitors, two handheld TXS Thermal Imagers, and structural firefighting boots for all twenty members of the Palisade Fire Department.

***Motion #7*** by Trustee Maxwell, seconded by Trustee Chase to approve Resolution 2022-16 supporting a Federal Mineral Lease District (FMLD) Grant Application.

A roll call vote was requested.

**Yes:** Trustee Carlson, Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville

**No:**

**Absent:**

Motion carried.

**PUBLIC HEARING I**

**PRO 2022-08 Third Street Lodging Setback Variance**

Mayor Mikolai opened the public hearing at 7:01 pm.

Community Development Director Rusche reviewed his staff report citing the findings of fact and staff recommendations.

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];**

There are exceptional conditions pertaining to this piece of property because of the size of the lot and the location of the existing structure.

*Unlike buildings on most downtown lots, the original motel structure is oriented to the side, rather than the front, of the lot. This creates a condition where the width of the lot, which is narrower than the depth, functions as the space available for any additional development. The orientation makes the alley, typically found behind a building in downtown, feels like a side yard, which in a downtown context has no setback.*

- 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.**

Granting the variance requested will not confer upon the applicant any special privilege.

*The purpose of the ten (10) foot rear yard setback in the TC (Town Center) zone is ostensibly to provide room for parking and/or building access from an alley in a traditional downtown grid. However, applying this standard would reduce the ability to provide room for parking and create the potential for unauthorized access to the bathhouse from the alley.*

- 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.**

A literal interpretation of the code would deprive the applicant of the ability to upgrade the property to meet modern building codes.

*The former house, which provided the only restroom on the property for years, existed in the middle of the lot, effectively splitting it in half, with an inability to access the back of the property from the front. If the bathhouse were placed at this location, the property would also feel as though it were split in half, which could compromise the privacy and security of the proposed motel use.*

**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 will be in harmony with the purpose and intent of the LDC and will not be injurious to the neighborhood or to the public.

*The proposed site plan shows that, by locating the bathhouse adjacent to the alley, a maximum number of parking spaces and more efficient use of the lot can be achieved. The adjacent property to the east is a post office, which currently has a storage unit located right on the alley as well, to maximize the use of its parking lot.*

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

The substandard condition of the existing building and the property is not the result of the applicant.

*In fact, the applicant is attempting to modernize both the existing building as well as construct a modern bathhouse to restore the property to its original use as a motel.*

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

The requested variance is the minimum necessary to make full use of the land.

*Any setback more than zero creates a dead zone between the bathhouse and the alley that would need to be maintained and would reduce the feeling of privacy for the guests of the proposed motel.*

Applicants Jeff Snook and Jody Corey gave a brief presentation on their vision for the property and the reasoning for their request.

Mayor Mikolai opened the hearing to public comment.

*Gary Brauns 555 36 Road, Palisade;* expressed enthusiasm about the applicant's abilities to turn the proposed property into a gem and encouraged the Board to approve the variance request.

*Kristin Steidel, 2190 W Morrison Court, Grand Junction;* is an employee of Spoke and Vine Motel and feels that approval of the application will allow guests to have their own parking space and take up less public parking downtown.

Mayor Mikolai opened the hearing to Board comment.

*Board Members* asked if notice requirements had been met, if the variance would impact trash pick-up and clarification on where the zero line was actually being requested for.

**Motion #8** by Trustee Somerville, seconded by Mayor Pro-Tem Turner, to approve PRO 2022-08 a variance from the Palisade Land Development Code (LDC) to allow for a zero (0) foot rear yard setback where ten (10) feet is required, for the property located at 215 W. Third Street (Parcel # 2937-092-06-002), as applied for by Third Street Lodging LLC.



A roll call vote was requested.

Yes: Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson

No:

Absent:

Motion carried.

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

## **PUBLIC HEARING II**

### **PRO 2022-14 Wine Country Inn Sign Variance**

Mayor Mikolai opened the public hearing at 7:17 pm.

Community Development Director Rusche gave a brief presentation outlining the findings of fact and staff recommendations.

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];**

There are exceptional conditions pertaining to this piece of property because of its shape.

*The winery and the inn are accessible only by Grand River Drive, which runs parallel to I-70.*

*The property also sits lower than the interstate, meaning that a sign meeting the maximum height of 20 feet would not be particularly visible to the traveling public. The existing sign was built prior to the annexation of the property into the Town and has become a very recognizable feature of Palisade.*

- 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.**

Granting the variance requested will not confer upon the applicant any special privilege.

*This request is not for a new sign but rather to continue and improve the use of the existing sign to reflect the common uses accessible from Grand River Drive and to maintain the existing sign structure.*

- 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.**

A literal interpretation of the code would require that the sign be decommissioned and removed.

*In fact, this sign was used as the basis for consideration of a sign variance for a sign of the same height across Elberta for the Golden Gate fuel location (PRO-2017-43), as it was determined during that process to be compatible with the existing signage, such as the current winery sign.*

- 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 will not be injurious to the neighborhood or to the public.

*The existing sign has not, to the Town's knowledge, caused any safety hazards and, in fact, has become a reference point for exiting I-70 into the Town. The modification of the business name(s) to reflect common ownership and the addition of internal illumination will improve upon the existing, worn-out painting of the existing sign.*

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

The configuration of the lot and signage location is not the result of the applicant.

*By purchasing the winery, the owners have preserved a historical land use within the Town and inherited the existing condition of the sign.*

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

The requested variance will allow the sign to remain.

*Signage is necessary to convey information and direction to visitors and residents alike.*

Applicant Paul Schritter with Bud's Signs gave a brief presentation highlighting what the sign would look like if approved.

Mayor Mikolai opened the hearing to public comment.

*Mariah Reynolds, 557 Cicero Drive, Palisade;* declared her opposition to any brightly lit signs in Palisade.

*Dan Vice, the General Manager at Grande River Vineyards;* remarked that the proposed color scheme will help limit light pollution and will help visitors find them easily.

*Ian Kelly, the General Manager of Wine Country Inn;* spoke in favor of the application.

*Susan Ryan from Grand Junction;* passed out additional images of the proposed sign.

*Jean Tally, owner of both Grande River Vineyards and Wine Country Inn,* specified that a large concern that the lighted sign would help mitigate is the ability of emergency personnel to find both locations if necessary.

Mayor Mikolai opened the hearing to Board comment.

*All members of the Board of Trustees* discussed the concern of the lighted sign and the potential light pollution it may cause when entering Palisade.

Applicant Paul Schritter reminded the Board that the illumination of the sign is currently allowed under the Palisade Land Development Code.

*Mayor Mikolai called for a five-minute recess at 8:03 pm.*

**Motion #9** by Trustee Maxwell, seconded by Trustee Harbaugh, to approve PRO 2022-14 for a variance from the Palisade Land Development Code (LDC) to allow for the replacement of an existing sign, approximately 312 square feet advertising both Wine Country Inn and Grande River Vineyards. The sign has a height of thirty-six (36) feet above grade with a total height of thirty-nine (39) feet and is located on the property of 787 37 3/10 Road (2937-054-55-001), as applied for by the Bud's Signs on behalf of the property owner.

A roll call vote was requested.

Yes: Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson, Mayor Mikolai

No:

Absent:

Motion carried.

Mayor Mikolai closed the public hearing at 8:16 pm.

### **PUBLIC HEARING III**

#### **ORDINANCE 2022-16: Amending the Land Development Code (LDC) regarding Outdoor Lighting**

Mayor Mikolai opened the public hearing at 8:16 pm.

Community Development Director Rusche reviewed his staff report clarifying that the purpose of this Ordinance is to mitigate light pollution in Palisade and to help improve the quality of life for the residents.

In evaluating any proposed amendment of the text of the Land Development Code, 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;

*The proposed text amendment is consistent with the remainder of the LDC, specifically the section on parking and street lights in subdivisions.*

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

*The proposed text amendment seeks to improve public health, safety, or general welfare by reducing light pollution.*

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;

*Dark-sky interest has grown within Palisade and has become an important value for those who reside here.*

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

*The proposed text amendment does not go against 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 feedback on the Comprehensive Plan update indicates support for dark-sky-compliant lighting.*

Mayor Mikolai opened the hearing to public comment.

*Marsha Kosteva, 346 W 6<sup>th</sup> Street, Palisade;* thanked the Board for considering the proposed Ordinance and stated that it was long overdue for Palisade to adopt such requirements.

*Mariah Reynolds, 557 Cicero Drive, Palisade;* stated that she is a fan of the proposed Ordinance.

Mayor Mikolai opened the hearing to Board comment.

*Mayor Pro-Tem Turner* asked if light shields would be required for new commercial developments. Community Development Director Rusche stated that they indeed would.

***Motion #10*** by Trustee Somerville, seconded by Mayor Pro-Tem Turner, to approve Ordinance 2022-16 amending the Palisade Land Development Code regarding outdoor lighting.

A roll call vote was requested.

Yes: Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell

No:

Absent:

Motion carried.

Mayor Mikolai closed the public hearing at 8:39 pm.

### **PUBLIC COMMENT**

*Mariah Reynolds, 557 Cicero Drive, Palisade;* expressed deep concerns regarding the perceived increase in crime in Palisade and requested increased police presence.

### **OPEN DISCUSSION**

*Mayor Pro-Tem Turner and Trustee Chase* expressed their concerns over the perception that crime is increasing in Palisade and would like the Palisade Chief of Police to do a presentation on the facts of crime in Town and the processes in place for mitigating the issue.

*Trustee Somerville* stated that he would like to see the Board move forward with adopting an ordinance regarding dark sky compliance for businesses and signs. ***The consensus of the Board is to direct staff to work on a draft ordinance for the Board's consideration.***

*Various Board members, including Trustee Maxwell, Trustee Chase, and Mayor Mikolai,* discussed the appropriateness of drafting a letter of support for the Cameo Sport Shooting Compex regarding magazine limit laws in connection with tournaments. ***The consensus of the Board is to ask for the Town Attorney's advice in drafting such a letter and what the potential repercussions could possibly be.***

*Trustee Carlson* stressed concerns over the Breau of Reclamation taking over water rights in Colorado. ***The consensus of the Board is to talk to the Town's water attorney and get a report on what we could be doing now to protect our water rights and what our vulnerabilities are.***

### **COMMITTEE REPORTS**

Board members briefly explained the various meetings they had recently attended.

### **ADJOURNMENT**

***Motion #11*** by Trustee Somerville, seconded by Trustee Turner to adjourn the meeting at 8:59 pm.

A voice vote was requested.

Motion carried unanimously.

X

Greg Mikolai  
Mayor

X

Keli Frasier  
Town Clerk



**MINUTES OF THE REGULAR MEETING OF THE  
PALISADE BOARD OF TRUSTEES  
September 13, 2022**

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: Jamie Sommerville, Bill Carlson, Thea Chase, Nicole Maxwell, Stan Harbaugh, and Mayor Pro-Tem Ellen Turner. A quorum was declared. Also in attendance were Town Manager Janet Hawkinson and Parks and Events Director Troy Ward.

**AGENDA ADOPTION**

*Motion #1* by Trustee Somerville, seconded by Mayor Pro-Tem Turner, 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 – August 17, 2022 – September 7, 2022
- **Minutes**
  - Minutes from the August 30, 2022, Special Board of Trustees Meeting
  - Minutes from the September 8, 2022, Special Board of Trustees Meeting

*Motion #2* by Trustee Chase, seconded by Mayor Pro-Tem Turner, to approve the consent agenda as presented.

A roll call vote was requested.

**Yes:** Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson

**No:**

**Absent:**

Motion carried.

**EXECUTIVE SESSION**

*For a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b) (Litigation: DRIFT 6 LLC v. TOWN OF PALISADE; 2020CV30283).*

*For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e)(Settlement of threatened litigation; Potential licensing of Town asset; Professional services).*

*Motion #3* by Trustee Chase, seconded by Trustee Carlson to enter into Executive Session at 7:04 pm.

A voice vote was requested  
Motion carried unanimously

Present during the Executive Session were Mayor Greg Mikolai, Trustees Jamie Sommerville, Bill Carlson, Thea Chase, Nicole Maxwell, Stan Harbaugh, and Mayor Pro-Tem Ellen Turner. Also in attendance were Town Manager Janet Hawkinson and Parks and Events Director Troy Ward.

### **ADJOURNMENT**

Noting that there was no further business on the Agenda, Mayor Mikolai adjourned the meeting at 8:58 pm.

A voice vote was requested.  
Motion carried unanimously.

X

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Greg Mikolai  
Mayor

X

---

Keli Frasier  
Town Clerk

**LeMOINE & GRAVES, P.C.**

**ATTORNEYS AT LAW  
120 WEST THIRD STREET  
P. O. BOX 907  
RIFLE, COLORADO 81650**

**DANIEL D. LEMOINE  
TIMOTHY L. GRAVES**

**TELEPHONE 970-625-1887  
FAX 970-625-4448**

September 7, 2022

Town of Palisade Board of Trustees

RE: Municipal Prosecution Services

Town of Palisade Trustees,

Please accept this letter and enclosure as a letter of interest in the position of Municipal Court Prosecutor for the Town of Palisade. My name is Timothy Graves and I am a shareholder and manager of LeMoine & Graves, P.C. in Rifle, Colorado. If accepted, I would be the attorney handling prosecutorial services arising out of the Palisade Municipal Court.

The law firm of LeMoine & Graves, P.C. was founded in 1937 by William Mason and continues to operate at the same original location at 120 W. Third Street, Rifle, Colorado. The size of the firm has fluctuated over the last eighty plus years but currently includes two attorneys. The firm itself has a long and varied history in the field of municipal law including prosecution, defense work, and appointments to the bench. As the current primary litigator for the firm, I personally serve as municipal prosecutor for the City of Fruita, Town of De Beque, and beginning on October 1, 2022, the City of Rifle. I also serve as the Deputy Municipal Judge in Carbondale and Basalt, both beginning in 2018. I have held positions as a contract court-appointed defense counsel for various municipalities in the Colorado River Valley. Additionally, I have worked in municipalities for licensing issues such as liquor licenses and building code issues. The institutional knowledge and individual experience this firm offers allows for a deep familiarity with the Municipal Court Rules of Procedure, Rules of Criminal Procedure, and individual municipal codes. Due to these varied responsibilities, I regularly set aside time to stay abreast of changes in case law and municipal code changes.

My practice is focused mainly on litigation including district, county, and municipal criminal work, as well as district and county civil litigation work.

The firm has primarily practiced within Garfield and Rio Blanco Counties and does some work in surrounding counties. While there is a potential for conflicts of interest with my other areas of practice, this potential is mitigated by my minor footprint in Mesa County; it will be an expeditious process to discover potential conflicts and assign such cases to the temporary counsel, as needed.

I have never been cited with a formal disciplinary complaint or a malpractice complaint. Additionally, the firm maintains malpractice insurance.

Attached with this letter of introduction, please find my resumé. I am happy to meet with the Board to answer any inquires or details of my experience.

Very Truly Yours,

*Timothy Graves*

LeMoine & Graves, P.C.

Timothy Graves, for the firm

enclosures



**TIMOTHY L. GRAVES**

120 W. Third Street  
Rifle, CO 81650  
970-625-1887  
tgraves@riflelaw.com

**LICENSURE**

Fall 2013                      Colorado Bar, Attorney Registration Number #46733

**EDUCATION**

May 2013                      Southern Illinois University School of Law, Carbondale, Illinois  
Juris Doctor

May 2010                      Illinois State University College of Business, Normal, Illinois  
Bachelor of Science in Business Administration

**EXPERIENCE**

2016-Present                      Partner/Attorney, LeMoine & Graves, P.C.  
Rifle, Colorado

- Criminal Law (District, County, Municipal)
- General Civil Litigation (District and County)

2014-2016                      Associate Attorney, Stuver & LeMoine, P.C.  
Rifle, Colorado

- Criminal Law (District, County, Municipal)
- General Civil Litigation (District and County)

2013-2014                      Associate Attorney, Feldmann Nagel, LLC.  
Steamboat Springs, Colorado

- Criminal Law (County and Municipal)
- General Civil Litigation (District and County)

**PUBLIC CONTRACTS**

Municipal Court Prosecutor

- Fruita (2019-Present), De Beque (2022-Present), Rifle (October 2022)

Municipal Court Deputy Judge

- Carbondale (2018-Present), Basalt (2018-Present)

## **AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT ("Agreement") is made and entered into effective this 1<sup>st</sup> day of October, 2022 by and between the TOWN OF PALISADE, COLORADO, a statutory municipality (the "Town"), and LEMOINE & GRAVES, P.C., a Colorado professional corporation ("Contractor").

WHEREAS, the Town desires to appoint Timothy Graves with LeMoine & Graves, P.C. ("Contractor"), as the Palisade Municipal Prosecutor and that Contractor perform the services of Municipal Prosecutor as an independent contractor, in accordance with the provisions of this Agreement; and

WHEREAS, Contractor desires to accept the appointment of Palisade Municipal Prosecutor and perform such duties pursuant to the terms and conditions provided for in this Agreement; and

WHEREAS, the parties hereto desire to set forth certain understandings regarding the services in writing.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. Scope of Agreement. Contractor agrees to provide prosecutorial services to the Town that will include the responsibility for prosecution of all municipal code violations referred by the Town's various departments, including the police department and code enforcement division. Services will include preparation for and attendance at all municipal court sessions to represent the Town as prosecutor, including full victim services.

2. Consideration. Contractor shall be paid \$175.00 per hour for the services, plus customary costs including collation of court files, mailing charges and costs for the preparation of photographic and video evidence. The hourly rate for all legal assistant time shall be \$60.00 per hour. The Town shall pay Contractor within thirty (30) days of receiving an itemized invoice from Contractor for such services. In the event Contractor finds it necessary to retain a Special Prosecutor because Contractor is unavailable or has a conflict of interest on a matter, compensation to the Special Prosecutor will be paid by the Town.

3. Term and Renewal. The initial term of this Agreement shall be from October 1, 2022 to September 30, 2023, or until the Agreement is terminated pursuant to Paragraph 10 herein. At the end of the initial term, the Board of Trustees shall determine whether to grant an extension of said contract in increments and at a rate as may be mutually agreeable to the Town and the Contractor. If no action is taken, this Agreement will continue on a month-to-month basis under the same terms set forth herein.

4. Status. The Contractor is an independent contractor and shall not be considered an employee or agent of the Town for any purpose.

Agreement for Professional Services  
Town of Palisade Prosecutor

5. Ownership of Instruments of Service. The Town acknowledges the Contractor's work product, including electronic files, are instruments of professional service. Nevertheless, the final work product prepared under this Agreement shall become the property of the Town upon completion of the services.

6. Standard of Care. The standard of care applicable to the Contractor's services will be the same degree of care, skill, and diligence normally employed by professionals performing the same or similar services.

7. Indemnity, Insurance and Governmental Immunity Act. To the extent permitted by law, each party to this Agreement shall hold harmless and indemnify the other party, including the other party's employees, officers, agents, and assigns, from award of damages, to the extent such award of damages arises from the action or inaction of that party's own officers, employees and agents. Nothing herein shall be interpreted as a waiver of governmental immunity, to which the other parties would otherwise be entitled under C.R.S. §24-6-101, et seq. as amended.

8. Termination. The Town or the Contractor may terminate this Agreement at any time by providing a minimum sixty (60) calendar days' written notice to the other party. If the parties have mutually determined that the work has become infeasible, the parties agree to terminate the Agreement in accordance with this Paragraph. In the event this Agreement is terminated, the Contractor shall be compensated for all work performed to date based on estimate percentage of completion, including the percentage of any and all work items begun but not completed.

10. Notices. Written notices required under this Agreement and all other correspondence between the parties shall be directed to the following and shall be deemed received when hand-delivered or three (3) days after being sent by certified mail, return receipt requested:

If to the Town:                      Town of Palisade  
   Town Administrator  
   P.O. Box 128  
   Palisade, Colorado 81526-0128

Copy to:                                Karp Neu Hanlon, P.C.  
   201 14<sup>th</sup> Street, Suite 200  
   P.O. Drawer 2030  
   Glenwood Springs, CO 81601

To the Contractor:                LeMoine & Graves, P.C.  
   120 West Third Street  
   Rifle, CO 81650

11. Responsibilities. The Contractor shall be responsible for all damages to persons

Agreement for Professional Services  
Town of Palisade Prosecutor

or property caused by the Contractor, its agents, employees or sub-Contractors, to the extent caused by its negligent acts, errors and omissions hereunder, and shall indemnify and hold harmless the City from any claims or actions brought against Contractor by reason thereof.

12. Entire Agreement. This Agreement, **along with any addendums and attachments hereto**, constitutes the entire agreement between the parties. The provisions of this Agreement may be amended at any time by the mutual consent of both parties. The parties shall not be bound by any other agreements, either written or oral, except as set forth in this Agreement.

13. Governing Law. The laws of the State of Colorado shall govern the validity, performance and enforcement of this Agreement. Venue for any action instituted pursuant to this agreement shall lie in Garfield County, Colorado.

14. Authority. Each person signing this Agreement, **and any addendums or attachments hereto**, represents and warrants that said person is fully authorized to enter into and execute this Agreement and to bind the party it represents to the terms and conditions hereof.

15. Attorneys' Fees. Should this Agreement become the subject of litigation between the City and Contractor, the prevailing party shall be entitled to recovery of all actual costs in connection therewith, including but not limited to attorneys' fees and expert witness fees. All rights concerning remedies and/or attorneys' fees shall survive any termination of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.


TOWN OF PALISADE, COLORADO

By: \_\_\_\_\_  
Town Administrator

ATTEST:

\_\_\_\_\_  
Town Clerk

LEMOINE & GRAVES, P.C.

By:  9/15/22  
\_\_\_\_\_  
Timothy L. Graves



## **PALISADE BOARD OF TRUSTEES**

### **Agenda Item Cover Sheet**

**Meeting Date:** September 15, 2022

**Presented By:** Brian Rusche, Community Development Director

**Department:** Community Development

**Re:** Planning Commission Appointment

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**SUBJECT:** Planning Commission Vacancy

**SUMMARY:**

The Palisade Planning Commission currently has one (1) vacancy due to a member moving out of Palisade.

Section 3 of Ordinance No. 2019-16 outlines the transition for the appointment of Planning Commissioners to February in odd-numbered years from the current seats expiring in April of even-numbered years. It states: “

- Appointments for vacant seats shall be for terms to expire in February in odd-numbered years so there are 3 and 4 seats expiring, respectively staggered, each odd-numbered year.

The current vacancy runs until February 2023, consistent with the Ordinance.

Two (2) individuals have submitted applications (attached) for the vacant position on the Commission. These individuals are:

- **Johnson, Tracy**
- **Seymour, Ed**

**BOARD DIRECTION:**

The Board of Trustees will interview two (2) candidates for one (1) open seat on the Palisade Planning Commission. A silent priority vote will occur after the interviews to fill the one (1) position, with the highest votes serving the term ending in February 2023. A roll-call vote will appoint the commissioner to the respective seat.



## Application for Voluntary Service for the Town of Palisade

Thank you for your interest and willingness to apply your skills, dedication, and creativity to make the Town of Palisade an ever better place. Citizens such as yourself are truly the cornerstone of our community. Please take a moment to complete this application form and read the specific requirements of the position for which you are applying. Many of the volunteer positions for the Town require monthly and even bi monthly meetings, training sessions, and occasional travel. Due to the importance of regular participation, only those applicants who are reasonably certain of their ability to participate regularly should apply.

Thank you again for your willingness to serve!

Name	Tracy Johnson
Mailing Address	743 Nectarine St. Palisade, CO 81526
Physical Address	743 Nectarine St. Palisade, CO 81526
Email Address	tracyjohnson0309@gmail.com
Phone number	(970)260-0083
Alternate phone number	(970)822-4888

What position are you applying for? Member of the Planning Commission Board

Please describe your qualifications for this position. *(Feel free to attach an additional sheet if necessary or preferred.)* Some qualifications I have that may be relevant as a member of the planning commission board include: Seven years working for the city of Grand Junction, I also have thirty-two years of experience in tourism. I currently teach at WCCC and am the Food and Beverage director at Hotel Maverick/ Devils Kitchen owned by CMU. In my current position as the F&B director I have the opportunity to work with CMU and WCCC students and faculty one-on-one, small local businesses and business owners.

Please describe your personal interest in this position. *(Feel free to attach an additional sheet if necessary or preferred.)* My personal interest in this position stems from the importance this community is to me. Palisade holds a lot of family history and I have ties to Palisade that date clear back to 1931. With that being said, I strongly believe that in order to keep a strong community there needs to be growth that will not harm the heritage of this community. This is a belief I will carry if chosen to be a member of Palisades planning commission board. Also, I am currently active in the community and would like to further my involvement. Some prior volunteer experience I have include: working at the 4th of July parade, fundraised for local school sports, we are regular donors to District 51 sports and athletics, I have also volunteered at New Emerson reading with children, Special olympics, and JUCO.

Do you have any conflicts that might preclude the regular participation required for this position? *(Feel free to attach an additional sheet if necessary or preferred.)* N/A

Please consider the various requirements for volunteer boards and commissions, as listed below. Any questions or concerns should be addressed to the Town Clerk P.O. Box 128, Palisade, CO 81526, or by phone at 464-5602.



## Application for Voluntary Service for the Town of Palisade

Thank you for your interest and willingness to apply your skills, dedication, and creativity to make the Town of Palisade an ever better place. Citizens such as yourself are truly the cornerstone of our community. Please take a moment to complete this application form and read the specific requirements of the position for which you are applying. Many of the volunteer positions for the Town require monthly and even bimonthly meetings, training sessions, and occasional travel. Due to the importance of regular participation, only those applicants who are reasonably certain of their ability to participate regularly should apply.

Thank you again for your willingness to serve!

Name	Ed Seymour
Mailing Address	816 Rupp Ave.
Physical Address	816 Rupp Ave.
Email Address	<a href="mailto:Ed-seymour@outlook.com">Ed-seymour@outlook.com</a>
Phone Number	970-852-9819
Alternate Phone Number	

What position are you applying for? Planning Commission

Please describe your qualifications for this position. (Feel free to attach an additional sheet if necessary or preferred.) Previous experience on a municipal planning commission, various professional and civic experiences, and degrees in political science and land and resource management. Please the



attached letter with more details.

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Please describe your personal interest in this position. (Feel free to attach an additional sheet if necessary or preferred.) Anywhere that I have lived I have always strived to find ways contribute to the community. I know this would be a good fit, and that I would find this opportunity rewarding, given my past experience serving on the Gunnison planning commission.

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Do you have any conflicts that might preclude the regular participation required for this position? (Feel free to attach an additional sheet if necessary or preferred.) No, not to my knowledge.

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Please consider the various requirements for volunteer boards and commissions, as listed below. Any questions or concerns should be addressed to the Town Clerk P.O. Box 128, Palisade, CO 81526, or by phone at 464-5602.

## **Planning Commission**

The Planning Commission meets on the first and third Tuesday of each month at 6:00 p.m. To be eligible for the Planning Commission you must be at least 18 years of age and live within the Town of Palisade. The Planning Commission makes recommendations to the town Board of Trustees in matters regarding land use and land development within the municipal boundaries of the Town of Palisade.

## **Tourism Advisory Board**

The Tourism Advisory Board helps develop and implement marketing strategies for the Town of Palisade. You must be a resident of the Town of Palisade to be eligible.

Knowledge and experience in tourism, promotions, marketing, advertising, or special event planning and operation are desirable. The Tourism Advisory Board meets the second Tuesday of every other month. Exact meeting times and dates are determined when the Board is assembled.

Ed Seymour  
816 Rupp Ave., Palisade  
Mobile: 970.852.9819  
Email: [Ed-Seymour@outlook.com](mailto:Ed-Seymour@outlook.com)

August 17, 2022

Town of Palisade  
175 East 3rd Street  
Palisade, CO 81526

Re: Planning Commission Vacancy

Dear Trustees,

I respectfully request your consideration as a candidate to fill the vacancy on the town planning commission. My family and I moved the Town of Palisade last year for my career where I work locally here on the Western Slope for a Colorado based energy company. My wife, Kristen, owns and operates Harlow gift store downtown on 3<sup>rd</sup> Street, and we have two school aged kids here in local schools. I am looking for ways to get more involved in the community and would greatly appreciate the opportunity serve the Town of Palisade.

I served on the City of Gunnison planning commission for three years from 2010 through 2013. I hold bachelor's degrees in land and resource management from Western State, and political science from New York State University of Plattsburgh. All of which I think would lend well to serving on the planning commission.

Thank you for your consideration, I look forward to hearing from you.

Sincerely,  
Ed Seymour

Enclosures:

### Volunteer & Civic Experience

Instructor, Browning Elementary Junior Achievement Program, 2016 - 2019  
Board Member, Park County 6 School Board, 2014 – 2016  
Volunteer, Park County Meals on Wheels Program, 2014 - 2016  
Councilor, City of Gunnison, 2011 - 2013  
Planning Commissioner, City of Gunnison, 2010 -2013  
Trustee, Gunnison County Library District, 2008 - 2013  
Board Member, Gunnison-Crested Butte Regional Transportation Authority, 2011 -2013  
Board Member, Gunnison County Housing Authority, 2008 - 2013

### Education

Western State Colorado University  
Bachelor of Arts, Business Administration  
Land and Resource Management

State University of New York at Plattsburgh  
Bachelor of Arts, Political Science



## **PALISADE BOARD OF TRUSTEES**

### **Agenda Item Cover Sheet**

**Meeting Date:** September 27, 2022

**Presented By:** Travis Boyd, CPA

**Department:** Finance Department

**Re:** Opting out of the State of Colorado Family Medical Leave Insurance (FAMLI) Program

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#### **SUBJECT:**

Resolution 2022-19 opting out of the State of Colorado Family Medical Leave Insurance (FAMLI) Program.

#### **SUMMARY:**

In November 2020, Colorado voters approved Proposition 118, which created the state-run Family Medical Leave Insurance (FAMLI) program to ensure all Colorado workers have access to paid leave in order to take care of themselves or their family during life circumstances that pull them away from their jobs. Under FAMLI, employers and their employees are both responsible for funding the program and may split the cost of premiums which are set at 0.9% of the employee's wage, 0.45% paid by the employer and 0.45% paid by the employee, starting January 1, 2023 with benefits available to enrolled employees starting January 1, 2024.

The Town of Palisade already offers paid time off for medical and family purposes as outlined in the Town's Personnel Manual.

A local government may decline all participation in the FAMLI program by a vote of its governing body under Colorado Revised Statutes Section 8-13.3-522, and interested employees may still elect to participate individually under Colorado Revised Statutes Section 8-13.3-514.

Town staff recommends that the Board of Trustees decline participation in FAMLI and decline to withhold and remit the employee share of premiums for Town employees who elect FAMLI coverage.

#### **BOARD DIRECTION:**

The Board of Trustees will consider Resolution 2022-19 opting the Town of Palisade out of the State of Colorado Family Medical Leave Insurance (FAMLI) Program.

**TOWN OF PALISADE, COLORADO**  
**RESOLUTION NO. 2022-19**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE, COLORADO, OPTING OUT OF THE STATE OF COLORADO FAMILY MEDICAL LEAVE INSURANCE PROGRAM.

WHEREAS, in November 2020, Colorado voters approved Proposition 118, which created the state-run Family Medical Leave Insurance (FAMLI) program to ensure all Colorado workers have access to paid leave in order to take care of themselves or their family during life circumstances that pull them away from their jobs; and

WHEREAS, under FAMLI, employers and their employees are both responsible for funding the program and may split the cost of premiums which are set at 0.9% of the employee's wage, 0.45% paid by the employer and 0.45% paid by the employee, starting January 1, 2023 with benefits available to enrolled employees starting January 1, 2024; and

WHEREAS, the Town of Palisade (the "Town") offers paid time off for medical and family purposes as outlined in the Town's Personnel Manual; and

WHEREAS, FAMLI is codified at Colorado Revised Statutes Sections 8-13.3-501 to 524, and is administered through the Colorado Department of Labor and Employment, Division of Family and Medical Leave Insurance; and

WHEREAS, a local government may decline all participation in the FAMLI program by a vote of its governing body under Colorado Revised Statutes Section 8-13.3-522, and interested employees may still elect to participate individually under Colorado Revised Statutes Section 8-13.3-514; and

WHEREAS, Town staff recommends that the Board of Trustees decline participation in FAMLI and decline to withhold and remit the employee share of premiums for Town employees who elect FAMLI coverage; and

WHEREAS, a public hearing was held on September 27, 2022 during which employees were given the opportunity to submit comments to the Board of Trustees regarding the FAMLI program, all employees have been notified of the options available under the FAMLI program and will be notified of this decision to opt out of the FAMLI program.

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

Section 1. The Board of Trustees incorporates the foregoing recitals as conclusions, facts, determinations, and findings by the Town.

Section 2. The Town hereby declines full participation in FAMLI, to include declining to collect and remit employee premiums to the State for those employees who elect coverage under FAMLI.

**INTRODUCED, PASSED, AND APPROVED this 27<sup>th</sup> day of September 2022.**

TOWN OF PALISADE, COLORADO

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Greg Mikolai, Mayor

ATTEST:

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Keli Frasier, Town Clerk



**PALISADE BOARD OF TRUSTEES**  
**Agenda Item Cover Sheet**

**Meeting Date:** September 27, 2022

**Presented By:** Janet Hawkinson, Town Manager  
Travis Boyd, Finance Director  
Charles Balke, Fire Chief

**Re:** Increase Full Time Emergency Service Positions within the Fire Department

---

**SUBJECT:**

Per Town Code, the Board of Trustees approves any increase in number of positions of full-time staff.

The Fire Department is proposing a restructuring of staffing positions to provide increased service levels to the Palisade residents.

The Board will be presented with options that adjust personnel costs from the volunteers and part time positions to offset the costs of full-time positions.

**Board Direction:** Approve/Deny increasing full time Emergency Service Positions within the Fire Department



## **PALISADE BOARD OF TRUSTEES**

### **Agenda Item Cover Sheet**

**Meeting Date:** 9/27/2022

**Presented By:** Travis Boyd, Finance Director

Troy Ward, Parks & Events Director – Fleet Manager

**Department:** Parks & Utilities

**Re:** Purchase of a Backhoe

---

**SUMMARY:**

The Town has been very responsible in maintaining equipment to last its full life. Our backhoe is no exception. Being over 30 years old, this equipment is no longer feasible or cost effective to keep in operation.

At this time, we are in need of a large backhoe equivalent in capability to a John Deere 410 to repair water leaks and perform routine maintenance in Town. This is a budget amendment request for 2022 due to the unexpected failure of our current John Deere 310 backhoe.

The Town has located several backhoes that are available for purchase with short delivery times. With current market conditions, the average delivery time for this equipment is ranges from 8 months to a year. Without purchasing a replacement backhoe, we would need to rent equipment to repair water lines which will delay service to the Town and increase water loss in these repair situations.

The budget appropriation request is for an additional \$180,000 that will be equally divided among the water fund, utilities fund and general fund.

**BOARD DIRECTION:**

Motion to Approve Purchase of a Backhoe for up to \$180,000 to repair water & sewer leaks and perform other routine maintenance.





Example of a Backhoe



## **PALISADE BOARD OF TRUSTEES**

### **Agenda Item Cover Sheet**

**Meeting Date:** September 27, 2022

**Presented By:** Travis Boyd, CPA

**Department:** Finance Department

**Re:** 2021 Audited Financial Statement Presentation

---

#### **SUBJECT:**

2021 Audit and Financial Statement presentation by Chadwick, Steinkirchner, Davis, and Company, P.C.

#### **SUMMARY:**

The annual independent audit of the Town's Financial records has been completed for the year ending December 31, 2021. This audit was conducted by Chadwick, Steinkirchner, Davis, and Company, P.C. This firm is independent of the Town's executive team and is hired by the Board of Trustees to opine on whether the financial statements fairly represent the Town's economic position and the presentation of this position is in accordance with accounting principles generally accepted in the United States.

The auditors will discuss their audit findings with the board.

#### **BOARD DIRECTION:**

Accept or Decline the Resolution to Accept the Audited Financial Statements for the Year ending December 31, 2021.

**TOWN OF PALISADE, COLORADO  
RESOLUTION NO. 2022-20**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE,  
COLORADO, ACCEPTING THE 2021 AUDIT FOR THE TOWN OF PALISADE,  
COLORADO**

**WHEREAS**, the audit report for the 2021 calendar year for the Town of Palisade has been submitted to the Town by Chadwick, Steinkirchner, Davis, and Company, P.C. and;

**WHEREAS**, the Board of Trustees for the Town of Palisade, Colorado has examined said audit report, and;

**WHEREAS**, the financial statements referred to above present fairly, in all material aspects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Palisade, Colorado, as of December 31, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America;

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

Section 1. The Board of Trustees hereby accepts the 2021 Audit for the Town of Palisade, Colorado, prepared by Chadwick, Steinkirchner, Davis, and Company, P.C., that was presented to the Board of Trustees on Tuesday, September 27, 2022.

**RESOLVED, APPROVED, and ADOPTED** this 27<sup>th</sup> day of September 2022.

**TOWN OF PALISADE, COLORADO**

(Seal)

\_\_\_\_\_  
Mayor, Greg Mikolai

ATTEST:

\_\_\_\_\_  
Town Clerk, Keli Frasier



## **PALISADE BOARD OF TRUSTEES**

### **Agenda Item Cover Sheet**

**Meeting Date:** September 27, 2021

**Presented By:** Travis Boyd, Finance Director

**Department:** Finance

**Re:** Request for Supplemental Budget Appropriation for 2021 Tourism and Solid Waste Funds

---

**SUBJECT:**

2021 Supplemental Budget Appropriation for Tourism and Solid Waste Fund

**SUMMARY:**

The Tourism Fund is used to track the sources and uses of resources from Lodging Fees collected by the Town. The Solid Waste Fund is used to track the sources and uses of resources for trash collection and disposal in the Town.

In 2021, the Board of Trustees approved the use of \$43,400 from the Tourism Fund in the adopted budget. In 2021, the Tourism Board had the opportunity to receive grant funding by cooperating with the City of Fruita. This grant required a match of funds that was not initially budgeted. This, in part, increased the total expenditures in this fund to 65,531.40 for 2021. There was an unbudgeted increase in revenue from lodging fees of \$73,047.20, a \$ 23,047.20 increase from the adopted budget. This increase in revenue and expenditures generated a positive fund balance contribution of \$7,516.16 for the year.

In 2021, the Board of Trustees approved the use of \$205,495 from the Solid Waste Fund to support trash collection operations. This was the first year of a new contract with Waste Management and the change in the contract costs were not fully budgeted in the initial budget. The Solid Waste Fund expended 237,525.89 in the year. This created the need to use existing fund balance to pay for the additional costs. \$19,985.11 of fund balance was used in 2021 to cover these operations.

The board is being asked to officially amend the 2021 Tourism Fund expenditure budget to \$65,532 from \$43,400 and the revenue budget to \$73,048 from \$50,000. The board is being asked to officially amend the 2021 Solid Waste Fund expenditure budget to \$237,526 from \$205,495 and the revenue budget to 237,526 from \$220,000.

**BOARD DIRECTION:**

Roll Call Vote to Approve or Deny Appropriation Request Resolution

**TOWN OF PALISADE  
RESOLUTION NUMBER 2022-21**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, AMENDING THE FISCAL YEAR 2021 BUDGET BY SUPPLEMENTAL APPROPRIATION OF MONEY TO THE TOURISM FUND.**

WHEREAS, the Board of Trustees of the Town of Palisade wishes to recognize additional revenue and increase expenditures in the Tourism Fund; and

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said amended budget was open for inspection by the public at the office of the Town Clerk, and a public hearing was held on September 27, 2022 and interested taxpayers were given the opportunity to file or register any objections to said amended budget; and

WHEREAS, for any increase in expenditures like increases, if needed, were added to revenue so the budget remains in balance as required by law;

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

**Section 1.** The revenue to the Tourism Fund, as amended is as follows:

Tourism Fund	
<hr/>	
Lodging Fees	\$73,048
Total Revenues	<hr/> \$73,048

**Section 2.** The expenditure to the Tourism Fund, as amended is as follows:

Tourism Fund	
Purchased Professional Services	\$65,532
Special Projects	\$0
Total Expenditures	<hr/> \$ 65,532

**Section 3.** That said budget as amended by fund hereby is approved and adopted as the budget for the Town of Palisade for the year stated above.

**Section 4.** That the budget hereby amended and adopted is made part of the public records of the Town of Palisade, Colorado

**INTRODUCED, PASSED AND APPROVED** this 27<sup>nd</sup> day of September 2022.

**Town of Palisade:**

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Greg Mikolai, Mayor

**ATTEST:**

---

Keli Frasier, Town Clerk



## **PALISADE BOARD OF TRUSTEES**

### **Agenda Item Cover Sheet**

**Meeting Date:** September 27, 2021

**Presented By:** Travis Boyd, Finance Director

**Department:** Finance

**Re:** Request for Supplemental Budget Appropriation for 2021 Tourism and Solid Waste Funds

---

**SUBJECT:**

2021 Supplemental Budget Appropriation for Tourism and Solid Waste Fund

**SUMMARY:**

The Tourism Fund is used to track the sources and uses of resources from Lodging Fees collected by the Town. The Solid Waste Fund is used to track the sources and uses of resources for trash collection and disposal in the Town.

In 2021, the Board of Trustees approved the use of \$43,400 from the Tourism Fund in the adopted budget. In 2021, the Tourism Board had the opportunity to receive grant funding by cooperating with the City of Fruita. This grant required a match of funds that was not initially budgeted. This, in part, increased the total expenditures in this fund to 65,531.40 for 2021. There was an unbudgeted increase in revenue from lodging fees of \$73,047.20, a \$ 23,047.20 increase from the adopted budget. This increase in revenue and expenditures generated a positive fund balance contribution of \$7,516.16 for the year.

In 2021, the Board of Trustees approved the use of \$205,495 from the Solid Waste Fund to support trash collection operations. This was the first year of a new contract with Waste Management and the change in the contract costs were not fully budgeted in the initial budget. The Solid Waste Fund expended 237,525.89 in the year. This created the need to use existing fund balance to pay for the additional costs. \$19,985.11 of fund balance was used in 2021 to cover these operations.

The board is being asked to officially amend the 2021 Tourism Fund expenditure budget to \$65,532 from \$43,400 and the revenue budget to \$73,048 from \$50,000. The board is being asked to officially amend the 2021 Solid Waste Fund expenditure budget to \$237,526 from \$205,495 and the revenue budget to 237,526 from \$220,000.

**BOARD DIRECTION:**

Roll Call Vote to Approve or Deny Appropriation Request Resolution

**TOWN OF PALISADE  
RESOLUTION NUMBER 2022-22**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, AMENDING THE FISCAL YEAR 2021 BUDGET BY SUPPLEMENTAL APPROPRIATION OF MONEY TO THE SOLID WASTE FUND.**

WHEREAS, the Board of Trustees of the Town of Palisade wishes to recognize additional revenue and increase expenditures in the Solid Waste Fund; and

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said amended budget was open for inspection by the public at the office of the Town Clerk, and a public hearing was held on September 27, 2022 and interested taxpayers were given the opportunity to file or register any objections to said amended budget; and

WHEREAS, for any increase in expenditures like increases, if needed, were added to revenue so the budget remains in balance as required by law;

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

**Section 1.** The revenue to the Solid Waste Fund, as amended is as follows:

<u>Solid Waste Fund</u>	
Charges for Service	\$217,540
Fund Balance	<u>\$19,986</u>
Total Revenues	\$237,526

**Section 2.** The expenditure to the Solid Waste Fund, as amended is as follows:

<u>Solid Waste Fund</u>	
Personnel Wages	\$30,000
Personnel Benefits	\$7,400
Operating Expenses	<u>\$200,126</u>
Total Expenditures	\$ 237,526

**Section 3.** That said budget as amended by fund hereby is approved and adopted as the budget for the Town of Palisade for the year stated above.



**Section 4.** That the budget hereby amended and adopted is made part of the public records of the Town of Palisade, Colorado

**INTRODUCED, PASSED AND APPROVED** this 27<sup>nd</sup> day of September 2022.

**Town of Palisade:**

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Greg Mikolai, Mayor

**ATTEST:**

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Keli Frasier, Town Clerk