

### **AGENDA**

for the Board of Trustees of the Town of Palisade, Colorado 341 W 7<sup>th</sup> Street (Board Chambers) November 24, 2020 6:00 pm Regular (Virtual) Meeting

- I. REGULAR MEETING CALLED TO ORDER AT 6:00 pm.
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. AGENDA ADOPTION
- v. ANNOUNCEMENTS
  - A. Zoom Meeting Etiquette: In order to comply with Colorado Open Meeting Laws, the "chat" ability has been disabled for <u>all</u> participants on the Zoom platform we are using to conduct this meeting. Additionally, the video and audio have been disabled for all participants except for staff and Board members. If you wish to speak to the Board of Trustees during Public Comment or on a single Agenda Item, please log-in or call into the meeting early and advise the meeting Host of which topic you wish to speak on. Staff and Board members, please mute your microphone at all times unless you are speaking.
  - B. TOP staff will not be picking up leaves during the short week of Thanksgiving. We plan on one more full week starting November 30. Please keep sticks in the piles to a minimum. Even small sticks can plug the vacuum tube.
  - C. Town Hall offices will be closed November 26 27, 2020, for Thanksgiving

### VI. TOWN MANAGER REPORT

- A. Tourism Advisory Board grant award for \$50,000
- **B.** Cares Act Funding
- C. Town of Palisade 2021 Budget
- D. Board Direction for Lease of 1.3 Acres of Land at the Insectary for a Peach Orchard

### VII. 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 – November 6, 2020 – November 20, 2020

### **B.** Minutes

Minutes from November 10, 2020, Regular Board Meetings

### VIII. PUBLIC COMMENT

Please keep comments to 3 minutes or less, and state your name and address

### IX. PUBLIC HEARING I

### A. Liquor License Application for Palisade Basecamp RV Resort, LLC

This item is for the Board to consider approval of a Retail Liquor Store License as applied for by Palisade Basecamp RV Resort, LLC located at 985 North River Road.

1. Staff Presentation

- 2. Applicant Presentation
- 3. Public Comment (3 minutes or less each, please state your name and address)
- 4. Board Comment and Questions for Staff and Applicant
- 5. Applicant Closing Remarks
- 6. Decision Motion, Second and Rollcall Vote

### X. PUBLIC HEARING II

### A. Final 2021 Town of Palisade Budget

This item is to present the final 2021 Town of Palisade budget.

- Resolution 2020-24 appropriating sums of money to the various funds in the amounts of and for the purpose set forth in the 2021 Budget
  - 1. Staff Presentation
  - 2. Public Comment (3 minutes or less each, please state your name and address)
  - 3. Board Discussion
  - 4. Decision Motion, Second and Rollcall Vote
- Resolution 2020-25 summarizes the expenditures and revenues for each fund and adopting a budget for the entire Town of Palisade for 2021
  - 1. Staff Presentation
  - 2. Public Comment (3 minutes or less each, please state your name and address)
  - 3. Board Discussion
  - 4. Decision Motion, Second and Rollcall Vote
- Resolution 2020-26 levying general property taxes for the year 2020 to help defray the costs of government for the Town of Palisade for 2021
  - 1. Staff Presentation
  - 2. Public Comment (3 minutes or less each, please state your name and address)
  - 3. Board Discussion
  - 4. Decision Motion, Second and Rollcall Vote

### XI. NEW BUSINESS

## A. <u>Intergovernmental Agreement (IGA) with Grand Valley Regional Transit Commission (GVRTC)</u>

This item is for the Board to give the Town Manager direction to enter into an agreement with GVRTC for services provided to the Town of Palisade.

- 1. Staff Presentation
- 2. Public Comment (3 minutes or less each, please state your name and address)
- 3. Board Discussion
- 4. Decision Motion, Second and Rollcall Vote

### XII. 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 minutes apiece to speak.

### XIII. COMMITTEE REPORTS

### XIV. ADJOURNMENT



# TOP Board of Trustees Regular Scheduled Virtual Meeting Electronic Participation Instructions

Due to the rise in COVID-19 (coronavirus) cases in Mesa County, the Town of Palisade has decided to return to virtual public attendance at meetings.

Time: \*call-in/log-in starts at 5:30 pm

Meeting: starts at 6:00 pm

To Join Zoom Meeting:

BY COMPUTER/SMARTPHONE: Click on <a href="https://zoom.us/j/98514116310">https://zoom.us/j/98514116310</a> and follow the instructions. Participants from the audience will be able to speak during public comment. There is a hand symbol to push that will allow the meeting moderator to see who wants to speak. Please remember to state your name before speaking. The person has three minutes to speak. The line will be muted at the end of the three minutes. If using a smartphone, you must download the app.

\*BY TELEPHONE: Members of the public who wish to provide public comment on any specific agenda item or during general public comment must call the number provided below between 5:15 pm and 5:29 pm. During that time, the moderator of the call will ask your name and the agenda item or if you wish to speak to an item not on the Agenda. Once that information has been provided, your line will be muted. When it is time to talk during the meeting, the moderator will unmute the line, state the person's name who will be speaking. The person has three minutes to speak. The line will be muted at the end of the three minutes.

To participate, dial the following phone number: 1 (253) 215 8782, then there will be a prompt to enter the meeting ID Number 985 1411 6310, and the User ID is the pound (#) sign.

BY ELECTRONIC MAIL: Members of the public may also provide public comment or comment on a specific agenda item by sending an email to <a href="mailto:kfrasier@townofpalisade.org">kfrasier@townofpalisade.org</a>. The email must be received by 4:00 pm on the day of the meeting. The Town Clerk will read the email into the record during public comment or public comment for an agenda item.



### PALISADE BOARD OF TRUSTEES Staff Report

**Meeting Date:** November 24, 2020

**Department:** Utilities

**Director:** Matt Lemon

### Water (Treatment and Distribution):

- To better protect the water treatment plants ability for continued operation during this spike of Covid, I have required our operator to report directly to the water plant. We communicate by phone or other remote communication every day. Currently they rotate positions about every 10 days and they work in town implementing social distancing practices. This procedure will be in place for the foreseeable future of Covid Pandemic.
- Town staff had another challenging leak at 5<sup>th</sup> and Elberta. The water surfaced in some alligator cracking South of the 4-inch high pressure gas line. The leak was found close to the main line at the North Curb. Xcel must provide a spotter anytime we dig within 10 feet of their HP lines. Goal is to get the asphalt patched before plant closes for the winter.

### **Sewer (Collection and Treatment):**

• Bower Avenue Sewer and Water project was awarded to Skyline contracting. Currently TOP is reviewing the contract before signing. The project will start after Thanksgiving. The contractor asked for time to get all construction material arranged so once the project starts there would be no stoppage.

### **Streets Sidewalk and Signage:**

- We have all the materials on site to finish install of the Radar sign on NRR East bound. Sign should be installed before Thanksgiving.
- Cresthaven Acers Filing 2 had there "start of project" meeting. CW construction will be completing all the wet utilities for the town. We will be inspecting the project each day. They project will start very soon, and they have a schedule to be completed by April 15. They will then be ready for cement and asphalt as soon as Springtime allows.
- Bollards were installed in the alley North of the Colorado Weedery building to protect
  private fence on the North side of the Alley. Three speed bumps were installed to slow
  traffic as vehicles travel this corridor. A concrete apron will be installed where the alley
  meets First Street to provide better traction for vehicles This will eliminate erosion and
  quite the intersection from cars losing traction on acceleration. Signage will be installed
  when they are delivered from manufacturing.



**Staff Report:** Date 11/24/20

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

### **Events**

Preliminary planning for the possibility of having the 2021 Palisade Bluegrass Festival is underway. The production agents have secured a full lineup in the event that we are able to have the 2021 Bluegrass Festival. Traditionally, tickets sales would begin on the Friday after the Thanksgiving holiday. This year however, we have chosen to postpone this ticket sales tradition until we have a better understanding of what festival life will look like in 2021.

We are anticipating that the 2021 Palisade Bluegrass Festival will have new health guidelines and restrictions. We have started working on and envisioning what a COVID-19 compliant festival might look like. Its hard to know exactly what this might be, but some initial insights are:

- Social distancing areas on the lawn for viewing the concert
  - o This might simply be painted spaces on the lawn
  - o Determining layout and participant quantity to reflect total numbers
- Creating flow patterns for patrons like we did with Palisade Farmers Market
  - o Increasing spacing between vendors and patrons
- Increasing the overall footprint of the concert to provide easier social distancing
- Increasing the quantity of speakers throughout the hole park to achieve a higher quality sound regardless where you are experiencing the shows
- Providing an online 2021 Palisade Bluegrass Festival experience
  - o Fee-based live streaming of the shows for those who can not make the festival in person
- Compliance with all Public Health guidelines

We are confident that we can implement all required guidelines to allow for the show to go on! So, tell everyone to...

#### **Parks**

The seasonal decorating is underway. Town staff has placed lights and decorations in the plaza, on some of the downtown businesses, and in Veteran Memorial Park. We plan to have the lights turned on before the upcoming Thanksgiving Holiday.

The playground equipment that the Board of Trustees approved for Riverbend Park is being constructed! There will be a new zipline, swing set and two new shade structures – one to cover the existing playground and the other for the new swings. The contractors hired to install all the equipment anticipate that this will be completed and ready for use in the next few weeks – weather depending.

#### **Downtown Parklets**

Parklet project is moving forward and fabrication has started. Some supply chains have been delayed but we are moving forward look forward to this being completed.

### **Facilities**

The Palisade Police Department remodel is complete. Staff worked many hours to update our Police Department's working environment to be more COVID-19 compliant. A tremendous thank you to Bryan Chavez and Derek Malik for their hard work on this project. Updating their working environment was long overdue and our Patrol staff finally have a more professional and open working environment. Chief Funston will provide a presentation of the remodel at a future date. I also want to say thank you to our Palisade Police Department for exhibiting such patients with us as we worked on this much needed project.

New electronic locks have been installed on the outdoor restrooms in our parks and facilities.

Mayor Mikolai has nearly completed the COVID-19 Zoom meeting audio and video upgrade for the Board of Trustee's Chambers. Mayor Mikolai worked over multiple days installing cameras, running new cabling, connecting audio cables, and testing everything to make it work. I appreciate his expertise in this field and having him as a resource has been invaluable to make this happen. Thank you, Mayor Mikolai.

### **Pool**

The new pulsar for the pool has arrived and will be installed this off season. We will continue the pool improvements during the offseason.

### Cemetery

Staff has upgraded the very old table and chairs with new ones for funerals. Steve also worked with Colin to get a new aluminum frame for lowering caskets. The old one was steel and very heavy and hard to maneuver.

### Recreation

As Mesa County enters a new phase of restrictions due to COVID-19, some recreation classes are returning to online only. We are working with all instructors to determine what is best for each class. We will have an updated listing for classes in December.



### PALISADE BOARD OF TRUSTEES Staff Report

Meeting Date: November 24, 2020

**Department:** Fire Department

**Department Director:** Jason Lee

### **Stats for November**

44 Calls for Service, down about 10% from last year.

### November Call break down

3 Structure Responses

3 Brush Fire Responses

1 Carbon Monoxide Alarm

3 Medical Assists

31 EMS Calls

3 Motor Vehicle Accidents

### Total for 2020 - 840 Calls year to date in 2020

### **COVID 19 Update**

The Department currently does not have any known cases, and no one is out on exposure precautions. It seems like the communal spread amongst the Fire Departments through out Mesa County has slowed down. We are very well stocked on PPE as well as Respiratory Medications to provide for the community. COVID-19 is definitely in the Town and rural areas of Palisade and over the last month we have seen a steady increase in calls to potential COVID-19 patients as well as known COVID-19 patients. The station is currently locked down to any and all visitors including third riders.

### Volunteers

Over the last couple of months, we have begun a hiring process to bring on an additional 6-10 volunteers. The full-time Captains held panel interviews as well as scenario-based testing at the beginning of the month and have moved 12 individuals forward to Chief's interviews which will be held at the beginning of December. We are looking to bring on these new recruits after the first of the year and begin training academies for them as well.

### **Station 41**

The duty crews and I have begun a fairly extensive station clean up and reorganization. Crews have started on the workout area as well as two of the storage areas in the department. They have made great progress and we will continue the projects throughout the rest of this year. I have attached some photos of the workout room and both closets. Unfortunately, I don't have the before and after but for anyone who has seen these areas you know how much progress was made!







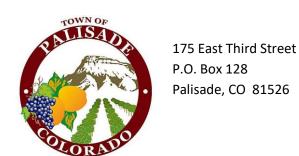
Next on the list of cleaning tasks are the engine bays, records room, and reorganization of our medical and training supplies storage.

### **Apparatus**

We have begun an apparatus maintenance program working with David Johns, the Town's mechanic. We have gotten both ambulances in for service as well as some repair work to the fuel and air intake systems. I am happy to report that they are running well and are much improved. David will be working with us over the next several months to update all of our apparatus maintenance plans and bring everything current.

### **Training**

County wide trainings are on hold due to COVID-19. We are working with the American Safety and Health Institute to renew our training center certification which allows us to provide CPR, ACLS, and PALS certifications to the public as well as internal renewals,



Phone: (970) 464-5602 Fax: (970) 464-5609 www.townofpalisade.org

### **EXPENDITURES - APPROVAL BY DEPT**

Council Meeting Date – November 24, 2020

Date Range of Payables - 11/07/20 - 11/20/20

### Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input date = 11/07/2020-11/20/2020

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AFLAC INSURANCE	PR1031200	AFLAC After-Tax Pay Period: 10/	11/13/2020	55.80	.00		
AFLAC INSURANCE	PR1031200	AFLAC Pre-tax Pay Period: 10/31	11/13/2020	264.78	.00		
COLORADO DEPT OF REVENU	PR1031200	State Withholding Tax Pay Period	11/13/2020	2,380.00	.00		
FICA/MED/ P/R TAXES	PR1031202	Federal Withholding Tax Pay Peri	11/13/2020	6,572.05	.00		
FICA/MED/ P/R TAXES	PR1031202	Social Security Pay Period: 10/31	11/13/2020	3,039.07	.00		
FICA/MED/ P/R TAXES	PR1031202	Social Security Pay Period: 10/31	11/13/2020	2,895.55	.00		
FICA/MED/ P/R TAXES	PR1031202	Medicare Pay Period: 10/31/2020	11/13/2020	1,032.26	.00		
FICA/MED/ P/R TAXES	PR1031202	Medicare Pay Period: 10/31/2020	11/13/2020	1,032.26	.00		
FIRE AND POLICE PENSION	PR1031200	FPPA 457 Pay Period: 10/31/202	11/13/2020	50.00	.00		
FIRE AND POLICE PENSION	PR1031200	FPPA Fire DD Pay Period: 10/31/	11/13/2020	130.53	.00		
FIRE AND POLICE PENSION	PR1031200	Police Pension Pay Period: 10/31	11/13/2020	2,073.50	.00		
FIRE AND POLICE PENSION	PR1031200	Police Pension Pay Period: 10/31	11/13/2020	1,507.99	.00		
FIRE AND POLICE PENSION	PR1031200	Fire Pension Pay Period: 10/31/2	11/13/2020	512.77	.00		
FIRE AND POLICE PENSION	PR1031200	Fire Pension Pay Period: 10/31/2	11/13/2020	372.93	.00		
FIRE AND POLICE PENSION	PR1031200	FPPA Police DD Pay Period: 10/3	11/13/2020	527.81	.00		
ICMA TRST 401 - 107074	PR1031200	ICMA 401K Pay Period: 10/31/20	11/13/2020	1,757.49	.00		
ICMA TRST 401 - 107074	PR1031200	ICMA 401K Pay Period: 10/31/20	11/13/2020	1,757.49	.00		
ICMA TRST 457 - 304721	PR1031200	ICMA 457 Pay Period: 10/31/202	11/13/2020	100.00	.00		
UTILITY REFUNDS	4.2720.01 11-0	REFUND CHECK	11/06/2020	1,558.76	1,558.76	11/13/2020	
FAMILY SUPPORT REGISTRY	PR1031201	FIPS 056888833 Garnishment P	11/13/2020	342.08	.00		
CIGNA HEALTHCARE	PR1031201	Health and Dental Insurance Cig	11/13/2020	66.56	.00		
CIGNA HEALTHCARE	PR1031201	Health and Dental Insurance Cig	11/13/2020	77.47	.00		
CIGNA HEALTHCARE	PR1031201	Health and Dental Insurance Cig	11/13/2020	49.95	.00		
CIGNA HEALTHCARE	PR1031201	Health and Dental Insurance Cig	11/13/2020	190.72	.00		
CIGNA HEALTHCARE	PR1031201	Health and Dental Insurance Cig	11/13/2020	67.17	.00		
CIGNA HEALTHCARE	PR1031201	Health and Dental Insurance Cig	11/13/2020	101.69	.00		
ANTHEM BLUE CROSS AND BL	PR1031201	Vision Insurance Vision Employe	11/13/2020	17.61	.00		
ANTHEM BLUE CROSS AND BL	PR1031201	Vision Insurance Vision Employe	11/13/2020	17.74	.00		
ANTHEM BLUE CROSS AND BL	PR1031201	Vision Insurance Vision Employe	11/13/2020	11.48	.00		
ANTHEM BLUE CROSS AND BL	PR1031201	Vision Insurance Vision Employe	11/13/2020	54.66	.00		
Total :				28,618.17	1,558.76		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ADMINISTRATION							
CSG SYSTEMS, INC.	262639	LIQUOR NOTICE SIGNS	09/30/2020	209.65	.00		
FRASIER, KELI	FBP 11062020	FLEXIBLE BENEFIT REIMBURS	11/06/2020	475.00	.00		
OFFICE DEPOT	133057230001	OFFICE SUPPLY - ADMIN	11/02/2020	127.92	.00		
OFFICE DEPOT	133057230001	OFFICE SUPPLY - ADMIN	11/02/2020	66.68	.00		
OFFICE DEPOT	134782053001	OFFICE SUPPLY - ADMIN	11/05/2020	51.77	.00		
OFFICE DEPOT	136544060001	OFFICE SUPPLY - ADMIN	11/11/2020	14.21	.00		
OFFICE DEPOT	136544793001	OFFICE SUPPLY - ADMIN	11/11/2020	258.67	.00		
OFFICE DEPOT	136544794001	OFFICE SUPPLY - ADMIN	11/11/2020	84.77	.00		
XCEL ENERGY	10142020	ADMINISTRATION LIGHTS	10/14/2020	587.95	.00		
SPECTRUM BUSINESS	820102120	INTERNET COMMUNITY CENTE	10/21/2020	82.97	.00		
KARP NEU HANLON, PC	27293	GENERAL PROFESSIONAL SER	11/02/2020	6,801.00	.00		
MUELLER, GREGG	FBP 11102020	FBP REIMBURSEMENT	11/10/2020	500.00	.00		
COLUMN	4E284DA7-001	PUBLIC HEARING NOTICE - BU	10/15/2020	12.10	.00		
COLUMN	4E284DA7-001	Ordinance Notice	10/28/2020	9.20	.00		
COLUMN	4E284DA7-001	Ordinance Notice	11/17/2020	9.68	.00		
ZEN COMMUNICATIONS LLC	100	COVID - REMOTE TELEPHONE	10/08/2020	9,132.00	9,132.00	11/13/2020	
Total ADMINISTRATION:				18,423.57	9,132.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

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Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
COMMUNITY DEVELOPMENT							
COLORADO WEST LAND TRUS	TOP1117200P	BUFFER ZONE	11/17/2020	1,750.00	.00		
COLUMN	4E284DA7-001	PUBLIC HEARING NOTICE	09/30/2020	15.97	.00		
COLUMN	4E284DA7-001	PUBLIC HEARING NOTICE	11/05/2020	9.68	.00		
Total COMMUNITY DEVELOP	MENT:			1,775.65	.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

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Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
TOURISM FUND RYAN, SAWYER & WHITNEY, LL RYAN, SAWYER & WHITNEY, LL	2099-6213 2099-6213	PALISADE TOURISM - ACCT MN ADVERTISING ON FB - GRANT	11/05/2020 11/05/2020	600.00 176.57	.00		
Total TOURISM FUND:				776.57	.00		

Town of Palisade
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### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

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Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
RECREATION							
MESA COUNTY LANDFILL	1273407	LOOSE TRASH	11/13/2020	23.43	.00		
HUNTER, SERAPHINA	TRICK OR TR	TRICK OR TREAT SUPPLIES	11/03/2020	51.76	.00		
Total RECREATION:				75.19	.00		

Town of Palisade	Payment Approval Report - Palisade by Department	Page: 6
	Report dates: 1/1/2000-12/31/2020	Nov 20, 2020 06:31PM

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
COURT OFFICE DEPOT	134784344001	OFFICE SUPPLIES - COURT	11/04/2020	90.26	.00		
Total COURT:				90.26	.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

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Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
POLICE							
BOOKCLIFF AUTO PARTS INC	163350	PD- VEHICLE MAINTENANCE	11/03/2020	28.14	.00		
BOOKCLIFF AUTO PARTS INC	163809	PD- VEHICLE MAINTENANCE	11/04/2020	39.36	.00		
CITY OF GRAND JUNCTION	2020-0008013	911 CHARGES PD	11/02/2020	9,326.06	9,326.06	11/13/2020	
HEUTON TIRE COMPANY INC.	154069	PD-TIRES	11/03/2020	669.00	.00		
OFFICE DEPOT	133057230001	OFFICE SUPPLY-PD	11/02/2020	21.90	.00		
VERIZON WIRELESS	NOV 2020	POLICE DEPARTMENT CELL PH	11/05/2020	496.78	.00		
VERIZON WIRELESS	NOV 2020	POLICE DEPT. MODEM	11/05/2020	360.09	.00		
WESTERN IMPLEMENT	IN05486	PD - OPERATING	11/05/2020	182.18	.00		
COOP COUNTRY	10252020 PD	PD CAR WASH	10/25/2020	40.61	.00		
PROSAFE	29964	PD- PATCHES	08/24/2020	56.00	.00		
PROSAFE	29996	PD- PATCHES	09/08/2020	28.00	.00		
PROSAFE	30020	PD- PATCHES	09/21/2020	20.00	.00		
Total POLICE:				11,268.12	9,326.06		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

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Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CEMETERY HEUTON, STEVE XCEL ENERGY	FBP11122020 10142020	FLEXIBLE BENEFIT REIMBURS CEMETERY LIGHTS	11/12/2020 10/14/2020	566.00 125.14	.00 .00		
Total CEMETERY:				691.14	.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

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Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FIRE / EMS							
BOOKCLIFF AUTO PARTS INC	169155	FD VEHICLE MAINTENANCE	11/16/2020	49.96	.00		
BOOKCLIFF AUTO PARTS INC	169156	FD VEHICLE MAINTENANCE	11/16/2020	37.79	.00		
CITY OF GRAND JUNCTION	2020-0008013	911 CHARGES FD	11/02/2020	2,331.52	2,331.52	11/13/2020	
STRYKER SALES CORPORATIO	3160888M	MAINTENANCE AGREEMENTS	10/01/2020	3,775.00	.00		
VERIZON WIRELESS	NOV 2020	FIRE DEPT / CHIEF	11/05/2020	97.24	.00		
XCEL ENERGY	10142020	FIRE/EMS LIGHTS	10/14/2020	668.08	.00		
Total FIRE / EMS:				6,959.59	2,331.52		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

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Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
EMS							
BOOKCLIFF AUTO PARTS INC	159747	STREETS / PARKS SHARED CO	10/27/2020	54.33	.00		
BOOKCLIFF AUTO PARTS INC	159758	STREETS / PARKS SHARED CO	10/27/2020	4.29	.00		
BOOKCLIFF AUTO PARTS INC	159766	STREETS / PARKS SHARED CO	10/27/2020	80.33	.00		
BOOKCLIFF AUTO PARTS INC	159776	STREETS / PARKS SHARED CO	10/27/2020	26.45	.00		
BOOKCLIFF AUTO PARTS INC	159789	STREETS / PARKS SHARED CO	10/27/2020	61.72	.00		
BOOKCLIFF AUTO PARTS INC	159869	STREETS / PARKS SHARED CO	10/27/2020	37.20-	.00		
BOOKCLIFF AUTO PARTS INC	160159	STREETS / PARKS SHARED CO	10/27/2020	23.30	.00		
BOOKCLIFF AUTO PARTS INC	160479	STREETS / PARKS SHARED CO	10/28/2020	65.46	.00		
BOOKCLIFF AUTO PARTS INC	160500	STREETS / PARKS SHARED CO	10/28/2020	44.60-	.00		
BOOKCLIFF AUTO PARTS INC	160621	STREETS / PARKS SHARED CO	10/28/2020	77.39	.00		
BOOKCLIFF AUTO PARTS INC	161045	STREETS / PARKS SHARED CO	10/29/2020	67.43	.00		
BOOKCLIFF AUTO PARTS INC	161404	STREETS / PARKS SHARED CO	10/29/2020	14.01	.00		
BOOKCLIFF AUTO PARTS INC	163338	STREETS / PARKS SHARED CO	11/03/2020	174.95	.00		
BOOKCLIFF AUTO PARTS INC	163774	STREETS / PARKS SHARED CO	11/04/2020	10.58	.00		
BOOKCLIFF AUTO PARTS INC	164126	STREETS / PARKS SHARED CO	11/04/2020	6.35	.00		
BOOKCLIFF AUTO PARTS INC	164130	STREETS / PARKS SHARED CO	11/04/2020	10.49	.00		
BOOKCLIFF AUTO PARTS INC	164544	STREETS / PARKS SHARED CO	11/05/2020	52.22	.00		
BOOKCLIFF AUTO PARTS INC	164562	STREETS / PARKS SHARED CO	11/05/2020	57.99	.00		
BOOKCLIFF AUTO PARTS INC	164811	STREETS / PARKS SHARED CO	11/05/2020	6.48	.00		
BOOKCLIFF AUTO PARTS INC	164966	STREETS / PARKS SHARED CO	11/06/2020	46.38	.00		
BOOKCLIFF AUTO PARTS INC	164975	STREETS / PARKS SHARED CO	11/06/2020	211.60	.00		
BOOKCLIFF AUTO PARTS INC	169626	STREETS / PARKS SHARED CO	11/17/2020	229.00	.00		
BOOKCLIFF AUTO PARTS INC	169733	STREETS / PARKS SHARED CO	11/17/2020	11.49	.00		
BOOKCLIFF AUTO PARTS INC	169769	STREETS / PARKS SHARED CO	11/17/2020	36.37	.00		
BOOKCLIFF AUTO PARTS INC	170271	STREETS / PARKS SHARED CO	11/18/2020	49.80	.00		
HIGH COUNTRY GAS & SUPPLY	319749	WELDING SUPPLIES - SHARED	11/13/2020	231.81	.00		
COOP COUNTRY	10252020 PW	STREETS / PARKS SHARED CO	10/25/2020	19.39	.00		
TYLER BATTERY	111201	SHARED COSTS	11/12/2020	100.25	.00		
TYLER BATTERY	475549	SHARED COSTS	11/05/2020	78.07	.00		
RECLA METALS LLLP	629306	SHARED EXPENSES	10/13/2020	641.75	.00		
RECLA METALS LLLP	629704	SHARED EXPENSES	10/21/2020	79.20	.00		
Total EMS:				2,447.08	.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

Page: 11 Nov 20, 2020 06:31PM

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
STREETS							
DELTA RIGGING & TOOLS, INC.	GRA_PSI0007	SUPPLIES	11/05/2020	133.08	.00		
MARTIN CONSTRUCTION CO, I	ADJ1000	STREET REPAIR	10/20/2020	13,706.00	.00		
XCEL ENERGY	10142020	STREET LIGHTS	10/14/2020	105.63	.00		
XCEL ENERGY	10142020	307 MAIN -CHARGING STATION	10/14/2020	27.16	.00		
XCEL ENERGY	10142020	STREET LIGHTS	10/14/2020	3,239.26	.00		
J-U-B ENGINEERS	0137727	HWY 6 MMOF GRANT	10/19/2020	3,595.55	.00		
J-U-B ENGINEERS	0138151	PHMSA GRANT - GIS	11/05/2020	49,830.00	.00		
J-U-B ENGINEERS	0138157	HWY 6 MMOF GRANT	11/05/2020	15,548.21	.00		
Total STREETS:				86,184.89	.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

Page: 12 Nov 20, 2020 06:31PM

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WATER							
MOUNTAIN PEAK CONTROLS	9901	WATER PLANT REPAIR	11/10/2020	360.00	.00		
OFFICE DEPOT	133057230001	OFFICE SUPPLIES - WATER	11/02/2020	25.48	.00		
UPLAND GRAVEL	3259	ROAD BASE/ROCK -WATERLIN	11/13/2020	430.27	.00		
UTE WATER CONSERVANCY	PAL1120	COMPLIANCE ANALYSIS	11/13/2020	235.00	.00		
UTILITY NOTIFICATION	220100966	RTL TRANSMISSIONS	10/31/2020	120.69	.00		
VERIZON WIRELESS	NOV 2020	PUBLIC WORKS CELL PHONES	11/05/2020	100.71	.00		
VERIZON WIRELESS	NOV 2020	PUBLIC WORKS CELL PHONES	11/05/2020	199.46	.00		
XCEL ENERGY	10142020	WATER LIGHTS	10/14/2020	152.77	.00		
XCEL ENERGY	10142020	175 1/2 E. 3RS - BULK WATER S	10/14/2020	48.80	.00		
AIR COMPRESSOR SERVICE, L	50600	WATER PLANT EQUIP	11/05/2020	446.95	.00		
DPE, LLC	6211	SITE LEASE-PAL PT.	10/31/2020	75.00	.00		
Total WATER:				2,195.13	.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

Page: 13 Nov 20, 2020 06:31PM

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SEWER PLANT							
CITY OF GRAND JUNCTION	2020-0007620	LAB TESTING	11/03/2020	306.00	.00		
MUNRO SUPPLY INC.	424678	PLANT SUPPLIES	10/20/2020	78.96	.00		
USA BLUEBOOK	412747	PLANT SUPPLIES	11/06/2020	67.59	.00		
XCEL ENERGY	10142020	SEWER LIGHTS	10/14/2020	104.02	.00		
J-U-B ENGINEERS	0137721	BOWER AVE SEWER	10/20/2020	2,653.71	.00		
Total SEWER PLANT:				3,210.28	.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

Page: 14 Nov 20, 2020 06:31PM

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SEWER COLLECTION SUMMIT LAKE PARK EAGLE RE RICHLAND RESEARCH	08272020 258589	CONTRACTED LINE CLEANING SEWER COLLECTION SUPPLIE	08/27/2020 09/02/2020	1,254.68 411.00	.00 .00		
Total SEWER COLLECTION:				1,665.68	.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

Page: 15 Nov 20, 2020 06:31PM

Vendor Name	Invoice Number	Description -	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WASTE MANAGEMENT INC -	1684335-0576-	GARBAGE SERVICE	11/02/2020	14,515.70	.00		
Total :				14,515.70	.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

Page: 16 Nov 20, 2020 06:31PM

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PARKS							
GOODWIN SERVICE, INC.	90997	PALISADE RIM	11/15/2020	240.00	.00		
XCEL ENERGY	10142020	PARKS LIGHTS	10/14/2020	308.23	.00		
WESTERN PAPER DISTRIBUTO	3883776	DOGGIE BAGS	11/18/2020	360.00	.00		
Total PARKS:				908.23	.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

Page: 17 Nov 20, 2020 06:31PM

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
POOL							
XCEL ENERGY	10142020	POOL LIGHTS	10/14/2020	219.22	.00		
CEM SALES & SERVICE	153145	POOL REPAIRS	11/04/2020	5,167.49	.00		
Total POOL:				5,386.71	.00		

### Payment Approval Report - Palisade by Department Report dates: 1/1/2000-12/31/2020

Page: 18 Nov 20, 2020 06:31PM

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ACILITIES							
PROVELOCITY LLC	28699	COVID - REMOTE COMPUTERS	12/04/2020	13,000.00	13,000.00	11/19/2020	
PROVELOCITY LLC	28721	COVID - REMOTE WORK MONIT	11/10/2020	1,040.00	1,040.00	11/19/2020	
ALASKA STRUCTURES, INC.	AC20-197	CARES ACT - TENT	10/30/2020	22,440.00	22,440.00	11/19/2020	
XCEL ENERGY	10142020	FACILITIES LIGHTS	10/14/2020	348.11	.00		
XCEL ENERGY	10142020	711 IOWA - GYM	10/14/2020	944.36	.00		
TERMINIX	248410	PEST CONTROL	10/07/2020	125.00	.00		
TERMINIX	248889	PEST CONTROL	11/11/2020	60.13	.00		
TERMINIX	249218	PEST CONTROL	11/11/2020	65.00	.00		
WESTERN PAPER DISTRIBUTO	3866794	CLEANING SUPPLIES - COVID	10/29/2020	380.30	.00		
WESTERN PAPER DISTRIBUTO	3878856	CLEANING SUPPLIES - COVID	11/12/2020	2,502.72	.00		
WESTERN PRECISION MANUFA	201754 2 OF 2	COVID - SOCIAL DISTANCE PAR	10/27/2020	57,000.00	57,000.00	11/19/2020	
WESTERN PRECISION MANUFA	PARKLET QU	COVID - PARKLET PROJECT	10/29/2020	7,000.00	7,000.00	11/16/2020	
WESTERN PRECISION MANUFA	PARKLET QU	MAIN STREET GRANT - PARKLE	10/29/2020	50,000.00	50,000.00	11/16/2020	
GLOBAL EQUIPMENT COMPAN	116819123	CARES ACT - WATER BOTTLE	11/03/2020	3,079.09	3,079.09	11/19/2020	
GLOBAL EQUIPMENT COMPAN	116832124	CARES ACT - WATER BOTTLE S	11/05/2020	6,158.19	6,158.19	11/19/2020	
GLOBAL EQUIPMENT COMPAN	18172079	CARES ACT - WATER BOTTLE F	10/28/2020	18,852.40	18,852.40	11/19/2020	
GALLAGHERS FLOORING LLC	GF009614	CARES ACT - POLICE DISTANCI	11/17/2020	6,676.39	.00		
GALLAGHERS FLOORING LLC	GF009616	CARES ACT - HEALTH IMPROV	11/20/2020	18,104.57	.00		
Total FACILITIES:				207,776.26	178,569.68		
Grand Totals:				392,968.22	200,918.02		

Finance Director:  (Finance Department Review and Approval for Payment)	Date:11/20/2020
Town Manager:(Administrative Reveiw and Approval for Payment)	Date:
Mayor:  (Board of Trustees Reveiw 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 = 11/07/2020-11/20/2020



# MINUTES OF THE REGULAR (and VIRTUAL) MEETING OF THE PALISADE BOARD OF TRUSTEES November 10, 2020

The regular meeting of the Board of Trustees for the Town of Palisade was called to order at 6:00 pm by Mayor Mikolai with Trustees present: Somerville, Turner, and Carlson. Mayor Pro-Tem Chase and Trustees Maxwell and L'Hommedieu appeared via Zoom. Also present was Town Manager Janet Hawkinson. Town Clerk Keli Frasier, Finance Director Travis Boyd, and Police Chief Debra Funston appeared via Zoom.

### **AGENDA ADOPTION**

*Motion #1* by Trustee Somerville, seconded by Trustee Turner, to approve the agenda as presented.

A voice vote was requested. Motion carried unanimously.

### **PRESENTATIONS**

Mayor Mikolai presented Chief Funston with a Proclamation for 2020 Law Enforcement Records Personnel Week.

### **TOWN MANAGER REPORT**

Town Manager Janet Hawkinson reviewed the current projects that the Town staff has been working on completing. No further questions or comments from the Board were offered.

### **CONSENT AGENDA**

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

### Expenditures

Approval of Bills from Various Town Funds – October 24, 2020 – November 6, 2020

### • Minutes

Minutes from the October 27, 2020 Board Meeting

- Supplemental Budget Appropriation for GIS TAG Grant
- Supplemental Budget Appropriation for PAV
- <u>Supplemental Budget Appropriation for Police Department Body Cameras</u> this item was removed from the Consent Agenda by Mayor Pro-Tem Chase

*Motion #2* by Trustee L'Hommedieu, seconded by Trustee Turner, to approve the Consent Agenda as amended.

A roll call vote was requested.

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

No:

Absent:

Motion carried.

### PUBLIC COMMENT

**Dessa Loughman - 378 W 5<sup>th</sup> Street**, gave a statement to the Board regarding parking and drainage issues at her business located at 125 Peach Avenue, and the interaction with Town staff regarding these matters.

### **UNFINISHED BUSINESS**

### 2021 Town of Palisade Budget

Finance Director Travis Boyd gave a brief presentation of the draft 2021 budget. Members of the Board inquired about different aspects of the budget they were unclear about, and Finance Director Boyd clarified any questions asked. He also stated that a final budget would be presented at the next meeting.

## Ordinance 2020-14 Amending the Municipal Code Reestablishing the Minimum Distance Requirements Between Licensed Liquor Establishments and Schools.

Town Manager Hawkinson advised the Board that this Ordinance was amended from the last meeting to include the Board's request that all.

The Board asked for confirmation that all proposed businesses and special events that fall within 500' of a school will come before them, as the local licensing authority, for consideration. Town Clerk Keli Frasier confirmed that to be true.

*Motion #3* by Trustee Somerville, seconded by Trustee Turner to approve Ordinance 2020-14 amending the Municipal Code Reestablishing the Minimum Distance Requirements Between Licensed Liquor Establishments and Schools.

A roll call vote was requested.

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

No:

Absent:

Motion carried.

### **NEW BUSINESS**

A contract for Tourism Advisory Board (TAB) Marketing Agent

Town Manager Hawkinson advised the Board that TAB put out a Request for Proposal for marketing agents and interviewed three agencies at their last meeting. By unanimous vote, TAB wishes to hire Slate Communications.

*Motion #4* by Trustee Somerville, seconded by Trustee Turner to direct the Town Manager to enter into a contract with Slate Communications for the Tourism Advisory Board's marketing agent for the year 2021.

A roll call vote was requested.

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

No: Absent:

Motion carried.

### Supplemental Budget Appropriation for Police Department Body Cameras

Mayor Pro-Tem Chase asked for clarification on why this item was being requested now when it appears in the budget for 2021.

Finance Director Boyd stated that the item in the 2021 budget is for licensing and data management. The original plan was to request the cameras in 2021; however, the vendor that the cameras will be coming from is getting inundated with orders for 2021, and staff is concerned that any order placed next year will be back-ordered and unavailable for an unknown amount of time.

*Motion #5 by* Trustee Turner, seconded by Trustee Maxwell, to approve a supplemental budget appropriation for Police Department body cameras.

A roll call vote was requested.

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

No: Absent:

Motion carried

### **OPEN DISCUSSION**

**Trustee Carlson** suggested installing speed bumps on North River Road to help reduce the speed of the travelers going through and compared the idea to the many speed bumps in Basalt, CO.

Mayor Pro-Tem Chase asked the Board to revisit the parking and drainage issues raised under public comment. She would like the Town Manager and the business owners to settle their communication issues.

**Trustee Maxwell** raised concerns regarding the Town's trash provider and stated that there is constantly trash strewn throughout the streets on Fridays and Saturdays from their neglect.

**Trustee Carlson** stated that tomorrow is Veterans Day and thanked the Town Staff that are military veterans for their service.

**Mayor Mikolai** apprised the Board of a payment error he made when paying his utility bill and stated that a refund check might be on the next expenditure report in his name.

### **COMMITTEE REPORTS**

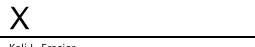
Board members briefly explained the various meetings they had recently attended.

### **ADJOURNMENT**

Motion #6 by Trustee Somerville, seconded by Trustee Maxwell to adjourn the meeting at 8:01 pm.

A voice vote was requested. Motion carried unanimously.





Keli L. Frasier Town Clerk



# PALISADE BOARD OF TRUSTEES Agenda Item Cover Sheet

Meeting Date: November 24, 2020

**Presented By:** Keli Frasier, Town Clerk

**Department:** Administration

**Re:** Palisade Basecamp RV Resort, LLC, Retail Liquor Store Liquor License

**SUBJECT:** On September 28, 2020, Keith Ehlers of Palisade Basecamp RV Resort, LLC, submitted an application for a Retail Liquor Store liquor license for the property located at 985 North River Road, in Palisade, Colorado.

**SUMMARY:** The application has been deemed complete. The appropriate fees of \$647.50 have been paid to the Town of Palisade; a notice of Public Hearing was published in the Daily Sentinel on Friday, November 13, 2020, and posted on the property on or before November 14, 2020.

Staff finds that the application is complete, meets the requirements set forth in the Colorado Liquor Code, and therefore recommends approval of the application for a Retail Liquor Store liquor license as applied for by Keith Ehlers for Palisade Basecamp RV Resort, LLC, 985 North River Road, in Palisade pending the State of Colorado Department of Revenue Liquor Licensing Division approval.

**BOARD DIRECTION** Approve the application for a Retail Liquor Store Liquor License at Palisade Basecamp RV Resort, LLC as applied for by owner Keith Ehlers pending approval by the State of Colorado Department of Revenue Liquor Licensing Division.



### PALISADE BOARD OF TRUSTEES Staff Report

Meeting Date: November 24, 2020

**Presented By:** Keli Frasier, Town Clerk

**Department:** Administration

**Re:** Palisade Basecamp RV Resort, LLC, Retail Liquor Store Liquor License

**APPLICATION SUMMARY:** On September 28, 2020, Keith Ehlers of Palisade Basecamp RV Resort, LLC, submitted an application for a Retail Liquor Store liquor license for the property located at 985 North River Road, in Palisade, Colorado.

- ✓ Colorado Liquor Retail License Application which must include the following:
  - Applicant/Licensee Identity (completed)
  - State sales tax license number listed (completed)
  - License type identified (completed)
  - Originals returned to the Town of Palisade (completed)
  - A diagram of the premises no larger than 8 ½ x 11 (completed)
  - Dimensions included on the premises diagram (completed)
  - Separate diagram for each floor (there is only one floor)
  - Proof of property possession (completed)
  - Individual History Record for all individuals with more than 10% ownership (completed)
  - Fingerprints taken and submitted to IdentoGo (completed)
  - Articles of Incorporation date stamped by the Colorado Secretary of State (completed)
  - Certificate of Good Standing (completed)

According to Section 12-47-311 of the Colorado Revised Statutes/Colorado Liquor Code, **Public Notice-Posting and Publication** states:

✓ Upon receipt of an application, except an application for renewal or for transfer of ownership, the local licensing authority shall schedule a public hearing upon the application not less than thirty days from the date of the application and shall post and publish the public notice thereof not less than ten days prior to such hearing. Public notice shall be given by the posting of a sign in a conspicuous place on the premises for which application has been made and by publication in a newspaper of general circulation in the county in which the premises are located.

The applicant submitted their application on September 28, 2020. A notice was placed in the Grand Junction Daily Sentinel of a Public Hearing on November 13, 2020, and a sign was posted on the property with the same information on November 12, 2020.

- ✓ Notice given by posting shall include a sign of suitable material, not less than twenty-two inches wide and twenty-six inches high, composed of letters not less than one inch in height and stating the type of license applied for, the date of the application, the date of the hearing, and the name and address of the applicant, and such other information as may be required to fully apprise the public of the nature of the application. If the applicant is a partnership, the sign shall contain the names and addresses of all partners, and if the applicant is a corporation, association, or other organization, the sign shall contain the names and addresses of the president, vice-president, secretary, and manager or other managing officers. The posted sign is suitable for the State of Colorado's above requirements.
- ✓ Notice given by publication shall contain the same information as that required for signs. *The published notice and the information included on the posted sign were identical.*
- ✓ If the building is not constructed at the time of the application, the applicant shall post the premises upon which the building is to be constructed in such a manner that the notice shall be conspicuous and plainly visible to the general public.

  The building at 985 North River Road is already constructed, and the sign was placed in plain view of North River Road.

The application has been deemed complete. The appropriate fees of \$647.50 have been paid to the Town of Palisade; a notice of Public Hearing was published in the Daily Sentinel on Friday, November 13, 2020, and posted on the property on or before November 14, 2020.

### The results of the investigation of this application are as follows:

- "Retail liquor store" means an establishment engaged only in the sale of malt, vinous, and spirituous liquors in sealed containers for consumption off the premises and nonalcohol products, but only if the annual gross revenues from the sale of nonalcohol products do not exceed twenty percent of the retail liquor store establishment's total annual gross sales revenues, as determined in accordance with section 44-3-409 (1)(b).

  To accomplish compliance with this definition, Palisade Basecamp will only be licensing a portion of their current gift shop as a Retail Liquor Store. Walls will separate the general store from the liquor store. The planning clearance for this interior remodel was approved by the Planning Department on November 16, 2020.
- The application for a Retail Liquor Store liquor license falls within the permitted uses outlined in the Conditional Use Permit granted by the Board of Trustees in 2016.
- Per the Colorado Liquor Code, the proposed Retail Liquor Store is <u>not</u> within three thousand feet of another retail liquor store or a liquor-licensed drugstore.
- The proposed premises for the Retail Liquor Store liquor license is <u>not</u> within five hundred feet of any school.
- Per Colorado Liquor Code, only sealed containers of malt, vinous, and spirituous liquors may be sold, not to be consumed at the place where it is sold.
- No owner or part owner has any interest directly or indirectly in any other retail liquor store. No owner or part owner has ever been issued a liquor or beer license in the past.
- This application is under concurrent review with the State. Concurrent review is when the

State Liquor Licensing Authority and the Town are reviewing the application at the same time, which allows us to work together to modify any issues either entity may find with the application.

- Staff believes that granting this liquor license will not negatively affect or harm in any way the surrounding neighborhood.
- Fingerprints were taken by IdentoGo for all listed owners and sent to the Colorado Bureau of Investigations (CBI). All background checks were returned as satisfactory.
- The building plans and specifications appear to be a true representation of the facilities. A full inspection will be conducted by Town staff upon approval of the Colorado Department of Revenue Liquor Licensing Authority to verify that the premise complies with applicable building, health, and fire regulations.
- The licensed premises is not owned by the State or by any municipality. The building is not located within any distance restrictions established pursuant to CRS 44-3-313.
- Proof of possession of the premises has been provided in the form of a Statement of Authority provided by the applicant Keith Ehlers.
- The applicant has provided a Certificate of Occupancy issued by the Mesa County Building Department for the building located at 985 North River Road.
- Per the Town Attorney, due to the COVID-19 Pandemic and the risk of exposure if the applicant went door to door to the neighboring residences, the "needs and desires" petition requirement for a new liquor license application has been waived.
- No comments from the public were submitted to the Town Clerk before this report was submitted to the Board of Trustees.

# Per Colorado Revised Statutes Section 12-47-305, the Board of Trustees, acting as the Local Licensing Authority, must take into consideration the following when approving or denying a liquor license application:

1. No local licensing authority shall issue a license provided for in this article or article 46 or 48 of this title until that share of the license fee due to the State of Colorado has been received by the Department of Revenue.

Palisade Basecamp RV Resort, LLC submitted two checks with their application. One to the Town of Palisade in the amount of \$647.50, and one to the Colorado Department of Revenue in the amount of \$1,877.50. The amount paid includes the fee for concurrent review.

2. Before granting any license, all licensing authorities shall consider, except where this article and article 46 of this title specifically provide otherwise, the reasonable requirements of the neighborhood, the desires of the adult inhabitants as evidenced by petitions, remonstrances or otherwise; and all other reasonable restrictions that are or may be placed upon the neighborhood by the local licensing authority.

As stated in the investigation result above, due to the threat of the COVID-19 virus, this petition requirement has been waived per the advice of the Town Attorney.

3. A local licensing authority may deny the issuance of any new tavern or retail liquor store license whenever such authority determines that the issuance of such license would result in or add to an undue concentration of the same class of license and, as a result, require

the use of additional law enforcement resources.

Police Chief Deb Funston stated that a retail liquor store located at 985 North River Road shouldn't affect local law enforcement adversely.

- 4. The state and local licensing authorities shall not issue a new license under this article authorizing the sale at retail of malt, vinous, or spirituous liquors in sealed containers for consumption off of the licensed premises if the premises for which the retail license is sought is located:
  - For a premise located within a municipality with a population of ten thousand or fewer, within three thousand feet of another licensed premises licensed to sell malt, vinous, or spirituous liquor at retail for off-premises consumption.

The staff has included a map that shows that the distance requirement has been satisfied between Palisade Basecamp RV Resort, LLC's proposed retail liquor. Distance is measured from "primary doorway to primary doorway'.

At the public hearing held pursuant to this section, any party in interest shall be allowed to present evidence and to cross-examine witnesses. As used in this subsection, 'party of interest' means any of the following:

- The Applicant
- An adult resident of the neighborhood under consideration
- The owner or manager of a business located in the neighborhood under consideration
- The principal or representative of any school located within five hundred feet of the premises for which the issuance of a license is under consideration (there are no schools located within 500 feet of the proposed retail liquor store license)
- The local licensing authority, in its discretion, may limit the presentation of evidence and cross-examination so as to prevent repetitive and cumulative evidence or examination.

Before entering any decision, approving or denying the application, the local licensing authority shall:

- Consider the facts and evidence gathered as part of its investigation, as well as any other facts, the reasonable requirements of the neighborhood for the type of license being considered.
- The desires of the adult inhabitants of the neighborhood
- The number, type, and availability of alcohol beverage outlets located in or near the neighborhood under consideration
- Any other pertinent matters affecting the qualifications of the applicant for the conduct of the type of business proposed.

**Staff Recommendation:** Approve the application for a Retail Liquor Store Liquor License at Palisade Basecamp RV Resort, LLC as applied for by owner Keith Ehlers pending approval by the State of Colorado Department of Revenue Liquor Licensing Division.

DR 8404 (01/06/20)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
(303) 205-2300

# Colorado Liquor Retail License Application

New License New-Concurrent Transfer of Ownership State Property Only						
<ul> <li>All answers must be printed in black ink or typewritten</li> <li>Applicant must check the appropriate box(es)</li> <li>Applicant should obtain a copy of the Colorado Liquor and Beer Code: www.colorado.gov/enforcement/liquor</li> </ul>						
1. Applicant is applying as a/an	Individual X L	imited Liabili	ty Company	Association or C	Other	
	Corporation P	artnership (i	ncludes Limited	Liability and Husban	d and	Wife Partnerships)
2. Applicant If an LLC, name of LLC; i				the commence of the second sec		FEIN Number
The state of the s	Palisade Basecan			name or corporation		81-3682619
2a.Trade Name of Establishment (DB)		ip it v itese	nt, LLO	State Sales Tax Numb	per	Business Telephone
Latinate value of Establishment (BB)	Basecamp			32376481	, , ,	(970) 462-9712
3. Address of Premises (specify exact	The second secon	nclude suite/u	nit numbers)	02070401		(070) 102 0712
or realists of tremises (openly skas		985 North				
City		300 1101111	County		State	ZIP Code
Palis	ade		,	Mesa	CO	81526
4. Mailing Address (Number and Stre			City or Town	vicou		ZIP Code
985 North F	·			alisade	CO	81526
5. Email Address	(IVCI I (Odd		1 0	illoudo	00	01020
enal Address	admi	n@palisad	ebasecamp.co	m		
6. If the premises currently has a liquo			•			
Present Trade Name of Establishment				Present Class of Lice	nse	Present Expiration Date
	(==: ,					
Section A	Nonrefundable Appli	cation Fees	Section B (Cont.)			Liquor License Fees
☐ Application Fee for New License						\$312.50
			_			
		Lodging & Entertainment L&E (City)				
Application Fee for Transfer						
Section B Liquor License Fees  Manager Registration - H & R						
Aud Optional Fremises to Fig. 7, 100.00 A Total						
1 4 1 5 1 1 15 10 1 5 1 6 1 6 7 5 6 6 7 5 6			☐ Manager Registration Lodging & Entertainment			
The same of the sa						
Arts License (City)	Add Sidewalk Service Area					
			Racetrack License (City)\$500.0			
			Racetrack License (County)			
Beer and Wine License (County)\$436.25						\$500.00
☐ Brew Pub License (County)			The soft complex cicense (county)			
Campus Liquor Complex (City)						unty) \$160.00
Campus Liquor Complex (County)		\$500.00			-	ate)\$160.00
Campus Liquor Complex (State)					-	\$500.00
☐ Club License (City)			-			\$500.00
Club License (County)		\$308.75			-	\$227.50
Distillery Pub License (City)		\$750.00				<i>y</i> )\$312.50
☐ Distillery Pub License (County)						
☐ Hotel and Restaurant License (City).						\$227.50
☐ Hotel and Restaurant License (Coun						\$312.50
☐ Hotel and Restaurant License w/one	• •					\$500.00
☐ Hotel and Restaurant License w/one			l .			\$500.00
☐ Liquor-Licensed Drugstore (City)						
Questions? Visit: www.colorado.gov/enforcement/liquor for more information						
Do r	not write in this sp			f Revenue use on	ıly	
License Account Name -	Liebille, Det		nformation	-ti Data)	1	
License Account Number	Liability Date	License Issue	ed Through (Expira	ation Date)	Total \$	

DR 8404 (01/06/20)

# **Application Documents Checklist and Worksheet**

Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. All documents must be properly signed and correspond with the name of the applicant exactly. All documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable. Questions? Visit: www.colorado.gov/enforcement/liquor for more information

HOH	etundable. Questions: Visit. www.coorado.gov/emortement/liquor for more information
	Items submitted, please check all appropriate boxes completed or documents submitted
I.	Applicant information
	A. Applicant/Licensee identified
	B. State sales tax license number listed or applied for at time of application
	C. License type or other transaction identified
	D. Return originals to local authority (additional items may be required by the local licensing authority)
	E. All sections of the application need to be completed
II.	Diagram of the premises
III.	A. No larger than 8 1/2" X 11"
	B. Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences,
	walls, entry/exit points, etc.)
	C. Separate diagram for each floor (if multiple levels)
	D. Kitchen - identified if Hotel and Restaurant
	☑ E. Bold/Outlined Licensed Premises
111.	Proof of property possession (One Year Needed)
	□ A. Deed in name of the applicant (or) (matching question #2) date stamped / filed with County Clerk
	<ul><li>□ B. Lease in the name of the applicant (or) (matching question #2)</li></ul>
	☐ C. Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant
	D. Other agreement if not deed or lease. (matching question #2) STATEMENT OF AUTHORITY
IV.	Background information (DR 8404-I) and financial documents
' .	A. Complete DR 8404-I for each principal (individuals with more than 10% ownership, officers, directors,
	partners, members)
	B. Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved state
	vendor. Do not complete fingerprint cards prior to submitting your application. The Vendors are as follows:
	IdentoGO – https://uenroll.identogo.com/
	Phone: 844-539-5539 (toll-free)
	IdentoGO FAQs: https://www.colorado.gov/pacific/cbi/identification-faqs
	Colorado Fingerprinting – http://www.coloradofingerprinting.com
	Appointment Scheduling Website: http://www.coloradofingerprinting.com/cabs/
	Phone: 720-292-2722 Toll Free: 833-224-2227
	☐ C. Purchase agreement, stock transfer agreement, and/or authorization to transfer license
	☐ D. List of all notes and loans (Copies to also be attached)
V.	Sole proprietor/husband and wife partnership (if applicable)
٧.	☐ A. Form DR 4679
	B. Copy of State issued Driver's License or Colorado Identification Card for each applicant
VI.	Corporate applicant information (if applicable)
	A. Certificate of Incorporation
	B. Certificate of Good Standing
	C. Certificate of Authorization if foreign corporation (out of state applicants only)
VII.	Partnership applicant information (if applicable)
	☐ A. Partnership Agreement (general or limited).
	☑ B. Certificate of Good Standing
VIII	Limited Liability Company applicant information (if applicable)
	A. Copy of articles of organization
	B. Certificate of Good Standing
	C. Copy of Operating Agreement (if applicable)
	D. Certificate of Authority if foreign LLC (out of state applicants only)
102	
IX.	Manager registration for Hotel and Restaurant, Tavern, Lodging & Entertainment, and Campus Liquor
	Complex licenses when included with this application
	A. \$75.00 fee
	B. Individual History Record (DR 8404-I)
	☐ C. If owner is managing, no fee required

Nam			Type of License	Account Numb	per		
	Palisade Basecamp RV Resort,					Yes	No
7.	Is the applicant (including any of the partners if a stockholders or directors if a corporation) or mana	agers under the age	e of twenty-one years?			Tes	No X
3.	Has the applicant (including any of the partners if stockholders or directors if a corporation) or mana-			d liability company; or office	ers,		
	a. Been denied an alcohol beverage license?						X
	<ul><li>b. Had an alcohol beverage license suspended o</li><li>c. Had interest in another entity that had an alcoh</li></ul>		suspended or revoked?				X
f vo	u answered <b>yes</b> to 8a, b or c, explain in detail on a		s suspended of revoked?				
).	Has a liquor license application (same license cla preceding two years? If "yes", explain in detail.		ed within 500 feet of the prop	osed premises, been denie	d within the		X
0.	Are the premises to be licensed within 500 feet, c Colorado law, or the principal campus of any colle			Ilsory education requiremen	its of		× or
				Waiver by local Other:	ordinance?		
11.	Is your Liquor Licensed Drugstore (LLDS) or Ret sales in a jurisdiction with a population of greater that begins at the principal doorway of the LLDS/way of the Licensed LLDS/RLS.	than (>) 10,0000?	NOTE: The distance shall be	e determined by a radius me	easurement		×
12.	Is your Liquor Licensed Drugstore (LLDS) or Ret sales in a jurisdiction with a population of less that that begins at the principal doorway of the LLDS/doorway of the Licensed LLDS/RLS.	an (<) 10,0000? NO	TE: The distance shall be de	etermined by a radius meas	urement		×
13	a. For additional Retail Liquor Store only. Was you	ır Retail Liquor Stor	e License issued on or before	re January 1, 2016?			
13	<b>b.</b> Are you a Colorado resident?					X	
14.	Has a liquor or beer license ever been issued to t Limited Liability Company; or officers, stockholde <u>current</u> financial interest in said business includin	rs or directors if a c	corporation)? If yes, identify t				×
15.	Does the applicant, as listed on line 2 of this applic arrangement?  Ownership  Lease  Other (Explain in I	Detail)			r	×	
	a. If leased, list name of landlord and tenant, and	date of expiration, <b>e</b>	xactly as they appear on the	lease:			
Land	dlord	Tenant			Expires		
	b. Is a percentage of alcohol sales included as co	ompensation to the	landlord? If yes, complete of	uestion 16.			
	c. Attach a diagram that designates the area to b partitions, entrances, exits and what each roor						
16.	Who, besides the owners listed in this application (i inventory, furniture or equipment to or for use in the						
Last	Name	First Name	Date of Birtl	FEIN or SSN	Interest/	Perce	ntage
Last	Name	First Name	Date of Birtl	n FEIN or SSN	Interest/	Perce	ntag
part	ch copies of all notes and security instruments nerships, corporations, limited liability compan ting to the business which is contingent or con-	ies, etc.) will share	in the profit or gross proc	eeds of this establishmen	t, and any a	•	_
	Optional Premises or Hotel and Restaurant Licer Has a local ordinance or resolution authorizing o	nses with Optional F	Premises:	iving of davide of consult	20011		
		Number of a	idditional Optional Premise a	areas requested. (See licens	se fee chart'		
18.	For the addition of a Sidewalk Service Area per the local governing body authorizing use of the s other legal permissions.	Regulation 47 302(	A)(4), include a diagram of	the service area and docun	nentation red	ceived	
19.	Liquor Licensed Drugstore (LLDS) applicants, an a. Is there a pharmacy, licensed by the Colorado If "yes" a copy of license must be attached	Board of Pharmac		nt's LLDS premise?			

Nan	ne		Type of License		Account Number		
20	Club Liquor License applicants answer	the following: Attach a convic	of applicable documen	tation		1	
20.							
	<ul> <li>a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain?</li> <li>b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain?</li> </ul>						
	c. How long has the club been incorpor	rated?					
	d. Has applicant occupied an establishm	ent for three years (three years	required) that was opera	ted solely for th	e reasons stated above?		
21.	Brew-Pub, Distillery Pub or Vintner's R a. Has the applicant received or applied			nust be attache	d)		
22.	Campus Liquor Complex applicants an						
	a. Is the applicant an institution of higher education?					Yes	No
	b. Is the applicant a person who contracts with the institution of higher education to provide food services?  If "yes" please provide a copy of the contract with the institution of higher education to provide food services.						
23.	For all on premises applicants.  a. Hotel and Restaurant, Lodging and Individual History Record  - DR 8404-I and fingerprint submitte	d to approved State Vendor thro	ough the Vendor's webs	it <b>e.</b> See applica	ition checklist, Section IV, f		
	<ul> <li>b. For all Liquor Licensed Drugstores (L</li> <li>DR 8000 and fingerprints.</li> </ul>	LDS) the Permitted Manager mu	st also <b>su</b> bmit an <b>Manag</b>	jer Permit Applio	cation		
Las	Name of Manager		First Name of Manage	r			
	Ehlers			Ke	ith		
24.	Does this manager act as the manager Colorado? If yes, provide name, type of		in, any other liquor licen	sed establishm	ent in the State of		X
25.	25. Related Facility - Campus Liquor Complex applicants answer the following:  Yes				No		
	a. Is the related facility located within the					Ш	
	If yes, please provide a map of the g If no, this license type is not available				omplex.		
1	b. Designated Manager for Related Fa	cility- Campus Liquor Complex	Time Name of Manage				
L.as	Name of Manager		First Name of Manage	Г			
26.	Tax Information.					Yes	No
	a. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business?						
	<b>b.</b> Has the applicant, including its many other person with a 10% or greater f 44-3-503. C.R.S.?						X
	If applicant is a corporation, partnersh and Managing Members. In addition, applicant. All persons listed below State Vendor through their website. So	applicant must list any stockhomust also attach form DR 840- ee application checklist, Section	olders, partners, or mer 4-I (Individual History R n IV, for details.	mbers with <b>ow</b> decord), and ma	nership of 10% or more in the an appointment with an	n the	roved
Nan		Home Address, City & State		DOB	Position	1	wned
	Keith Ehlers	2662 Lookout Ln, G		7-1-79	Owner/Manager		25
Nan		Home Address, City & State		DOB	Position		wned
Noc	Brandi Ehlers	2662 Lookout Ln, G Home Address, City & Stat		10-28-76 DOB	Owner Position		25 wned
Nar	Bart McElley	3869 G Rd Palisa		11.27.78	Owner		25
Nar	•	Home Address, City & Stat		DOB	Position		wned
I vai			Owner		25		
Nar					wned		
** If	applicant is owned 100% by a parent coorporations - the President, Vice-President otal ownership percentage disclosed has Applicant affirms that no individual other prohibited liquor license pursuant to A	ent, Secretary and Treasurer mu ere does not total 100%, applica- ner than these disclosed herein	st be accounted for about must check this box	ve (Include own :		,	t in a

Name	Type of License Account Number		ber		
I declare under penalty of perjury in the second knowledge. I also acknowledge that it is my re Colorado Liquor or Beer Code which affect m	d degree that this appli esponsibility and the re				
Authorized Signature	Printed Na	ame and Title Keith Ehlers	S	Date 3-7-2	20
Report a	nd Approval of L	ocal Licensing Authority (C	City/County)		
Date application filed with local authority SEPERWEY 28, 2020	Date of local authority	y hearing (for new license applicants; ca LT 10, 2020	annot be less than 30 days f	rom date of application	on)
been:  Fingerprinted  Subject to background investigation, That the local authority has conducted, or inte and aware of, liquor code provisions affecting (Check One)  Date of inspection or anticipated date Will conduct inspection upon approvi	ends to conduct, an ins their class of license	spection of the proposed premises to	o ensure that the applicar	nt is in compliance	with
Is the Liquor Licensed Drugstore (LL premises sales in a jurisdiction with			ther retail liquor license fo	or off-	No
Is the Liquor Licensed Drugstore(LL premises sales in a jurisdiction with			her retail liquor license for	r off-	V
NOTE: The distance shall be determ for which the application is being ma				S premises	
Does the Liquor Licensed Drugstore from the sale of food, during the price			nt's gross annual income	derived	
The foregoing application has been examined report that such license, if granted, will meet with the provisions of Title 44, Article 4 or 3, 0	he reasonable require	ements of the neighborhood and the	desires of the adult inhal		
Local Licensing Authority for Town of Paulsag	e	Telephone Number (970)464-5	Town, C	City	
Signature	Print	Tit	le	Date	
Signature	Print	Tit	le	Date	

# STATEMENT OF AUTHORITY (C.R.S. § 38-30-172)

- This Statement of Authority relates to an entity named Palisade Base Camp RV Resort, LLC.
- 2. The type of entity is a limited liability company.
- The entity is formed under the laws of Colorado.
- The mailing address of the entity is 2662 Lookout Lane, Grand Junction, Colorado 81503.
- The name or position of the person authorized to execute instruments conveying, encumbering, or otherwise affecting title to real property on behalf of the entity is Keith Ehlers, the Manager of the entity.
- 6. The authority of the foregoing persons to bind the entity is unlimited.
- This Statement of Authority is executed on behalf of the entity pursuant to the provisions of C.R.S. § 38-30-172.
- 8. This Statement of Authority amends and supersedes in all respects any prior statement of authority executed on behalf of the entity.

EXECUTED the 23 day of August, 2016.

Keith Ehlers, Manager

STATE OF COLORADO	)
	) ss.
COUNTY OF MESA	)

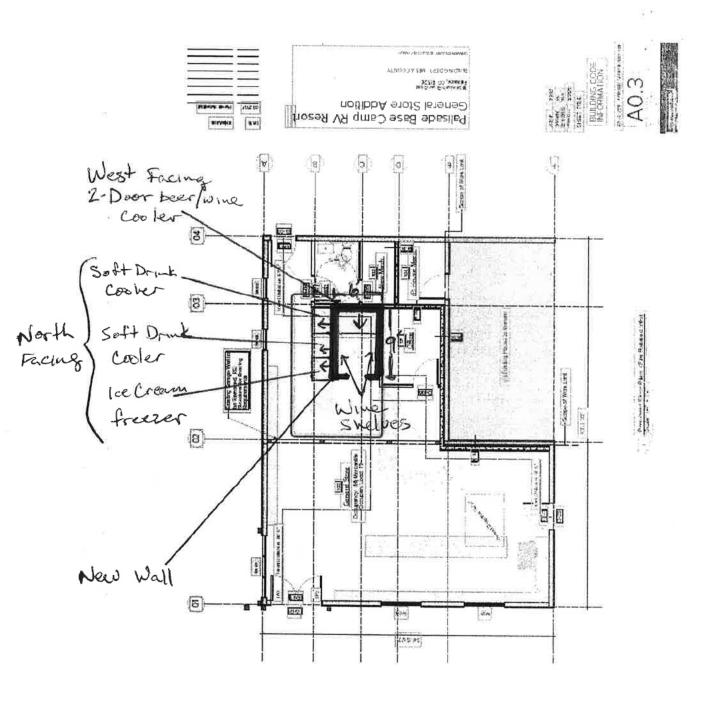
The foregoing instrument was acknowledged before me the 23rd day of August, 2016, by Keith Ehlers, Manager of Palisade Base Camp RV Resort, LLC.

Witness my hand and official seal.

My commission expires: 12:8:2017

TARA D MORRISON
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20094039030

Notary Public



## Palisade Basecamp RV Resort 985 North River Road Palisade, CO 81526

This is a Deluxe eCheck. The PAY TO THE ORDER OF line designates the Payee. For questions, call Deluxe Payment Exchange customer support at 877-333-6964.

> Date 09/25/2020 Void after 90 days

PAYTOTHE ORDER OF Town of Palisade

Six hundred forty-seven and 50/100

Alpine Bank

Memo CO Liquor License Application Fee

Palisade Basecamp RV Resort 985 North River Road Palisade, CO 81526 This is a Deluxe eCheck. The PAY TO THE ORDER OF line designates the Payee. For questions, call Deluxe Payment Exchange customer support at 877-333-6964.

> Date 09/25/2020 Void after 90 days

PAYTO THE COLORADO Dept of Revenue

\$1,877.50

Vehily class in hitter/inchess; anni mily

One thousand, eight hundred seventy-seven and 50/100

Alpine Bank

TARRELL COM

Memo CO Liquor License Application Fee

\_ Dollars

DR 0140 (02/16/11)
DEPARTMENT OF REVENUE
DENVER CO 80261-0013

Must collect taxes for:

# SALES TAX LICENSE

STATE	COUNTY	CITY	PUBLIC
COLORADO	MESA	PALISADE	SAFETY
USE ACCOUNT NUMBER	LIABILITY INFORM	ATION ISSUE DA	LICENSE VALID

13

THIS LICENSE MUST BE POSTED AT THE FOLLOWING LOCATION

for all references

IN A CONSPICUOUS PLACE: BASECAMP

3891 N RIVER RD PALISADE CO 81526-7701

THIS LICENSE IS NOT TRANSFERABLE

**DECEMBER 31** 

Արիվեինանիիարակակիրիգոնիրյիլիիրի

BASECAMP ATTN: PALISADE BASECAMP RV RESORT 2662 LOOKOUT LN GRAND JUNCTION CO 81503-3418

Executive Director Department of Revenue

Letter Id: L0781810016

# ▲ Detach Here ▲ IMPORTANT INFORMATION

Now that you have your license, here's what you need to know:

- Use the letter ID above and go to Colorado.gov/RevenueOnline to set up your online access, manage your
  account, file electronic returns and submit payments. Paper returns will NOT be mailed to you.
- Both your sales tax return AND payments are due by the 20th day of the month following the end date of the
  reporting period in order to avoid any penalty and/or interest. Be sure you know what your filing frequency is in order
  to avoid missing due dates.
  - Monthly filer due dates: On the 20th day of the month following the reporting period end date.
  - · Quarterly filer due dates: April 20th, July 20th, October 20th and January 20th.
  - Annual filer due dates: January 20th following the reporting period end date.
- If no sales were made during the reporting period, you are still required to file a return to report zero sales were
  made during the reporting period. Otherwise, the Department of Revenue will assess a non-filer estimate for tax.
- All licensed retailers are required to collect and remit all state-collected sales taxes based on the location where their products are delivered.
- State law requires you to collect sales tax from your customers solely for the purpose of remitting those taxes to the Colorado Department of Revenue. Businesses are entrusted with collecting and remitting taxes that belong to the State of Colorado and local jurisdictions.
- Your Colorado Sales Tax License must be displayed in a conspicuous place at your physical location.
- Your license must be renewed and the renewal fee paid at the end of the license period ending December 31 of
  odd-numbered years in order to maintain a valid license. Failure to renew your license will invalidate your license,
  but it won't automatically close your account. In order to close your account and cease any future liability, you must
  file form DR 1102 with the Department of Revenue.
- Having a Colorado Sales Tax License gives you the privilege to purchase non-taxable items-for-resale. Items that
  you consume in the course of your business are not included in this privilege.

We strongly recommend that you set up your Revenue Online account as soon as possible in order to remain compliant. If you have any questions regarding sales tax in Colorado, then please visit our website Colorado.gov/tax and click on "Education and Legal Research" for helpful FYIs, Regulations, Letter Rulings and Statutes. While there, you can also sign up for free Public Sales Tax Classes.

Thank you for registering with the Colorado Department of Revenue.



# CERTIFICATE OF OCCUPANCY

# MESA COUNTY COMMUNITY DEVELOPMENT DEPARTMENT BUILDING DIVISION

PERMIT NUMBER 17-00908

DATE 11/18/2020

PERMISSION IS HEREBY GRANTED TO PALISADE BASE CAMP RV RESORT LLC TO OCCUPY

THE BUILDING SITUATED AT 985 N RIVER RD

TAX PARCEL NUMBER 2937-101-03-001

FOR THE FOLLOWING PURPOSE:

CONVERT EXISTING GARAGE&ADDITION INTO GENERAL STORE

\*\*ORIGINAL CO DATE 10/25/2017-CO TO CORRECT ADDRESS\*\*

THIS CERTIFICATE IS ISSUED IN CONFORMITY TO SECTION 110, INTERNATIONAL BUILDING CODE, 2018 EDITION/SECTION 110, INTERNATIONAL RESIDENTIAL CODE, 2018 EDITION.

INSPECTOR

Darrell Bay



Document must be filed electronically.
Paper documents are not accepted.
Fees & forms are subject to change.
For more information or to print copies of filed documents, visit www.sos.state.co.us.

Colorado Secretary of State

Date and Time: 08/03/2016 11:48 AM

ID Number: 20161530032

Document number: 20161530032

Amount Paid: \$50.00

ABOVE SPACE FOR OFFICE USE ONLY

# **Articles of Organization**

filed pursuant to § 7-80-203 and § 7-80-204 of the Colorado Revised Statutes (C.R.S.)

1. The domestic entity name of the limited liability company is

# Palisade Base Camp RV Resort, LLC

(The name of a limited liability company must contain the term or abbreviation "limited liability company", "Itd. liability company", "limited liability co.", "Itd. liability co.", "limited", "l.l.c.", "Ilc", or "Itd.". See §7-90-601, C.R.S.)

(Caution: The use of certain terms or abbreviations are restricted by law. Read instructions for more information.) 2. The principal office address of the limited liability company's initial principal office is 2662 Lookout Lane Street address (Street number and name) **Grand Junction** CO 81503 (Citv) (State) (ZIP/Postal Code) **United States** (Province - if applicable) (Country) Mailing address (leave blank if same as street address) (Street number and name or Post Office Box information) (City) (State) (ZJP/Postal Code) (Province - if applicable) (Country) 3. The registered agent name and registered agent address of the limited liability company's initial registered agent are Name **Ehlers** Keith (if an individual) (Middle) (Last) (First) (Suffix) or (if an entity) (Caution: Do not provide both an individual and an entity name.) 2662 Lookout Lane Street address (Street number and name) 81503 **Grand Junction** CO (ZIP Code) (City) (State)

Mailing address

(leave blank if same as street address)

(Street number and name or Post Office Box information)

		CO		14
	(City)	(State)	(ZIP Code)	
(The following statement is adopted by mo		d to being so appointe	ed.	
4. The true name and mailing addre	ess of the person forming th	ne limited liability con	npany are	
Name				
(if an individual)	Ehlers	Keith	(11:111.)	100 m. l
or	(Last)	(First)	(Middle)	(Suffix)
(if an entity) (Caution: Do not provide both an	individual and an entity name.	)		
Mailing address	2662 Lookout L	ane		
Ü	(Street i	umher and name or Post Of	(fice Box information)	
	Grand Junction	CO	81503	
	(City)	(State) United S	(ZIP/Postal C	nde)
	(Province – if appl			
☐ The limited liability comp	adopt the statement by marking the bany has one or more addit and mailing address of each iability company is vested	ional persons forming such person are state	g the limited liabili	-
5. (The following statement is adopted by man  There is at least one member		npany.		
7. (If the following statement applies, adopt the This document contains additional actions and the This document contains additional actions are the This document contains additional actions.)				
8. (Caution: Leave blank if the documen significant legal consequences. Read			ved effective date has	
(If the following statement applies, adopt to The delayed effective date and,		ocument is/are		
		(m.	m/dd/yyyy hour:minute d	im/pm)

# Notice:

Causing this document to be delivered to the Secretary of State for filing shall constitute the affirmation or acknowledgment of each individual causing such delivery, under penalties of perjury, that the document is the individual's act and deed, or that the individual in good faith believes the document is the act and deed of the person on whose behalf the individual is causing the document to be delivered for filing, taken in conformity with the requirements of part 3 of article 90 of title 7, C.R.S., the constituent documents, and the organic statutes, and that the individual in good faith believes the facts stated in the document are true and the document complies with the requirements of that Part, the constituent documents, and the organic statutes.

This perjury notice applies to each individual who causes this document to be delivered to the Secretary of State, whether or not such individual is named in the document as one who has caused it to be delivered.

9. The true name and mailing address of the individual causing the document to be delivered for filing are

	Ehlers	Keith		
	c/o Michael A. Kuzm	(First)	(Middle)	(Suffix)
		and name or Post Office	e Box information)	
	Grand Junction		81506	
	(City)	(State) United Sta	(ZIP/Postal Co	ode)
	(Province – if applicable)	(Country)		
(If the following statement applies, adop	t the statement by marking the box and	d include an attachment.,	)	
This document contains the tru causing the document to be de	•	of one or more add	litional individua	ls

# Disclaimer:

This form/cover sheet, and any related instructions, are not intended to provide legal, business or tax advice, and are furnished without representation or warranty. While this form/cover sheet is believed to satisfy minimum legal requirements as of its revision date, compliance with applicable law, as the same may be amended from time to time, remains the responsibility of the user of this form/cover sheet. Questions should be addressed to the user's legal, business or tax advisor(s).

# OFFICE OF THE SECRETARY OF STATE OF THE STATE OF COLORADO

# CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

Palisade Basecamp RV Resort, LLC

is a

# Limited Liability Company

formed or registered on 08/03/2016 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20161530032.

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 10/07/2020 that have been posted, and by documents delivered to this office electronically through 10/08/2020 @ 11:01:58.

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 10/08/2020 @ 11:01:58 in accordance with applicable law. This certificate is assigned Confirmation Number 12649227



Secretary of State of the State of Colorado







# Grand Junction Daily Sentinel 734 S 7th St #7737 (970) 242-1313

I, Terry Flanagan, of lawful age, being duly sworn upon oath, deposes and says that I am the Legal Secretary of Grand Junction Daily Sentinel, a publication that is a "legal newspaper" as that phrase is defined for the city of Grand Junction, for the County of Mesa, in the state of Colorado, that this affidavit is Page 1 of 1 with the full text of the swom-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

### PUBLICATION DATES:

Nov. 13, 2020

Notice ID: ybd0UbDjDzGaZW0uNZd1

Publisher ID: BW # 77826

Notice Name: Public Hearing - Palisade Basecamp Liquor Lic

**PUBLICATION FEE: \$9.68** 

Terry Flanagan

Legal Secretary

### VERIFICATION

STATE OF COLORADO COUNTY OF MESA

Signed or attested before me on this

\_\_\_\_\_day of \_\_\_\_\_\_, A.D. 20\_\_\_\_

Notary Public

My Commission Expires: April 22, 2024

# AFFIDAVIT OF PUBLICATION

NOTICE OF PUBLIC HEARING Notice is hereby given that a public hearing will be held before the Board of Trustees of the Town of Pallsade, Colorado, at the Pallsade Civic Center, 341 West 7th Street Pallsade, Colorado at 6:00 p.m. on Tuesday, November 24, 2020, to consider a new liquor license to be located at Pallsade Basecamp RV Resort, 985 North River Road, Pallsade, Colorado as applied for by property owner Kelth Ehlers. All interested parties are encouraged to attend. Additional information may be obtained from the Town Clerk's office at 175 E. Third Street or by calling 464-5602. Published: November 13, 2020.



Palisade, CO 81526

Town of Palisade Staff

175 East Third Street P.O. Box 128 Palisade, CO 81526 Phone: (970) 464-5602 Fax: (970) 464-5609 www.townofpalisade.org

# **ADMINISTRATION**

# **AFFIDAVIT**

Regarding the Required Posting of Property: 985 North River Road

I, Fred Miller	, hereby certify that I have posted the property located
985 North River Road, Palisade, C	olorado, with the proper notice for:
Resort, LLC, as applied for by or	ail Liquor Store Liquor License for Palisade Basecamp RV wner Keith Ehlers. The Public Hearing is to be held before y, November 24, 2020, at 6:00 p.m.
Date of Posting: On or before Nove	ember 13, 2020
Date of Affidavit: 11-12-20	20
Frank Mill	





# 

IN THE INTEREST OF BUSINESS VENTURE | LAND DEVELOPMENT 970-210-7680 | GRAND JUNCTION, CO

# PALISADE BASECAMP RV RESORT





# **Agenda Item Cover Sheet**

Meeting Date: November 24, 2020

**Presented By:** Janet Hawkinson, Town Manager

Travis Boyd, Finance Director

**Re:** Resolutions 2020-24, 2020-25, 2020-26

# **SUBJECT:**

Resolution 2020-24 titled: A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNTS OF AND FOR THE PURPOSE SET FORTH BELOW, FOR THE TOWN OF PALISADE, COLORADO, FOR THE 2021 BUDGET.

Resolution 2020-25 titled: A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE ENTIRE TOWN OF PALISADE, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2021 AND ENDING FOR THE CALENDAR YEAR ON THE LAST DAY OF DECEMBER 2021.

Resolution 2020-26 titled: A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2020 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF PALISADE, COLORADO, FOR THE 2021 BUDGET YEAR.

# **SUMMARY:**

These resolutions are for the board to approve the 2021 budget as presented by the Town Manager and the Finance Director. These resolutions are summaries of the revenues and expenditures in the proposed 2021 budget, an appropriation to use resources from each fund in the furtherance of town business and in the interest of the public, and an authorization to the Mesa County Treasurer to collect property taxes on the Town's behalf.

**BOARD DIRECTION:** Approve Resolutions 2020-24, 2020-25, 2020-26

### TOWN OF PALISADE, COLORADO RESOLUTION 2020-24

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNTS OF AND FOR THE PURPOSE SET FORTH BELOW, FOR THE TOWN OF PALISADE, COLORADO, FOR THE 2021 BUDGET.

WHEREAS, the Board of Trustees has adopted the annual budget in accordance with the Local Government Budget Law on November 24, 2020 and

WHEREAS, the Board of Trustees has made provisions therein for revenues, including beginning fund balances, in the amount equal to or greater than the total proposed expenditures as set forth in the budget; and,

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purpose described below so as not in impair the operations of the Town of Palisade

# BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE, COLORADO AS FOLLOWS:

SECTION 1. That the following sums are hereby appropriated from the revenues and other available money of each fund, for the purposes stated:

General Fund	
Expenditures	\$6,334,554
<b>Total General Fund</b>	\$6,334,554
Utilities Fund	
Expenditures	\$431,559
Total Utility Fund	\$431,559
Tourism Fund	
Expenditures	\$43,400
Total Tourism Fund	\$43,400
Water Fund	
Expenditures	\$1,160,836
Total Water Fund	\$1,160,836
rotal water runu	\$1,100,030
Conservation Trust Fund	
Expenditures	\$0
<b>Total Conservation Trust</b>	\$0
Solid Waste Fund	
Expenditures	\$205,495
Total Solid Waste Fund	\$205,495
Capital Projects Fund	
Expenditures	\$3,750,000
Total Capital Projects Fund	\$3,750,000

ADOPTED and APPROVED this $24^{th}$ day of No	ovember 2020.
	By the Town of Palisade, Mesa County, State of Colorado
Attest:	Greg Mikolai, Mayor
Keli Frasier, Town Clerk	

# TOWN OF PALISADE, COLORADO RESOLUTION 2020-25

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE ENTIRE TOWN OF PALISADE, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2021 AND ENDING FOR THE CALENDAR YEAR ON THE LAST DAY OF DECEMBER 2021.

**WHEREAS**, the Board of Trustees of the Town of Palisade has received a proposed budget in accordance with the Local Government Budget Law; and

**WHEREAS**, upon due and proper notice, published in accordance with C.R.S. 29-1-106, said proposed budget was open for inspection by the public at the Town Hall as a designated location, a public hearing was held on December 10, 2019, and interested electors were given the opportunity to file and/or register any objections to said proposed budget, and,

WHEREAS, whatever increases and/or decreases may have been made in the expenditures, like increases/decreases were respectively made to the revenues so that the budget remains in balance, as required by C.R.S. 29-1-103;

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE, COLORADO AS FOLLOWS:

SECTION 1. The estimated expenditures for each fund are as follows:

General Fund	\$6,334,554
Utilities Fund	431,559
Tourism Fund	43,400
Water Fund	\$1,160,836
Conservation Trust Fund	0
Solid Waste Fund	205,495
Capital Projects Fund	3,750,000
Total Expenditures	\$11,925,843

SECTION 2. The estimated revenues for each fund are as follows:

Total Revenues	\$50,000
Fund Balance	0
Lodging Fees	\$50,000
Tourism Fund	
Total Revenues	\$627,000
Fund Balance	0
Fees	\$627,000
<u>Utilities Fund</u>	
Total Revenues	\$6,334,554
Fund Balance	1,506,854
Other Sources	1,064,200
Taxes	\$3,763,500
General Fund	

<u>vvater Fund</u> Fees		\$1,198,000	
Fund Balar	nce	0	
	al Revenues	\$1,198,000	
Conservation	Trust Fund		
Lottery Fur		\$20,000	
Fund Balar		0	
Tot	al Revenues	\$20,000	
Solid Waste F	- -und		
Fees	<u>ana</u>	\$220,000	
Fund Balar	nce	0	
Tot	al Revenues	\$220,000	
Capital Proje		4.050.004	
General Fu		1,852,364	
Grant Reve		1,897,636	
lot	al Revenues	3,750,000	
SECTION 3.	which is attached	mitted, amended and herein above summarized by fund, a true copy of and incorporated herein by reference, hereby is approved and adopted e Town of Palisade for the year stated above.	
SECTION 4.	The budget hereb public records of	approved and adopted shall be signed by the Mayor, and made a part of he Town.	f the
SECTION 5.		ector, Travis Boyd, is hereby directed forthwith to certify said budget to cal Affairs of the State of Colorado in accordance with the Laws of said	
ADOPTED AN	D APPROVED th	s 24 <sup>th</sup> Day of November, 2020	
		By the Town of Palisade, Mesa County, State of Colorado	
		by the Town of Lansaue, Mesa County, State of Colorado	
		Greg Mikolai, Mayor	
Attest:			
Keli Frasier, To	own Clerk		

Water Fund

# TOWN OF PALISADE, COLORADO RESOLUTION NO 2020-26

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2020 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF PALISADE, COLORADO, FOR THE 2021 BUDGET YEAR.

WHEREAS, the Board of Trustees has adopted the annual budget in accordance with the Local Government Budget Law on November 24, 2020; and

WHEREAS, the amount of money necessary to balance the budget for general operating expenses and capital outlay is \$463,590; and

WHEREAS, the 2020 valuation for assessment for the Town of Palisade as certified by the County Assessor is \$26,490,830.

# BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE, COLORADO AS FOLLOWS:

- SECTION 1. The Town of Palisade's gross mill levy is 17.5 mills.
- SECTION 2. For the purpose of meeting all general operating expenses and capital outlay of the Town of Palisade during 2021 budget year, there is hereby levied a mill levy of 17.5 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the year 2020.
- SECTION 3. Town Finance Director, Travis Boyd, is hereby authorized and directed to immediately certify to the County Commissioners of Mesa County, Colorado, the mill levies for the Town of Palisade as herein above determined and set.

ADOPTED AND APPROVED THIS 24th DAY OF NOVEMBER 2020.

By Town of Palisade, Mesa County, State of Colorado

	Greg Mikolai, Mayor	
Attest:		
Keli Frasier, Town Clerk		



# PALISADE BOARD OF TRUSTEES Agenda Item Cover Sheet

Meeting Date: November 24, 2020

**Presented By:** Janet Hawkinson, Town Manager

**Department:** Administration

Re: Intergovernmental Agreement with the Grand Valley Regional Transit

Commission

**SUBJECT:** IGA with GVRTC

**<u>SUMMARY:</u>** This is an Intergovernmental Agreement (IGA) concerning the adoption of local match funding for Grand Valley Transit (GVT) public transit services for 2021.

**BOARD DIRECTION:** Approve the IGA with GVRTC

# GRAND VALLEY TRANSIT INTERGOVERNMENTAL AGREEMENT

AN INTERGOVERNMENTAL AGREEMENT (IGA) CONCERNING THE ADOPTION OF THE LOCAL MATCH FUNDING FOR GRAND VALLEY TRANSIT (GVT) PUBLIC TRANSIT SERVICES FOR FY 2021.

WHEREAS, the Grand Valley Regional Transportation Committee (GVRTC) was formed by Intergovernmental Agreement by and between Mesa County, the City of Grand Junction, the City of Fruita and the Town of Palisade to develop recommendations for local funding of transit services in the Grand Valley Urban Area; and

WHEREAS, in order to accomplish the goals for funding the transit system, a Transit Element setting forth the needs and mechanisms for future funding has been developed and adopted by the GVRTC; and

WHEREAS, the Federal Transit Administration awards operating and capital assistance to Mesa County on a matching and non-matching basis to assist in the implementation of the adopted Transit Element; and

WHEREAS, in order to remain eligible for Federal Transit Administration funding the GVRTC must develop, approve and implement a local financing structure that includes matching funds, which when expended will allow continuation of transit services in accordance with Federal standards; and

WHEREAS, the GVRTC has recommended a financing structure that it believes will provide for the funding needs of the transit system for the 2021; and

WHEREAS, the GVRTC for itself and for the local governments and population that it serves desires to establish a stable, long-term operating and capital financing structure for the transit system; and

WHEREAS, the adoption of this financing structure for 2021 will allow local officials time to review <u>all possible funding sources</u> and to consider and work towards implementing alternative funding, including but not limited to the creation of a Regional Transportation Authority; and

WHEREAS, Mesa County, the City of Grand Junction, the City of Fruita and the Town of Palisade have negotiated and agreed on the 2021 funding formula setting forth the funds to be provided by each entity; and

WHEREAS, the GVRTC and Mesa County, the City of Grand Junction, the City of Fruita and the Town of Palisade all agree, subject to annual appropriation, to continue funding as established by this IGA until December 31, 2021 or the implementation of an approximately equal or greater permanent transit system funding source; and

WHEREAS, the GVRTC has stated that it understands, acknowledges and agrees that local match funding is not permanent funding and that the funding formula and the local match funding commitments as set forth herein will allow for the continued operation of the transit system and those funds are not and shall not be a permanent transit system funding source as set out above;

NOW, THEREFORE, BE IT AGREED AND RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MESA COUNTY, THE GRAND JUNCTION CITY COUNCIL, THE FRUITA CITY COUNCIL AND THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE THAT THE LOCAL MATCH FUNDING FOR FY 2021 SHALL BE ESTABLISHED IN ACCORDANCE WITH THE FOREGOING RECITALS AND THE FUNDING FORMULA SET FORTH HEREIN BELOW:

Grand Valley Transit 2021 Local Match Distribution				
Partner	Local Match	Local Match for The Dash	Total	
Mesa County (65%)	\$305,500	\$0	\$305,500	
Grand Junction (30%)	\$141,000	\$47,000	\$188,000	
Fruita (3%)	\$14,100	\$0	\$14,100	
Palisade (2%)	\$9,400	\$0	\$9,400	
Total Contributions (100%)	\$470,000	\$47,000	\$517,000	

# CITY OF FRUITA By: Michael Bennett, City Manager CITY OF GRAND JUNCTION By: Greg Caton, City Manager Date MESA COUNTY By: Peter Baier, County Administrator Date TOWN OF PALISADE By: Janet Hawkinson, Town Administrator Date