



AGENDA
for the Board of Trustees
of the Town of Palisade, Colorado
341 W 7th Street (Palisade Civic Center)

June 22, 2021

6:00 pm Regular and Virtual Meeting w/ In-Person Seating

- I. **REGULAR MEETING CALLED TO ORDER AT 6:00 pm**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **AGENDA ADOPTION**
- V. **TOWN HALL MEETING - WELCOME MESA COUNTY COMMISSIONERS**
 - Commissioner Cody Davis
 - Commissioner Scott McInnis
 - Commissioner Janet Rowland
- VI. **ANNOUNCEMENTS**
 - A. **PUBLIC COMMENT REMINDER:** All emails sent to the Town Clerk for public comment on a specific agenda item prior to the day packets are published will be included in the staff report. Emails received after the packets are posted will be forwarded to the Board of Trustees. Any member of the public who wishes to have a statement or email read into the Minutes is required to appear (virtually or in-person) at the meeting and make said statements to the Board directly.
 - B. **The Colorado Lavender Festival is June 25-27, 2021. Visit www.coloradolavender.org for more information and a list of events. The festival at the Riverbend Park will be on June 26 from 9:00 am – 4:00 pm.**
- VII. **PRESENTATIONS**
 - A. **Proclamation for Adult Protection Month** - *presented by Trustee Turner*
- VIII. **TOWN MANAGER REPORT**
- IX. **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 – June 3, 2021 – June 15, 2021

B. Minutes

Minutes from June 8, 2021, Regular Board Meeting

X. PUBLIC COMMENT

*Please keep comments to **3 MINUTES OR LESS**, and state your name and address. IF ATTENDING VIRTUALLY, PLEASE TURN ON YOUR CAMERA WHEN SPEAKING TO THE BOARD. Neither the Board of Trustees nor staff will respond to comments at this time. The Board may direct staff to look into specific comments to bring back as an Agenda item at a future meeting.*

XI. PUBLIC HEARING I

A. Resolution 2021-06 Amending the 2020 Budget by Supplemental Appropriation of Money to the Conservation Trust Fund

The Board will consider amending the 2020 budget by utilizing money from the Conservation Trust Fund for park improvements.

1. Staff Presentation
2. Public Comment (Please keep comments to 3 minutes or less and state your name and address. **If attending virtually, please turn on your camera when speaking to the Board.**)
3. Board Discussion
4. Decision – Motion, Second, Rollcall Vote

XII. PUBLIC HEARING II

A. Resolution 2021-07 Amending the Fiscal Year 2021 Budget by Supplemental Appropriation of Money to the General Fund

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

1. Staff Presentation
2. Public Comment (Please keep comments to 3 minutes or less and state your name and address. **If attending virtually, please turn on your camera when speaking to the Board.**)
3. Board Discussion
4. Decision – Motion, Second, Rollcall Vote

XIII. NEW BUSINESS

A. Request for Special Election from Janet Kimbrough-Miller

Janet Kimbrough-Miller would like to ask the Board of Trustees to hold a special election to allow the voters of Palisade to allow the Town to sell 209 S. Main Street, where a public restroom is currently located.

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

XIV. 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.

XV. COMMITTEE REPORTS

XVI. ADJOURNMENT



TOP Board of Trustees Regular Scheduled Virtual Meeting Electronic Participation Instructions

Due to the increase in public participation in Town meetings, the Town of Palisade has decided to continue virtual public attendance, with in-person seating at the Board Chambers

Regular meeting starts at 6:00 pm

<https://zoom.us/j/3320075780>

Meeting ID Number: 332 007 5780

To Join Zoom Meeting:

BY COMPUTER/SMARTPHONE: Click on the link above 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 5:00 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 Noted Above**, and the User ID is the pound (#) sign.

BY ELECTRONIC MAIL: Members of the public may also provide public comments or comment on a specific agenda item by sending an email to kfrasier@townofpalisade.org. The email must be received by 2:00 pm on the day of the meeting. **The Town Clerk will FORWARD THE EMAIL TO THE BOARD OF TRUSTEES.** *Any member of the public who wishes to have a statement read into the Minutes is required to appear (virtually) at the meeting and make said statements to the Board directly.*



GET INVOLVED!



TOWN HALL MEETING



Commissioner Cody Davis



Commissioner Scott McInnis



Commissioner Janet Rowland

TUESDAY

JUNE 22

6 P.M., PALISADE BOARD
CHAMBERS
341 West 7th St.

Know what's happening in your
local government

Mesa County Commissioners will join the
Palisade Board of Trustees Town Hall Meeting





Thank you to Ute Water for assisting the Town with a water break on our main water line. The repairs went very well and everything is up and running.

The western slope is in drought conditions. Please observe watering recommendations from DRIP – a regional organization for ‘wise watering.’

Estimated Time-Line of on-going Projects & Grants:

June – August 2021

1. Phase 1 of Palisade Plunge opening on Saturday May 29 – Official ribbon cutting July 23 and opening of the entire trail. Town of Palisade organizing celebration downtown at 3rd & Main.
2. Arriving end of June: Parklet Main Street Revitalization Grant \$50,000 - Build 2 parklets for social distancing – Pêche and Diorio’s for COVID19 recovery.
3. Sidewalk Main Street Revitalization Grant \$50,000 construct extended walk next to bakery parklet and sidewalk expansion to town parking lot on 2nd street
4. June - GOCO Grant – complete bus stop – Plunge Kiosk and history scale feature
5. Palisade Plunge Downtown Ribbon Cutting – July 23 -4:30 – 9:00pm
6. August 19 Peachfest Ice Cream Social hosted by the Town
7. Submitted application for \$100,000 Main Street Revitalization Grant for detached sidewalks on north side of Hwy 6 next to fire station.
8. Town engineers preparing RFP for asbestos & old high school removal. Scheduled to advertise mid-July.
9. Working with CDOT on lease agreement for land northeast of Highway 6 bridge – the town will lease the area, remove tamarisk & Russian olive, create a boat ramp and small parking area. The area will stay native river bank.

September – December 2021

1. Clifton Sanitation District IGA and USDA grant/loan completion
2. Remove old high school – prepare site for new clinic
3. October – Construction begins on Highway 6 with MPPO grant - \$1 million

January – March 2022

1. TAP Grant: Complete engineering design for sidewalks to high school
2. Construction of sidewalks to high school – TAP Grant \$1 million
3. Design & Build Community Hospital Clinic



PALISADE BOARD OF TRUSTEES

Staff Report

Meeting Date: **June 22, 2021**

Department: **Fire Department**

Department Director: **Charles K. Balke, Fire Chief**

Personnel and Training

We are completing a successful Fire Academy. Five individuals will be graduating and ready for what is being anticipated as a very high fire season.

Administration

The software programs Target Solutions and Check-It have been implemented. This provides online training for fire, medical and OSHA training to personnel. Target Solutions tracks initial and recertification requirements and allows us to develop agency specific training to be presented. Check-It tracks all inventory related items such as medical supplies, apparatus inventory, fire equipment, etc. This will provide increased controls and cost savings as we will be able to track how much we are actually using and order accordingly.

Working on the Colorado Resource Rate Form (CRRF) Agreement with staff. This will allow Palisade Fire Department to deploy personnel and equipment to wildfires or other such events throughout the State. Personnel have been working diligently to obtain the necessary qualifications and purchasing their own supplies in preparation for future opportunity. Under the CRRF Agreement the Town can bill for apparatus and personnel deployed. This provides personnel a means of making some more money while the Fire Department generates revenue.

Apparatus and Equipment

Ladder testing has been scheduled for September in conjunction with other area fire departments. Historically Clifton Fire has coordinated this with area fire departments to reduce the fees.

Working with crews from both Palisade Fire and Clifton Fire to coordinate the required annual pump testing for the fire apparatus. Clifton has all the necessary equipment and location for this.

The air cylinders for the cascade system are being hydrostatically tested. These are the storage cylinders that are for the compressor which was donated to Palisade Fire from East Orchard Mesa Fire after our 1987 unit had catastrophic failure. This donation saved the Town an estimated \$100,000 in costs for a new unit.

Ambulance 41 is out of service indefinitely due to an electrical issue that would require the entire unit be rewired. Due to its age, milage and previous maintenance costs it is not cost effective to the Town to attempt this level of repair. Upon Board direction at the June 8 meeting, the Town Manager and I are working on options for a replacement. In the meantime, Clifton Fire is loaning their reserve Ambulance to the Town for use.

In performing a basic risk assessment of the apparatus owned and operated by the Town of Palisade for the Fire Department, it is evident that most if not all apparatus has surpassed their point of return on investment. Several apparatuses have been sold due to either significant mechanical needs and/or safety concerns. Through forward thinking, the Town Board of Trustee's recognized a need and allocated \$150,000 towards a new water tender. The initial intention of using this as a match for a grant is good in theory. Unfortunately, even if we were successful in our application for grant funding, the build time is approximate 180 – 200 days (6 – 7 months) if not longer. We would not hear back on the grant until some time in September which would mean we would not take possession of the unit until at least March or April of 2022. Given the current and historical potential for local incidents there is a clear current need. It is my recommendation that we utilize the current budgeted funds of \$150,000 to purchase a viable used unit and put it in service sooner than later. While not guaranteed, it provides us with the opportunity to send it on local wildfire deployments to begin generating revenue in turn helps pay for itself while at the same time generating revenue which can then be reinvested into a realistic apparatus replacement program ultimately reducing legal liabilities on the Town of Palisade and increasing services to our community. The unit would have to have;

- 1800 – 2000 gallon water tank with a minimum of 250 gpm pump
- Single Rear Axle (so a CDL is not required)
- NFPA compliant water tank baffling

EXAMPLES:





175 E 3rd Street
P.O. Box 128
Palisade, CO 81526

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

EXPENDITURES - APPROVAL BY DEPARTMENT

Council Meeting Date – June 22, 2021

Date Range of Payables – June 3, 2021 – June 15, 2021

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input date = 06/03/2021-06/15/2021

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AFLAC INSURANCE	PR0529210	AFLAC After-Tax Pay Period: 5/2	06/03/2021	55.80	.00		
AFLAC INSURANCE	PR0529210	AFLAC Pre-tax Pay Period: 5/29/	06/03/2021	230.70	.00		
COLORADO DEPT OF REVENU	PR0529210	State Withholding Tax Pay Period	06/03/2021	2,537.00	.00		
COLORADO DEPT OF REVENU	PR0529210	State Withholding Tax Pay Period	06/03/2021	45.00	.00		
COLORADO STATE TREASURE	PR0529211	State Unemployment Tax Pay Per	06/03/2021	236.09	.00		
COLORADO STATE TREASURE	PR0529211	State Unemployment Tax Pay Per	06/03/2021	3.84	.00		
FICA/MED/ P/R TAXES	PR0529212	Federal Withholding Tax Pay Peri	06/03/2021	7,012.05	.00		
FICA/MED/ P/R TAXES	PR0529212	Social Security Pay Period: 5/29/	06/03/2021	3,127.77	.00		
FICA/MED/ P/R TAXES	PR0529212	Social Security Pay Period: 5/29/	06/03/2021	3,127.77	.00		
FICA/MED/ P/R TAXES	PR0529212	Medicare Pay Period: 5/29/2021	06/03/2021	1,117.10	.00		
FICA/MED/ P/R TAXES	PR0529212	Medicare Pay Period: 5/29/2021	06/03/2021	1,117.10	.00		
FICA/MED/ P/R TAXES	PR0529212	Federal Withholding Tax Pay Peri	06/03/2021	128.00	.00		
FICA/MED/ P/R TAXES	PR0529212	Social Security Pay Period: 5/29/	06/03/2021	79.36	.00		
FICA/MED/ P/R TAXES	PR0529212	Social Security Pay Period: 5/29/	06/03/2021	79.36	.00		
FICA/MED/ P/R TAXES	PR0529212	Medicare Pay Period: 5/29/2021	06/03/2021	18.56	.00		
FICA/MED/ P/R TAXES	PR0529212	Medicare Pay Period: 5/29/2021	06/03/2021	18.56	.00		
FIRE AND POLICE PENSION	PR0529210	FPPA Fire DD Pay Period: 5/29/2	06/03/2021	111.57	.00		
FIRE AND POLICE PENSION	PR0529210	FPPA 457 Pay Period: 5/29/2021	06/03/2021	50.00	.00		
FIRE AND POLICE PENSION	PR0529210	Police Pension Pay Period: 5/29/	06/03/2021	2,447.40	.00		
FIRE AND POLICE PENSION	PR0529210	Police Pension Pay Period: 5/29/	06/03/2021	1,808.96	.00		
FIRE AND POLICE PENSION	PR0529210	Fire Pension Pay Period: 5/29/20	06/03/2021	427.69	.00		
FIRE AND POLICE PENSION	PR0529210	Fire Pension Pay Period: 5/29/20	06/03/2021	316.11	.00		
FIRE AND POLICE PENSION	PR0529210	FPPA Police DD Pay Period: 5/29	06/03/2021	638.45	.00		
ICMA TRST 401 - 107074	PR0529210	ICMA 401K Pay Period: 5/29/202	06/03/2021	2,003.94	.00		
ICMA TRST 401 - 107074	PR0529210	ICMA 401K Pay Period: 5/29/202	06/03/2021	2,003.94	.00		
ICMA TRST 457 - 304721	PR0529210	ICMA 457 Pay Period: 5/29/2021	06/03/2021	100.00	.00		
SUNDAY MARKET REFUNDS	SUNDAY MKT	BUSINESS LICENSE REFUND	06/15/2021	10.00	.00		
SUNDAY MARKET REFUNDS	SUNDAY MKT	REFUND SUNDAY MARKET FEE	06/15/2021	265.00	.00		
FAMILY SUPPORT REGISTRY	PR0529211	FIPS 056888833 Garnishment P	06/03/2021	342.08	342.08	06/08/2021	
PALISADE HISTORICAL SOCIET	1.138835 - RE	SIGN VARIANCE 3740 B ROAD -	06/01/2021	250.00	.00		
CIGNA HEALTHCARE	PR0529211	Health and Dental Insurance Cig	06/03/2021	154.45	.00		
CIGNA HEALTHCARE	PR0529211	Health and Dental Insurance Cig	06/03/2021	124.14	.00		
CIGNA HEALTHCARE	PR0529211	Health and Dental Insurance Cig	06/03/2021	125.73	.00		
CIGNA HEALTHCARE	PR0529211	Health and Dental Insurance Cig	06/03/2021	554.00	.00		
CIGNA HEALTHCARE	PR0529211	Health and Dental Insurance Cig	06/03/2021	92.28	.00		
CIGNA HEALTHCARE	PR0529211	Health and Dental Insurance Cig	06/03/2021	139.60	.00		
ANTHEM BLUE CROSS AND BL	PR0529211	Vision Insurance Vision Employee	06/03/2021	81.99	81.99	06/08/2021	
ANTHEM BLUE CROSS AND BL	PR0529211	Vision Insurance Vision Employee	06/03/2021	28.20	28.20	06/08/2021	
ANTHEM BLUE CROSS AND BL	PR0529211	Vision Insurance Vision Employee	06/03/2021	11.99	11.99	06/08/2021	
ANTHEM BLUE CROSS AND BL	PR0529211	Vision Insurance Vision Employee	06/03/2021	11.48	11.48	06/08/2021	
Total :				31,033.06	475.74		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ADMINISTRATION							
COMPLETE MAILING SOLUTIO	138200	INK CARTRIDGES	06/11/2021	181.17	.00		
GRAND JUNCTION MEDIA, INC.	06213427	EMPLOYMENT- SEASONAL PAR	05/31/2021	453.50	453.50	06/08/2021	
GRAND JUNCTION / MESA COU	183	2021 RIVERFRONT FUNDING	06/14/2021	3,269.00	.00		
OFFICE DEPOT	174489475001	OFFICE SUPPLY - ADMIN	05/28/2021	207.29	.00		
OFFICE DEPOT	177877488001	OFFICE SUPPLY - ADMIN	06/08/2021	46.75	.00		
OFFICE DEPOT	177891483001	OFFICE SUPPLY - ADMIN	06/07/2021	149.99	.00		
PROVELOCITY LLC	31017	COMPUTER SERVICES	06/01/2021	6,813.00	.00		
TROPHY CASE, THE	78272	NAME PLATE (2)	05/21/2021	35.90	.00		
XCEL ENERGY	735782388	ADMINISTRATION LIGHTS	06/14/2021	173.44	.00		
MUTUAL OF OMAHA INSURANC	APRIL 2021 - 0	LTD - Admin	03/18/2021	83.45	.00		
MUTUAL OF OMAHA INSURANC	MAY 2021 - 00	LTD - Admin	04/16/2021	83.45	.00		
CIGNA HEALTHCARE	PR0529211	Health and Dental Insurance Cig	06/03/2021	10.35	.00		
KARP NEU HANLON, PC	30488	PROFESSIONAL SERVICES - AT	06/02/2021	4,420.00	.00		
COLUMN	4E284DA7-004	NOTICE - LIQUOR LICENSE	06/03/2021	11.13	.00		
COLUMN	4E284DA7-004	Ordinance Notice	06/03/2021	10.16	.00		
SPECTRUM ENTERPRISE	108289601060	IT CHARGES	06/01/2021	119.99	.00		
Total ADMINISTRATION:				16,068.57	453.50		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
COMMUNITY DEVELOPMENT							
RUSSELL, THOMASINA	2021.06.06 - S	PSM ENTERTAINMENT - 6/6/202	06/04/2021	250.00	250.00	06/04/2021	
MUTUAL OF OMAHA INSURANC	APRIL 2021 - 0	LTD - Comm Dev	03/18/2021	17.25	.00		
MUTUAL OF OMAHA INSURANC	MAY 2021 - 00	LTD - Comm Dev	04/16/2021	42.17	.00		
KARP NEU HANLON, PC	30488	COMMUNITY DEVELOPMENT	06/02/2021	396.00	.00		
RICK MANCUSO	2021.06.20	SUNDAY MKT ENTERTAINMENT	06/14/2021	250.00	.00		
COLUMN	4E284DA7-004	COMM DEV - NOTICE	06/08/2021	26.75	.00		
DAVID C BUMGARNER	2021.06.13	SUNDAY MKT ENTERTAINMENT	06/07/2021	500.00	500.00	06/08/2021	
Total COMMUNITY DEVELOPMENT:				1,482.17	750.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
COURT							
COLORADO STAMP & SEAL	91391	SIGNATURE STAMP	05/27/2021	25.25	.00		
Total COURT:				25.25	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
POLICE							
HEUTON TIRE COMPANY INC.	157176	PD-TIRES	06/11/2021	178.26	.00		
JIM DIBLE OIL COMPANY	112546	POLICE DEPT - GAS / DIESEL	05/14/2021	116.79	.00		
JIM DIBLE OIL COMPANY	112627	POLICE DEPT - GAS / DIESEL	05/21/2021	184.49	.00		
JIM DIBLE OIL COMPANY	112785	POLICE DEPT - GAS / DIESEL	06/04/2021	179.21	.00		
JIM DIBLE OIL COMPANY	112865	POLICE DEPT - GAS / DIESEL	06/11/2021	66.96	.00		
WESTERN SLOPE CENTER FO	1404	PROFESSIONAL SERIVCES	05/12/2021	75.00	75.00	06/08/2021	
COOP COUNTRY	241649	PD CAR WASH	06/02/2021	5.30	.00		
COOP COUNTRY	241650	PD CAR WASH	06/02/2021	3.24	.00		
COOP COUNTRY	241651	PD CAR WASH	06/02/2021	3.41	.00		
COOP COUNTRY	241652	PD CAR WASH	06/02/2021	2.00	.00		
COOP COUNTRY	241653	PD CAR WASH	06/02/2021	2.31	.00		
COOP COUNTRY	241654	PD CAR WASH	06/02/2021	7.22	.00		
COOP COUNTRY	241818	PD CAR WASH	06/09/2021	2.35	.00		
COOP COUNTRY	241819	PD CAR WASH	06/09/2021	8.00	.00		
COOP COUNTRY	241820	PD CAR WASH	06/09/2021	5.80	.00		
COOP COUNTRY	241821	PD CAR WASH	06/09/2021	2.07	.00		
COOP COUNTRY	241822	PD CAR WASH	06/09/2021	2.92	.00		
MUTUAL OF OMAHA INSURANC	APRIL 2021 - 0	LTD - Police	03/18/2021	15.15	.00		
MUTUAL OF OMAHA INSURANC	MAY 2021 - 00	LTD - Police	04/16/2021	15.15	.00		
CIGNA HEALTHCARE	PR0529211	Health and Dental Insurance Cig	06/03/2021	59.15	.00		
KINETIC LEASING, INC.	252538	INTERCEPTOR LEASE (3)	06/09/2021	3,869.04	.00		
BSTS LLC	3904	PD - TRAINING	06/11/2021	320.00	.00		
JOHN E REID & ASSOCIATES, I	0AD5E1A1-000	PD - TRAINING	06/11/2021	1,100.00	.00		
Total POLICE:				6,223.82	75.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CEMETERY							
GOODWIN SERVICE, INC.	88300	TOILET CLEANING - CEMETER	06/01/2021	60.00	.00		
JIM DIBLE OIL COMPANY	112546	CEMETERY - GAS / DIESEL	05/14/2021	40.51	.00		
JIM DIBLE OIL COMPANY	112627	CEMETERY - GAS / DIESEL	05/21/2021	51.50	.00		
JIM DIBLE OIL COMPANY	112785	CEMETERY - GAS / DIESEL	06/04/2021	37.58	.00		
JIM DIBLE OIL COMPANY	112865	CEMETERY - GAS / DIESEL	06/11/2021	33.33	.00		
XCEL ENERGY	735782388	CEMETERY LIGHTS	06/14/2021	63.42	.00		
MUTUAL OF OMAHA INSURANC	APRIL 2021 - 0	LTD - Cemetery	03/18/2021	14.82	.00		
MUTUAL OF OMAHA INSURANC	MAY 2021 - 00	LTD - Cemetery	04/16/2021	14.82	.00		
Total CEMETERY:				315.98	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FIRE / EMS							
BOUND TREE MEDICAL, LLC	84087276	MEDICAL SUPPLIES/EMS	06/08/2021	52.00	.00		
BOUND TREE MEDICAL, LLC	84087277	MEDICAL SUPPLIES/EMS	06/08/2021	289.63	.00		
BOUND TREE MEDICAL, LLC	84087278	MEDICAL SUPPLIES/EMS	06/08/2021	75.49	.00		
CLIFTON FIRE PROTECTION	21-05-008	MEDICAL SUPPLIES	05/25/2021	202.56	.00		
CLIFTON FIRE PROTECTION	21-05-009	MEDICAL SUPPLIES	05/25/2021	140.50	.00		
CLIFTON FIRE PROTECTION	21-06-005	CONTRACT ADMIN SERVICES	06/14/2021	5,000.00	.00		
CLIFTON FIRE PROTECTION	21-06-006	LEGAL FEES - MOU	06/14/2021	325.00	.00		
CO DIV OF FIRE PREVENTION	21-42935	HMA/HMO TESTING	06/07/2021	30.00	.00		
JIM DIBLE OIL COMPANY	112546	FIRE DEPT - GAS / DIESEL	05/14/2021	276.40	.00		
JIM DIBLE OIL COMPANY	112627	FIRE/EMS GAS & DIESEL	05/21/2021	232.87	.00		
JIM DIBLE OIL COMPANY	112785	FIRE/EMS GAS & DIESEL	06/04/2021	23.12	.00		
JIM DIBLE OIL COMPANY	112865	FIRE/EMS GAS & DIESEL	06/11/2021	323.35	.00		
XCEL ENERGY	735782388	FIRE/EMS LIGHTS	06/14/2021	607.19	.00		
Total FIRE / EMS:				7,578.11	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
EMS							
BOBCAT OF THE ROCKIES	12094076	SHARED STREETS & PARKS	06/07/2021	42.28	.00		
BOOKCLIFF AUTO PARTS INC	259071	STREETS / PARKS SHARED CO	06/03/2021	35.42	.00		
BOOKCLIFF AUTO PARTS INC	259073	STREETS / PARKS SHARED CO	06/03/2021	72.00	.00		
BOOKCLIFF AUTO PARTS INC	259217	STREETS / PARKS SHARED CO	06/03/2021	8.99	.00		
BOOKCLIFF AUTO PARTS INC	259297	STREETS / PARKS SHARED CO	06/03/2021	80.91	.00		
ED BOZARTH CHEVROLET	191660	STREETS/PARKS SHARED COS	06/09/2021	121.24	.00		
ED BOZARTH CHEVROLET	191750	STREETS/PARKS SHARED COS	06/11/2021	73.98	.00		
HEUTON TIRE COMPANY INC.	156928	SHARED EXPENSES	06/01/2021	2,538.00	.00		
HEUTON TIRE COMPANY INC.	157137	SHARED EXPENSES	06/09/2021	120.75	.00		
HONNEN EQUIPMENT CO.	1276291	SHARED DEPT EXPENSES	06/02/2021	1,644.69	.00		
HONNEN EQUIPMENT CO.	1278050	SHARED DEPT EXPENSES	06/08/2021	139.85	.00		
HONNEN EQUIPMENT CO.	1278052	SHARED DEPT EXPENSES	06/08/2021	344.09	.00		
VERMEER SALES AND SERVIC	20015765	SHARED EXPENSES - EQUIPM	05/21/2021	152.46	.00		
VERMEER SALES AND SERVIC	20015997	SHARED EXPENSES - EQUIPM	06/07/2021	154.62	.00		
WESTERN IMPLEMENT	IN44806	SHARED EXPENSES	06/07/2021	8.14	.00		
WESTERN IMPLEMENT	IN45387	SHARED EXPENSES	06/08/2021	11.88	.00		
WESTERN IMPLEMENT	IN45393	SHARED EXPENSES	06/08/2021	150.15	.00		
COOP COUNTRY	241655	PW CAR WASH	06/02/2021	6.49	.00		
COOP COUNTRY	241823	PW CAR WASH	06/09/2021	2.00	.00		
Total EMS:				5,707.94	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
STREETS							
JIM DIBLE OIL COMPANY	112546	STREETS - GAS / DIESEL	05/14/2021	101.26	.00		
JIM DIBLE OIL COMPANY	112627	STREETS - GAS / DIESEL	05/21/2021	128.74	.00		
JIM DIBLE OIL COMPANY	112785	STREETS - GAS / DIESEL	06/04/2021	93.94	.00		
JIM DIBLE OIL COMPANY	112865	STREETS - GAS / DIESEL	06/11/2021	83.32	.00		
MESA COUNTY LANDFILL	1335807	TOWN CLEAN UP	06/07/2021	90.36	.00		
THE ROCK SHOP	7948	RED GRANITE FOR TREE WELL	06/02/2021	63.00	.00		
THE ROCK SHOP	7972	RED GRANITE FOR TREE WELL	06/03/2021	23.62	.00		
XCEL ENERGY	734015661	STREET LIGHTS	06/01/2021	3,324.52	.00		
XCEL ENERGY	735744495	307 MAIN -CHARGING STATION	06/11/2021	16.09	.00		
XCEL ENERGY	735782388	STREET LIGHTS	06/14/2021	108.58	.00		
MUTUAL OF OMAHA INSURANC	APRIL 2021 - 0	LTD - Streets	03/18/2021	46.68	.00		
MUTUAL OF OMAHA INSURANC	MAY 2021 - 00	LTD - Streets	04/16/2021	46.68	.00		
CIGNA HEALTHCARE	PR0529211	Health and Dental Insurance Cig	06/03/2021	20.69	.00		
ACCURATE CONCRETE CUTTIN	25395	HOLE CUTS - FARMER'S MARK	05/25/2021	230.00	.00		
Total STREETS:				4,377.48	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WATER							
JIM DIBLE OIL COMPANY	112546	WATER - GAS / DIESEL	05/14/2021	141.77	.00		
JIM DIBLE OIL COMPANY	112627	WATER - GAS / DIESEL	05/21/2021	180.24	.00		
JIM DIBLE OIL COMPANY	112785	WATER - GAS / DIESEL	06/04/2021	131.52	.00		
JIM DIBLE OIL COMPANY	112865	WATER - GAS / DIESEL	06/11/2021	116.65	.00		
U S POSTOFFICE	MAY 2021 UTI	WATER	05/31/2021	171.26	171.26	06/03/2021	
UTILITY NOTIFICATION	221051082	RTL TRANSMISSION	05/31/2021	116.16	.00		
WESTERN SLOPE AUTO	149849	WATER - VEHICLE REPAIR/MAI	05/27/2021	294.10	.00		
WESTERN SLOPE AUTO	CM148275	WATER - VEHICLE REPAIR/MAI	05/28/2021	205.62-	.00		
XCEL ENERGY	735720951	175 1/2 E. 3RS - BULK WATER S	06/11/2021	10.60	.00		
XCEL ENERGY	735782388	WATER LIGHTS	06/14/2021	204.24	.00		
DPE, LLC	6636	SITE LEASE-PAL PT.	05/31/2021	75.00	.00		
MUTUAL OF OMAHA INSURANC	APRIL 2021 - 0	LTD - Water	03/18/2021	73.88	.00		
MUTUAL OF OMAHA INSURANC	MAY 2021 - 00	LTD - Water	04/16/2021	73.88	.00		
CIGNA HEALTHCARE	PR0529211	Health and Dental Insurance Cig	06/03/2021	5.17	.00		
CORE & MAIN	O160551	FIRE HYDRANT REPAIR	06/04/2021	1,035.00	.00		
COLORADO CSG II LLC	7F308B74	SUBSCRIBER - WATER	06/01/2021	873.97	.00		
Total WATER:				3,297.82	171.26		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SEWER PLANT							
JIM DIBLE OIL COMPANY	112546	SEWER - GAS / DIESEL	05/14/2021	40.51	.00		
JIM DIBLE OIL COMPANY	112627	SEWER - GAS / DIESEL	05/21/2021	51.50	.00		
JIM DIBLE OIL COMPANY	112785	SEWER - GAS / DIESEL	06/04/2021	37.58	.00		
JIM DIBLE OIL COMPANY	112865	SEWER - GAS / DIESEL	06/11/2021	33.33	.00		
U S POSTOFFICE	MAY 2021 UTI	TRASH	05/31/2021	42.82	42.82	06/03/2021	
XCEL ENERGY	735129586	661 BRENTWOOD DR	06/08/2021	11.26	.00		
XCEL ENERGY	735782388	SEWER LIGHTS	06/14/2021	121.92	.00		
CIGNA HEALTHCARE	PR0529211	Health and Dental Insurance Cig	06/03/2021	5.17	.00		
COLORADO CSG II LLC	7F308B74	SUBSCRIBER - SEWER	06/01/2021	873.98	.00		
Total SEWER PLANT:				1,218.07	42.82		

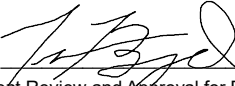
Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SEWER COLLECTION							
U S POSTOFFICE	MAY 2021 UTI	SEWER	05/31/2021	42.82	42.82	06/03/2021	
Total SEWER COLLECTION:				42.82	42.82		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
U S POSTOFFICE	MAY 2021 UTI	SOLID WASTE	05/31/2021	85.62	85.62	06/03/2021	
WASTE MANAGEMENT INC -	1703073-0576-	GARBAGE SERVICE	06/01/2021	14,995.59	.00		
Total :				15,081.21	85.62		

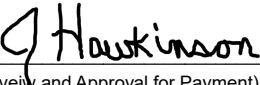
Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PARKS							
ALL SEASONS RENTAL	95039	PARKS IRRIGATION/SPRINKLE	06/04/2021	47.88	.00		
GOODWIN SERVICE, INC.	88300	TOILET CLEANING - RIVERBEN	06/01/2021	120.00	.00		
GOODWIN SERVICE, INC.	88300	TOILET CLEANING-BIKE TREK	06/01/2021	60.00	.00		
GOODWIN SERVICE, INC.	88300	VAULT CLEANING	06/01/2021	300.00	.00		
FERGUSON US HOLDINGS, INC	1226372	PARKS SPRINKLERS	05/27/2021	115.05	.00		
FERGUSON US HOLDINGS, INC	1229134	PARKS SPRINKLERS	06/04/2021	485.55	.00		
JIM DIBLE OIL COMPANY	112546	PARKS - GAS / DIESEL	05/14/2021	81.01	.00		
JIM DIBLE OIL COMPANY	112627	PARKS - GAS / DIESEL	05/21/2021	103.00	.00		
JIM DIBLE OIL COMPANY	112785	PARKS - GAS / DIESEL	06/04/2021	75.15	.00		
JIM DIBLE OIL COMPANY	112865	PARKS - GAS / DIESEL	06/11/2021	66.66	.00		
MUNRO SUPPLY INC.	431197	IRRIGATION MAINTENANCE	06/03/2021	93.60	.00		
MUNRO SUPPLY INC.	431241	IRRIGATION MAINTENANCE	06/04/2021	384.00	.00		
MUNRO SUPPLY INC.	431312	IRRIGATION MAINTENANCE	06/07/2021	1,428.40	.00		
WESTERN COLORADO AG-SER	8318	WEED CONTROL- RIVERBEND	06/08/2021	560.00	.00		
XCEL ENERGY	735782388	PARKS LIGHTS	06/14/2021	244.11	.00		
MUTUAL OF OMAHA INSURANC	APRIL 2021 - 0	LTD - Parks	03/18/2021	38.90	.00		
MUTUAL OF OMAHA INSURANC	MAY 2021 - 00	LTD - Parks	04/16/2021	38.90	.00		
WESTERN SLOPE IRON & SUP	161023	COCO METAL - MISC PARK REP	06/02/2021	1,208.31	.00		
WESTERN SLOPE IRON & SUP	161161	COCO METAL - MISC PARK REP	06/09/2021	1,179.46	.00		
NOLAN GESKE	2021.06.02 - G	SEASONAL BOOT REIMBURSE	06/02/2021	50.00	50.00	06/08/2021	
CAELAN JESSOP	2021.06.02 - J	SEASONAL BOOT REIMBURSE	06/02/2021	32.43	32.43	06/08/2021	
Total PARKS:				6,712.41	82.43		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
POOL							
COUNTRYSIDE SERVICE, INC.	66703	DRAIN CLEANING-POOL	05/30/2021	199.00	.00		
PEACHTREE HARDWARE AND	451060	POOL REPAIRS	05/21/2021	119.96	.00		
XCEL ENERGY	735782388	POOL LIGHTS	06/14/2021	1,556.41	.00		
Total POOL:				1,875.37	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FACILITIES							
JIM DIBLE OIL COMPANY	1033492-IN	TANK MAINTENANCE	05/14/2021	184.60	.00		
SIMMONS LOCK & KEY, INC	275908	KEYS STOCK	05/28/2021	176.63	.00		
XCEL ENERGY	735668797	711 IOWA - GYM	06/11/2021	927.02	.00		
XCEL ENERGY	735782388	FACILITIES LIGHTS	06/14/2021	197.71	.00		
MUTUAL OF OMAHA INSURANC	APRIL 2021 - 0	LTD - Facilities	03/18/2021	12.92	.00		
MUTUAL OF OMAHA INSURANC	MAY 2021 - 00	LTD - Facilities	04/16/2021	12.92	.00		
WESTERN PAPER DISTRIBUTO	4040503	CLEANING SUPPLIES	05/27/2021	269.90	.00		
WESTERN PAPER DISTRIBUTO	4052129	CLEANING SUPPLIES	06/10/2021	92.60	.00		
ALSCO INC	LGRA2496728	BUILDING - REP & MAINT - FLO	05/14/2021	45.91	.00		
ALSCO INC	LGRA2501557	BUILDING - REP & MAINT - FLO	05/28/2021	45.91	.00		
ALSCO INC	LGRA2504165	BUILDING - REP & MAINT - FLO	06/04/2021	45.91	.00		
ALSCO INC	LGRA2506792	BUILDING - REP & MAINT - FLO	06/11/2021	45.91	.00		
Total FACILITIES:				2,057.94	.00		
Grand Totals:				103,098.02	2,179.19		

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

Date: June 17, 2021

Town Manager: 
 (Administrative Review and Approval for Payment)

Date: June 17, 2021

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

Date: _____

Town Clerk: _____
 (Document Recorded)

Date: _____

Report Criteria:

- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.
- Invoice Detail.Input date = 06/03/2021-06/15/2021



**MINUTES OF THE REGULAR (and VIRTUAL) MEETING OF THE
PALISADE BOARD OF TRUSTEES
June 8, 2021**

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 Somerville, L'Hommedieu, Carlson, Turner, Maxwell, and Mayor Pro-Tem Chase present. Also present were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Community Development Director Brian Rusche, and Utilities Director Matt Lemon.

AGENDA ADOPTION

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

A voice vote was requested.
Motion carried unanimously.

PRESENTATIONS

Proclamation celebrating Juneteenth presented by Mayor Mikolai to representatives of Black Citizens and Friends.

TOWN MANAGER REPORT

Town Manager Janet Hawkinson reviewed her report, focusing on aspects of the proposed *Palisade Bluegrass Bash* application and *grass in front of the Civic Center*.

The consensus of the Board was as follows:

- **Approve the concert permits for the Palisade Bluegrass Bash events**
- **Quit watering the grass in front of the Civic Center, including the grass in front of the Gymnasium, to conserve water during this period of drought. Signs need to be placed explaining the dying grass and that future plans for the area will include xeriscaping.**

Mayor Pro-Tem Chase inquired about the process for Vacation Rental Homes (VRBOs), and after Community Development Director Rusche explained the requirements. Town Manager Hawkinson suggested that this process be included with Town's master plan process.

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 – May 22, 2021 – June 2, 2021

- **Minutes**

Minutes from the May 25, 2021 Board Meeting

Motion #2 by Trustee Somerville, seconded by Trustee Turner, to approve the Consent Agenda as presented.

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

Chris and Shannon Putnam 3607 E ½ Road read a statement and spoke about bicyclists not respecting private property and asked the Board for help educating tourists.

Joanne Marcotte 35 & G Road stated that the *party atmosphere* in Palisade has gotten out of hand.

Jeff Snook 754 37 8/10 Road agreed with the first two speakers and added that business owners try their best to educate tourists.

PUBLIC HEARING I

PRO-2021-10 – Palisade Historical Society Sign Variance

Mayor Mikolai opened the public hearing at 6:38 pm.

Community Development Director Brian Rusche reviewed his staff report, explaining the requested variances.

The request is for a variance from Section 10.10.C of the Palisade Land Development Code (LDC) for a sign approximately 32 square feet set at the height of six (6) feet on the west property line of 3740 G Road (Parcel # 2937-093-39-001), as applied for by the Palisade Historical Society, pursuant to Section 4.12 of the LDC.

The proposed sign is four feet by eight feet (4' x 8') which is 32 square feet and would be mounted at the height of six feet (6') to the fence along the west property line to be seen from both directions of Highway 6.

1. There are exceptional conditions pertaining to the particular piece of property in question because of its shape, size, or topography that are not applicable to other lands or structures in the same district [or there is a peculiar characteristic of an establishment which makes the parking and/or loading requirements of this LDC unrealistic];
2. Granting the variance requested will not confer upon the applicant any special privileges that are denied to other residents of the district in which the property is located.

3. A literal interpretation of the provisions of the LDC would deprive the applicant of rights commonly enjoyed by other residents of the district in which the property is located.
4. The requested variance will be in harmony with the purpose and intent of this LDC and will not be injurious to the neighborhood or to the general welfare.
5. The special circumstances are not the result of the actions of the applicant.
6. The variance requested is the minimum variance that will make possible the legal use of the land, building, or structure. In approving a variance, the Board of Adjustment may prescribe reasonable and appropriate conditions which will ensure that the use will be compatible with adjacent properties and will not alter the character of the neighborhood.

The applicant submitted pictures of the property and other details about the request and the reasoning for the variance, along with a letter of support from the Palisade Pharmacy.

Priscilla Walker and Jamie Cox, representing the Palisade Historical Society, gave a brief presentation on the reasons behind their request. They also withdrew their request for the size variance requested, and the dimensions allowed in the Land Development Code are sufficient for their needs. Property owner Kirk Bunte also spoke in support of the request.

Mayor Mikolai opened the hearing to public comment. None was offered.

Mayor Mikolai opened the hearing to Board comment.

Town Manager Hawkinson requested that due to the non-profit status of the Palisade Historical Society, that the Board waive the required variance fees.

Mayor Pro-Tem Chase asked questions for clarification on the proposed variance.

Trustee Maxwell and Mayor Mikolai expressed their support of the application.

Priscilla Walker thanked those who had toured the museum and staff that assisted them with the application process.

Motion #3 by Trustee Maxwell, seconded by Trustee Somerville to approve the Palisade Historical Society's sign variance at the height of 6' located on their west property line and to waive the \$250.00 application fee.

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.

Mayor Mikolai closed the public hearing at 6:54 pm.

NEW BUSINESS

J-U-B Asbestos Mitigation Project Design Agreement

Town Manager Hawkinson reviewed the staff report included in the packet and the history of the project described.

Trustee Carlson asked for clarification on the timeline of the asbestos removal project.

Motion #5 by Mayor Pro-Tem Chase, seconded by Trustee Somerville to direct the Town Manager to enter into an agreement with J-U-B Engineers for Asbestos Mitigation Project Design.

A roll call vote was requested.

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

No:

Absent: Trustee Turner

Motion carried.

Resolution 2021-05 - Fee Schedule Update

Utilities Director Lemon reviewed the request to increase the fee for labor/materials for new water taps, and Town Manager Hawkinson explained the request to increase ambulance mileage fees.

Motion #6 by Mayor Pro-Tem Chase, seconded by Trustee Carlson to approve Resolution 2021-05.

A roll call vote was requested.

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

No:

Absent:

Motion carried.

OPEN DISCUSSION

Trustee L'Hommedieu complimented the asphalt repairs being made around Town and asked if Kluge Avenue and Peach Street are planned to be repaired as well. Utilities Director Lemon stated that both streets are on the list to be repaired.

Mayor Pro-Tem Chase congratulated staff on an awesome Sunday Farmer's Market.

Mayor Mikolai commended the new apothecary *Urban Farm Girl World* for opening their new business in downtown Palisade.

COMMITTEE REPORTS

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

ADJOURNMENT

Motion #10 by Mayor Pro-Tem Chase, seconded by Trustee Turner to adjourn the meeting at 7:53 pm.

A voice vote was requested.
Motion carried unanimously.

X

Greg Mikolai
Mayor

X

Keli L. Frasier
Town Clerk



PALISADE BOARD OF TRUSTEES

Agenda Item Cover Sheet

Meeting Date: June 22, 2021

Presented By: Travis Boyd, Finance Director

Department: Finance

Re: Request for Supplemental Budget Appropriation for 2020 Conservation Trust Fund

SUBJECT:

2020 Supplemental Budget Appropriation for Conservation Trust Fund

SUMMARY:

The Conservation Trust Fund was established as a requirement to track the revenues and expenditures associated with the Colorado Lottery system. The lottery revenues are mandated to be used only for the acquisition, improvement, and maintenance of parks and open spaces.

In 2020, the board of trustees approved the use of \$60,000 from this fund toward parks improvements in the adopted budget.

In 2020, the playground equipment and park benches in Riverbend Park were approved by the board and funded from this fund. The expenditures are in accordance with the scope and restrictions of the Colorado Lottery system. Total expenditures in 2020 were \$63,747.45.

The board is being asked to officially amend the 2020 Conservation Trust Fund expenditure budget to \$63,747.45 from \$60,000.

The revenues received in this fund during 2020 total \$28,833.31. \$26,000 in revenues were recorded in the 2020 budget. The board is being asked to amend the 2020 budget to reflect the actual revenue received in 2020.

BOARD DIRECTION:

Roll Call Vote to Approve or Deny Appropriation Request Resolution

**TOWN OF PALISADE
RESOLUTION NUMBER 2021-06**

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, AMENDING THE FISCAL YEAR 2020 BUDGET BY SUPPLEMENTAL APPROPRIATION OF MONEY TO THE CONSERVATION TRUST FUND.

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

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said amended budget was open for inspection by the public at the office of the Town Clerk, and a public hearing was held on June 22, 2021 and interested taxpayers were given the opportunity to file or register any objections to said amended budget; and

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

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

Section 1. The revenue to the Conservation Trust Fund, as amended is as follows:

<u>Conservation Trust Fund</u>	
Fees for Service	<u>\$ 28,833.31</u>
Total Revenues	\$ 28,833.31

Section 2. The expenditure to the Conservation Trust Fund, as amended is as follows:

<u>Conservation Trust Fund</u>	
Expenditures	<u>\$ 63,747.45</u>
Total Expenditures	\$ 63,747.45

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

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

INTRODUCED, PASSED AND APPROVED this 22nd day of June 2021.

Town of Palisade:

Greg Mikolai, Mayor

ATTEST:

Keli Frasier, Town Clerk



PALISADE BOARD OF TRUSTEES

Agenda Item Cover Sheet

Meeting Date: June 22, 2021

Presented By: Travis Boyd, Finance Director

Department: Finance

Re: Request for Budget Amendment for 2021 General Fund

SUBJECT:

2021 Budget Amendment for General Fund

SUMMARY:

This amendment request for the 2021 General Fund budget proposes to adjust both revenues and expenditures for the 2021 budget. These amounts were not anticipated during the initial 2021 budget process.

Revenues:

Colorado Department of Transportation Small Dollar Grant – Parklet Project \$50,000
Colorado Department of Transportation Small Dollar Grant – Sidewalk Project \$50,000
American Recovery Plan - \$343,846.46

Expenditures:

Streets Department Parklet Project - \$50,000
Streets Department Sidewalk Project - \$50,000
Fire Department Ambulance Purchase - \$225,000
Palisade Art Vision Sculpture Purchase - \$5,125

BOARD DIRECTION:

Roll Call Vote to Approve or Deny Appropriation Request Resolution

**TOWN OF PALISADE
RESOLUTION NUMBER 2021-07**

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

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

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said amended budget was open for inspection by the public at the office of the Town Clerk, and a public hearing was held on June 22, 2021 and interested taxpayers were given the opportunity to file or register any objections to said amended budget; and

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

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

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

<u>General Fund</u>	
Tax	3,763,500
Licenses	24,500
Intergovernmental Revenues	778,347
Charges for Service	307,200
Fines, Forfeits, and Assessments	18,000
Interest and Rentals	28,000
Donations	6,000
Miscellaneous	341,000
Other Revenue Sources	5,000
Total Revenues	<u>\$5,271,547</u>

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

<u>General Fund</u>	
Personnel, Wages	1,795,600
Personnel, Benefits	703,390
Purchased Professional Services	596,500
Operating Expenses	898,200

Capital Expenses	336,125
Special Projects	482,500
Inter-Fund Transfer	<u>\$1,902,364</u>
Total Expenditures	\$ 6,714,679

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

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

INTRODUCED, PASSED AND APPROVED this 22nd day of June 2021.

Town of Palisade:

Greg Mikolai, Mayor

ATTEST:

Keli Frasier, Town Clerk



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: June 22, 2021

Presented By: Janet Hawkinson, Manager – Jim Neu, Attorney - Kelly Frasier, Clerk

Re: Request for a Special Election to Sell Public Property, the Main Street Bathroom, to be replaced by a “Boutique Hotel”

SUBJECT: The Town was approached on the concept of building a small ‘boutique’ hotel in our downtown area. Upon researching land use, zoning and needs, the location of the downtown restrooms at 209 Main Street was determined to be a great site for this small ‘boutique’ hotel.

About the Project:

The town staff is working on a new lease with the Union Pacific Railroad to obtain additional parking to the east of Main Street on both sides of the track. This will allow the town to offer additional parking to businesses and events as well as beautify the area and add wayfinding signs. In the ‘historic’ town center, parking is not required for development. However, a hotel needs parking for its guests. With a successful outcome, the leased parking on the southeast of Main Street can be utilized for the hotel parking. See map.

Price to sell the public restrooms will be determined by the appraised value of the property in 2021. New public restrooms in the downtown area can be developed, if the main street bathrooms are removed. There are various locations for a public restroom in this area. See map. Replacing the restrooms will not be a problem and will save the town costly renovation presently needed at the 209 Main Street restrooms.

Process:

For the Town to sell public property, it must go to the vote of the citizens of Palisade. As we do not have an election scheduled until April, an election to sell the bathroom property would need to be a ‘special election’ this fall. Please see the attachment on required notices, dates and timeline for a special election. Staff can perform this task, similar to past elections.

BOARD DIRECTION: Direct staff to bring a Resolution before the Board authorizing a special election, specifying ballot language and an election date.

Palisade Special Elections Process

Special Elections can be held on almost any Tuesday during the calendar year, except within 90 days preceding a regular Municipal Election.

Mail ballot elections vs. Polling Place Elections

In a **polling-place election**, one or more locations for voters to walk in and vote. Polling places are open from 7:00 am – 7:00 pm on election day only. The only mail-in ballots that can be accepted are official absentee ballots that have been requested in writing by a registered voter.

In a **mail-ballot election**, there are no polling places; however, there must be at least one mail ballot drop-off location for voters to drop off their ballots instead of mailing them. Ballots are mailed to all registered voters before election day. Before counting mail-in ballots, election judges must verify the signature on the back of the return envelope against the signatures in the voter registration database.

Mail Ballot Elections are what the Town of Palisade typically holds each election cycle.

Past Election Costs

- 2020 Non-Coordinated Mail Ballot Election \$10,627.11
- 2018 Coordinated Mail Ballot Election \$3,891.06
- 2016 Coordinated Mail Ballot Election \$4,811.00

The costs for ANY election may not be passed to anyone other than the Municipality holding the election.

Timeline for a Coordinated Special Election

The Board of Trustees must pass a Resolution authorizing a Special Election and the ballot language at a regularly scheduled meeting. Depending on how quickly the appraisal could be conducted, we could have a Resolution prepared for the Board meeting on July 13, 2021, or July 27, 2021, for approval. A coordinated election is generally the most cost-effective manner of holding an election.

It could be possible to coordinate with Mesa County in the November special election. The Town would have to enter into an IGA with Mesa County no later than July 23, 2021, if the Board decides to go that route. Price will be based on the number of ballots we need, as well as how many other agencies request coordinated elections. Currently, the Town of Palisade has 2,037 registered voters. In the IGA, it would be requested that Mesa County would take care of all printing, counting, and tabulating. Palisade would be responsible for verifying content for the ballot and verifying addresses on the registered voter's list as belonging in the Town of Palisade town limits. This is similar to past coordinated elections.

A coordinated election will not be until November, and the information would be distributed with another election. This might not provide the best public information for this project and would delay the developers from moving forward.

Timeline for a stand-alone special election

The Board of Trustees must pass a Resolution authorizing a Special Election and the ballot language at a regularly scheduled meeting. Depending on how quickly the appraisal could be conducted, we could have a Resolution prepared for the Board meeting on July 13, 2021, or July 27, 2021, for approval.

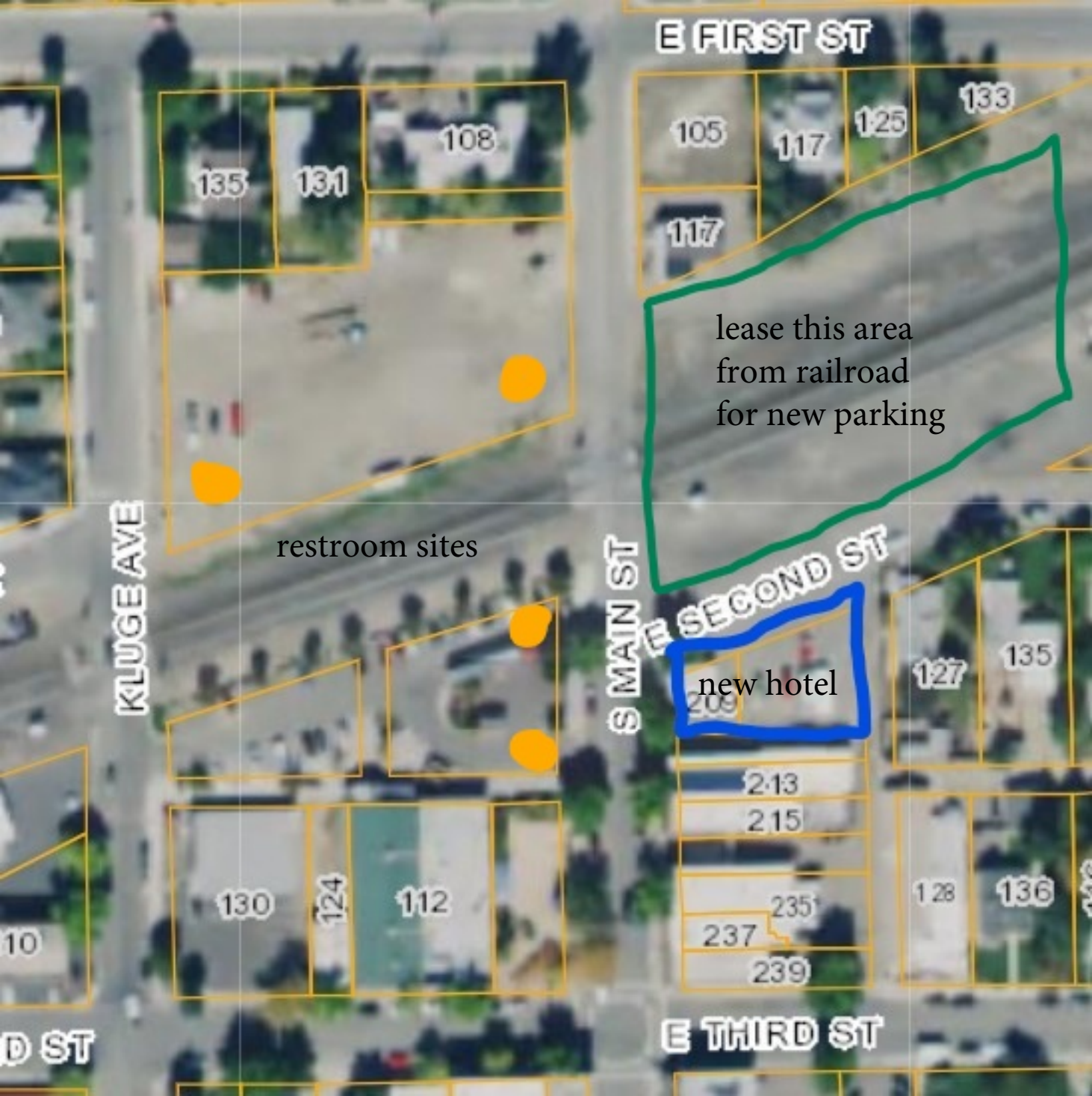
After speaking with the head of the Colorado Municipal Clerk Advisor Program through the Colorado Municipal League (CML), the estimated costs of elections are approximately \$4.00 per voter. That would put us at an estimated \$8,148.00. Most of the process would be done in-house, with ballot printing & mailing being done by an outside authorized company. Counting can be done by hand or possibly use another local municipality's ballot counting machine.

Ballot Process:

- Printing & Mailing Ballots: 3 - 4 weeks
- UOCAVA ballots must be mailed no less than **45 days before the day of the election.**
- A list of active voters must be obtained no less than **30 days before the day of the election.**
- All other ballots may be mailed starting **22 days before the day of the election.**

Possible Dates for a special election

- October 05, 2021 (UOCAVA ballots need to be mailed by August 20, 2021)
- October 12, 2021 (UOCAVA ballots need to be mailed by August 27, 2021)
- October 19, 2021 (UOCAVA ballots need to be mailed by September 3, 2021)
- October 26, 2021 (UOCAVA ballots need to be mailed by September 10, 2021)
- November 02, 2021, possibly coordinate with Mesa County



E FIRST ST

135

131

108

105

117

125

133

117

lease this area from railroad for new parking

restroom sites

KLUGE AVE

S MAIN ST

E SECOND ST

new hotel

127

135

213

215

237

235

239

128

136

130

124

112

10

D ST

E THIRD ST