



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

**September 26, 2023**

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

**6:30 pm Work Session**  
**(Not Available on live-stream)**

- I. **REGULAR MEETING CALLED TO ORDER AT 6:00 pm**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **AGENDA ADOPTION**
- V. **PRESENTATIONS**
  - A. **Just Peachy 5k Revenue Presentation** – *Ben Snyder, Executive Director of the Greater Grand Junction Sports Commission, will present a check to the Palisade Fire Department and Police Department for the revenue earned from the Just Peachy 5k event.*
- 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 in person and make said statements to the Board directly.
  - B. **GET INVOLVED WITH OUR COMMUNITY! UPCOMING PUBLIC MEETINGS (Palisade Civic Center 341 W 7<sup>th</sup> Street):**
    - 1. **Planning Commission** – Tuesday, October 3, 2023, at 6:00 pm
    - 2. **Board of Trustees** – Tuesday, October 10, 2023, at 6:00 pm
    - 3. **Planning Commission** – Tuesday, October 17, 2023, at 6:00 pm
    - 4. **Tourism Advisory Board** – Thursday, October 19, 2023, at 11:00 am
    - 5. **Board of Trustees** - Tuesday, October 24, 2023, at 6:00 pm
- VII. **TOWN MANAGER REPORT**
- VIII. **CONSENT AGENDA**

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

**A. Expenditures**

- Approval of Bills from Various Town Funds – September 8, 2023 –September 21, 2023

**B. Minutes**

- Minutes from September 12, 2023, Regular Board of Trustees Meeting

**IX. NEW BUSINESS**

**A. Tourism Advisory Board Appointment**

*The Board of Trustees will consider appointing Brooke McElley to the Tourism Advisory Board for a two-year term.*

1. Staff Presentation
2. Board Discussion
3. Decision - Motion, Second, and Rollcall Vote to:  
*Approve, deny, or table (until October 10, 2023) appointing Brooke McElley to the Tourism Advisory Board.*

**X. PUBLIC COMMENT**

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

**XI. COMMITTEE REPORTS**

**XII. ADJOURNMENT**

**XIII. WORK SESSION BEGINS AT 6:30 pm**

- A. 2024 Budget
- B. Solar Farm proposed in Mesa County

## Town Manager Report 9.26.2023

Board of Trustees & Staff are sometimes asked: *'what has the Town done for locals?'*

**It takes a Team of dedicated people to operate a town, not one person – democracy not dictatorship.**

### **The Team of Dedicated People Working for this Town are:**

The Leadership & Commitment of the Board of Trustees  
The Expertise & Dedication of Staff  
The Hard Work & Energy of Planning Commission & TAB  
The Compassion & Caring of the Business Community and Residents.

This Team has worked very hard over the last few years on many Town infrastructure improvements.

To accomplish these very large expensive infrastructure projects, Staff has worked hard to find grant funding to offset the costs. Without this funding, many of these projects could not be accomplished because the Town does not have enough money.

The grant funding has also assisted with purchasing needed equipment to help maintain the infrastructure of the Town.

The Board of Trustees and Staff have worked very hard over the last 5 years to be awarded **over \$12 million dollars in grant funding to accomplish much needed projects and equipment the Town could not afford without this funding.**

WOW! Teamwork is amazing!

Additional work comes with funding & completing infrastructure projects. Extra hard work has taken place by the Trustees and the Staff. Much has been accomplished and of course there is always much more to do!

All this has also taken place with 2 years of COVID pandemic. The Town has pulled through by supporting each other and our business community.

Below is a list of the Major Projects that have taken place in the last 5 years – it is not a complete list and does not include the daily maintenance work that occurs.

An Example of Town Infrastructure Improvements for the Town Citizens in the last five years:

- Town Constructed a new Community Clinic with 100% grant funding \$5 million dollars – Town owns the building and is leasing to Community Hospital to provide health care to Palisade citizens. A fantastic private/public partnership!
- Restored the historic community gym, opening up the bleachers and bringing to current building codes for safety of town citizens.
- Removal of abandon condemned building, including asbestos.
- Built fiber into town for citizens to have high speed internet at competitive market prices.
- Built sidewalks and tractor/bike lanes on highway 6 for safety of citizens and safe crosswalks for students to Taylor Elementary School.
- Grant funded \$1.8 million dollars of multi-use paths on Elberta – construction 2024 – 2025
- Sidewalks on south highway 6 to Palisade High School – construction for 2024
- Town Master Comprehensive Plan completed 2023
- New Troyer Sewer Lift Station
- Sewer Study for future Waste-water/Sewer management for town.
- Hydraulic Model Study to improve aged water line system in town.
- New Fire Fighter SCBA equipment – grant funded
- 2 new ambulances – grant funded – for residents to have 24 hour EMS
- Pedestrian bridges on Elberta – construction 2024-2025
- Remodel swimming pool locker rooms
- New street leaf vacuum – pick up residents leaves
- New street sweeper – operated weekly throughout town.
- Noxious weed removal of tamarisk & russian olive in Riverbend Park – continuous....
- Continuous planting of trees in parks to replace the aging trees that will be gone in 10 years.
- New bus stops, benches & shade structures for residents who ride GVT
- New parklets downtown for businesses, keep them open and supported during COVID pandemic – safer than the old ones, for residents and guests in parklets, protective structures from vehicles. Grant funded.
- New public restrooms in Veterans Memorial Park
- New painted pickleball courts in Peach Bowl Park
- New benches and lighting in parks and plaza for citizens
- New brush tender for local fires
- New 420 backhoe to repair water leaks in town & assist with multiple other projects.
- New playground in Riverbend Park
- New playground in Veterans Memorial Park Fall 2023 construction
- Repair of potholes in town, new paving at railroad crossings, chip seal, crack seal....
- Purchased Main Street parking lot with grant funding for local businesses, residents & visitors

- Town operated Sunday Market for the benefit of the local businesses – has won multiple awards in the last few years including USA Today Top 3 Farmers Market in the Country.
- Repair & Maintenance of Watershed and Cabin Reservoir Dam.
- 2 - Class A water operators – 1<sup>st</sup> time in over 20 years.
- USDA grant & loan contract completed to finance the design & construction of Sewer Consolidation to meet EPA & State of Colorado standards – a project that the Town has needed to do for over 15 years.
- Partnership with Mesa County on the Palisade Plunge Trail, assisted grant writing & planning.
- So Much More.....

*This list represents the great projects that have been accomplished by the Town Government in the last five years by an amazing team of many people working together who care about Palisade.*

This list does not include the continuous day to day operations of a Town Government that takes a **team of specialized, trained Staff to accomplish:**

- Cemetery Services
- Court
- Policing
- EMS Fire & Ambulance Services
- Planning Developments
- Legal Support
- Engineering
- New Business License
- Water Distribution & Water Treatment Plant
- Sewer Distribution & Sewer Treatment Plant
- Waste-Management/ Trash Service
- Park Maintenance
- Pool Maintenance
- Community Center
- Event Support: Bluegrass, Lavendarfest, Peachfest, Winefest, Art Festival, Old Fashioned Christmas, Tour de Vineyards, High School Homecoming, 4<sup>th</sup> of July Parade, Peachfest Parade, Ice Cream Social, Trick or Treat Street & Sunday Market
- Land Use Applications, Planning & Building Permits
- Communication & Work with the entire Mesa County Government amongst all Departments & Board of Trustees

**Amazing Amount of High-Quality Work, Compassion and Success for a small Town!!!!**

J. Hawkinson, MLAP  
Palisade Town Administrator



## PALISADE BOARD OF TRUSTEES

**Meeting Date:** September 26, 2023

**Re:** Consent Agenda

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The Consent Agenda has been attached as a separate document for ease of reading.

Included in the consent agenda are:

**A. Expenditures**

- Approval of Bills from Various Town Funds – September 8, 2023 – September 21, 2023

**B. Minutes**

- Minutes from August 22, 2023, Regular Board of Trustees Meeting



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

**Meeting Date:** September 26, 2023

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

**Department:** Tourism

**Re:** Tourism Advisory Board Appointment

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**SUBJECT:**

The Board of Trustees will consider appointing Brooke McElley to the Tourism Advisory Board for a two-year term.

**SUMMARY:**

On April 25, 2023, the Board of Trustees interviewed three candidates for two openings on the Tourism Advisory Board. Appointed were Ryan Robinson and Tim Wenger, with Brooke McElley being requested to apply again when another opening became available.

Ashley McGee submitted her resignation from TAB on August 9, 2023. At the August 10, 2023, TAB meeting, the consensus of the Board was to forward a recommendation to the Board of Trustees to appoint Brooke McElley to the open position.

**BOARD DIRECTION:**

Appoint Brook McElley to the Tourism Advisory Board for a two-year term.

April 11, 2023

Town of Palisade  
c/o Keli Frasier, Town Clerk  
175 East 3rd Street  
Palisade, Colorado 81526

Dear Board of Trustees,

I am writing to express my interest to serve on the Tourism Advisory Board for the Town of Palisade. I am confident I have the skills, qualifications and passion that is necessary to be an asset to this Board.

The posting for this position mentioned the desired candidate should have experience in marketing, promotions and advertising. My educational background is in marketing as I have a bachelor's degree in Business Administration with an emphasis in Marketing from the University of Northern Colorado and a MBA (Master of Business Administration) with an emphasis in Market Strategy from Regis University. I have worked for an oil and gas company, TechnipFMC, as a Senior Marketing Manager for the past 17 years.

The posting also mentioned that eligible applicants must live or own a business in the 81526 zip code. My husband and I have owned Palisade Basecamp RV Resort since inception in August 2016. In August 2022, we were grateful to become sole owners. I attended Palisade High School and after college moved back to Palisade in 2006, and have been a resident ever since. We love raising our two children in this community and they are currently students at Taylor Elementary and Mount Garfield Middle School.

I have served on the Board for the Palisade Chamber of Commerce since July 2020 and frequently attend TAB meetings. I also had the pleasure of meeting the TAB marketing contractor, Slate Communications, during their recent visit to Palisade.

Thank you for your time and consideration.

Sincerely,



Brooke McElley  
970-210-5792  
brooke@palisadabasecamp.com





## Application for Voluntary Service for the Town of Palisade

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

Thank you again for your willingness to serve!

Name	Brooke McElley
Mailing Address	3869 G Road Palisade, Colorado 81526
Physical Address	3869 G Road Palisade, Colorado 81526
Email Address	brooke@palisadabasecamp.com
Phone number	970-210-5792
Alternate phone number	

What position are you applying for? Tourism Advisory Board

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Please describe your qualifications for this position. *(Feel free to attach an additional sheet if necessary or preferred.)* I have a background in marketing and advertising, working for an oil and gas company TechnipFMC for over 17 years as a Senior Marketing Manager. I also take care of the marketing and social media for Palisade Basecamp RV Resort. I have a bachelor's degree in Business Administration with an emphasis in Marketing from the University of Northern Colorado and a MBA (Master of Business Administration) with an emphasis in Market Strategy from Regis University.

Please describe your personal interest in this position. *(Feel free to attach an additional sheet if necessary or preferred.)* My husband and I have owned Palisade Basecamp RV Resort since inception in August 2016. In August 2022, we were grateful to become sole owners. I attended Palisade High School and after college moved back to Palisade in 2006, and have been a resident ever since. We love raising our two children in this community and they are currently students at Taylor Elementary and Mount Garfield Middle School. I am very vested in the Palisade community and tourism in our town.

Do you have any conflicts that might preclude the regular participation required for this position? *(Feel free to attach an additional sheet if necessary or preferred.)* No, I should be able to be a regular participant in the TAB meetings as I already attend them on a regular basis. I do serve on the Board for the Palisade Chamber of Commerce. I've shared my interest in applying for the TAB Board with Jessica Burford and she did not have any concerns with my participation on both boards, and would value my input and leadership.

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

## **Planning Commission**

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

## **Tourism Advisory Board**

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

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