



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

December 9, 2025

6:00 pm Regular Meeting

A live stream of the meeting may be viewed at:

<https://us06web.zoom.us/j/3320075780>

- I. **REGULAR MEETING CALLED TO ORDER AT 6:00 pm**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **AGENDA ADOPTION**
- V. **ANNOUNCEMENTS**
 - A. **GET INVOLVED WITH OUR COMMUNITY! UPCOMING PUBLIC MEETINGS**
(Palisade Civic Center, 341 W 7th Street):
 1. **Tourism Advisory Board** – Wednesday, December 17, 2025, at 9:00 pm
 2. **Planning Commission** – Tuesday, January 6, 2026, at 6:00 pm
 3. **Board of Trustees Work Session** – Tuesday, January 6, 2026, at 6:00 pm
 4. **Board of Trustees** – Tuesday, January 13, 2026, at 6:00 pm
 - B. **TOWN OFFICES WILL BE CLOSED** Thursday and Friday, December 25-26, 2025, in observance of the holidays.
 - C. **TOWN OFFICES WILL BE CLOSED** Thursday, January 1, 2026, in observance of New Year's Day.
 - D. **ELECTION ANNOUNCEMENT: NOMINATION PETITIONS** - The first day to pick up nomination petitions to run for the Board of Trustees in the April 7, 2026, election is Tuesday, January 6, 2026. Nomination petitions will be available at Town Hall and can be circulated until the return deadline of January 26, 2026.
- VI. **PRESENTATIONS**
 - A. **Farm Fest Event Request for May 2-3, 2026**
- VII. **TOWN MANAGER REPORT**
 - A. **Brownfield Grant to Remove Asbestos from the Community Center with the Intention to Demo the Building**
 - B. **B2E Grant Letter to Congressman Jeff Hurd, Senator John Hickenlooper, and Senator Michael Bennet**
 - C. **Solar Farm Letter to Mesa County Update**

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 – October 22, 2025 – November 25, 2025

B. Minutes

- Minutes from November 4, 2025, Regular Board of Trustees Meeting

C. RESOLUTION 2025-28

A Resolution of the Board of Trustees for the Town of Palisade, Colorado, Setting Time, Place, and Designated Posting Location for 2026 Public Meetings for the Town of Palisade, Colorado

D. RESOLUTION 2025-29

A Resolution of the Board of Trustees for the Town of Palisade, Colorado, Appointing the Town Clerk of the Town of Palisade as the Designated Election Official and Directing the Town Clerk to Conduct the Regular Municipal Election scheduled for April 7, 2026, as a Mail Ballot Election.

E. RESOLUTION 2025-30

A Resolution of the Board of Trustees for the Town of Palisade, Colorado, Appointing Election Judges for the April 7, 2026, Municipal Mail Ballot Election.

F. Audit Company Contract for the Town of Palisade 2025 Audit

The Board of Trustees will consider directing the Mayor to enter into a contract with Hinkle & Company, PC, for 2025 financial audit services for the Town of Palisade.

G. Intergovernmental Agreement (IGA) with Mesa County Animal Services

The Board of Trustees will consider entering into an IGA with Mesa County for Animal Control Services for the 2026 calendar year.

H. ORDINANCE 2025-13

The Board of Trustees will consider Ordinance 2025-13, amending the Palisade Municipal Code to remove the Mayor as a required member of the Palisade Fire Department Pension Board.

IX. PUBLIC HEARING I**A. RESOLUTION 2025-31 – 2025 Budget Amendment**

The Board of Trustees will consider Resolution 2025-31, amending the revenues and expenditures for the General Fund, Capital Projects Fund, and Water Fund in the 2025 Town of Palisade Budget.

1. Staff Presentation
 - a. Reroof Palisade Town Hall
 - b. Peach Street Asphalt Overlay
 - c. Wildfire Program Revenues & Expenses
2. Public Comment
3. Board Discussion
4. Decision – Motion, Second, Rollcall Vote to:
Approve or deny Resolution 2025-31 amending the revenues and expenditures for the General Fund, Capital Projects Fund, Utilities Fund, and Water Fund in the 2025 Town of Palisade Budget.

X. PUBLIC HEARING II**A. RESOLUTION 2025-32 Updating the 2025 Mesa County Assessor valuation of property tax for the Town of Palisade for the 2026 Budget**

The Board of Trustees will consider RESOLUTION 2025-32, amending the 2026 property tax levy for the Town of Palisade to reflect the 2025 valuation assessment for the Town, as certified by the Mesa County Assessor.

1. Staff Presentation
2. Public Comment
3. Board Discussion
4. Decision - Motion, Second, and Rollcall Vote to: Approve or deny RESOLUTION 2025-32 amending the property tax levy for the 2026 budget for the Town of Palisade to reflect the most recent valuation assessment for the Town, as certified by the Mesa County Assessor.

XI. PUBLIC HEARING III**A. ORDINANCE 2025-10 A Text Amendment to the Palisade Land Development Code Adopting Landscaping Standards**

The Board of Trustees will consider ORDINANCE 2025-10, amending the Palisade Land Development Code to update landscaping regulations for commercial and municipal properties to comply with new state water-conservation requirements. This Ordinance will bring the Town into compliance with Colorado Senate Bill 24-005.

1. Staff Presentation
2. Public Comment
3. Board Discussion
4. Decision - Motion, Second, and Rollcall Vote to: Approve or deny ORDINANCE 2025-10 amending the Palisade Land Development Code to adopt updated landscaping standards.

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

The Board of Trustees will consider ORDINANCE 2025-11, amending the Palisade Land Development Code to adopt updated ADU standards. This Ordinance will bring the Town into compliance with Colorado House Bill 24-1152.

1. Staff Presentation
2. Public Comment
3. Board Discussion
4. Decision - Motion, Second, and Rollcall Vote to: Approve or deny ORDINANCE 2025-11 amending the Palisade Land Development Code to adopt updated ADU standards.

XIII. NEW BUSINESS**A. RESOLUTION 2025-33 – Proposition 123**

The Board of Trustees will consider Resolution 2025-33, requiring the planning clearance process to be completed within 90 days.

1. Staff Presentation
2. Board Discussion
3. Decision: Motion, Second, and Rollcall Vote to: Approve or deny Resolution 2025-33, requiring the planning clearance process to be completed within 90 days.

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

The Board of Trustees will consider Ordinance 2025-12, amending the Palisade Municipal Code regarding the Tourism Advisory Board.

1. Staff Presentation
2. Board Discussion
3. Decision: Motion, Second, and Rollcall Vote to: Approve or deny Ordinance 2025-12, amending the Palisade Municipal Code regarding the Tourism Advisory Board.

C. Trustee Vacancy

In accordance with Resolution 2020-17, the Board of Trustees will direct staff to advertise the current Trustee vacancy for 14 days and set a date for interviews and appointment. The applicant appointed will serve as Trustee until the April 7, 2026, Regular Municipal Election.

1. Staff Presentation
2. Board Discussion
3. Decision: Motion, Second, and Rollcall Vote to: direct staff to advertise a Trustee vacancy for no less than 14 days, and schedule interviews and the appointment of the vacant Trustee position for the regularly scheduled Board of Trustees meeting on Tuesday, January 13, 2026.

XIV. 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.

All emails sent to the Town Clerk for public comment will be forwarded to the Board of Trustees. **Any member of the public who wishes to have a statement or email read to the Board of Trustees is required to appear in person and make said statements to the Board directly.**

XV. COMMITTEE REPORTS

XVI. ADJOURNMENT

Palisade Farm Fest 2026
Town of Palisade/Board of Trustees Packet

Event Name: Palisade Farm Fest

Proposed Dates: Saturday May 2, 2026 – Sunday May 3, 2026

Locations: Town Center (Main & 3rd), Veterans' Memorial Park (120 W 8th St)

Host Organizations: Talbott's & Son's LLC DBA Talbott's Cider Company,
Milky Way LLC

Website:

Social: @PalisadeFarmFest

Contact Information:

Charles Talbott, Talbott's Cider Company
(970)433-6755 Charles@Talbottsciderco.com

Kathy Gilbert, Milky Way
(480)231-0409 Kathymakesjewelry@gmail.com

Event Summary:

Palisade Farm Fest is a community festival proposed for May 2-3, 2026. This event will welcome Spring with hands-on farm education, family-friendly fun and the best food and fermented beverages that the valley has to offer. The goal of this event is to support local businesses while embracing the agricultural heritage that makes Palisade...well, Palisade!

Palisade Farm Fest will be a weekend long affair with main events taking place on Saturday, May 2 in downtown Palisade at Town Center and Veterans' Memorial Park. Shoulder events at local farms and other businesses throughout Palisade will take place on Sunday, May 3.

Event Theme:

Agriculture: Horticulture, Viticulture, tractors, farm education, food, fermentation

Palisade Farm Fest Weekend

Saturday, May 2

Town Center: Family friendly fun area with activities for all ages, live music, and educational seminars in the plaza. There will be food vendors, along with other vendors and farm booths.

Veteran's Park: Adult beverage zone with live music, educational seminars, food vendors and farm booths.

*All vendors, music, educational speakers, and schedule of events are going to be decided upon approval of the event.

*Insurance, volunteers, etc for the Town Center event will be organized by Milky Way LLC.

*Insurance, security, the alcoholic beverage license, etc for the Veterans' Park event will be provided by Talbott's & Son's LLC.

*Scheduling of events for both locations and vendor/farmer placement will be coordinated between both parties to ensure flow of attendees through each event location. Priority will be given to local vendors and farmers. There will be no booth fee for local farmers/related vendors or educational vendors.

*Upon approval event planners will meet with the Palisade Police and Fire Departments to ensure traffic and pedestrian safety, as well as any other safety concerns.

Sunday, May 3

Farm Tours: TBD upon approval of event, self-guided and promoted by farms at booths on Saturday.

Winery/Vineyard Tours: TBD upon approval of event, self-guided

Other community-based events: TBD

Anticipated Vendors/Participants

Breweries:

- Palisade Brewing Company
- Westco Brewing
- Ramblevine Brewery
- Reckless Brewing Company
- Base Camp Brewing
- Trail Life Brewing Company
- Rockslide Brewing
- Breckenridge Brewing
- Ska Brewing

Cideries:

- Talbott's Cider Company
- Big B's Ciders
- Fenceline Cider

Wineries:

- Centennial Cellars
- Carboy Winery
- Savage Spectrum Winery
- Carlson Vineyards

Educational Vendors:

- Colorado Farm Bureau
- La Plaza
- Palisade Insectary
- American Ag Credit
- CSU Extension
- Colorado Land Trust
- Palisade Historical Society
- CAVE
- Palisade Community Garden

Speakers:

- Bruce Talbott (Talbott Farms)
- Jeff Schartz (Big B's)
- Brian (Green Junction)
- Jeff/Jody Snook (Fidel's)

Food Vendors:

- Talbott's Eatery
- Pali Thai
- El Ray's
- La Pupusaria
- Armando's Tacos
- Hawaii Street Food

Target Sponsors:

- American Ag Credit
- Colorado Farm Bureau
- Fruita Co-op
- Alpine Bank
- Sierra Gold Nursery
- Pine Country
- Western Implement
- GJ Pipe

Farm Participants:

- Talbott Farms
- Clark Family Farms
- Noland Orchards
- Chicken Grit
- Green Barn
- Kokopelli Farms

Event Footprint – Saturday, May 2



Marketing Plan

Local media, social media, posters/flyers, collaboration with participants. Currently on Facebook and Instagram.

Economic and Cultural Impact

Springtime tourism, spotlight on local agriculture and producers- a platform for Palisade to celebrate its unique culture and history.



Preliminary Budget (Talbott's & Son's LLC)

<u>Item:</u>	<u>Estimated Cost:</u>
Park Rental/Fees:	\$1,150
Stage/Sound/Music:	\$3,500
Portable Restrooms/Waste:	\$1,000
Permits/Insurance:	\$TBD
Staff/Security/Fencing:	\$2,500
Marketing/Printing:	\$2,000
“Swag”/Other Costs:	\$5,000
	\$15,150

Revenue Sources:

Vendor Booth Fees (Food truck/Vendors selling goods, free to farmers/related)

Ticket Sales for Beer/Wine Garden

Sponsorships

Conclusion and Ask

We're asking the Town of Palisade staff and the Board of Trustees to approve the use of Town Center and Veterans' Memorial Park for Palisade Farm Fest at a waived or reduced rate to help us promote this unique community-centered event. Together, we can create an event that celebrates our heritage and supports our future.



PALISADE BOARD OF TRUSTEES

Staff Report

Meeting Date: December 9, 2025

Department: Police Department

Department Director: Chief of Police

Stats for November 2025:

In the month of November, we had 376 calls for service, which is about the same as last month. We were proactive in traffic contacts and have not had as much of a slowdown as in previous years.

Reports and Summons:

Case Reports	22
Supplement Reports	14
Arrests	18

Traffic:

50 traffic citations were issued this month.

Training:

- Officers are working on annual in-service training within the agency.
- Officers assisted with the TCR Police Academy and earned instructor hours and building on his/her skill sets.
- One officer attended a homicide investigation course.

Investigations:

- PPD investigations have been working diligently on multiple cases and has been able to get three pleas in a significant case we have been working on over the last few months.

Significant Events:

- The agency also continues to grow and build a better foundation for operations with the talented staff we have. We are building policies and procedures to better handle and accommodate the needs of the town and agency.
- Palisade PD had one more critical incident with a reported stabbing incident and were able to make an arrest in that case.

TOWN OF PALISADE CODE COMPLIANCE MONTHLY SUMMARY – OCT ‘25

GENERAL OVERVIEW:

October 24 was my *100th day* as the Code Enforcement Officer for the Town of Palisade. It's been a privilege to work with such an incredible team, both in Town Administration and Law Enforcement. I'm grateful for the encouragement and support that has been extended to me by everyone, including all the residents, tenants and business owners I've gotten to know. I don't take lightly the responsibility that comes with helping the community improve the quality of life in health, safety and welfare, and I'm committed to continuing in that effort.

OPEN CASES FROM OCTOBER 1-31, 2025:

- CASE #25-2209 NEGLECTED YARD WEEDS/TRASH
- CASE #25-2175 JUNK VEHICLES IN YARD - CASE IN COURT
- CASE #25-1925 SCREENING / HELD IN ABEYANCE AND PENDING
- CASE #25-2922 PUBLIC NUISANCE / CASE SENT TO
INVESTIGATIONS
- CASE #25-2887 INCIDENT REPORTS TO UNION PACIFIC
- CASE #25-2842 RV PARKED ON STREET FOR EXTENDED PERIOD
- CASE #25-2853 VISIBILITY TRIANGLE VIOLATION
- CASE #25-2841 EXCESSIVE ILLUMINATION
- CASE #25-2888 BROKEN / DAMAGED FENCE
- CASE #25-2555 NEGLECTED LANDSCAPING IN FRONT OF
BUSINESS
- CASE #25-2920 BUSHES OVERTAKING SIDEWALK
- CASE #25-2933 EXCESSIVE REAL ESTATE SIGNAGE IN TOWN
- CASE #25-2971 SUNFLOWERS OVERTAKING SIDEWALK
- CASE #25-2974 BARKING DOG – UNFOUNDED COMPLAINT
- CASE #25-2972 BRUSH OVERTAKING ROAD-OUTSIDE TOWN
LIMITS
- CASE #25-2981 TREES OVERTAKING SIDEWALK
- CASE #25-3064 JUNK/TRASH ACCUMULATING NEXT TO STREET
- CASE #25-3131 TREES OVERTAKING STREET AND ALLEYWAY
- CASE #25-3133 TREE OVERTAKING SIDEWALK

- CASE #25-3147 TREES OVERTAKING STREET
- CASE #25-3132 TREE OVRERTAKING SIDEWALK
- CASE #25-3163 RV PARKED ON STREET/TRAFFIC OBSTRUCTION
- CASE #25-3076 INT'L PROPERTY MAINTENANCE CODE VIOLATIONS
- CASE #25-3149 VISIBILITY TRIANGLE & SHRUBS OVERTAKING STREET

CLOSED CASES FROM OCTOBER 1-31, 2025:

- CASE #25-2842 RV PARKED ON STREET FOR EXTENDED PERIOD
- CASE #25-2853 VISIBILITY TRIANGLE VIOLATION
- CASE #25-2841 EXCESSIVE ILLUMINATION
- CASE #25-2888 BROKEN / DAMAGED FENCE
- CASE #25-2555 NEGLECTED LANDSCAPING IN FRONT OF BUSINESS
- CASE #25-2920 BUSHES OVERTAKING SIDEWALK
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- CASE #25-2972 BRUSH OVERTAKING ROAD-OUTSIDE TOWN LIMITS
- CASE #25-2981 TREES OVERTAKING SIDEWALK
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- CASE #25-3076 INT'L PROPERTY MAINTENANCE CODE VIOLATIONS
- CASE #25-3149 VISIBILITY TRIANGLE & SHRUBS OVERTAKING STREET

TOTAL OPEN CASES FROM 10/1/25-10/31/25: 24
TOTAL CLOSED CASES FROM 10/1/25-10/31/25: 21
TOTAL OUTSTANDING CASES: 3
TOTAL OUTSTANDING CASES PAST 30 DAYS: 1

STRATEGIES / GOALS:

Our focus continues to be results driven through community trust, cooperation and engagement with our residents, tenants and owners, as this fosters self-regulation, increases safety and the overall beautification of our Town. We have new “Campaign Strategies” on the horizon in concert with Town Administrators and Community Development, that will be initiated in the winter months. We will continue to maximize our efficiencies, with our main goal to reach volunteer compliance.

PERCENTAGE OF CLOSED TO OPENED CASES IN OCTOBER, '25: 87.5%

Message from the Chief:

As we draw closer to the end of 2025, I am proud to say the staff has done a great job dealing with numerous criminal cases and, at the same time, have been focused on the needs of the community through partnership and working on higher standards for the public safety programs we provide the community. We are creating new programs that are geared towards school safety and better community engagement with the residents who call Palisade home. I look forward to sharing with the community the final staff report at the end 2025 year which will give more details on the final number of calls for service for the year, more details on public safety programs for 2026. I welcome questions, comments and or concerns from the public and the PD Staff looks forward to another great year serving this great community.



PALISADE BOARD OF TRUSTEES

Meeting Date: December 9, 2025

Re: Consent Agenda

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 – October 22, 2025 – November 25, 2025

B. Minutes

- Minutes from November 4, 2025, Regular Board of Trustees Meeting

C. RESOLUTION 2025-28

A Resolution of the Board of Trustees for the Town of Palisade, Colorado, Setting Time, Place, and Designated Posting Location for Public Meetings for the Town of Palisade, Colorado

D. RESOLUTION 2025-29

A Resolution of the Board of Trustees for the Town of Palisade, Colorado, Appointing the Town Clerk of the Town of Palisade as the Designated Election Official and Directing the Town Clerk to Conduct the Regular Municipal Election scheduled for April 7, 2026, as a Mail Ballot Election

E. RESOLUTION 2025-30

A Resolution of the Board of Trustees for the Town of Palisade, Colorado, Appointing Election Judges for the April 7, 2026, Municipal Mail Ballot Election

F. Audit Company Contract for the Town of Palisade 2025 Audit

The Board of Trustees will consider directing the Mayor to enter into a contract with Hinkle & Company, PC, for 2025 financial audit services for the Town of Palisade.

G. Intergovernmental Agreement (IGA) with Mesa County Animal Services

The Board of Trustees will consider entering into an IGA with Mesa County for Animal Control Services for the 2026 calendar year.

H. ORDINANCE 2025-13 – A Text Amendment to the Palisade Municipal Code Regarding the Palisade Fire Department Pension Board

The Board of Trustees will consider Ordinance 2025-13, amending the Palisade Municipal Code to remove the Mayor as a required member of the Palisade Fire Department Pension Board.



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: December 9, 2025

Presented By: Town Manager and Finance Director

Department: Finance

Re: Resolution 2025-31

SUBJECT:

A Resolution of the Board of Trustees of the Town of Palisade providing for a Supplemental Budget Appropriation for the year ending December 31, 2025.

SUMMARY:

At the regular meeting of the Board of Trustees on November 12, 2024, the 2025 Budget for the Town of Palisade was approved. Resolution 2025-31 is for a supplemental budget appropriation to the 2025 Town of Palisade Budget.

BOARD DIRECTION:

Approve Resolution 2025-31 to allow the supplemental budget appropriations to the 2025 Town Budget.

**TOWN OF PALISADE, COLORADO
RESOLUTION 2025-31**

**A RESOLUTION OF THE TOWN OF PALISADE, COLORADO, PROVIDING
FOR A SUPPLEMENTAL APPROPRIATION FOR THE BUDGET YEAR
ENDING DECEMBER 31, 2025.**

WHEREAS, by Resolution No. 2025-31, the Town of Palisade adopted its annual budget for the fiscal year beginning January 1, 2025, and ending December 31, 2025 (“2025 Adopted Budget”); and

WHEREAS, based upon the 2025 Budget as adopted, the Board of Trustees further approved by Resolution 2024-29 the Annual Appropriations for fiscal year 2025, after duly-noticed public hearings; and

WHEREAS, at the time the 2025 Annual Appropriation was adopted, certain expenses were not known, and operating transfers between funds were not anticipated; and

WHEREAS, funds are available in the Town Accounts to meet the increased expenses; and

WHEREAS, the Board of Trustees desires to approve the additional appropriations set forth herein in order to ensure effective and fiscally responsible administration of Town business for the remainder of fiscal year 2025.

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

1. The Board of Trustees incorporates the foregoing recitals as conclusions, facts, determinations, and findings by the Board of Trustees and hereby approves the additional appropriations set forth below for fiscal year 2025.

		Adopted	Adopted	Supplemental	Supplemental		Amended	Amended
FUND #	Fund Title	Revenues	Expenses	Revenues	Appropriations	Description	Revenues	Appropriations
001	General	7,240,450	6,829,390	0	127,000	Supplemental #1	7,240,450	6,956,390
002	Sewer	1,300,000	666,783	0	0	Supplemental #1	1,300,000	666,783
003	Tourism	100,000	90,000	0	0	Supplemental #1	100,000	90,000
004	Water	1,176,000	1,178,417	0	0	Supplemental #1	1,176,000	1,178,417
005	Conservation	26,000	0	0	0	Supplemental #1	26,000	0
006	Solid Waste	284,800	299,529	0	0	Supplemental #1	284,800	299,529
	Total Budget	10,127,250	9,064,119	0	127,000		10,127,250	9,191,119

Supplemental Appropriation #1 - Detail						
Sum of Amount	Fund Name	DEPT	Project		Revenue	Expenditure
001	General	060	Streets - Resurface Peach Ave			85000
			001-060-5223			
060 Total					0	85000
001	General	085	Facilities - Re-Roof of Town Hall			42000
			001-085-5203			
085 Total					0	42000
001 Total					0	127000
	002 Sewer					
002 Total					\$0	\$0
	003 Tourism					
003 Total					\$0	\$0
	004 Water					
004 Total					\$0	\$0
	005 Conservation					
005 Total					\$0	\$0
	006 Solid Waste					
006 Total					\$0	\$0
Grand Total					\$0	\$127,000

RESOLVED, APPROVED, and ADOPTED this 9th day of December 2025.

TOWN OF PALISADE, COLORADO

By _____
Greg Mikolai, Mayor

ATTEST:

Keli Frasier, CMC
Town Clerk

Wildfire Season 2025**Cost Analysis**

as of 12.5.2025

LaborPaid by Town and Billed to State

<u>Payroll</u>	<u>Meals/Incidentals</u>	<u>Fuel/Lodging</u>	<u>1% Admin</u>	<u>Total</u>
\$207,895	\$18,326	\$25,991	\$3,604	\$255,821

Equipment Leased to Fire

Tender 41 Brush 41 Brush 42 Ambulance 41 Ambulance 43

	<u>Trucks</u>	<u>Total</u>
Billed to State	\$222,310	\$222,310
Town Paid	<u>\$214,912 (cost of brush truck)</u>	<u>\$219,412</u>
Profit	\$7,398	

Paid by State to Fill Positions Vacant from Fire

\$22,467.80 pay employees to cover shifts of Fire Fighters in Palisade

\$76,296.57 pay for the salary of Wildfire Workers – Town budget was \$60,000 – covered this cost of budgeted wages

Total Gain: \$321,073 (not deducting purchase of brush truck)**Total Wildfire Project: \$478,228**



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: December 9, 2025

Presented By: Town Manager and Finance Director

Department: Finance

Re: Resolution 2025-32

SUBJECT:

A Resolution of the Board of Trustees for the Town of Palisade Amending the Property Tax Levy for the 2026 Budget for the Town of Palisade.

SUMMARY:

At the regular meeting of the Board of Trustees on November 04, 2025, when the 2026 Budget for the Town of Palisade was approved, it was noted that once the Mesa County Assessor's Office released the Certification of Valuation, the Board may be asked to amend the budget to reflect their assessment.

The Property Tax Levy of 17.5 mills remains the same.

This resolution is required in order to allow Mesa County to collect the tax on behalf of the Town of Palisade.

BOARD DIRECTION:

Approve Resolution 2025-32 Levying General Property Taxes for the Year 2025 to Help Defray the Costs of Government for the Town of Palisade, Colorado, for the 2026 Budget Year.

**TOWN OF PALISADE, COLORADO
RESOLUTION NO 2025-32**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF
PALISADE, COLORADO, LEVYING GENERAL PROPERTY TAXES FOR THE
YEAR 2025 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE
TOWN OF PALISADE, COLORADO, FOR THE 2026 BUDGET YEAR.**

WHEREAS, the Board of Trustees has adopted the annual budget in accordance with the Local Government Budget Law on December 9, 2025; and

WHEREAS, the amount of money necessary to balance the budget for general operating expenses and capital outlay is \$784,490; and

WHEREAS, the November 25, 2025, valuation for assessment for the Town of Palisade, as certified by the County Assessor, is \$44,822,290.

**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 the 2026 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 2025.

SECTION 3. Town Finance Director, Gregg Mueller, 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 hereinabove determined and set.

ADOPTED AND APPROVED THIS 9th DAY OF DECEMBER 2025.

By Town of Palisade, Mesa County, State of Colorado

Greg Mikolai, Mayor

Attest:

**Keli Frasier, CMC
Town Clerk**



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: December 9, 2025

Presented By: Community Development Director

Department: Community Development

Re: Ordinance 2025-10 to comply with Senate Bill 24-005 (SB5)

SUBJECT:

This ordinance updates landscaping regulations to comply with new state requirements for water conservation. Beginning January 1, 2026, certain types of non-functional turf, artificial turf, and invasive plants will be restricted on commercial, industrial, and institutional properties per CO state law.

STATE LAW COMPLIANCE

Senate Bill 24-005 (SB5) restricts the installation of non-functional turf in new non-residential developments starting January 1, 2026

KEY CHANGES

Prohibits the installation of decorative grass that serves no active recreational purpose on commercial, industrial, and institutional properties

- Bans artificial turf on affected properties
- Prohibits planting of invasive species identified by the Colorado Department of Agriculture and Mesa County
- Existing non-functional turf may be maintained, but cannot be expanded or replaced
- Does not affect parks, playgrounds, sports fields, golf courses, or other areas designed for active recreation

ALIGNMENT WITH COMPREHENSIVE PLAN

This ordinance implements Comprehensive Plan Strategy 3.3A: "Continue to assess the water and wastewater system in Palisade" and Action 3.3A.1 regarding regional water system capacity planning. The restrictions promote water conservation and help ensure sustainable capacity for future community needs.

RECOMMENDATION

Staff recommends approval of Ordinance No. 2025-10 to comply with state law and support water conservation goals.

Planning Commission recommended approval 6-0 during the public hearing on 12/02/25.

**TOWN OF PALISADE, COLORADO
ORDINANCE NO. 2025-10**

**AN ORDINANCE OF THE TOWN OF PALISADE, COLORADO AMENDING SECTION 10.03
LANDSCAPING AND BUFFERING OF THE PALISADE LAND DEVELOPMENT CODE
REGARDING NON-FUNCTIONAL TURF, ARTIFICIAL TURF, AND INVASIVE PLANT
SPECIES**

WHEREAS, pursuant to Section 31-23-305, C.R.S., the Board of Trustees may adopt, alter or amend zoning and regulations; and

WHEREAS, the Palisade Comprehensive Plan establishes "Strategy 3.3A: Continue to assess the water and wastewater system in Palisade" and "Action 3.3A.1: Continue to partner with other regional water and wastewater agencies to review the existing capacity and future needs of the water and wastewater system"; and

WHEREAS, water conservation is essential for the sustainable growth and economic vitality of the Town of Palisade; and

WHEREAS, the Colorado General Assembly has enacted legislation prohibiting the installation of non-functional turf, artificial turf, and invasive plant species on certain types of nonresidential properties; and

WHEREAS, said legislation becomes effective January 1, 2026; and

WHEREAS, the Board of Trustees finds that implementing state requirements for non-functional turf restrictions will promote water conservation, help conserve future water system capacity needs, and support the goals of the Comprehensive Plan; and

WHEREAS, the Town's Planning Commission has recommended 6-0 to the Board of Trustees that the amendments to the Land Development Code contained in this Ordinance be adopted; and

WHEREAS, in accordance with Sections 3.02 and 4.01 of the Land Development Code, and Section 31-23-306, C.R.S., on December 02, 2025, a public hearing was held before the Planning Commission to consider a recommendation of an amendment of the Land Development Code to the Board of Trustees as set forth herein, following public notice as required by law; and

WHEREAS, in accordance with Sections 3.02 and 4.01 of the Land Development Code, and Section 31-23-304, C.R.S., on December 09, 2025, a public hearing was held before the Board of Trustees to consider the amendment of the Land Development Code as set forth herein, following public notice as required by law; and

WHEREAS, the Board of Trustees finds and determines that the amendments to the Land Development Code, as contained herein, are necessary and designed for the purpose of promoting the health, safety, convenience, order, prosperity and welfare of the present and future inhabitants of the Town of Palisade and are consistent with the Town's Comprehensive Plan and the Town's other goals, policies and plans.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE, COLORADO, AS FOLLOWS:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. Land Development Code Section 10.03.C.3 (Design, installation and establishment) is hereby amended with new additions **underlined** and deletions in ~~strikethrough~~ as follows:

3. Design, installation and establishment

a. Plant material

i. Plant material shall be chosen from the lists of recommended plant species maintained by the Community Development Director. Plant materials shall be reviewed for suitability with regard to the eventual size and spread, susceptibility to diseases and pests and appropriateness to existing soil, climate and site conditions. Plant materials that vary from this list may be used with the approval of the decision making body.

~~ii. Any plant material listed by Mesa County as a noxious weed or invasive species will not be allowed.~~

ii. Prohibited plants: The following plants may not be planted as landscaping:

(a) Plants listed on the Colorado Department of Agriculture Noxious Weed lists or in the Mesa County weed management plan;

(b) Invasive plant species as identified by the Colorado Department of Agriculture or Mesa County;

(c) Artificial turf or non-functional turf on properties subject to the restrictions in Section 10.03.C.3.f.i.

b. Cold hardy and drought tolerant plants

Plantings shall be cold hardy for the specific location where they are to be planted. Trees and shrubs shall be drought tolerant and able to survive on natural rainfall once established with no loss of health.

c. Soils

Planting areas shall have uncompacted soil that is a minimum of twelve (12) inches deep. Soils shall be appreciably free of gravel, stones, rubble or trash. All compacted soil, contaminated soil or road base fill shall be removed.

d. Irrigation

Irrigation systems shall be provided to ensure survival of required plantings and planting areas.

e. Guarantee of installation

Required landscape improvements shall be installed prior to issuance of a certificate of occupancy or recordation of a final plat. If weather conditions or other reason, as approved by the Community Development Director, prevent installation, the developer shall post a financial guarantee for the improvements (see Section 9.07.E).

f. Non-functional turf restrictions

i. Effective January 1, 2026, non-functional turf, artificial turf, or invasive plant species as defined by the Colorado Department of Agriculture shall not be installed on:

(a) Any property containing a principal use that is listed as a Public, Institutional, or Civic Use, a Commercial Use (except an Outdoor Recreation and Entertainment Use), or an Industrial use;

(b) Any property within a common interest community as defined in C.R.S. § 38-33.3-103 that is owned and maintained by a unit owners association, such as entryways, parks, and other common elements as defined in C.R.S. § 38-33.3-103;

(c) Any portion of a street right-of-way, median, transportation corridor, or parking lot subject to this Code.

ii. Non-functional turf installed prior to January 1, 2026, may be maintained but shall not be expanded or replaced with non-functional turf.

iii. This subsection shall not prohibit the use of functional turf in parks, playgrounds, sports fields, golf courses, outdoor recreation facilities, cemeteries, or other areas designed and maintained for active recreational use or civic gatherings.

Except as specifically amended herein, all other provisions of Section 10.03 shall remain in full force and effect without amendment.

Section 3. Severability. If any section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Board of Trustees hereby declares that it would have passed this Ordinance and each part or parts hereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

Section 4. Effective Date. This Ordinance shall take effect thirty (30) days after final publication or posting following final passage, except that the provisions of Section 10.03.C.3.f. shall become effective January 1, 2026, consistent with state law.

INTRODUCED, READ, PASSED, APPROVED, AND ORDERED PUBLISHED BY
TITLE, at the regular meeting of the Board of Trustees of the Town of Palisade, Colorado, held on
December 9, 2025.

TOWN OF PALISADE, COLORADO

By: _____
Greg Mikolai, Mayor

ATTEST:

Keli Fraiser, CMC
Town Clerk



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

**The Palisade Planning Commission continued this item to January 6, 2026.
STAFF REQUESTS THE BOARD OF TRUSTEES CONTINUE THIS
PUBLIC HEARING TO JANUARY 13, 2026.**

Meeting Date: December 9, 2025

Presented By: Community Development Director

Department: Community Development

Re: Ordinance 2025-11 to comply with Colorado House Bill 24-1152

SUBJECT:

This ordinance updates standards for accessory dwelling units (ADUs) to comply with state law and reduce barriers to development.

STATE LAW COMPLIANCE

Colorado House Bill 24-1152 established statewide standards for ADU development. This ordinance brings Palisade into compliance with state law.

KEY CHANGES

Reduced parking requirements: ADUs will only require an off-street parking space if one already exists on the property (such as an existing driveway, garage, or tandem space)

No new parking construction required: Property owners will not be required to create new parking spaces specifically for an ADU

Limited exceptions: Parking is only required on blocks where on-street parking is prohibited AND the property is in a district that requires parking for the primary home AND the property does not have off-street parking

ALIGNMENT WITH COMPREHENSIVE PLAN

This ordinance implements Comprehensive Plan Action 2.1D4: "Encourage accessory dwelling units (ADUs) in all zone districts and allow ADUs as a use-by-right in all single-family homes." By reducing parking requirements, this change:

- Lowers construction costs for ADUs
- Supports affordable housing opportunities
- Encourages infill development and efficient use of existing infrastructure

RECOMMENDATION

Staff recommends approval of Ordinance No. 2025-11 to comply with state law and support affordable housing goals.



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: December 9, 2025

Presented By: Community Development Director

Department: Community Development

Re: Resolution 2025-33 Establishing Expedited Review Policies

SUBJECT:

This resolution formalizes the Town of Palisade's existing expedited review process for housing development projects to ensure compliance with Colorado Proposition 123 requirements. The resolution establishes a policy for completing review of affordable housing applications within 90 days, a process the Town already accommodates in its current development review procedures. This resolution formalizes the existing process and creates an official policy to document compliance with state law requirements as outlined in C.R.S. 29-32-105(2).

FISCAL IMPACT

None. This resolution formalizes existing procedures and does not require additional staffing, resources, or budget allocation. By documenting compliance with Proposition 123 requirements, the Town maintains eligibility for funding opportunities.

KEY CHANGES

- Establishes formal expedited review policy for affordable housing projects with at least 50% affordable units
- Applies to the following application types: Site Plan, Conditional Use Permit, Planned Development, Variance, Administrative Modifications, Major Subdivisions, and Minor Subdivisions
- Formalizes existing 90-day review process that is already accommodated by Town procedures
- Acknowledges allowable extensions for both applicants and the Town as permitted by statute

RECOMMENDATION

Staff recommends approval of Resolution 2025-33. This action formalizes the Town's current practice and positions the Town to remain eligible for state funding and programs.

TOWN OF PALISADE, COLORADO
RESOLUTION NO. 2025-33

A RESOLUTION ESTABLISHING EXPEDITED REVIEW POLICIES FOR AFFORDABLE HOUSING PROJECTS

WHEREAS, the voters of Colorado approved Proposition 123 in 2022 creating the State Affordable Housing Fund to make certain funds available to local governments as defined by [C.R.S. 29-32-104](#); and

WHEREAS, Town of Palisade, Colorado is a statutory municipality duly and regularly organized and validly existing as a body corporate and politic under and by virtue of the Constitution and laws of the State of Colorado and is eligible for Proposition 123 funding and programing; and

WHEREAS, the Town of Palisade, has not adopted zoning, however, recognizes the importance of allowing affordable and attainable housing to be developed for its workforce and its residents; and

WHEREAS, the Town of Palisade has set a baseline and commitment to increase affordable housing as defined in [C.R.S. 29-32-105](#); and

WHEREAS, the Town of Palisade's current process for reviewing proposed housing projects already meets the requirement for a 90-day review process; and

WHEREAS, the Town of Palisade also creates this policy for expedited review to ensure that affordable housing projects are reviewed and a decision rendered within 90 days of a complete application in alignment with the requirements of C.R.S. 29-32-105(2) et seq., as determined by the Community Development Department

WHEREAS, The Town of Palisade recognizes that an affordable housing development project which has at least 50% of the units as affordable, as defined in statute (C.R.S. 29-32-101 and C.R.S. 29-32-105(2)) would be eligible for expedited review; and

WHEREAS, The Town of Palisade recognizes the following application types which require expedited review: Site Plan, Conditional Use Permit, Planned Development, Variance, Administrative Modifications, Major Subdivisions, and Minor Subdivisions; and

WHEREAS, The Town of Palisade's expedited review process for affordable housing projects does not apply if an applicant chooses to opt-out of the process.

WHEREAS, The Town of Palisade recognizes the allowable extensions in C.R.S.29-32-105(2), both for applicants and for the Town, and recognizes the circumstances under which the expedited review timeline may be extended or the application may be removed from the expedited review process.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF PALISADE, COLORADO, create the following policy to implement a system to expedite the development review process for affordable housing. The Trustees establish a formal policy that any complete application received by the Town for an affordable housing development will be placed on the next available agenda once proper public notice has been posted and a decision rendered on the application within 90 days to ensure an expedited and timely review of the affordable housing project, with the intent to comply with the requirements in C.R.S. 29-32-105(2) et seq.

RESOLVED, APPROVED, AND ADOPTED this 9th day of December 2025.

TOWN OF PALISADE, COLORADO

(Seal)

Greg Mikolai, Mayor

ATTEST:

Keli Frasier, CMC
Town Clerk



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: December 9, 2025

Presented By: Consent Agenda

Department: Town Clerk

Re: ORDINANCE 2025-12

SUBJECT: Ordinance No. 2025-12 entitled “An Ordinance of the Town of Palisade, Colorado, Amending Chapter 2 of the Palisade Municipal Code Regarding the Tourism Advisory Board of the Town of Palisade.”

SUMMARY: Ordinance 2025-12 reflects the work session of the Board of Trustees held on October 14, 2025, and the work session of the Tourism Advisory Board held on November 19, 2025.

This ordinance updates the name to make it more consistent with government organizations (from “Board” to “Commission”), and modernizes and simplifies the duties and responsibilities of the commission.

BOARD DIRECTION: Approve Ordinance No. 2025-12 entitled “An Ordinance of the Town of Palisade, Colorado, Amending Chapter 2 of the Palisade Municipal Code Regarding the Tourism Advisory Board of the Town of Palisade.”

TOWN OF PALISADE, COLORADO
ORDINANCE NO. 2025-12

AN ORDINANCE OF THE TOWN OF PALISADE, COLORADO, AMENDING CHAPTER 2 OF THE PALISADE MUNICIPAL CODE REGARDING THE TOURISM ADVISORY BOARD OF THE TOWN OF PALISADE.

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE:

Section 1. That Chapter 2, Article XIII, of the Palisade Municipal Code concerning the Tourism Advisory Board of the Town of Palisade is hereby amended **with new additions underlined and deletions in ~~strikethrough~~** as follows:

ARTICLE XIII Tourism Advisory ~~Board~~Commission

Sec. 2-281. Creation.

There is created and established a Tourism Advisory ~~Board~~ Commission, to be known as the "Palisade Tourism Advisory ~~Board~~Commission," which shall operate in accordance with and subject to the provisions, duties, and limitations of this Article.

Sec. 2-282. Appointment; removal; qualifications.

The Tourism Advisory Board shall consist of not more than eleven (11) or fewer than five (5) members appointed by the Board of Trustees. Where practicable, membership shall consist of representatives from various tourism-related businesses, including the lodging industry, food service, retail, the recreational industry, the agricultural industry, and the winery industry. At least two (2) members shall be Palisade residents and one (1) member a Palisade Trustee. Other members need not be residents of the Town but live or own a business in the 81526 zip code. Members shall serve at the pleasure of the Board of Trustees and may be removed from the Tourism Advisory ~~Board~~ Commission with or without cause by a majority vote of the Board of Trustees. Alternate members may be appointed by the Board of Trustees to serve in the absence of regular members.

Sec. 2-283. Term of office; vacancies.

The term of the members shall be two (2) years, except that the term of the Board of Trustees member shall run the length of his or her term of office or as determined by the Board of Trustees. In the event that a vacancy shall occur during the term of any appointed member, a successor shall be appointed by the Board of Trustees to serve the unexpired portion of the term. Upon expiration of their term, members may be reappointed to the Tourism Advisory ~~Board~~ Commission at the discretion of the Board of Trustees. Any member having three (3) consecutive unexcused absences shall automatically be considered to have resigned.

Sec. 2-284. Compensation.

Members of the Tourism Advisory ~~Board~~ Commission shall serve without compensation.

Sec. 2-285. Duties and responsibilities.

~~The Tourism Advisory Board shall provide guidance in the development of the tourism industry in the community and assist in the implementation of the Town's Marketing and Development Plan by:~~

- ~~(1) — Continuing the positive relationship between the Town and the business industry;~~
- ~~(2) — Advising the Town staff and the Board of Trustees concerning the preparation of a budget for the expenditures of funds in the Marketing and Economic Development Fund in order to promote and market the community;~~
- ~~(3) — Striving to create a viable downtown and provide jobs and income needed to sustain an active and vibrant downtown; and~~
- ~~(4) — Performing such other and further duties and responsibilities with respect to the Town's marketing and economic development efforts as may, from time to time, be delegated by the Board of Trustees, or which are provided for by Town ordinance.~~

The Tourism Advisory Commission will develop and execute a strategic destination marketing plan on behalf of the Town of Palisade and will allocate the resources of the Tourism Fund accordingly.

Sec. 2-286. Operation.

(a) The Tourism Advisory Board shall elect officers consisting of a Chairperson, Vice Chairperson, and a Secretary Contractor Contact person. Officers shall serve for a period of one (1) year. They may succeed themselves for not more than two (2) terms. Officers shall be selected at the first meeting of every year. Officers shall perform duties appropriate to their titles, such as:

(1) Chairperson: Lead meetings, work with staff on agenda development, and coordinate with Town staff on projects and involvement in public relations.

(2) Vice Chairperson: Fill in for the Chairperson when necessary and assist as needed with projects and public relations.

~~(3) — Secretary: Take and prepare minutes in a timely manner. Copies of all minutes shall be forwarded to the Board of Trustees. Minutes should be reflective of the agendas.~~

~~(b) — Town staff shall provide assistance to the Tourism Advisory Board as needed and at the direction of the Board of Trustees.~~

(3) Contractor Contact: Act as the point of contact with the marketing contractor to relay directions from the Tourism Advisory Commission in between meetings as necessary.

Sec. 2-287. Meetings.

The Tourism Advisory ~~Board~~ Commission shall meet at a place and time to be determined by ~~a majority of the members of the Tourism Advisory Board~~ the Board of Trustees.

Sec. 2-288. Rules and regulations.

The Tourism Advisory ~~Board~~ Commission may adopt rules and regulations governing its operation; provided, however, that no such rule or regulation, or any amendment thereto, shall become effective until such rule, regulation, or amendment has been approved by the Board of Trustees.

Secs. 2-289—2-300. Reserved.

Section 2. All ordinances and any part of any ordinance expressly in conflict herewith are hereby repealed.

INTRODUCED, READ, PASSED, ADOPTED, AND ORDERED PUBLISHED at a regular meeting of the Board of the Trustees of the Town of Palisade, Colorado, held on December 9, 2025.

TOWN OF PALISADE, COLORADO

By:

Greg Mikolai, Mayor

ATTEST:

Keli Frasier, CMC
Town Clerk



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: December 9, 2025

Presented By: Town Clerk

Department: Administration

Re: Trustee Vacancy

SUBJECT:
Trustee Vacancy

SUMMARY:
Trustee Nicole Maxwell submitted a letter of resignation to the Palisade Board of Trustees on November 14, 2025, creating a vacancy on the Board.

On July 28, 2020, the Palisade Board of Trustees adopted Resolution 2020-17, which set a process for filling vacancies on the Board.

DIRECTION:
In accordance with Resolution 2020-17, direct staff to advertise a Trustee vacancy for no less than 14 days, and schedule interviews for, and the appointment of, the vacant Trustee position for the regularly scheduled Board of Trustees meeting on Tuesday, January 13, 2026.

**TOWN OF PALISADE, COLORADO
RESOLUTION NO. 2020-17**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
PALISADE, COLORADO ADOPTING A PROCESS TO FILL A
VACANCY ON THE BOARD OF TRUSTEES**

WHEREAS, the filling of a vacancy on the Board of Trustees is governed by both the Colorado Revised Statutes and the Town of Palisade Municipal Code and neither cites any specific process; and

WHEREAS, C.R.S. § 31-4-303 and PMC § 2-23 both state that the Board of Trustees has the “power of appointment, to fill all vacancies in the Board”; and

WHEREAS, the Colorado Municipal League and CIRSA recommends that Boards initiate a formal process with sufficient advertisement of the vacancy to provide transparency and ample opportunity for participation; and

WHEREAS, CML and CIRSA further caution Boards to avoid appointing a replacement that will create turmoil or dysfunction within the Board; and

WHEREAS, the Board of Trustees desires to adopt a policy to guide the filling of future vacancies on the Board of Trustees.

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

1. The above recitals are hereby incorporated as findings by the Town of Palisade
2. The Board of Trustees hereby adopts the following process to fill vacancies on the Board of Trustees:
 - a. Advertise the vacancy for a period of 14 days, requesting applicants respond in writing to a series of questions regarding their qualifications and desire to serve.
 - b. If the Board desires, select finalists to interview in-person with the Board.
 - c. Select by majority vote a qualified individual to serve in the vacant seat until the next regular municipal election. The vote may be initially performed by ballots to narrow down the top candidate(s) with the appointment to be confirmed by a roll-call vote of the Board of Trustees.


THIS RESOLUTION was read, passed, and adopted by the Palisade Board of Trustees at the Special Meeting held this 28th day of July 2020.

TOWN OF PALISADE, COLORADO

By


Mayor

ATTEST:


Town Clerk

