



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

**January 12, 2021**

**6:00 pm Regular (Virtual) Meeting**  
**Work Session for Board Liability Training**  
**to Follow Regular Meeting**

- I. REGULAR MEETING CALLED TO ORDER AT 6:00 pm**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. AGENDA ADOPTION**
- V. ANNOUNCEMENTS**

- A. Zoom Meeting Etiquette:** *In order to comply with Colorado Open Meeting Laws, the “chat” ability has been disabled for all participants on the Zoom platform we are using to conduct this meeting. Additionally, the video and audio have been disabled for all participants except for staff and Board members. If you wish to speak to the Board of Trustees during Public Comment or on a single Agenda Item, please log-in or call into the meeting early and advise the meeting Host of which topic you wish to speak on. Staff and Board members, please mute your microphone at all times unless you are speaking.*
- B. Town Offices Closed Monday, January 18, 2021, for Martin Luther King, Jr. Day**

**VI. PRESENTATIONS**

- A. Martin Luther King Jr. Day Proclamation** – Presented by Mayor Mikolai
- B. National Crime Stoppers Month Proclamation** – Presented by Trustee Somerville

**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 – December 4, 2020 – January 7, 2021
- B. Minutes**  
Minutes from December 8, 2020, Regular Board Meetings

**IX. PUBLIC COMMENT**

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

**X. NEW BUSINESS**

- A. Discussion on Ending Utility Holiday due to COVID-19**  
*This item is for the Board to discuss reinstating late fees on past-due utility bills*
  - 1. Staff Presentation
  - 2. Decision - Motion, Second and Rollcall Vote

**B. Discussion regarding Signage down Peach Avenue and 1<sup>st</sup> Street Alley**

*This item is for the Board to discuss parking signage in the alley between Peach Avenue and 1<sup>st</sup> Streets North of the Colorado Weedery*

1. Staff Presentation
2. Board Direction to Staff

**C. MOU with Clifton Fire Department**

*This item is for the Board to enter into an Memoram of Understanding (MOU) with the Clifton Fire Department for staffing*

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

**XI. 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.*

**XII. COMMITTEE REPORTS**

**XIII. ADJOURNMENT**

**XIV. WORK SESSION**

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

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

**Regular meeting starts at 6:00 pm**

**Work Session/Board Training to follow**

**<https://zoom.us/j/94552461076>**

**Meeting ID Number: 945 5246 1076**

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

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

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



## *Proclamation*

### *Proclaiming Monday, January 18, 2021, as Martin Luther King, Jr. Day*

**WHEREAS**, that all people, regardless of the color of their skin, the persuasion of their theology, or the level of their intelligence, were built by one Creator with one blood, designed and fashioned to live on one earth with one another; and

**WHEREAS**, Martin Luther King, Jr. was a minister who dedicated his life for this purpose so we may, as Americans, truly live out the Declaration of Independence as we hold these truths to be self-evident, that all people are created equal, that they are endowed by their Creator with certain inalienable rights, that among these are life, liberty and the pursuit of happiness; and

**WHEREAS**, the third Monday of each January be acknowledged as Martin Luther King, Jr. Day in the Town of Palisade, not as a town holiday but as a day to acknowledge a great American who awakened a nation's conscience to not judge a person by the color of their skin but by the content of their heart; and

**WHEREAS**, every year in the week leading up to Martin Luther King, Jr. Day, several events are held within the Grand Valley communities to not only honor Martin Luther King, Jr., but to also educate and build stronger ties.

**NOW, THEREFORE, BE IT RESOLVED THAT THE PALISADE BOARD OF TRUSTEES** does hereby proclaim Monday, January 18, 2021, as:

### *Martin Luther King, Jr. Day*

throughout this community and calls upon all members of our community to observe this day with appropriate activities and programs that honor the memory and legacy of Dr. King.

**IN WITNESS WHEREOF**, I hereunto set my hand and cause to be affixed the official seal of the Town of Palisade this 12<sup>th</sup> day of January 2021.

---

Mayor Greg Mikolai  
For the Palisade Board of Trustees



## *Proclamation*

### ***Proclaiming January 2021 National Crime Stoppers Month***

**WHEREAS**, crime is a menace to our society. It tears apart lives and causes feelings of fear, anger, and helplessness. As caring citizens, we are obligated to do everything in our power to ensure that our communities are not victimized by criminals; and

**WHEREAS**, the Crime Stoppers of Mesa County program has empowered the citizens of Mesa County to take a stand against crime. This program brings together citizens, law enforcement, the media, businesses, and educational institutions to combat crime and make our communities safer; and

**WHEREAS**, combining media awareness, cash rewards, and an anonymous tipline for citizens to contact, Crime Stoppers of Mesa County has created an effective method for solving crimes and helping citizens take back control over their neighborhoods; and

**WHEREAS**, the award-winning, nationally recognized Crime Stoppers of Mesa County has been particularly effective and since 1983 has received 20,300 tips, which have led to 1,795 arrests and the recovery of over 9 million dollars in drugs and property. Anonymous Crime Stopper callers have been rewarded over \$307,000 for their valuable information; and

**WHEREAS**, Crime Stoppers of Mesa County has forged strong working relationships with all area law enforcement agencies, including Colorado State Patrol, Fruita Police Department, Grand Junction Police Department, Mesa County Sheriff's Office, Mesa County District Attorney's Office, and the Palisade Police Department; and

**WHEREAS**, Crime Stoppers of Mesa County is working to increase awareness of community safety issues and crime prevention efforts while also giving back to our community by offering grants to various organizations, partnership with Colorado Mesa University, and scholarships to Law Enforcement graduates.

**NOW, THEREFORE, BE IT RESOLVED THAT THE PALISADE BOARD OF TRUSTEES** does hereby proclaim January 2021, as:

### ***National Crime Stoppers Month***

throughout this community and calls upon all members of our community to increase their participation in our effort to prevent crime, thereby strengthening the communities in which we live.

**IN WITNESS WHEREOF**, I hereunto set my hand and cause to be affixed the official seal of the Town of Palisade this 12<sup>th</sup> day of January 2021.

---

Mayor Greg Mikolai  
For the Palisade Board of Trustees



## Welcoming the New Year 2021!!!

We welcome the new year with health, wealth, and happiness!

In this Manager Report, each Department Director has submitted highlighted accomplishments from 2020 and the beginning of 2021 projects.

I would like to acknowledge the hard work of the Department Directors and Staff over 2020. We faced multiple challenges, with the biggest being the COVID19 pandemic. Staff worked within Mesa County Public Health guidelines to keep the Town operating. Staff worked to minimize exposure to COVID19 both in personnel lives and on the job, to minimize spread through staff, and maintain social isolation while performing their jobs.

In addition to the daily operational duties of running a town: providing clean water, sewer, parks, streets, accounting, clerical, police, and emergency services, each department also took on additional jobs to move the Town forward, including CARES Act funding projects that had a very short time frame and very restrictive uses.

### **Accomplished 2020 Board Directed Projects:**

- Awarded \$2.5 million in grants for Capital Improvement Projects
- Applied for \$500,000 EPA Brownsfield Asbestos Remediation at Old School Grant
- Letter of Intent for Community Hospital Clinic to be built in Palisade
- IGA began with Clifton Sanitation to receive Palisade Sewer
- IGA began with Clifton Fire Department to share resources
- Complete Palisade Plunge Trail with Mesa County
- Purchased Parking Lot for Business Development & Plunge
- Distributed \$309,000 CARES Act Funding in 3 months to Local Businesses and Schools and Town with: parklets, safety equipment, water-bottle stations, tents for outdoor classrooms, police station & town hall health upgrades...
- Applied for \$300,000 Grant for Fire Tender
- Hired engineers beginning Highway 6 reconstruction plans
- RFP for engineers on sidewalks to high school
- Cresthaven Subdivision began construction
- Elected new Trustees and Mayor

## **2021 Board Projects Moving Forward:**

- Work within the COVID19 pandemic
- Complete engineering, landscape design, and start construction highway 6
- Complete engineering for sidewalks to high school
- Working with Community Hospital on a clinic
- Researching funding resources for the removal of the Old High School
- Pipeline mapping of town infrastructure, creating GIS maps and long term Capital Improvement Plan
- Tactical Fire Tender grants
- Sewer Treatment to Clifton IGA complete and funding obtained
- Public Restroom Construction
- Additional parklets if can obtain grant funding
- Complete MOU with Clifton Fire, work with new Fire Chief and development of department
- Research Broadband in the area for needed improvements
- Water Meter Upgrade
- North Park established
- Riverbend Boat ramp and river access improved
- Police Body Cameras
- Curbside Recycling
- Events – can we have them.....COVID19?

## **By Department:**

Below is a brief report from each Director on 2020 accomplishments, above and beyond the regular maintenance and town function duties.

### **Clerical Department – Keli Frasier – Town Clerk:**

The Clerical Department is often overlooked in government operations' grand scheme; however, it is vital in day-to-day operations and project management for the Town of Palisade.

As the faces of Town Hall, the Clerical team are the front line of communications with our citizens in all areas and is the primary contact for answering the phone, greeting, and assisting citizens. Provide general information as well as responses to specific customer questions requiring additional research. These duties require extensive knowledge of utility billing, cemetery operations, business licensing, and general Town policies and procedures. General knowledge of local festivals, planning clearances, liquor licensing, recreation, meeting schedules and content, water, sewer, street projects/timelines/emergencies, and other local emergencies/concerns (i.e., COVID reaction and policies) is also required.

These duties don't cease to continue during a pandemic, and our team maintained and continues to demonstrate our high standard of customer service throughout the COVID-19 crisis and has accomplished some amazing feats under these unusual circumstances:

- Palisade coordinated with the City of Fruita and held a successful April election last-minute notification Mesa County would not assist with ballot count as it has for the last 15+ years. A new Clerk took this job during this time and completed all processes of voting, including ordering ballots, sending to overseas military, etc.
- Began the process to organize and improve the Town's records management policies and procedures
- Keli Frasier successfully completed her first year of Clerk school through the Colorado Municipal Clerk's Association
- Assisted the Finance Department with the implementation of the new trash service throughout Town and fielded all incoming customer interaction.
- Applied for and won the Palisade Plunge Trail for the Colorado American Planning Association (COAPA) "Greatest Places" award. Thanks to the Planning Technician, Lydia, The Town of Palisade brought State acknowledgment to Mesa County.
- Received an AGNC grant award for signage for dog stations at our local parks
- For TAB - wrote and received a CTO (Colorado Tourism Office) 25K match grant with Fruita to establish a tourism "Bookends" partnership
- For TAB - Applied and received a mentorship grant with CTO to create a platform on the "Ride GPS" app that promotes all aspects of tourism. Ride GPS is a national app for users to navigate routes and visitation opportunities of an area
- Assisted the Tourism Advisory Board with the selection process of a new Marketing Agency for the Town of Palisade.

2021 has great things in store for the Administration team, and like 2020, we will continue to move forward no matter what gets thrown our way. **2021 Projects Underway:**

- Awarded Grant for a new website with the State of Colorado - Clerks will lead the implementation of a new Town website that will be more user friendly.
- Have all cemetery files in electronic format and available for citizen-initiated searches
- Fully implement the new Town-wide filing and records management system that was initiated in 2020.
- Continue training opportunities for all members of the Administrative staff
- Keli looks forward to completing year two of Clerk school
- Lydia plans on nominating the Cameo Sport Shooting Complex for the 2021 Colorado American Planning Association (COAPA) "Greatest Places" award
- Continue to research grant opportunities that will benefit Palisade and its citizens

While all of the tasks assigned to the Clerical team cannot go into this report, I hope it represents and highlights the importance of our team and showcases the great things we do. It is an honor to support the Town of Palisade and a privilege to serve the citizens each day, and we'd like to thank you for supporting all of staff and allowing us the opportunity to be the best at what we do.

## **Parks – Recreation – Events Department – Troy Ward, Director:**

As one of the Directors for the Town, I have the privilege to oversee Parks, Recreation, Events, Facilities, Cemetery, Sunday Market, and Fleet vehicle and Equipment Maintenance. The Town is fortunate to have a highly qualified and dedicated staff that work in each of these areas.

2020 was undoubtedly a difficult year. We started off the year with great enthusiasm after having such a successful 2019. Even with all the COVID-19 restrictions, staff accomplished a lot this past year. I want to compliment Town staff for having a continuous attitude of - no task is too great, and a willingness rise to every occasion in accomplishing the long list below. I want to personally thank our Town staff of Bryan Chavez, Colin Christian, David Johns, Derek Malik, Seraphina Hunter, and Steve Heuton. We had a couple of tremendous seasonal employees this year, and I want to bring special attention to the help that Ben Widegren, Roger Granat, and Shelley Kopasz provided us in accomplishing our goals.

I sincerely thank you all for your contributions to the Town.

### **2020 accomplishments:**

- Built a new custom Palisade Board of Trustees Dias in honor of retiring Mayor, Roger Granat
- Russian Olive and Tamarisk removal in Riverbend Park
- Bank beautification with large decorative boulders
- Planted 36 new cotton-less cottonwood trees in Riverbend Park 3” to 6”-inch caliber trees
- Electrical upgrade in Riverbend Park for festivals
- Widening of the turn into Riverbend parking lot
- Overhaul of the neglected sprinkler system in Riverbend Park
- Completed engineering plans for headgate irrigation pond upgrade in Riverbend Park
- Landscaping in the new bulb-outs
- Complied with all new COVID-19 regulations - Parks, Facilities, Sunday Market, Cemetery, Recreation
- Painted lions club shelter at Riverbend Park
- Painted Palisade Fire & Palisade Police Department training room
- Painted all interior walls and kitchen in Veterans Memorial Community Center
- New security door at Veterans Memorial Community Center
- Wi-Fi upgrade at Veterans Memorial Community Center
- Cleaning out of spare rooms at Veterans Memorial Community Center
- New electronic locks on outdoor restrooms
- Complete resurfacing of the walking path around Peachbowl Park
- Fabricated new safety rail for the pool’s mechanical room
- New pool circulation pump & pool pulsar pump
- New surface paint and nets for the pickleball courts
- Chipped hundreds of Russian olive and tamarisk trees into mulch
- Augmentation of arid soils in Riverbend Park using mulch and Town leaf pick up debris

- Maintained and enhanced boat launch in Riverbend park
- Repainted surface area of the pool and repainted signage
- Remodeled pool office area to comply with COVID-19 restrictions
- Audio, visual, technological upgrade for the Town Board of Trustees Chambers
- Successful execution of the Sunday market with tremendous help from Seraphina Hunter
- New Sod in Riverbend and Peachbowl park
- Installed new benches in Riverbend park
- Fabricated metal shade structure for COVID-19 compliant outdoor meetings, town hall
- New zipline, playground equipment, and shade structures in Riverbend park
- New Parklets - concept, construction/fabrication, and installation
- Police Department remodel
- New mini-split HVAC unit in the Police Department
- New HVAC controller in Town Hall
- Complete cleaning of all ductwork in Town Hall
- Phase 1 completion of Town Gym remodel (Sgt. Stanford of PPD is project lead)
- Fabrication of new handrail behind the Police Department
- Installation of the Altrusa children's outdoor library
- Installation of a new donated sign into Riverbend park from the Palisade Sunrise Rotary
- Tens of thousands of dollars in cost savings across all Departments in the Town from David Johns in fleet and equipment maintenance as a Certified ASE Technician
- Established equipment check out and return program
- Established maintenance schedule for all Town-owned vehicles and equipment (Police, Fire, Streets, Parks, Water, Facilities, Distribution, etc.)
- Effectively established trusting relationships with dealerships, part suppliers, repair shops
- Safely conducted burials in Town-owned Cemetery in compliance with all COVID-19 restrictions
- Replacement of old funeral service equipment
- Installed concrete backers in Cemetery shop yard to facilitate a safer work environment
- Continued reorganization of cemetery shop, equipment yard, and "new" east section by Steve Heuton
- Implemented new, more effective AP approval process from the Town Finance Department
- Successfully applied for and received GOCO and CYCA grant for invasive tree removal
- Set up a festival tent at Palisade High School for an outdoor classroom and practice area
- Established Lil' tikes Friday morning open gym (until COVID-19 closure)
- Continued expansion of the Palisade Rugby program (until COVID-19 closure)
- Reintroduction of Palisade staff guided weekly recreational hikes throughout Mesa County

There were many more daily functions that were essential to the function of the Town that did not make this list. We would like to thank you, The Palisade Board of Trustees, for allowing us the opportunity to do so much for our Town. It is an honor and a privilege to serve the citizens and guests of our wonderful little town. We look forward to a better 2021!

## **Police Department – Deb Funston, Chief of Police**

2020 proved to be a very challenging year for law enforcement as well as the challenges our country faced as a nation. The culture of policing in America is ever-changing and tests each and every department in the law enforcement world to adjust to the constant changes occurring in society today. The mission of law enforcement remains to serve and protect; however, how we determine, the manner in which this mission is carried out is a constant work in progress.

The Palisade Police Department continues to bring professional services to our community despite pandemics and social upheaval occurring all around our country. Although our small community was fairly sheltered from social unrest and direct critical health issues, our department was certainly not immune from health and legal mandates requiring additional unfunded resources. Securing a safe environment in Palisade for our citizens and visitors was a priority while also balancing healthy practices as it related to COVID guidelines.

### **Stats for December**

153 Calls for Service, 114 more than November

#### **December Reports and Summons**

19 Case Reports

24 Supplement Reports

1 Arrest (Fugitive from Justice Arrest Warrant/Juvenile transported to DYS Facility)

6 Traffic Summons (3 County, 3 Municipal)

2 – Speeding (10-19 MPH Over)

1 – Failed to Yield Right-Of-Way to pedestrian in crosswalk

1 – Hit and Run Failed to Remain on scene

1 – Expired License Plates

1 – Unsafe Backing

### **Stats for 2020**

**3080 Calls year to date in 2020, 967 calls down from 2019.**

This can be contributed to the amount of reduced contacts due to COVID related mandates.

**2020 yielded 287 Traffic related citations and 139 physical arrests.**

### **Code Compliance**

- Notices given to properties for leaf piles left on street after final Town leaf pick up: 4
- Notices give to properties for snow on sidewalk after Dec. 12th snowfall:

35 Open Issues before December: 12

December Issues:

- PMC Sec. 7-3, 7-4                      Public Nuisance: 4
- PMC Sec. 7-92(a)                      Weeds, Brush, Rubbish: 2
- PMC Sec. 8-42                      Abandoned/Junked Vehicle: 1
- PMC Sec. 11-1                      Sidewalks clean and snow-free: 1
- LDC Sec. 4.08                      Planning Clearance: 2
- Complaint about Town “dog at large” enforcement
- Neighbor Dispute

Total: 12

Issues Closed in December: 17

Open at end of December: 7

**Issues Year to Date: 221**

**TRAINING**

Palisade Police Department completed all required hours for all certified police officers for the State of Colorado Police Officer Standards and Training (POST).

**Finance Department, Travis Boyd, Director:**

2020 was a year defined by the challenges it presented to our community and the world at large. COVID-19 introduced great uncertainty with regard to the safety of our shared spaces, the capacity of our services and infrastructure, and the stability of financial resources. The COVID-19 virus impacted everyone, and the finance department was no exception. In response to the threat, we effectively implemented processes that allowed for remote workflow and minimized the risk of service interruptions in support of Town operations. Some of these processes include:

- Digitizing invoice processing
- Establishing a Virtual Private Network connection to access our servers
- Build a VOIP phone system that reduces overall cost and can be used over any internet connection
- Created a digitized timekeeping system for employees to support payroll operations
- Facilitated a fully remote financial statement audit
- Maintained customer service responsiveness while working remotely

In addition to addressing the COVID-19 threat to maintain the level of service that is expected, we also worked on some of the following projects:

- Corona Virus Relief Fund (CVRF) Grant administration
- Hired an additional accountant, with the plan for Finance Director to be part-time.

- Recovered \$63,000 from the Mesa County Federal Mineral Lease District for a 2019 Fire Brush Truck purchase
- Colorado Department of Public Health and Environment RREO Grant administration
- DOLA Energy Impact Assistance Fund Grant Administration
- Internal Control design revisions to improve the safeguarding of assets and facilitate operational effectiveness

In 2021, the Finance Department will continue to provide day-to-day support to the public and all other departments of the Town. This support will include payroll processing, payment processing, internal control implementation and review, financial reporting, executive advisory services, grant administration, information technology service coordination, and website development. We expect 2021 to present its own challenges, and our talented team of financial professionals are positioned to meet those challenges head-on.

## **Utilities Department, Matt Lemon, Director:**

### **2020 Accomplishments**

- Everyone in Town saw our Elberta water leak! An 8-inch main that broke in the sleeve under the Price Stub ditch. Town staff worked tirelessly to restore water to everyone in Town within 18 hours. The project required the assistance of Ute water, who provided water to the north side of the canal, and the City of Grand Junction, who provided a second specific gasket for a fitting. The project required forethought and ingenuity to restore water in a timely manner with all the circumstances involved.
- **Water Projects**
  - The Cabin Reservoir fence project replaced the West fence line with new corner and tie posts, and wire was re-stretched. This project will continue into 2021 to fence out any possible domestic cattle in the area.
  - Cottonwood intake improvement installed a stainless-steel grate designed, built, and installed by staff. Before the grate was installed, there were two open pipes that had no debris protection at the entrance to the main fill supply of Cabin Reservoir.
  - PLC/SCADA upgrade was complete with the help of Mountain Peaks Controls. This project updated all the PLC and software that controls the Pall Skids.
- **Pedestrian Safety Improvements**
  - Installed curbing at 2nd and Peach along with 2nd and Kluge, which created a structure for cars to maneuver around. Installed the missing stop sign close to the

brewery and created space for two planters to beautify this area in 2021.

- Fence installed along Kluge Avenue designating entrance/exit areas to increase pedestrian safety. Painted crosswalks in this area as well.
- Logan Ave sidewalk project improved pedestrian and bike safety in the area. The six-foot-wide path next to Peach Bowl Park and 4 foot continuing North to tie into existing sidewalks. Storm drains were improved North of 5th street in this project.
- Other Projects
  - *Boat ramp* improvement at Rim Trail boat launch. This ramp was perpendicular to the river at a steep angle. Vehicles were losing traction and eroding the bank even more. We changed the angle to the boat ramp to reduce the grade and improve traffic flow when vehicles are entering and exiting the boat launch area.
  - *Radar sign* installations to inform motorists of their actual speeds with instant notification. These signs also collect many data points that can be retrieved and analyzed by the PD for better enforcement.
    - Locations: First Street westbound, Elberta Southbound, North River Road, both East and West travel.
  - *Palisade rim* parking improvements in coordination with Mesa County has plans at the ninety percent stage. This plan adds 15 parking spaces and a vault toilet to the Rim Trail trailhead.
  - *Bower sewer* project started with a failing sewer line that was not built to current standards. We were not able to clean or inspect this aging line adequately. Along with the sewer improvements, we were also able to upgrade the Waterline to an 8-inch line adequate for fire protection and possible future development in this area.
  - *Cresthaven Acres* has provided many new home buyers the opportunity to live in Palisade. Town staff has been busy inspecting projects and working with the developer to ensure a quality development is installed that will be an asset to the Town moving forward.
  - *Stormwater management* changed from 5-2-1 drainage authority operated by the City of Grand Junction to Mesa County drainage. Along with this change came new leadership and the need to ensure all documents were accounted for. The utilities department has been busy the last part of 2020, creating and redesigning our Stormwater Manual to be a modern, usable document.



175 East Third Street  
P.O. Box 128  
Palisade, CO 81526

Phone: (970) 464-5602  
Fax: (970) 464-5609  
[www.townofpalisade.org](http://www.townofpalisade.org)

---

## EXPENDITURES - APPROVAL BY DEPT

Council Meeting Date – December 8, 2020

Date Range of Payables – 12/18/20 – 01/07/21

## Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input date = 12/18/2020-01/07/2021

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AFLAC INSURANCE	PR1212200	AFLAC After-Tax Pay Period: 12/	12/21/2020	55.80	55.80	12/30/2020	
AFLAC INSURANCE	PR1212200	AFLAC Pre-tax Pay Period: 12/12	12/21/2020	264.78	264.78	12/30/2020	
AFLAC INSURANCE	PR1226200	AFLAC After-Tax Pay Period: 12/	12/30/2020	55.80	.00		
AFLAC INSURANCE	PR1226200	AFLAC Pre-tax Pay Period: 12/26	12/30/2020	264.78	.00		
COLORADO DEPT OF REVENUE	PR1212200	State Withholding Tax Pay Period	12/21/2020	2,571.00	.00		
COLORADO DEPT OF REVENUE	PR1226200	State Withholding Tax Pay Period	12/30/2020	2,330.00	.00		
FICA/MED/ P/R TAXES	PR1212202	Federal Withholding Tax Pay Peri	12/21/2020	6,920.05	.00		
FICA/MED/ P/R TAXES	PR1212202	Social Security Pay Period: 12/12	12/21/2020	2,936.98	.00		
FICA/MED/ P/R TAXES	PR1212202	Social Security Pay Period: 12/12	12/21/2020	2,909.90	.00		
FICA/MED/ P/R TAXES	PR1212202	Medicare Pay Period: 12/12/2020	12/21/2020	1,204.14	.00		
FICA/MED/ P/R TAXES	PR1212202	Medicare Pay Period: 12/12/2020	12/21/2020	1,204.14	.00		
FICA/MED/ P/R TAXES	PR1226202	Federal Withholding Tax Pay Peri	12/30/2020	6,541.05	.00		
FICA/MED/ P/R TAXES	PR1226202	Social Security Pay Period: 12/26	12/30/2020	3,135.45	.00		
FICA/MED/ P/R TAXES	PR1226202	Social Security Pay Period: 12/26	12/30/2020	3,108.38	.00		
FICA/MED/ P/R TAXES	PR1226202	Medicare Pay Period: 12/26/2020	12/30/2020	1,075.15	.00		
FICA/MED/ P/R TAXES	PR1226202	Medicare Pay Period: 12/26/2020	12/30/2020	1,075.15	.00		
FIRE AND POLICE PENSION	PR1212200	FPPA 457 Pay Period: 12/12/202	12/21/2020	50.00	.00		
FIRE AND POLICE PENSION	PR1212200	FPPA Fire DD Pay Period: 12/12/	12/21/2020	130.53	.00		
FIRE AND POLICE PENSION	PR1212200	Police Pension Pay Period: 12/12	12/21/2020	2,073.50	.00		
FIRE AND POLICE PENSION	PR1212200	Police Pension Pay Period: 12/12	12/21/2020	1,507.99	.00		
FIRE AND POLICE PENSION	PR1212200	Fire Pension Pay Period: 12/12/2	12/21/2020	512.77	.00		
FIRE AND POLICE PENSION	PR1212200	Fire Pension Pay Period: 12/12/2	12/21/2020	372.93	.00		
FIRE AND POLICE PENSION	PR1212200	FPPA Police DD Pay Period: 12/1	12/21/2020	527.81	.00		
FIRE AND POLICE PENSION	PR1226200	FPPA Fire DD Pay Period: 12/26/	12/30/2020	130.53	.00		
FIRE AND POLICE PENSION	PR1226200	Police Pension Pay Period: 12/26	12/30/2020	2,270.12	.00		
FIRE AND POLICE PENSION	PR1226200	Police Pension Pay Period: 12/26	12/30/2020	1,650.99	.00		
FIRE AND POLICE PENSION	PR1226200	Fire Pension Pay Period: 12/26/2	12/30/2020	512.77	.00		
FIRE AND POLICE PENSION	PR1226200	Fire Pension Pay Period: 12/26/2	12/30/2020	372.93	.00		
FIRE AND POLICE PENSION	PR1226200	FPPA Police DD Pay Period: 12/2	12/30/2020	577.87	.00		
FIRE AND POLICE PENSION	PR1226200	FPPA 457 Pay Period: 12/26/202	12/30/2020	50.00	.00		
ICMA TRST 401 - 107074	PR1212200	ICMA 401K Pay Period: 12/12/20	12/21/2020	1,809.20	.00		
ICMA TRST 401 - 107074	PR1212200	ICMA 401K Pay Period: 12/12/20	12/21/2020	1,809.20	.00		
ICMA TRST 401 - 107074	PR1226200	ICMA 401K Pay Period: 12/26/20	12/30/2020	1,831.01	.00		
ICMA TRST 401 - 107074	PR1226200	ICMA 401K Pay Period: 12/26/20	12/30/2020	1,831.01	.00		
ICMA TRST 457 - 304721	PR1212200	ICMA 457 Pay Period: 12/12/202	12/21/2020	100.00	.00		
ICMA TRST 457 - 304721	PR1226200	ICMA 457 Pay Period: 12/26/202	12/30/2020	100.00	.00		
UTILITY REFUNDS	UTILITY REFU	REFUND CHECK	01/06/2021	79.56	.00		
UTILITY REFUNDS	UTILTY REFU	REFUND CHECK	01/06/2020	72.44	.00		
FAMILY SUPPORT REGISTRY	PR1212201	FIPS 056888833 Garnishment P	12/21/2020	227.08	227.08	12/21/2020	
FAMILY SUPPORT REGISTRY	PR1226201	FIPS 056888833 Garnishment P	12/30/2020	342.08	342.08	12/30/2020	
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	15,980.31	.00		
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	67.17	.00		
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	1,152.66	.00		
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	101.69	.00		
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	872.23	.00		
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	77.48	.00		
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	66.48	.00		
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	5,768.75	.00		
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	4,951.04	.00		
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	49.95	.00		
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	3,719.28	.00		
CIGNA HEALTHCARE	PR1212201	Health and Dental Insurance Cig	12/21/2020	214.65	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CIGNA HEALTHCARE	PR1226201	Health and Dental Insurance Cig	12/30/2020	66.56	.00		
CIGNA HEALTHCARE	PR1226201	Health and Dental Insurance Cig	12/30/2020	77.47	.00		
CIGNA HEALTHCARE	PR1226201	Health and Dental Insurance Cig	12/30/2020	49.95	.00		
CIGNA HEALTHCARE	PR1226201	Health and Dental Insurance Cig	12/30/2020	214.56	.00		
CIGNA HEALTHCARE	PR1226201	Health and Dental Insurance Cig	12/30/2020	67.17	.00		
CIGNA HEALTHCARE	PR1226201	Health and Dental Insurance Cig	12/30/2020	101.69	.00		
ANTHEM BLUE CROSS AND BL	PR1212201	Vision Insurance Vision Employee	12/21/2020	17.64	.00		
ANTHEM BLUE CROSS AND BL	PR1212201	Vision Insurance Vision Employee	12/21/2020	17.72	.00		
ANTHEM BLUE CROSS AND BL	PR1212201	Vision Insurance Vision Employee	12/21/2020	11.48	.00		
ANTHEM BLUE CROSS AND BL	PR1212201	Vision Insurance Vision Employee	12/21/2020	63.77	.00		
ANTHEM BLUE CROSS AND BL	PR1226201	Vision Insurance Vision Employee	12/30/2020	17.61	.00		
ANTHEM BLUE CROSS AND BL	PR1226201	Vision Insurance Vision Employee	12/30/2020	17.74	.00		
ANTHEM BLUE CROSS AND BL	PR1226201	Vision Insurance Vision Employee	12/30/2020	11.48	.00		
ANTHEM BLUE CROSS AND BL	PR1226201	Vision Insurance Vision Employee	12/30/2020	63.77	.00		
ALPINE BANK CC	TB DEC 3111	PAV - SHIPPING COX SALE	12/18/2020	700.08	.00		
WISELAND CONSTRUCTION &	12292020	PARTIAL RETURN OF BOND	12/29/2020	2,500.00	2,500.00	12/30/2020	
Total :				91,615.25	3,389.74		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>ADMINISTRATION</b>							
CAPITAL BUSINESS SYSTEMS	28487308	COPIER LEASE	01/01/2021	511.00	.00		
CIRSA	210092	PROPERTY AND CASUALTY CO	01/01/2021	68,867.20	.00		
GRAND JUNCTION MEDIA, INC.	01213427	EMPLOYMENT- PLANNING DIR	12/31/2020	540.00	.00		
LINCOLN NATIONAL	180265372	Life Insurance - Admin	12/18/2020	27.75	27.75	12/30/2020	
OFFICE DEPOT	145341423001	OFFICE SUPPLY - ADMIN	12/18/2020	23.96	.00		
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	295.05	295.05	09/30/2020	
CENTURY LINK	12012020	0031 - PT TO PT DATA- ADMIN	12/01/2020	547.60-	547.60-	12/30/2020	
CENTURY LINK	12012020	0031 - PT TO PT DATA- WTR	12/01/2020	273.81-	273.81-	12/30/2020	
CENTURY LINK	12012020	9016 - ADMIN. FAX	12/01/2020	103.81	103.81	12/30/2020	
XCEL ENERGY	712274839	ADMINISTRATION LIGHTS	12/14/2020	818.99	.00		
ASSOCIATED GOVERNMENTS	2237	AGNC DUES	01/01/2021	2,500.00	.00		
SPECTRUM BUSINESS	000082012212	INTERNET COMMUNITY CENTE	12/21/2020	59.00	.00		
J-U-B ENGINEERS	0139072	GENERAL ENGINEERING	12/18/2020	3,941.26	.00		
KARP NEU HANLON, PC	28444	GENERAL PROFESSIONAL SER	01/05/2021	5,918.00	.00		
BOYD, TRAVIS	FBP12282020	FLEX BENEFIT PLAN	12/28/2020	201.28	201.28	12/30/2020	
ALPINE BANK CC	JH DEC 3061	DUES	12/18/2020	52.99	.00		
ALPINE BANK CC	JH DEC 3061	ADMIN - OPERATING	12/18/2020	4.25	.00		
ALPINE BANK CC	JH DEC 3061	ADMIN - OPERATING	12/18/2020	42.38	.00		
ALPINE BANK CC	JH DEC 3061	ADMIN - OPERATING	12/18/2020	45.00	.00		
ALPINE BANK CC	KF DEC 3160	PROFESSIONAL SERVICES	12/18/2020	92.34	.00		
ALPINE BANK CC	KF DEC 3160	ADMIN - OPERATING	12/18/2020	69.97	.00		
ALPINE BANK CC	KF DEC 3160	DUES	12/18/2020	136.00	.00		
ALPINE BANK CC	KF DEC 3160	PROFESSIONAL SERVICES	12/18/2020	619.88	.00		
ALPINE BANK CC	ML DEC 3103	ADMIN - OPERATING	12/18/2020	1,750.00	.00		
ALPINE BANK CC	TB DEC 3111	INFO TECH	12/18/2020	214.80	.00		
CENTURYLINK	151429741	ADM - INTERNET	09/20/2020	293.96	293.96	12/30/2020	
CENTURYLINK	161256128	ADM - INTERNET	10/20/2020	281.80	281.80	12/30/2020	
CENTURYLINK	171272841	ADM - INTERNET	11/20/2020	281.80	281.80	12/30/2020	
Total ADMINISTRATION:				86,871.06	664.04		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>COMMUNITY DEVELOPMENT</b>							
LINCOLN NATIONAL	180265372	Life Insurance - Comm Dev	12/18/2020	9.25	9.25	12/30/2020	
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	231.82	231.82	09/30/2020	
J-U-B ENGINEERS	0139072	CRESTHAVEN ACRES	12/18/2020	883.20	.00		
ALPINE BANK CC	KF DEC 3160	MAILCHIMP	12/18/2020	66.99	.00		
Total COMMUNITY DEVELOPMENT:				1,191.26	241.07		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>TOURISM FUND</b>							
ALPINE BANK CC	KF DEC 3160	MAILCHIMP - ONLINE MARKETI	12/18/2020	87.99	.00		
Total TOURISM FUND:				87.99	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>RECREATION</b>							
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	263.44	263.44	09/30/2020	
Total RECREATION:				263.44	263.44		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>COURT</b>							
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	42.15	42.15	09/30/2020	
Total COURT:				42.15	42.15		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>POLICE</b>							
BOOKCLIFF AUTO PARTS INC	188534	PD- VEHICLE MAINTENANCE	01/04/2021	19.68-	.00		
HEUTON TIRE COMPANY INC.	154745	PD-TIRE MAINTENANCE	12/22/2020	729.00	729.00	12/30/2020	
HEUTON TIRE COMPANY INC.	154879	PD-TIRES	01/06/2021	693.00	.00		
JIM DIBLE OIL COMPANY	110700	POLICE DEPT - GAS / DIESEL	11/06/2020	106.26	.00		
JIM DIBLE OIL COMPANY	110947	POLICE DEPT - GAS / DIESEL	12/04/2020	110.36	.00		
JIM DIBLE OIL COMPANY	111032	POLICE DEPT - GAS / DIESEL	12/01/2020	112.22	.00		
JIM DIBLE OIL COMPANY	111098	POLICE DEPT - GAS / DIESEL	12/18/2020	102.63	.00		
JIM DIBLE OIL COMPANY	111158	POLICE DEPT - GAS / DIESEL	12/28/2020	101.53	.00		
LINCOLN NATIONAL	180265372	Life Insurance - Police	12/18/2020	64.75	64.75	12/30/2020	
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	1,896.75	1,896.75	09/30/2020	
CENTURY LINK	12012020	1343 - PD INTOXICATOR PORTI	12/01/2020	35.00	35.00	12/30/2020	
CENTURY LINK	12012020	1343 - TOWN HALL INTERNET-R	12/01/2020	153.17	153.17	12/30/2020	
CENTURY LINK	12012020	0031 - PT TO PT DATA- POLICE	12/01/2020	273.81-	273.81-	12/30/2020	
VERIZON WIRELESS	9869229645	POLICE DEPARTMENT CELL PH	12/15/2020	496.78	.00		
VERIZON WIRELESS	9869229645	PD BLUETREE MODEM	12/15/2020	360.09	.00		
HARPER, NYKOLAI	FBP 12232020	FLEXIBLE BENEFIT PLAN	12/23/2020	284.16	284.16	12/30/2020	
COUGHRAN, CARRIE	FBP12012020	FLEXIBLE PLAN REIMBURSEM	12/01/2020	707.00	707.00	12/23/2020	
KINETIC LEASING, INC.	243323	INTERCEPTOR LEASE (3)	12/10/2020	3,869.04	3,869.04	12/30/2020	
ALPINE BANK CC	DF DEC 3129	PD - PROFESSIONAL SERVICE	12/18/2020	50.00	.00		
ALPINE BANK CC	DF DEC 3129	PD - OPERATING SUPPLIES	12/18/2020	52.31	.00		
ALPINE BANK CC	DF DEC 3129	PD - TRAINING	12/18/2020	125.00	.00		
ALPINE BANK CC	DF DEC 3129	PD - OPERATING SUPPLIES	12/18/2020	44.73	.00		
ALPINE BANK CC	TB DEC 3111	PD - OPERATING SUPPLIES	12/18/2020	121.15	.00		
CENTURYLINK	151429741	POL INTERNET	09/20/2020	146.98	146.98	12/30/2020	
CENTURYLINK	161256128	POL INTERNET	10/20/2020	140.89	140.89	12/30/2020	
CENTURYLINK	171272841	POL INTERNET	11/20/2020	140.89	140.89	12/30/2020	
Total POLICE:				10,350.20	7,893.82		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>CEMETERY</b>							
JIM DIBLE OIL COMPANY	110700	CEMETERY - GAS / DIESEL	11/06/2020	31.05	.00		
JIM DIBLE OIL COMPANY	110947	CEMETERY - GAS / DIESEL	12/04/2020	35.34	.00		
JIM DIBLE OIL COMPANY	111032	CEMETERY - GAS / DIESEL	12/01/2020	23.53	.00		
JIM DIBLE OIL COMPANY	111098	CEMETERY - GAS / DIESEL	12/18/2020	31.89	.00		
JIM DIBLE OIL COMPANY	111158	CEMETERY - GAS / DIESEL	12/28/2020	21.29	.00		
LINCOLN NATIONAL	180265372	Life Insurance - Cemetery	12/18/2020	9.25	9.25	12/30/2020	
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	189.67	189.67	09/30/2020	
XCEL ENERGY	712274839	CEMETERY LIGHTS	12/14/2020	49.76	.00		
Total CEMETERY:				391.78	198.92		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>FIRE / EMS</b>							
BOOKCLIFF AUTO PARTS INC	136331	FD VEHICLE REPAIRS	09/08/2020	38.98	.00		
BOOKCLIFF AUTO PARTS INC	142393	FD VEHICLE REPAIRS	09/20/2020	5.38	.00		
BOOKCLIFF AUTO PARTS INC	179990	FD VEHICLE MAINTENANCE	12/11/2020	71.20	71.20	12/30/2020	
BOOKCLIFF AUTO PARTS INC	184981	FD VEHICLE REPAIRS	12/23/2020	207.15	207.15	12/30/2020	
BOOKCLIFF AUTO PARTS INC	184985	FD VEHICLE MAINTENANCE	12/23/2020	38.97	38.97	12/30/2020	
BOOKCLIFF AUTO PARTS INC	185000	FD VEHICLE MAINTENANCE	12/23/2020	95.94	95.94	12/30/2020	
BOOKCLIFF AUTO PARTS INC	185243	FD VEHICLE MAINTENANCE	12/23/2020	35.98	35.98	12/30/2020	
BOOKCLIFF AUTO PARTS INC	185244	FD VEHICLE MAINTENANCE	12/23/2020	12.73	12.73	12/30/2020	
BOOKCLIFF AUTO PARTS INC	188437	FD VEHICLE MAINTENANCE	01/04/2021	20.97	.00		
BOUND TREE MEDICAL, LLC	83867478	MEDICAL SUPPLIES/EMS	12/02/2020	188.75	.00		
BOUND TREE MEDICAL, LLC	83876406	MEDICAL SUPPLIES/EMS	12/09/2020	898.63	.00		
BOUND TREE MEDICAL, LLC	83883716	MEDICAL SUPPLIES/EMS	12/15/2020	36.49	.00		
BOUND TREE MEDICAL, LLC	83895216	MEDICAL SUPPLIES/EMS	12/28/2020	114.06	.00		
BOUND TREE MEDICAL, LLC	83897146	MEDICAL SUPPLIES/EMS	12/29/2020	1,022.14	.00		
JIM DIBLE OIL COMPANY	110700	FIRE/EMS GAS & DIESEL	11/06/2020	156.84	.00		
JIM DIBLE OIL COMPANY	110947	FIRE/EMS GAS & DIESEL	12/04/2020	213.32	.00		
JIM DIBLE OIL COMPANY	111032	FIRE/EMS GAS & DIESEL	12/01/2020	14.48	.00		
JIM DIBLE OIL COMPANY	111098	FIRE/EMS GAS & DIESEL	12/18/2020	182.50	.00		
JIM DIBLE OIL COMPANY	111158	FIRE/EMS GAS & DIESEL	12/28/2020	13.10	.00		
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	1,106.44	1,106.44	09/30/2020	
CENTURY LINK	12012020	4735 - FIRE INTERNET	12/01/2020	161.77	161.77	12/30/2020	
CENTURY LINK	12012020	0032 PHONE - FIRE ALERT SYS.	12/01/2020	1,170.57	1,170.57	12/30/2020	
CENTURY LINK	12012020	9913 - FIRE ALARM	12/01/2020	192.15	192.15	12/30/2020	
CENTURY LINK	12012020	0032 DATA - FIRE ALERT SYS.	12/01/2020	375.00	375.00	12/30/2020	
GCR TIRES & SERVICE	202-114392	FD - VEHICLE REPAIRS	01/05/2021	267.02	.00		
VERIZON WIRELESS	9869229645	FIRE DEPT / CHIEF	12/15/2020	97.24	.00		
XCEL ENERGY	712274839	FIRE/EMS LIGHTS	12/14/2020	918.43	.00		
Total FIRE / EMS:				7,656.23	3,467.90		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>EMS</b>							
BOOKCLIFF AUTO PARTS INC	183853	STREETS / PARKS SHARED CO	12/21/2020	13.99-	13.99-	12/30/2020	
BOOKCLIFF AUTO PARTS INC	183857	STREETS / PARKS SHARED CO	12/21/2020	115.99-	115.99-	12/30/2020	
BOOKCLIFF AUTO PARTS INC	184018	STREETS / PARKS SHARED CO	12/21/2020	15.87	15.87	12/30/2020	
BOOKCLIFF AUTO PARTS INC	184177	STREETS / PARKS SHARED CO	12/21/2020	81.60	81.60	12/30/2020	
BOOKCLIFF AUTO PARTS INC	184324	STREETS / PARKS SHARED CO	12/21/2020	46.40	46.40	12/30/2020	
BOOKCLIFF AUTO PARTS INC	187087	STREETS / PARKS SHARED CO	12/30/2020	69.54	.00		
BOOKCLIFF AUTO PARTS INC	188510	STREETS / PARKS SHARED CO	01/04/2021	47.01	.00		
BOOKCLIFF AUTO PARTS INC	188534	STREETS / PARKS SHARED CO	01/04/2021	361.51-	.00		
BOOKCLIFF AUTO PARTS INC	188737	STREETS / PARKS SHARED CO	01/04/2021	11.66	.00		
BOOKCLIFF AUTO PARTS INC	188972	STREETS / PARKS SHARED CO	01/05/2021	47.04	.00		
BOOKCLIFF AUTO PARTS INC	189081	STREETS / PARKS SHARED CO	01/05/2021	101.94	.00		
WESTERN IMPLEMENT	IN13189	SHARED EXPENSES	12/31/2020	584.95	.00		
ALPINE BANK CC	KF DEC 3160	SHARED EXPENSES	12/18/2020	93.99	.00		
Total EMS:				608.51	13.89		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>STREETS</b>							
ADCOCK CONCRETE INC.	7415	ALLEY IMPROVENTS	12/22/2020	3,374.40	.00		
JIM DIBLE OIL COMPANY	110700	STREETS - GAS / DIESEL	11/06/2020	77.63	.00		
JIM DIBLE OIL COMPANY	110947	STREETS - GAS / DIESEL	12/04/2020	88.35	.00		
JIM DIBLE OIL COMPANY	111032	STREETS - GAS / DIESEL	12/01/2020	58.83	.00		
JIM DIBLE OIL COMPANY	111098	STREETS - GAS / DIESEL	12/18/2020	79.74	.00		
JIM DIBLE OIL COMPANY	111158	STREETS - GAS / DIESEL	12/28/2020	53.22	.00		
LINCOLN NATIONAL	180265372	Life Insurance - Streets	12/18/2020	27.75	27.75	12/30/2020	
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	421.50	421.50	09/30/2020	
QUIKRETE COMPANIES	21893776	STREET MAINTENANCE	12/07/2020	93.88	.00		
XCEL ENERGY	710525024	STREET LIGHTS	12/01/2020	3,362.76	.00		
XCEL ENERGY	712201812	307 MAIN ST. (CHARGING STATI	12/11/2020	26.49	.00		
XCEL ENERGY	712274839	STREET LIGHTS	12/14/2020	145.35	.00		
KIMBALL MIDWEST	8441432	STREET SUPPLIES	12/08/2020	18.25	.00		
J-U-B ENGINEERS	0139077	HWY 6 MMOF GRANT	12/14/2020	10,752.32	.00		
ALPINE BANK CC	FM DEC 3145	STREETS - SUPPLIES	12/18/2020	37.97	.00		
ALPINE BANK CC	ML DEC 3103	STREETS - UNIFORMS	12/18/2020	43.36	.00		
ALPINE BANK CC	TODD W DEC	STREETS - SUPPLIES	12/18/2020	12.95	.00		
WESTERN SLOPE IRON & SUP	158397	STREETS - REPAIRS	12/18/2020	46.00	.00		
Total STREETS:				18,720.75	449.25		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>WATER</b>							
ADCOCK CONCRETE INC.	7415	SIDEWALK REPAIR	12/22/2020	843.60	.00		
CIRSA	210092	PROPERTY AND CASUALTY CO	01/01/2021	24,336.56	.00		
DELTA RIGGING & TOOLS, INC.	GRA_PSI0007	water dist CABLE PULLER	01/05/2021	183.85	.00		
HARRINGTON INDUSTRIAL PLA	008I5135	WATER PLANT EQUIP	12/15/2020	52.70	.00		
JIM DIBLE OIL COMPANY	110700	WATER - GAS / DIESEL	11/06/2020	108.68	.00		
JIM DIBLE OIL COMPANY	110947	WATER - GAS / DIESEL	12/04/2020	123.70	.00		
JIM DIBLE OIL COMPANY	111032	WATER - GAS / DIESEL	12/01/2020	82.36	.00		
JIM DIBLE OIL COMPANY	111098	WATER - GAS / DIESEL	12/18/2020	111.63	.00		
JIM DIBLE OIL COMPANY	111158	WATER - GAS / DIESEL	12/28/2020	74.51	.00		
LAMOTTE COMPANY	664143	WATER PLANT SUPPLIES	12/15/2020	87.96	.00		
LINCOLN NATIONAL	180265372	Life Insurance - Water	12/18/2020	37.00	37.00	12/30/2020	
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	684.94	684.94	09/30/2020	
QUIKRETE COMPANIES	21893776	WATER LINE MAINTENANCE	12/07/2020	93.88	.00		
CENTURY LINK	12012020	7148 - CARETAKER RESERVOI	12/01/2020	71.58	71.58	12/30/2020	
U S POSTOFFICE	DEC 2020 UTI	WATER	12/31/2020	164.88	164.88	01/05/2021	
UTE WATER CONSERVANCY	PALBT20	BACTERIOLOGICAL & TDS WAT	12/30/2020	960.00	.00		
UTILITY NOTIFICATION	220120952	RTL TRANSMISSION	12/31/2020	95.36	.00		
VERIZON WIRELESS	9869229644	PUBLIC WORKS CELL PHONES	12/15/2020	100.71	.00		
VERIZON WIRELESS	9869229645	PUBLIC WORKS CELL PHONES	12/15/2020	198.33	.00		
XCEL ENERGY	712204452	175 1/2 E. 3RS - BULK WATER S	12/11/2020	86.43	.00		
XCEL ENERGY	712274839	WATER LIGHTS	12/14/2020	535.16	.00		
DPE, LLC	6343	SITE LEASE-PAL PT.	12/31/2020	75.00	.00		
J-U-B ENGINEERS	0139072	CABIN RESERVOIR	12/18/2020	244.04	.00		
CORE & MAIN	N497280	WATERLINE REPAIR	12/17/2020	49.90	49.90	12/30/2020	
COLORADO CSG II LLC	A2BCA452	SUBSCRIBER - WATER	12/22/2020	891.90	.00		
ALPINE BANK CC	BF DEC 4622	WATER - SUPPLIES	12/18/2020	5.13	.00		
ALPINE BANK CC	FM DEC 3145	WATER - SUPPLIES	12/18/2020	8.59	.00		
ALPINE BANK CC	FM DEC 3145	WATER - SUPPLIES	12/18/2020	6.98	.00		
ALPINE BANK CC	FM DEC 3145	WATER - SUPPLIES	12/18/2020	9.06	.00		
ALPINE BANK CC	FM DEC 3145	WATER - SUPPLIES	12/18/2020	38.10	.00		
ALPINE BANK CC	ML DEC 3103	WATER - SUPPLIES	12/18/2020	32.43	.00		
ALPINE BANK CC	ML DEC 3103	WATER - SUPPLIES	12/18/2020	94.69	.00		
ALPINE BANK CC	ML DEC 3103	WATER - SUPPLIES	12/18/2020	68.00	.00		
ALPINE BANK CC	ML DEC 3103	WATER - SUPPLIES	12/18/2020	1,003.89	.00		
ALPINE BANK CC	ML DEC 3103	WATER - UNIFORMS	12/18/2020	238.55	.00		
OPTIMUS COMMUNICATIONS, L	13378	INTERNET SERVICE	12/19/2020	87.00	.00		
CENTURYLINK	151429741	WTR INTERNET	09/20/2020	146.97	146.97	12/30/2020	
CENTURYLINK	161256128	WTR INTERNET	10/20/2020	140.89	140.89	12/30/2020	
CENTURYLINK	171272841	WTR INTERNET	11/20/2020	140.89	140.89	12/30/2020	
Total WATER:				32,315.83	1,437.05		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>SEWER PLANT</b>							
BOOKCLIFF AUTO PARTS INC	189643	SEWER - REPAIR & MAINT VEHI	01/06/2021	22.15	.00		
CIRSA	210092	PROPERTY AND CASUALTY CO	01/01/2021	5,178.00	.00		
CITY OF GRAND JUNCTION	2020-0007623	LAB TESTING	12/21/2020	319.50	.00		
JIM DIBLE OIL COMPANY	110700	SEWER - GAS / DIESEL	11/06/2020	31.05	.00		
JIM DIBLE OIL COMPANY	110947	SEWER - GAS / DIESEL	12/04/2020	35.35	.00		
JIM DIBLE OIL COMPANY	111032	SEWER - GAS / DIESEL	12/01/2020	23.52	.00		
JIM DIBLE OIL COMPANY	111098	SEWER - GAS / DIESEL	12/18/2020	31.90	.00		
JIM DIBLE OIL COMPANY	111158	SEWER - GAS / DIESEL	12/28/2020	21.29	.00		
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	210.75	210.75	09/30/2020	
CENTURY LINK	12012020	1319 - SEWER & CALL OUT	12/01/2020	156.90	156.90	12/30/2020	
STOUT'S ELECTRIC	63931	SEWER PLANT REPAIRS	12/15/2020	897.18	.00		
U S POSTOFFICE	DEC 2020 UTI	TRASH	12/31/2020	41.21	41.21	01/05/2021	
XCEL ENERGY	711288323	SEWER LIGHTS	12/04/2020	33.81	.00		
XCEL ENERGY	712274839	SEWER LIGHTS	12/14/2020	383.77	.00		
J-U-B ENGINEERS	0139072	BOWER AVE SEWER	12/18/2020	775.50	.00		
ALPINE BANK CC	ML DEC 3103	SEWER - UNIFORMS	12/18/2020	43.35	.00		
Total SEWER PLANT:				8,205.23	408.86		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>SEWER COLLECTION</b>							
CIRSA	210092	PROPERTY AND CASUALTY CO	01/01/2021	5,178.00	.00		
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	210.75	210.75	09/30/2020	
U S POSTOFFICE	DEC 2020 UTI	SEWER	12/31/2020	41.22	41.22	01/05/2021	
U S POSTOFFICE	DEC 2020 UTI	SOLID WASTE	12/31/2020	82.44	82.44	01/05/2021	
JOHNS, DAVID	FBP12022020	FLEXIBLE BENEFIT REIMBURS	12/02/2020	42.50	42.50	12/30/2020	
JOHNS, DAVID	FBP12212020	FLEXIBLE BENEFIT REIMBURS	12/21/2020	60.00	60.00	12/30/2020	
ALPINE BANK CC	FH DEC 4614	SEWER PLANT SUPPLIES	12/18/2020	4.95	.00		
ALPINE BANK CC	ML DEC 3103	SEWER PLANT SUPPLIES	12/18/2020	102.00	.00		
Total SEWER COLLECTION:				5,721.86	436.91		

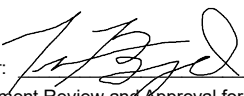
Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WASTE MANAGEMENT INC -	1688639	DUMPSTER SERVICE	12/28/2020	1,866.62	.00		
Total :				1,866.62	.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>PARKS</b>							
JIM DIBLE OIL COMPANY	110700	PARKS - GAS / DIESEL	11/06/2020	62.10	.00		
JIM DIBLE OIL COMPANY	110947	PARKS - GAS / DIESEL	12/04/2020	70.68	.00		
JIM DIBLE OIL COMPANY	111032	PARKS - GAS / DIESEL	12/01/2020	47.06	.00		
JIM DIBLE OIL COMPANY	111098	PARKS - GAS / DIESEL	12/18/2020	63.79	.00		
JIM DIBLE OIL COMPANY	111158	PARKS - GAS / DIESEL	12/28/2020	42.58	.00		
LINCOLN NATIONAL	180265372	Life Insurance - Parks	12/18/2020	18.50	18.50	12/30/2020	
OFFICE DEPOT	145342082001	PARKS - OPERATING SUPPLIES	12/22/2020	39.98	.00		
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	632.25	632.25	09/30/2020	
CENTURY LINK	12012020	1207 - RIVERBEND PARK	12/01/2020	123.30	123.30	12/30/2020	
XCEL ENERGY	712274839	PARKS LIGHTS	12/14/2020	97.59	.00		
WIDEGREN, TODD	FBP01022021	FLEX PLAN REIMBURSEMENT	01/02/2021	284.16	.00		
ALPINE BANK CC	BC DEC 3152	PARKS - SUPPLIES	12/18/2020	66.16	.00		
ALPINE BANK CC	BC DEC 3152	PARKS - SUPPLIES	12/18/2020	9.59	.00		
ALPINE BANK CC	BC DEC 3152	PARKS - SUPPLIES	12/18/2020	19.77	.00		
ALPINE BANK CC	BC DEC 3152	PARKS - SUPPLIES	12/18/2020	52.81	.00		
ALPINE BANK CC	DM DEC 4309	PARKS - SUPPLIES	12/18/2020	13.05	.00		
ALPINE BANK CC	DM DEC 4309	PARKS - SUPPLIES	12/18/2020	482.51	.00		
Total PARKS:				2,125.88	774.05		

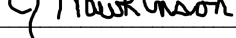
Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>POOL</b>							
CENTURY LINK	12012020	1067 - POOL INTERNET	12/01/2020	156.90	156.90	12/30/2020	
XCEL ENERGY	712274839	POOL LIGHTS	12/14/2020	224.10	.00		
Total POOL:				381.00	156.90		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>FACILITIES</b>							
LINCOLN NATIONAL	180265372	Life Insurance - Facilities	12/18/2020	9.25	9.25	12/30/2020	
PINNACOL ASSURANCE COMP	101	Workers Comp	09/11/2020	421.50	421.50	09/30/2020	
ROCKY MOUNTAIN SANITATION	0000788257	DUMPSTER RENTAL	12/01/2020	207.66	.00		
XCEL ENERGY	712187064	711 IOWA - GYM	12/11/2020	884.28	.00		
XCEL ENERGY	712274839	FACILITIES LIGHTS	12/14/2020	592.48	.00		
WESTERN PAPER DISTRIBUTO	3908385	FACILITIES - SUPPLIES	12/17/2020	150.00	150.00	12/30/2020	
WESTERN PAPER DISTRIBUTO	3908386	FACILITIES - SUPPLIES	12/17/2020	444.40	444.40	12/30/2020	
WESTERN PAPER DISTRIBUTO	3911784	FACILITIES - SUPPLIES	12/22/2020	190.02	190.02	12/30/2020	
ALPINE BANK CC	BC DEC 3152	FACILITIES - CLEANING SUPPLI	12/18/2020	138.61	.00		
ALPINE BANK CC	BC DEC 3152	FACILITIES - CLEANING SUPPLI	12/18/2020	4.59	.00		
ALPINE BANK CC	BC DEC 3152	BLDG - REPAIR & MAINT - FACIL	12/18/2020	153.84	.00		
ALPINE BANK CC	BC DEC 3152	BLDG - REPAIR & MAINT	12/18/2020	41.51	.00		
ALPINE BANK CC	BC DEC 3152	BLDG - REPAIR & MAINT - FACIL	12/18/2020	29.99	.00		
ALPINE BANK CC	DF DEC 3129	PD - REMODEL	12/18/2020	338.00	.00		
ALPINE BANK CC	DM DEC 4309	FACILITIES - CLEANING SUPPLI	12/18/2020	58.97	.00		
ALPINE BANK CC	DM DEC 4309	BLDG - REPAIR & MAINT - FACIL	12/18/2020	46.52	.00		
ALPINE BANK CC	DM DEC 4309	BLDG - REPAIR & MAINT - FACIL	12/18/2020	18.52	.00		
ALPINE BANK CC	DM DEC 4309	FACILITIES - CLEANING SUPPLI	12/18/2020	13.99	.00		
ALPINE BANK CC	KF DEC 3160	BLDG - REPAIR & MAINT	12/18/2020	92.95	.00		
ALPINE BANK CC	KF DEC 3160	BLDG - REPAIR & MAINT	12/18/2020	28.99	.00		
ALPINE BANK CC	TWARD DEC 0	BLDG - REPAIR & MAINT - FACIL	12/18/2020	1,772.80	.00		
WESTERN PRECISION MANUFA	201807	COVID - SOCIAL DISTANCE PAR	12/18/2020	10,200.00	10,200.00	12/31/2020	
GLOBAL EQUIPMENT COMPAN	PF 18172079	CARES ACT - COVID WATER BO	10/28/2020	9,615.12	9,615.12	12/21/2020	
BRYCE WYNNE	15104	COVID-19 - DUCT CLEANING IN	12/27/2020	1,785.00	1,785.00	12/30/2020	
Total FACILITIES:				27,238.99	22,815.29		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
A TO Z RECREATION	2961	PARK IMPROVEMENTS	12/22/2020	53,780.50	53,780.50	12/31/2020	
Total :				53,780.50	53,780.50		
Grand Totals:				349,434.53	96,433.78		

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

Date: 1/8/2021

Town Manager:   
(Administrative Review and Approval for Payment)

Date: 1.8.2021

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 = 12/18/2020-01/07/2021



**MINUTES OF THE REGULAR (and VIRTUAL) MEETING OF THE  
PALISADE BOARD OF TRUSTEES  
December 8, 2020**

A work session of the Board of Trustees for the Town of Palisade to discuss the Peach and First Street alley drainage and parking issues began at 5:30 pm. Present were Mayor Mikolai, Trustee Somerville, Town Manager Janet Hawkinson, and Town Engineer Bret Guillory. Also in attendance via ZOOM were Trustees Turner, Carlson, L'Hommedieu, Maxwell, Mayor Pro-Tem Chase, Colorado Weedery Owners Jesse and Desa Loughman, C. Kraniak, Katie, Marie, Shelley K., Casey Sumnicht, Virginia, Andrew Webber, and Danielle.

The regular meeting of the Board of Trustees for the Town of Palisade was called to order at 6:18 pm by Mayor Mikolai with Trustee Somerville present in person. Trustees Turner, Carlson, Maxwell, L'Hommedieu, and Mayor Pro-Tem Chase appeared via Zoom. Also present in person were Town Manager Janet Hawkinson, Parks, Recreation and Events Director Troy Ward, and Town Engineer Bret Guillory. Town Clerk Keli Frasier, Town Attorney Jim Neu, Finance Director Travis Boyd, and Utilities Director Matt Lemon appeared via Zoom.

**AGENDA ADOPTION**

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

A voice vote was requested.  
Motion carried unanimously.

**TOWN MANAGER REPORT**

Town Manager Janet Hawkinson announced that the next Board of Trustees meeting would be in January. The new playground in Riverbend Park is almost complete. The parklets will be delivered next week. The restaurants in Palisade have received Mesa County's 5 STAR approval so they can stay open when the state has moved to red for COVID19.

**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 – November 20, 2020 – December 4, 2020
- **Minutes**  
Minutes from the November 24, 2020 Board Meeting

*Motion #2* by Trustee Somerville, seconded by Trustee Maxwell, 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**

None was offered.

### **NEW BUSINESS**

#### **Resolution 2020-27 Setting the Designated Posting Place, Dates, and Times for Public Meetings**

Town Manager Hawkinson and Town Clerk Keli Frasier explained that this Resolution is general housekeeping that must be approved each year.

Board members requested that staff review additional posting places for agendas such as the post office, library, and grocery store.

*Motion #3* by Trustee Somerville, seconded by Mayor Pro-Tem Chase to approve Resolution 2020-27, setting the designated posting place, dates, and times for public meetings.

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.

#### **Resolution 2020-26 Levying General Property Taxes for the Year 2020 to Help Defray the Costs of Government For The Town Of Palisade, Colorado, For The Year 2021**

Finance Director Travis Boyd explained that while the Board passed this Resolution at the last meeting, some of the official numbers were recently received from Mesa County that requires the modification of the Resolution. Town Attorney Jim Neu stated that this was a common occurrence and that next year, the wording of the Resolution will reflect the potential changes, so it only needs to be approved once.

*Motion #4* by Trustee Somerville, seconded by Mayor Pro-Tem Chase to approve Resolution 2020-26 Levying general property taxes for the year 2020 to help defray the costs of government for the Town of Palisade, Colorado, for the year 2021.

A roll call vote was requested.

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

No:

Absent:

Motion carried.

### **OPEN DISCUSSION**

**Trustee Somerville** asked the Board for their blessing to co-author a water plan for Conservation Colorado. *The consensus of the Board is to either A) Write the plan and bring it to a Board meeting for approval, or B) do not identify as a Palisade Board member – identify as an individual citizen.*

**Mayor Pro-Tem Chase** commented on the amount of publicity the Palisade Plunge is receiving and raised concerns if the Town was ready for the opening of the trail. She requested a discussion regarding traffic, shuttles, parking, reservations, etc. Other Board members added the need to discuss public showers, EMS, and other emergency services. *The consensus of the Board is to have a work session regarding the above topics in late February or early March 2021.*

**Trustee Maxwell** would like to schedule another *Coffee with the Board*. *The consensus of the Board is to not hold this event during the holidays or during the COVID pandemic. This item will be revisited in January 2021.*

**Trustee Turner** would like to address improving Broadband internet in Town sometime in February, March, or April. *Staff was directed to review what fiber has been laid in Town so far and be ready to discuss options during the 2022 budget discussions.*

### **COMMITTEE REPORTS**

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

### **EXECUTIVE SESSION**

For the Board of Trustees to discuss items pursuant to pursuant to CRS 24-6-402(4) (e) for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators (sewer system improvements) and pursuant to CRS 24-6-402(4) (b) for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions (pending litigation Case #2020) with Town Attorney, Jim Neu.

*Motion #5* by Trustee Somerville, seconded by Trustee Turner to enter into an executive session at 6:54 pm to discuss items pursuant to CRS 24-6-402(4) (e) for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators (sewer system improvements) and pursuant to CRS 24-6-402(4) (b) for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions (pending litigation Case #2020) with Town Attorney, Jim Neu.

Those present were Mayor Mikolai and Trustee Somerville in person. Trustees Turner, Carlson, Maxwell, L’Hommedieu, and Mayor Pro-Tem Chase appeared via Zoom. Also present in person were Town Manager Janet Hawkinson and Town Engineer Bret Guillory. Town Clerk Keli Frasier and Town Attorney Jim Neu appeared via Zoom.

The executive session adjourned at 8:34 pm.

**ADJOURNMENT**

*Motion #6* by Trustee Turner, seconded by Trustee L’Hommidieu to adjourn the meeting at 8:35 pm.

A voice vote was requested.  
Motion carried unanimously.

X

---

Greg Mikolai  
Mayor

X

---

Keli L. Frasier  
Town Clerk



175 East Third Street  
P.O. Box 128  
Palisade, CO 81526

Phone: (970) 464-5602  
Fax: (970) 464-5609  
[www.townofpalisade.org](http://www.townofpalisade.org)

## Town of Palisade, Colorado

### Finance Department

#### Memorandum

January 8, 2021

Ref: Utilities Payment Relief Policy

In the Town's response to the COVID-19 pandemic, the Board of Trustees gave direction to staff to suspend late fees and service disconnections for town residences that do not pay their monthly utility bills. The intent of this policy was to alleviate strain from unemployment and reduced employment caused by lock down restrictions mandated by the State of Colorado and Mesa County. The anticipated result was the policy would increase the short-term indebtedness of some town citizens to the town for water, sewer, and trash services they consume and for which they do not remit payment.

The actual result corresponds with the anticipation of this policy. This is evidenced by an expanding accounts receivable balance for the Town's utility billings. This account measures how much money the users of the Town's utility services own to the Town for those services. The following table shows the change in the balance of the accounts receivable balance during this time frame.

	<b>Total Accounts Receivable Balance</b>	<b>Delinquent over 30 Days</b>	<b>Delinquent over 60 Days</b>	<b>Delinquent over 90 Days</b>
February 29, 2020	\$167,871.30	\$225.64	\$7,399.27	\$21,522.41
December 31, 2020	\$199,648.10	\$22,289.57	\$11,170.91	\$41,393.08
Percent Change	19%	9778%	51%	92%
Dollar Change	\$31,776.80	\$22,063.93	\$3,771.64	\$19,870.67

The above table represents a significant increase in the indebtedness of some citizens to the Town. If the Town continues with this policy and does not set up a payment plan for these citizens who are currently indebted, there are some of these citizens who will be unable to pay down this debt when fees are reinstated. If we end the utility payment holiday and get these citizens on a payment plan, we can avoid having to file an assessment with the county treasurer's office that will be part of their property tax bill for 2022.

I recommend that the Board of Trustee's discontinue the utility payment relief program for these reasons.

Travis Boyd  
Finance Director



## **PALISADE BOARD OF TRUSTEES**

### **Agenda Item Cover Sheet**

**Meeting Date:** January 12, 2021

**Re:** Agenda Item X (B) Discussion regarding Signage down Peach Avenue and 1st Street Alley

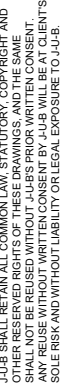
---

**SUBJECT:** Does the Board of Trustees for the Town of Palisade, Colorado want to direct Staff to put up more signage and property markers in the alley between Peach Avenue and 1<sup>st</sup> Street North of the Colorado Weedyery?

**SUMMARY:** This is a continuation of the work session discussion on December 8, 2020.

**BOARD DIRECTION:** Give staff direction regarding signage and borders.

1. PER TOWN OF PALISADE LAND DEVELOPMENT CODE, STANDARD PARKING SPACES MUST MAINTAIN A MINIMUM OF 9'x19'
2. WASTE MANAGEMENT CLEAR SPACE OF 14' REQUIRED

[illegible]

DISPENSARY ALLEY IMPROVEMENT 2020  
TOWN OF PALISADE

## PULL-IN/PULL-OUT PARALLEL PARKING

SHEET NUMBER: \_\_\_\_\_  
 PROJECT: \_\_\_\_\_  
 DRAWN BY: MF  
 DESIGN BY: ES  
 CHECKED BY: ES  
 SCALE: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 REVISIONS: \_\_\_\_\_  
 APPROVED BY: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 SHEET NUMBER: \_\_\_\_\_



## **PALISADE BOARD OF TRUSTEES**

### **Agenda Item Cover Sheet**

**Meeting Date:** 1.8.2021

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

Jim Neu, Attorney

Board Representatives: Mayor Mikolai and Trustee Carlson

**Re:** Clifton Fire District and Town of Palisade MOU

---

**SUBJECT:** MOU with Clifton Fire Department

**SUMMARY:** For the last year and a half, staff and Board Representative have been engaged in discussions on the constraints of the Volunteer Fire and EMS Department in the East End Effort. Through these discussions and multiple meetings with surrounding fire departments, as well as over 20 years of Fire Planning Documents, Clifton Fire Department and Town of Palisade have created this MOU.

The MOU will share administrative costs with Clifton Fire District. This allows funding to be utilized for needed additional full and part time personnel in Emergency Service.

#### **BOARD DIRECTION:**

Does the Board of Trustees enter into the MOU with Clifton Fire District?

## **MEMORANDUM OF UNDERSTANDING FOR THE ESTABLISHMENT OF A FIRE AUTHORITY**

This Memorandum of Understanding for the Establishment of a Fire Authority ("**MOU**"), effective \_\_\_\_\_, 2021 ("**Effective Date**"), is entered into by and between the Clifton Fire Protection District ("**Clifton FPD**") and the Town of Palisade ("**Town**"). Clifton FPD and the Town are referred to collectively as the "**Parties**" or individually as a "**Party**".

**WHEREAS**, Clifton FPD is a political subdivision of the State of Colorado, organized under the Special District Act, C.R.S. § 32-1-101, *et. seq.*, to provide fire suppression, fire prevention and public education, rescue, extrication, hazardous materials, ambulance and emergency medical services (collectively, "**Emergency Services**") to the citizens and their property, and individuals passing through or conducting business or other activities, within its jurisdictional boundaries;

**WHEREAS**, the Town is a Colorado municipal corporation authorized by law to provide, among other public services, Emergency Services to the citizens and their property, and individuals passing through or conducting business or other activities, within its corporate boundaries;

**WHEREAS**, the Parties enjoy certain adjacent boundaries and have historically provided Emergency Services mutual aid and other support to each other in appropriate circumstances;

**WHEREAS**, pursuant to Article XIV, Section 18 of the Colorado Constitution and C.R.S. § 29-1-203 and 29-1-203.5, C.R.S., the Parties may contract with one another to provide any function, service or facility lawfully authorized to be provided by each Party individually and may establish a separate political subdivision of the State to do so;

**WHEREAS**, the Parties desire to form a Fire Authority, which will be a separate political subdivision of the State, to provide the Emergency Services on behalf of the Parties, with a goal of a single service provider saving money, reducing the complexity of managing independent fire departments, and enhancing the ability of the agencies to plan and manage Emergency Services within their joint jurisdictional boundaries. The Parties anticipate that formation of the Fire Authority will be completed by the end of 2022; and,

**WHEREAS**, until the formation of the Fire Authority is complete, the Parties have determined that a) it is in the best interests of the Town and the citizens and property it serves, b) it will reduce or eliminate the duplication of administrative and operational functions, c) it will promote formation of the Fire Authority, and d) it will ensure the efficient and effective administration and operation of the Town's fire department, for Clifton FPD's Fire Chief and other personnel under his supervision (collectively, "**Chief Staff**") to provide certain administrative and operational services that would normally be performed by the Town's Fire Chief.

**NOW THEREFORE**, the Parties enter into this MOU to further the above-stated goals through the following actions, and such other actions as the Parties deem necessary or appropriate:

**1. Steering Committee.** The Parties hereby establish a Steering Committee. The Parties

shall mutually agree upon the individuals who will serve on the Steering Committee within 30 calendar days of the Effective Date.

a. The Steering Committee shall have the authority to take, and shall take, all actions necessary and appropriate to prepare a proposed Intergovernmental Agreement ("**IGA**") establishing a Fire Authority. The IGA shall address all aspects of establishing, administering and operating the Fire Authority, including but not limited to:

i. The formula for determining each Party's annual financial contribution to fund the administration and operation of the Fire Authority, and the procedures for implementing the annual funding obligations;

ii. All real property, facilities, apparatus, vehicles and equipment that will be conveyed or leased from the Parties to the Fire Authority and the procedures for accomplishing the same;

iii. All personnel who will be leased or transferred from the Parties to the Fire Authority and the procedures for accomplishing the same;

iv. The organizational structure of the Fire Authority Board of Directors, the procedures for establishing and maintaining the Board, and the procedures by which the Board will govern itself and the Fire Authority; and,

v. Incorporate the provisions of C.R.S. § 29-1-203.5 into the IGA and expressly state that the provisions of that section apply to the Fire Authority.

b. The Steering Committee shall utilize appropriate internal resources of the Parties and may utilize the services of outside consultants, such as accountants and legal counsel, as the Steering Committee deems necessary and appropriate to develop the IGA.

c. The Steering Committee may form one or more subcommittees as the Steering Committee deems necessary and appropriate to develop the IGA.

d. The Steering Committee shall meet no less than once each calendar month, and as more frequently as necessary to accomplish its duties.

e. Each Steering Committee member is responsible for keeping his/her Party apprised of the activities of the Steering Committee and the subcommittees, and the status of the project.

f. The Steering Committee shall submit the proposed IGA to the Parties on or before August 1, 2021.

g. All fees, costs and expenses incurred by the Steering Committee or any subcommittee shall be borne equally by the Parties.

**2. Services.** During the period this MOU is in force, Clifton FPD, through its Chief Staff, shall provide the following administrative and operational services to the Town (collectively, the

**"Services"):**

a. Clifton FPD's Fire Chief will be responsible for establishing and implementing the policies, procedures and protocols for all Emergency Services provided by the Town. Clifton FPD's Fire Chief shall be responsible for the supervision of the Town's Emergency Services personnel. For purposes of implementing the policies, procedures and protocols established by Clifton FPD's Fire Chief, the Town's Emergency Services officers will have the authority to supervise lower ranking Town and Clifton FPD paid/volunteer firefighters in accordance with normal chain of command procedures;

b. To the extent practicable, Clifton FPD's volunteers and paid personnel will be integrated with the Town's paid and volunteer Emergency Services personnel and will perform the same duties as the Town's personnel, including but not limited to incident response, training, and station duties.

c. Operations:

i. Supervise all aspects of the Emergency Services provided by the Town.

ii. Within the Emergency Services budget approved by the Town's Board of Trustees, maintain Emergency Services equipment, apparatus, facilities and other property.

iii. Operate the Town's fire department in an efficient, effective and economical manner, consistent with State law and the policies, procedures and protocols established by Fire Chief for Clifton FPD. Clifton FPD's Fire Chief shall have all authority granted by federal, state or local laws, regulations and ordinances, including but not limited to the authority granted, and duties mandated, by C.R.S. § 32-1-1002, § 31-15-401 and § 31-15-601.

iv. Supervise, direct and coordinate Clifton FPD personnel and the Town's Emergency Services personnel to provide, directly or through subordinate supervisors, efficient and effective Emergency Services.

d. Financial. Supervise the Town's fire department expenditures within the approved budget for the Town's fire department.

e. Administration:

i. Clifton FPD's Fire Chief, or his designee(s), shall attend all special and regular Town Board of Trustee meetings and study sessions, and advise the Town Board on Emergency Services matters; provided, however, that Clifton FPD's Fire Chief (or his designee(s)) shall not participate in any executive session wherein the topic(s) of discussion would conflict with the Fire Chief's duties to Clifton FPD and its Board of Directors.

ii. Prepare regular or special Emergency Services reports, as necessary or appropriate, or as required by the Town Board.

iii. Review and act upon complaints from the public or other agencies in connection with the Town's Emergency Services. Advise citizens, property owners, contractors and others on questions relating to the Town's Emergency Services rules, policies and procedures.

iv. Supervise, direct and coordinate the Town's Emergency Services administrative personnel to ensure the efficient and effective administrative functions of the Town's fire department.

f. Clifton FPD's Fire Chief shall have the authority to take such actions and make such statements as are reasonably necessary or appropriate to perform the Services and shall have such authority as is incidental to or implied from the Services identified above.

g. The Services provided by Clifton FPD's Fire Chief and Chief Staff shall be separate from and in addition to the duties and responsibilities they have to Clifton FPD and shall not in any manner interfere with their performance of such duties and responsibilities.

**3. Compensation.** In consideration of receiving the Services, the Town shall pay Clifton FPD \$60,000.00 per year. The compensation set forth in this Section 3 shall be the sole compensation Clifton FPD is entitled to receive for providing the Services.

#### ***4. Relationship of the Parties and Liability.***

a. By entering into this MOU, the Parties are not creating, and shall not be construed as creating, a joint venture, partnership, authority or any other type of relationship between the Parties, and each Party shall remain a separate and distinct entity for all purposes under this MOU. Except for the compensation it will receive for providing the Services, Clifton FPD shall have no direct or indirect financial right to or interest in or to the Town as a result of this MOU. Similarly, the Town shall have no direct or indirect financial right to or interest in or to Clifton FPD as a result of this MOU.

b. A Clifton FPD employee or volunteer providing Services under this MOU shall at all times remain Clifton FPD's employee or volunteer, and shall retain all rights, privileges and immunities held as a Clifton FPD employee or volunteer. Under no circumstances shall a Clifton FPD employee or volunteer be considered an employee or volunteer of the Town. Similarly, under no circumstances shall a Town employee or volunteer be considered an employee or volunteer of Clifton FPD. Each Party is solely responsible for hiring/appointing, paying, providing benefits to, and terminating its employees and volunteers. The Parties expressly intend and agree that C.R.S. §§ 29-5-105, and 107 through 110 shall not apply to this MOU or the Services provided pursuant to this MOU. Any liability that accrues under the provisions of Article 10 of Title 24, C.R.S. on account of the negligent or otherwise tortious act of a Party's employee or volunteer shall be imposed upon that Party;

**5. Term and Termination.** The Term of this MOU shall be from the Effective Date through December 31, 2022 or the date the last Party signs the IGA, whichever is sooner.

**6. No Binding Commitment.** Nothing in this MOU shall irrevocably commit or bind

either Party individually or the Parties collectively.

**7. *Headings and Captions.*** The headings and captions used in this MOU are for the convenience of reference only and do not form a part of this MOU.

**8. *No Multi-Year Fiscal Obligation.*** Any financial goal of a Party individually or the Parties collectively under this MOU shall be subject to annual budgeting and appropriation by the governing body of a Party or the governing bodies of the Parties, as applicable. In the event of non-appropriation by a Party or the Parties, this MOU shall automatically terminate at the end of the last fiscal year for which funds were appropriate by the Party or the Parties, as applicable.

**9. *Governmental Immunity.*** This MOU is not intended, and shall not be construed, as a waiver of the limitations on damages or any of the privileges, immunities, or defenses provided to, or enjoyed by, the Parties and their respective Board members, officers, employees and volunteers under federal or state law, including but not limited to the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*

**10. *Additional Terms.*** Colorado law governs this MOU. Jurisdiction and venue for any action arising under this MOU shall lie exclusively in the Mesa County District Court. This MOU may only be amended by a document signed by the Parties. Course of performance, no matter how long, shall not constitute an amendment to this MOU. If any provision is held invalid or unenforceable, all other provisions shall continue in full force and effect. Waiver of a breach of this MOU shall not operate or be construed as a waiver of any subsequent breach of this MOU. This MOU is not assignable. This MOU is not intended to, and shall not, confer rights on any person or entity not named as a party to this MOU. In any dispute arising from or relating to this MOU, the prevailing Party shall be awarded its reasonable attorneys' fees, costs and expenses, including any attorneys' fees, costs and expenses incurred in collecting upon any judgment, order or award. This MOU may be executed in several counterparts and by facsimile or electronic pdf, each of which shall be deemed an original and all of which shall constitute one and the same instrument.

**[SIGNATURE PAGE IMMEDIATELY FOLLOWS]**

IN WITNESS WHEREOF, the Parties have executed this MOU as of the Effective Date.

**CLIFTON FIRE PROTECTION DISTRICT,  
a political subdivision of the State of Colorado**

By: \_\_\_\_\_  
Robert Thomason, Board President

ATTESTED:

By: \_\_\_\_\_  
David Brito, Board Secretary

**TOWN OF PALISADE, a municipal corporation**

By: \_\_\_\_\_  
Name Title

ATTESTED:

By: \_\_\_\_\_  
Name Title

APPROVED AS TO FORM:

By: \_\_\_\_\_  
\_\_\_\_\_, Town Attorney