



AGENDA

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

May 24, 2022

6:00 pm Regular Meeting

A live stream of the meeting may be viewed at:

<https://youtu.be/VkhgJ71C8FQ>

- I. REGULAR MEETING CALLED TO ORDER AT 6:00 pm
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. AGENDA ADOPTION
- V. MESA COUNTY COMMISSIONERS TOWN HALL
- VI. ANNOUNCEMENTS
 - A. **PUBLIC COMMENT REMINDER:** All emails sent to the Town Clerk for public comment on a specific agenda item prior to the day packets are published will be included in the staff report. Emails received after the packets are posted will be forwarded to the Board of Trustees. Any member of the public who wishes to have a statement or email read into the Minutes is required to appear in person and make said statements to the Board directly.
 - B. **June is Colorado Bike Month.** Wednesday, June 22, 2022, is Colorado Bike to Work Day
 - C. **June 14, 2022 Board of Trustees Meeting is CANCELED** due to the Palisade Bluegrass & Roots Festival
 - D. **Palisade Bluegrass & Roots Festival** will be held at Riverbend Park from June 10-12, 2022
 - E. **Palisade Town Hall will be CLOSED** on June 9, 10, and 13, 2022
 - F. **Palisade Town Hall will be CLOSED** on June 20, 2022, in observance of Juneteenth
- VII. PRESENTATIONS
 - A. **Proclamation for Juneteenth** – Presented by Mayor Mikolai
 - B. **Palisade High School “Above the Influence”** - Presented by Chief of Police Jesse Stanford

C. Introduction of New Palisade Fire Chief Charles Balke

VIII. 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.

IX. TOWN MANAGER REPORT

X. 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 – May 4, 2022 – May 19, 2022

B. Minutes

- Minutes from May 10, 2022, Regular Board of Trustees Meeting

XI. PUBLIC HEARING

A. Palisade Street Eats Liquor License Application (continued from May 10, 2022)

Acting as the Local Liquor Licensing Authority, the Board of Trustees will consider an application for a Beer and Wine Liquor License at 702 37 1/10 Road, as applied for by Karina Parenteau of Palisade Street Eats, LLC.

1. Staff Presentation
2. Applicant Presentation
3. Public Comment (*Please keep comments to 3 minutes or less and state your name and address*)
4. Board Discussion
5. Applicant Closing Remarks
6. Decision - Motion, Second, and Rollcall Vote

XII. PUBLIC HEARING II

A. PRO-2022-10 BROWN ADU VARIANCE

Acting as the Board of Adjustment, the Board of Trustees will consider an application for a variance from Section 7.05.A of the Palisade Land Development Code (LDC) to allow for an Accessory Dwelling Unit (ADU) that is greater than fifty percent (50%) of the floor area of the principal structure and whose height is greater than that of the principal structure, located at 221 W. 7th Street (Parcel # 2937-093-38-003), as applied for by the owner Harold "Trey" Brown, pursuant to Section 4.12 of the Palisade Land Development Code.

1. Staff Presentation
2. Applicant Presentation
3. Public Comment (*Please keep comments to 3 minutes or less and state your name and address*)
4. Board Discussion

5. Applicant Closing Remarks
6. Decision - Motion, Second, and Rollcall Vote

XIII. NEW ITEMS

A. Ordinance 2022-12 - Moratorium on Subdivision

The Board of Trustees will consider an ordinance establishing a temporary moratorium on the acceptance of applications for major residential subdivisions and large residential developments.

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

XIV. OPEN DISCUSSION

This is a chance for the Board of Trustees to voice concerns, opportunities, or other important topics, not on the Agenda. Each Trustee will be held to a limit of three (3) minutes apiece to speak.

XV. COMMITTEE REPORTS

XVI. ADJOURNMENT

Future Agenda Items:

- *TAB Presentation June 28, 2022*
- *Work Session w/ TAB June 21, 2022*
- *Question to allow liquor tastings in Liquor Stores*
- *Work Session with Town Attorney taking over PPL*



GET INVOLVED!

TOWN HALL MEETING



Commissioner
Cody Davis



Commissioner
Scott McInnis



Commissioner
Janet Rowland

TUESDAY

MAY 24

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

Know what's happening in your
local government

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





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

Phone: (970) 464-5602
Fax: (970) 464-5609
palisade.colorado.gov

EXPENDITURES - APPROVAL BY DEPARTMENT

Council Meeting Date – May 24, 2022

Date Range of Payables – May 4, 2022 – May 19, 2022

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input date = 05/04/2022-05/19/2022

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AFLAC INSURANCE	PR0514220	AFLAC Pre-tax Pay Period: 5/14/	05/19/2022	205.83	.00		
AFLAC INSURANCE	PR0514220	AFLAC After-Tax Pay Period: 5/1	05/19/2022	48.60	.00		
COLORADO DEPT OF REVENUE	PR0514220	State Withholding Tax Pay Period	05/19/2022	3,021.00	.00		
COLORADO STATE TREASURE	PR0514221	State Unemployment Tax Pay Per	05/19/2022	280.46	.00		
FICA/MED/ P/R TAXES	PR0514222	Federal Withholding Tax Pay Peri	05/19/2022	8,470.05	.00		
FICA/MED/ P/R TAXES	PR0514222	Social Security Pay Period: 5/14/	05/19/2022	3,574.22	.00		
FICA/MED/ P/R TAXES	PR0514222	Social Security Pay Period: 5/14/	05/19/2022	3,574.22	.00		
FICA/MED/ P/R TAXES	PR0514222	Medicare Pay Period: 5/14/2022	05/19/2022	1,345.51	.00		
FICA/MED/ P/R TAXES	PR0514222	Medicare Pay Period: 5/14/2022	05/19/2022	1,345.51	.00		
FIRE AND POLICE PENSION	PR0514220	FPPA Fire DD Pay Period: 5/14/2	05/19/2022	188.54	.00		
FIRE AND POLICE PENSION	PR0514220	FPPA 457 Pay Period: 5/14/2022	05/19/2022	150.00	.00		
FIRE AND POLICE PENSION	PR0514220	Police Pension Pay Period: 5/14/	05/19/2022	2,920.82	.00		
FIRE AND POLICE PENSION	PR0514220	Police Pension Pay Period: 5/14/	05/19/2022	2,190.61	.00		
FIRE AND POLICE PENSION	PR0514220	Fire Pension Pay Period: 5/14/20	05/19/2022	707.04	.00		
FIRE AND POLICE PENSION	PR0514220	Fire Pension Pay Period: 5/14/20	05/19/2022	530.28	.00		
FIRE AND POLICE PENSION	PR0514220	FPPA Police DD Pay Period: 5/14	05/19/2022	778.88	.00		
ICMA TRST 401 - 107074	PR0514220	ICMA 401K Pay Period: 5/14/202	05/19/2022	2,453.57	.00		
ICMA TRST 401 - 107074	PR0514220	ICMA 401K Pay Period: 5/14/202	05/19/2022	2,453.57	.00		
ICMA TRST 457 - 304721	PR0514220	ICMA 457 Pay Period: 5/14/2022	05/19/2022	200.00	.00		
UTILITY REFUNDS	1.0160.02 REF	REFUND CHECK	05/05/2022	52.57	52.57	05/11/2022	
UTILITY REFUNDS	3.1061.04 REF	REFUND CHECK	05/05/2022	1.78	1.78	05/11/2022	
UTILITY REFUNDS	3.1430.12 REF	REFUND CHECK	05/05/2022	104.04	104.04	05/11/2022	
UTILITY REFUNDS	5.0201.04 REF	REFUND CHECK	05/05/2022	54.26	54.26	05/11/2022	
FAMILY SUPPORT REGISTRY	PR0514221	FIPS 056888833 Garnishment P	05/19/2022	227.07	.00		
CHRONOS BUILDERS	REFUND 5.100	UTILITY ACCOUNT REFUND	05/04/2022	75.87	75.87	05/04/2022	
CHRONOS BUILDERS	REFUND 5.300	UTILITY ACCOUNT REFUND	05/04/2022	18.74	18.74	05/04/2022	
CHRONOS BUILDERS	REFUND 5.410	UTILITY ACCOUNT REFUND	05/04/2022	178.12	178.12	05/04/2022	
CHRONOS BUILDERS	REFUND 5.420	UTILITY ACCOUNT REFUND	05/04/2022	149.81	149.81	05/04/2022	
CHRONOS BUILDERS	REFUND 7.673	UTILITY ACCOUNT REFUND	05/04/2022	229.82	229.82	05/04/2022	
CEBT Payments	PR0514221	PR - Medical Dental Vision Life M	05/19/2022	1,122.72	.00		
CEBT Payments	PR0514221	PR - Medical Dental Vision Life M	05/19/2022	1,944.00	.00		
CEBT Payments	PR0514221	PR - Medical Dental Vision Life D	05/19/2022	48.78	.00		
CEBT Payments	PR0514221	PR - Medical Dental Vision Life D	05/19/2022	111.00	.00		
CEBT Payments	PR0514221	PR - Medical Dental Vision Life VI	05/19/2022	10.50	.00		
CEBT Payments	PR0514221	PR - Medical Dental Vision Life VI	05/19/2022	26.00	.00		
CEBT Payments	PR0514221	PR - Medical Dental Vision Life LI	05/19/2022	110.37	.00		
CEBT Payments	PR0514221	PR - Medical Dental Vision Life LI	05/19/2022	13.55	.00		
CEBT Payments	PR0514221	PR - Medical Dental Vision Life LI	05/19/2022	15.75	.00		
Total :				38,933.46	865.01		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ADMINISTRATION							
CAPITAL BUSINESS SYSTEMS	31551606	C 5255 CANNON COPIER RENT	05/02/2022	601.00	601.00	05/11/2022	
CIRSA	221051	BOND - HAWKINSON	05/12/2022	100.00	.00		
QUADIENT LEASING	N9386688	POSTAGE MACHINE LEASE	04/27/2022	297.72	297.72	05/11/2022	
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	193.96	193.96	04/30/2022	
PROVELOCITY LLC	34966	COMPUTER SERVICES	05/01/2022	7,927.09	7,927.09	05/11/2022	
CENTURY LINK	05.01.2022	9016 - ADMIN. FAX	05/01/2022	110.04	110.04	05/11/2022	
TROPHY CASE, THE	81143	NAME PLATE/NAME TAG	05/03/2022	23.45	.00		
U S POSTOFFICE	05.06.2022 - P	ANNUAL PO BOX FEE	05/06/2022	130.00	130.00	05/11/2022	
XCEL ENERGY	MAY 2022 INV	ADMINISTRATION LIGHTS	05/01/2022	297.39	.00		
KARP NEU HANLON, PC	35129	ADMIN - PROFESSIONAL SERVI	05/04/2022	4,819.20	.00		
SPECTRUM	108289601050	IT CHARGES - COMMUNITY CE	05/01/2022	119.99	119.99	05/11/2022	
SPECTRUM	126548301050	ADMIN PHONE	05/01/2022	506.35	506.35	05/11/2022	
ZEN COMMUNICATIONS LLC	IN10442	ADMIN - TELEPHONE	05/01/2022	144.68	144.68	05/11/2022	
Total ADMINISTRATION:				15,270.87	10,030.83		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
COMMUNITY DEVELOPMENT							
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	155.17	155.17	04/30/2022	
J-U-B ENGINEERS	0152481	COMM DEV - CRESTHAVEN AC	05/05/2022	360.51	.00		
COLUMN SOFTWARE, PBC	4E284DA7-010	COMM DEV - NOTICE	05/04/2022	15.97	15.97	05/11/2022	
COLUMN SOFTWARE, PBC	4E284DA7-010	COMM DEV - NOTICE	05/04/2022	14.52	14.52	05/11/2022	
Total COMMUNITY DEVELOPMENT:				546.17	185.66		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
RECREATION							
MOUNTAIN GROOVE PRODUCT	303	2022 BGF 3 OF 4 CONTRACT P	05/04/2022	5,000.00	.00		
MOUNTAIN GROOVE PRODUCT	305	2022 BGF 2 of 4 Contractor	05/04/2022	19,875.00	.00		
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	168.10	168.10	04/30/2022	
IMPERIAL BAG & PAPER CO LL	4324845	RECREATION - BGF - SUPPLIES	05/04/2022	344.58	.00		
Total RECREATION:				25,387.68	168.10		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
COURT							
JEANNETTE FINLAYSON	05.17.2022 - C	INTERPRETER FEE	05/17/2022	100.00	.00		
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	29.09	29.09	04/30/2022	
Total COURT:				129.09	29.09		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
POLICE							
CITY OF GRAND JUNCTION	2022-0007707	911 CHARGES-PD	05/04/2022	9,395.25	9,395.25	05/11/2022	
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	1,228.40	1,228.40	04/30/2022	
CENTURY LINK	05.01.2022	1343 - PD INTOXICATOR PORTI	05/01/2022	35.00	35.00	05/11/2022	
CENTURY LINK	05.01.2022	1343 - TOWN HALL INTERNET-R	05/01/2022	164.05	164.05	05/11/2022	
SCOTTY'S COMPLETE CAR CA	537062	VEHICLE MAINTENANCE - PD	04/08/2022	432.27	.00		
TROPHY CASE, THE	80883	PD - NAMEPLATE - OFFICE SUP	04/05/2022	101.70	.00		
FAMILY SUPPORT REGISTRY	PR0514221	FIPS 056888833 Garnishment P	05/19/2022	12.18	.00		
ZEN COMMUNICATIONS LLC	IN10442	POLICE - TELEPHONE	05/01/2022	60.28	60.28	05/11/2022	
ZEN COMMUNICATIONS LLC	IN10442	POOL - TELEPHONE	05/01/2022	24.11	24.11	05/11/2022	
AMAZON CAPITAL SERVICES	1CKR-RTDP-3	PD - SMALL EQUIPMENT	05/01/2022	625.98	.00		
AMAZON CAPITAL SERVICES	1CKR-RTDP-3	PD - OPERATING	05/01/2022	35.97	.00		
AMAZON CAPITAL SERVICES	1CKR-RTDP-3	PD - OPERATING	05/01/2022	23.94	.00		
AMAZON CAPITAL SERVICES	1CKR-RTDP-3	PD - OPERATING	05/01/2022	9.95	.00		
AMAZON CAPITAL SERVICES	1CKR-RTDP-3	PD - SMALL EQUIPMENT	05/01/2022	289.68	.00		
AMAZON CAPITAL SERVICES	1CKR-RTDP-3	PD - SMALL EQUIPMENT	05/01/2022	79.19	.00		
AMAZON CAPITAL SERVICES	1CKR-RTDP-3	PD - OPERATING - SHIPPING C	05/01/2022	26.99	.00		
RHINEHART OIL CO., LLC	IN-805609-22	PD - GAS/DIESEL	05/06/2022	235.89	235.89	05/11/2022	
RHINEHART OIL CO., LLC	IN-817899-22	PD - GAS/DIESEL	05/13/2022	167.92	.00		
AERO PRECISION, LLC	1205012	PD - RIFLES	05/09/2022	7,499.90	.00		
Total POLICE:				20,448.65	11,142.98		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CEMETERY							
GOODWIN SERVICE, INC.	T606	TOILET CLEANING - CEMETER	05/01/2022	60.00	60.00	05/11/2022	
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	122.84	122.84	04/30/2022	
XCEL ENERGY	MAY 2022 INV	CEMETERY LIGHTS	05/01/2022	132.46	.00		
RHINEHART OIL CO., LLC	IN-805609-22	CEMETERY - GAS/DIESEL	05/06/2022	116.45	116.45	05/11/2022	
RHINEHART OIL CO., LLC	IN-817899-22	CEMETERY - GAS/DIESEL	05/13/2022	61.14	.00		
Total CEMETERY:				492.89	299.29		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FIRE / EMS							
BOOKCLIFF AUTO PARTS INC	406540	FD VEHICLE MAINTENANCE	04/22/2022	76.40	.00		
BOUND TREE MEDICAL, LLC	84496283	MEDICAL SUPPLIES/EMS	04/22/2022	6.40	.00		
BOUND TREE MEDICAL, LLC	84496284	MEDICAL SUPPLIES/EMS	04/22/2022	6.40	.00		
BOUND TREE MEDICAL, LLC	84522189	MEDICAL SUPPLIES/EMS	05/13/2022	24.66	.00		
BOUND TREE MEDICAL, LLC	84526340	MEDICAL SUPPLIES/EMS	05/17/2022	79.00	.00		
BOUND TREE MEDICAL, LLC	84526341	MEDICAL SUPPLIES/EMS	05/17/2022	1,662.88	.00		
CITY OF GRAND JUNCTION	2022-0007707	911 CHARGES- FD	05/04/2022	2,570.17	2,570.17	05/11/2022	
CLIFTON FIRE PROTECTION DI	21-08-007	MEDICAL SUPPLIES	08/24/2021	1,080.64	.00		
CLIFTON FIRE PROTECTION DI	21-10-003	MEDICAL SUPPLIES	10/01/2021	76.56	.00		
CLIFTON FIRE PROTECTION DI	21-10-005	MEDICAL SUPPLIES	10/06/2021	117.33	.00		
CLIFTON FIRE PROTECTION DI	21-10-006	MEDICAL SUPPLIES	10/18/2021	655.34	.00		
CLIFTON FIRE PROTECTION DI	21-12-002	MEDICAL SUPPLIES	12/08/2021	10.86	.00		
CLIFTON FIRE PROTECTION DI	22-04-001	CONTRACT ADMIN SERVICES -	04/21/2022	5,000.00	.00		
CLIFTON FIRE PROTECTION DI	22-04-002	MEDICAL SUPPLIES	04/21/2022	3.18	.00		
CLIFTON FIRE PROTECTION DI	MAY 11 2022 -	CONTRACT ADMIN SERVICES -	05/11/2022	1,774.19	.00		
CO DIV OF FIRE PREVENTION	22-51569	FIRE FIGHTER TRAINING/CERTI	04/04/2022	60.00	.00		
CO DIV OF FIRE PREVENTION	22-52104	FIRE FIGHTER TRAINING/CERTI	04/25/2022	60.00	.00		
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	1,745.62	1,745.62	04/30/2022	
PROFESSIONAL EMS EDUCATI	05.09.2022 - E	EMS TRAINING 2 STUDENTS	05/09/2022	1,000.00	.00		
CENTURY LINK	05.01.2022	4735 - FIRE INTERNET	05/01/2022	165.73	165.73	05/11/2022	
CENTURY LINK	05.01.2022	9913 - FIRE ALARM	05/01/2022	199.83	199.83	05/11/2022	
CENTURY LINK	05.01.2022	0032 DATA - FIRE ALERT SYS.	05/01/2022	375.00	375.00	05/11/2022	
CENTURY LINK	05.01.2022	0032 PHONE - FIRE ALERT SYS.	05/01/2022	2,365.03	2,365.03	05/11/2022	
XCEL ENERGY	MAY 2022 INV	FIRE/EMS LIGHTS	05/01/2022	649.14	.00		
ZEN COMMUNICATIONS LLC	IN10442	FIRE - TELEPHONE	05/01/2022	192.90	192.90	05/11/2022	
HARTMAN BROTHERS, INC	370094	FD - OXYGEN	04/28/2022	75.30	.00		
RHINEHART OIL CO., LLC	IN-805609-22	FD/EMS - GAS/DIESEL	05/06/2022	1,123.47	1,123.47	05/11/2022	
RHINEHART OIL CO., LLC	IN-817899-22	FD/EMS - GAS/DIESEL	05/13/2022	444.82	.00		
COLORADO FIRECAMP, INC	22-449	FD - TRAINING	05/22/2022	575.00	.00		
BRAUN NORTHWEST, INC	33087	FD - NEW AMBULANCE - AMERI	05/02/2022	186,517.00	.00		
Total FIRE / EMS:				208,692.85	8,737.75		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
EMS							
BOOKCLIFF AUTO PARTS INC	411418	STREETS / PARKS SHARED CO	05/03/2022	24.39	24.39	05/11/2022	
HONNEN EQUIPMENT CO.	1371434	SHARED DEPT EXPENSES	05/04/2022	521.17	521.17	05/11/2022	
HONNEN EQUIPMENT CO.	1371435	SHARED DEPT EXPENSES	05/04/2022	329.10	329.10	05/11/2022	
U.S. TRACTOR & HARVEST, INC	P66268	STREETS/PARKS SHARED EXP	04/21/2022	147.66	.00		
COOP COUNTRY	247528	PW CAR WASH	05/05/2022	2.32	2.32	05/11/2022	
COOP COUNTRY	247663	PW CAR WASH	05/11/2022	15.00	.00		
Total EMS:				1,039.64	876.98		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
STREETS							
NEWMAN SIGNS INC.	TRFINV039220	STREET SIGNS	05/11/2022	457.19	.00		
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	271.54	271.54	04/30/2022	
UNITED RENTALS	205290921-00	STREET MAINTENANCE	05/03/2022	3,136.72	.00		
WAGNER RENTS	C2625101	STREETS - WATER BUFFALO R	05/03/2022	730.80	.00		
XCEL ENERGY	MAY 2022 INV	STREET LIGHTS	05/01/2022	153.97	.00		
XCEL ENERGY	MAY 2022 INV	307 MAIN -CHARGING STATION	05/01/2022	31.91	.00		
XCEL ENERGY	MAY 2022 INV	STREET LIGHTS	05/01/2022	3,071.35	.00		
RHINEHART OIL CO., LLC	IN-805609-22	STREETS - GAS/DIESEL	05/06/2022	291.13	291.13	05/11/2022	
RHINEHART OIL CO., LLC	IN-817899-22	STREETS - GAS/DIESEL	05/13/2022	152.86	.00		
DAWSON INFRASTRUCTURE S	INV211358	STREETS - GUTTER BROOMS	05/10/2022	399.64	.00		
Total STREETS:				8,697.11	562.67		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
WATER							
FERGUSON US HOLDINGS, INC	1313014	WATER SUPPLIES - HYDRANT	05/03/2022	3,455.52	.00		
LITTLETON, MICHAEL	05.11.2022 - MI	MILEAGE - WATER OPERATING	05/11/2022	4.39	4.39	05/11/2022	
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	452.57	452.57	04/30/2022	
CENTURY LINK	05.01.2022	7148 - CARETAKER RESERVOI	05/01/2022	64.96	64.96	05/11/2022	
WESTERN COLORADO AG-SER	67	WEED CONTROL- STREETS	03/30/2022	822.80	822.80	05/11/2022	
XCEL ENERGY	MAY 2022 INV	WATER LIGHTS	05/01/2022	300.55	.00		
XCEL ENERGY	MAY 2022 INV	175 1/2 E. 3RS - BULK WATER S	05/01/2022	13.61	.00		
SPECTRUM	126548301050	WATER PHONE	05/01/2022	116.85	116.85	05/11/2022	
ZEN COMMUNICATIONS LLC	IN10442	WATER - TELEPHONE	05/01/2022	217.02	217.02	05/11/2022	
RHINEHART OIL CO., LLC	IN-805609-22	WATER - GAS/DIESEL	05/06/2022	407.58	407.58	05/11/2022	
RHINEHART OIL CO., LLC	IN-817899-22	WATER - GAS/DIESEL	05/13/2022	214.00	.00		
TRENCH PLATE RENTAL CO	444831	WATER DIST - PLATE RENTAL	05/11/2022	326.30	.00		
Total WATER:				6,396.15	2,086.17		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SEWER PLANT							
HACH COMPANY	13028649	SEWER PLANT SUPPLIES	05/10/2022	3,353.64	.00		
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	122.84	122.84	04/30/2022	
CENTURY LINK	05.01.2022	1319 - SEWER & CALL OUT	05/01/2022	158.21	158.21	05/11/2022	
XCEL ENERGY	MAY 2022 INV	SEWER LIGHTS	05/01/2022	69.39	.00		
XCEL ENERGY	MAY 2022 INV	661 BRENTWOOD DR	05/01/2022	11.96	.00		
ZEN COMMUNICATIONS LLC	IN10442	SEWER TREATMENT - TELEPH	05/01/2022	48.23	48.23	05/11/2022	
RHINEHART OIL CO., LLC	IN-805609-22	SEWER - GAS/DIESEL	05/06/2022	116.45	116.45	05/11/2022	
RHINEHART OIL CO., LLC	IN-817899-22	SEWER - GAS/DIESEL	05/13/2022	61.15	.00		
Total SEWER PLANT:				3,941.87	445.73		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
SEWER COLLECTION							
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	142.24	142.24	04/30/2022	
SPECTRUM	126548301050	SEWER COLLECTION PHONE	05/01/2022	116.85	116.85	05/11/2022	
ZEN COMMUNICATIONS LLC	IN10442	SEWER COLLECTION - TELEPH	05/01/2022	12.06	12.06	05/11/2022	
Total SEWER COLLECTION:				271.15	271.15		


Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	38.79	38.79	04/30/2022	
WASTE MANAGEMENT INC -	1729329-0576-	DUMPSTER SERVICE	04/28/2022	1,597.34	1,597.34	05/11/2022	
WASTE MANAGEMENT INC -	1729578-0576-	GARBAGE SERVICE	05/02/2022	15,821.44	15,821.44	05/11/2022	
SPECTRUM	126548301050	TRASH PHONE	05/01/2022	38.95	38.95	05/11/2022	
Total :				17,496.52	17,496.52		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PARKS							
GOODWIN SERVICE, INC.	T606	TOILET CLEANING - RIVERBEN	05/01/2022	120.00	120.00	05/11/2022	
GOODWIN SERVICE, INC.	T606	TOILET CLEANING-BIKE TREK	05/01/2022	60.00	60.00	05/11/2022	
GOODWIN SERVICE, INC.	T606	VAULT CLEANING/ TOILET CLE	05/01/2022	300.00	300.00	05/11/2022	
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	484.90	484.90	04/30/2022	
CENTURY LINK	05.01.2022	1207 - RIVERBEND PARK	05/01/2022	126.50	126.50	05/11/2022	
XCEL ENERGY	MAY 2022 INV	PARKS LIGHTS	05/01/2022	512.46	.00		
ZEN COMMUNICATIONS LLC	IN10442	PARKS - TELEPHONE	05/01/2022	40.99	40.99	05/11/2022	
COLIN CHRISTIAN	04.26.2022 - B	BOOTS - COCO	04/26/2022	150.00	150.00	05/11/2022	
ALPINE HARDWARE OF COLOR	2978/4	PARKS - SUPPLIES	07/27/2021	157.45	157.45	05/11/2022	
ALPINE HARDWARE OF COLOR	2985/4	PARKS - SUPPLIES	08/09/2021	62.98	62.98	05/11/2022	
AMAZON CAPITAL SERVICES	1VRW-G1J7-W	PARKS - OPERATING SUPPLIES	05/01/2022	10.29	.00		
RHINEHART OIL CO., LLC	IN-805609-22	PARKS - GAS/DIESEL	05/06/2022	232.90	232.90	05/11/2022	
RHINEHART OIL CO., LLC	IN-817899-22	PARKS - GAS/DIESEL	05/13/2022	122.29	.00		
Total PARKS:				2,380.76	1,735.72		

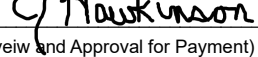
Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
POOL							
BRODY CHEMICAL COMPANY, L	INV11932	POOL CHEMICALS	04/29/2022	1,823.79	1,823.79	05/11/2022	
CENTURY LINK	05.01.2022	1067 - POOL INTERNET	05/01/2022	158.21	158.21	05/11/2022	
XCEL ENERGY	MAY 2022 INV	POOL LIGHTS	05/01/2022	168.97	.00		
CEM SALES & SERVICE	156769	POOL CHEMICALS	05/09/2022	4,772.36	.00		
JEL INC DBA/ PRO WINDOW TI	25101	WINDOW TINT - POOL	04/12/2022	350.00	350.00	05/11/2022	
Total POOL:				7,273.33	2,332.00		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
FACILITIES							
CURRENT SOLUTIONS, LLC.	10579	CLOUD BASED DOOR PROGRA	05/10/2022	520.00	.00		
GUSTAVO ORTIZ	TP-05-2022	JANITORIAL SERVICES	05/17/2022	1,340.00	.00		
PINNACOL ASSURANCE COMP	114	Workers Comp	04/11/2022	290.94	290.94	04/30/2022	
XCEL ENERGY	MAY 2022 INV	FACILITIES LIGHTS	05/01/2022	291.91	.00		
XCEL ENERGY	MAY 2022 INV	711 IOWA - GYM	05/01/2022	981.38	.00		
TERMINIX	261959	PEST CONTROL	05/10/2022	67.00	.00		
TERMINIX	262168	PEST CONTROL	05/10/2022	65.00	.00		
ZEN COMMUNICATIONS LLC	IN10442	FACILITIES - TELEPHONE	05/01/2022	156.73	156.73	05/11/2022	
ALSCO INC	LGRA2630680	BUILDING - REP & MAINT - FLO	05/06/2022	50.80	50.80	05/11/2022	
ALSCO INC	LGRA2633015	BUILDING - REP & MAINT - FLO	05/13/2022	50.80	.00		
AMAZON CAPITAL SERVICES	1VRW-G1J7-W	FACILITIES - BUILDING REPAIR	05/01/2022	37.00	.00		
IMPERIAL BAG & PAPER CO LL	4324843	FACILITIES - CLEANING SUPPLI	05/04/2022	3,005.25	.00		
IMPERIAL BAG & PAPER CO LL	4324844	FACILITIES - CLEANING SUPPLI	05/04/2022	1,202.10	.00		
IMPERIAL BAG & PAPER CO LL	4329786	FACILITIES - CLEANING SUPPLI	05/11/2022	218.95	.00		
JEL INC DBA/ PRO WINDOW TI	25127	WINDOW TINT - TOWN HALL	05/06/2022	300.00	300.00	05/11/2022	
ROBERT J KING	220406-1	FACILITIES - FLOOR CLEANING	04/07/2022	554.00	.00		
ROBERT J KING	220411-1	FACILITIES - FLOOR CLEANING	04/11/2022	475.00	.00		
Total FACILITIES:				9,606.86	798.47		

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
J-U-B ENGINEERS	0152450	PALISADE HWY 6 MMOF - GRA	05/05/2022	25,629.62	.00		
J-U-B ENGINEERS	0152481	CAPITAL PROJECTS - GENERA	05/05/2022	2,183.24	.00		
J-U-B ENGINEERS	0152481	CAPITAL PROJECTS - USDA GR	05/05/2022	7,829.16	.00		
J-U-B ENGINEERS	0152481	CAPITAL PROJECTS - OLD HS -	05/05/2022	6,048.80	.00		
DARE-CASE CONTRACTING SE	2206-003	711 IOWA AVE - 2206 Palisade H	05/02/2022	28,653.90	.00		
Total :				70,344.72	.00		
Grand Totals:				437,349.77	58,064.12		

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

Date: May 20, 2022

Town Manager: 
(Administrative Review and Approval for Payment)

Date: May 20, 2022

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 = 05/04/2022-05/19/2022



**MINUTES OF THE REGULAR MEETING OF THE
PALISADE BOARD OF TRUSTEES
May 10, 2022**

The regular meeting of the Board of Trustees for the Town of Palisade was called to order at 6:00 pm by Mayor Greg Mikolai with Trustees present: Jamie Sommerville, Thea Chase, Bill Carlson, Nicole Maxwell, Stan Harbaugh, and Mayor Pro-Tem Ellen Turner. A quorum was declared. Also in attendance were Town Manager Janet Hawkinson, Town Clerk Keli Frasier, Community Development (CD) Director Brian Rusche, Events & Parks (EP) Director Troy Ward, and Police Chief Jesse Stanford.

AGENDA ADOPTION

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

A voice vote was requested
Motion carried unanimously

PRESENTATIONS

Trustee Chase presented a Proclamation for National Police Week to Palisade Police Chief Stanford and Deputy Chief Matt Smith with the Grand Junction Police Department.

Trustee Maxwell presented a Proclamation for Emergency Medical Services (EMS) Week to Interim Fire Chief Joe White and members of the Palisade Fire Department.

Mayor Mikolai presented a Proclamation for Colorado Public Lands Day to EP Director Troy Ward.

PUBLIC COMMENT

John Barbier, 820 Cabernet Court, Palisade; explained that he is applying for a Public Utilities Commission (PUC) common-carrier permit to transport people on wine tours. He went on to say that other businesses are opposing his application and asked the Board for a letter of support for his application.

Ronda Hummel, 598 Preserve Lane, Grand Junction; announced that she is applying for a Public Utilities Commission (PUC) common-carrier permit to transport people via a trolley bus. She went on to say that other businesses are opposing her application and asked the Board for a letter of support for her application.

Rick Hummel, 598 Preserve Lane, Grand Junction; echoed Mrs. Hummel's request for a letter of support for their application for a common-carrier PUC permit for the "Palisade Trolley."

Corinna Scott, 937 Logan Court, Palisade; announced that she is the manager of the Palisade Dino Mart on Highway 6. She described her frustrations with the Highway 6 project as a whole, the landscaping, and the interactions with the construction crews that she's experienced.

TOWN MANAGER REPORT

Town Manager Janet Hawkinson updated the Board of Trustees on an AGNC Grant awarded for NOLA cameras and a CDPHE Grant awarded for new benches.

Utilities Director Matt Lemon gave an update on water runoff and the current state of the Palisade watershed. *The consensus of the Board is to schedule a tour of the watershed.*

EP Director Troy Ward gave an update on Bluegrass ticket sales and reminded the Board and audience that the festival is still seeking volunteers.

CD Director Brian Rusche gave a brief update on the Conditional Use Permits (CUPs) that the Board of Trustees have granted over the last year and a half.

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 – April 22, 2022 – May 3, 2022
- **Minutes**
Minutes from the April 26, 2022, Regular Board Meeting
- **One Riverfront Appointments**
Per the One Riverfront Interview Committee's recommendation, the Palisade Board of Trustees agrees to appoint Lou Patterson, George Manning, Stefanie Harville, Nicole Grider, and Kate Ramsay to the One Riverfront Commission with Eric Flukey as a backup in the event of a mid-year vacancy.
- **Request to Auction Town Equipment**
The Board of Trustees directs staff to auction or sell the following Town-owned equipment that is inoperable or unused
 - 1981 Brown Dump Truck
 - Fire Engine #42
 - Fire Ladder Truck
 - HVAC System from Old PHS

Motion #2 by Trustee Somerville, seconded by Trustee Chase, to approve the consent agenda as presented.

A roll call vote was requested.

Yes: Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson

No:

Absent:

Motion carried.

PUBLIC HEARING I**Beer and Wine Liquor License Application for Palisade Street Eats, LLC**

Mayor Mikolai opened the public hearing at 6:47 pm.

Town Clerk Keli Frasier reviewed her staff report, reiterating the results of the investigation and reminding the Board of the criteria they need to consider with approving or denying the application.

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

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

Applicant Karina Parenteau explained that she would like to change the requested licensed premises by fencing the whole area instead of a small portion on the interior of the property. She added that the feedback she has gotten from the public is very positive.

Mayor Mikolai opened the hearing to public comment.

Ronda Hummel 598 Preserve Lane, Grand Junction; encouraged the Board to accept the application, explaining that the applicant has brought an amazing venue to Palisade and that she has been a responsible business owner.

Mayor Mikolai opened the hearing to Board comment.

Trustee Somerville asked if complaints about smells are relevant to the application, as noted in the staff report. Town Clerk Frasier stated that the concern would fall under the *Neighborhood Needs and Desires* portion of the approval criteria. Trustee Somerville went on to express his concerns about selling alcohol during school hours. Ms. Parenteau responded that modifying the hours to not sell alcohol during school hours would not be an issue.

Trustee Chase inquired about parking and how many parking spaces were required with her original application. CD Director Rusche explained that food trucks are difficult to define the required number of spaces, and that it is his understanding that the applicant has verbal agreements with neighboring businesses for overflow parking. He recommended that the applicant makes those agreements formalized to protect the applicant and the Town.

Mayor Mikolai also inquired about the existing parking spaces and asked the staff if it would be better to hold off on approving the application until the requested formal parking agreements are completed. CD Director Rusche stated that the Board could make the agreements a condition of approval and not have to wait for the approval. Mayor Mikolai went on to request that a condition of approval be a review of the license in one year.

Trustee Turner asked if Mrs. Parenteau or a manager is at the property during business hours monitoring the parking issues and asking customers not to park on the frontage road? The applicant stated that she is there most of the time, but she can't be available 24/7. She agreed to have/hire a manager to be present at all times during business hours.

Trustee Maxwell commented that the number of signatures obtained for the Neighborhood Needs and Desires petition was so few compared to the number provided by the Clerk's office and that none of the signatures were from the direct neighbors of the property. She went on to state she feels that the Board did not receive a good feel of how the people directly affected by the business feel about the proposed license. Trustee Maxwell was also unsure where the beer and wine would be sold from, according to the diagram provided. Mrs. Parenteau advised the Board that the 10x20 box on the diagram will be alcohol sales.

Trustee Carlson stressed that according to liquor license laws, the dimensions of the proposed licensed area must be on the map.

Motion #3 by Trustee Chase, seconded by Trustee Harbaugh to table the application for a beer and wine liquor license as applied for by Palisade Street Eats, LLC, located at 702 37 1/10 Road, to the next meeting in order to get a complete application with the information regarding the dimensions of the proposed licensed area as well as clarification on the agreements for parking and some discussion about the hours in terms of limits so we can ensure our high school students are not in session when there's liquor being served.

A roll call vote was requested.

Yes: Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson, Mayor Mikolai

No:

Absent:

Motion carried.

UNFINISHED BUSINESS

Broadband

Town Manager Hawkinson explained that the Board gave her direction to submit a grant to DOLA for Broadband in February. The grant was submitted with a tentative partnership of the 50% grant match with Mesa County.

At this time, the Town needs to support the entire 50% of the grant match, not 25%. She went on to state that the Town is receiving \$365,000 from the American Rescue Plan Funds and that these funds can be used for Broadband infrastructure. The total grant match will be \$408,000.00.

Motion #4 by Trustee Harbaugh, seconded by Trustee Maxwell to authorize the Town Manager to commit a 50% grant match to DOLA for broadband.

Motion #5 by Trustee Somerville, seconded by Maxwell to amend the motion to include a stipulation that \$365,000.00 of ARPA funding is used toward the grant match.

A roll call vote was requested.

Yes: Trustee Carlson, Mayor Mikolai, Trustee Chase, Mayor Pro-Tem Turner, Trustee Somerville

No: Trustee Harbaugh

Absent:

Motion carried.

Motion #4, as amended to authorize the Town Manager to commit a 50% grant match to DOLA contingent upon utilizing \$365,000.00 of ARPA funding toward the match for broadband.

A roll call vote was requested.

Yes: Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell

No:

Absent:

Motion carried.

NEW BUSINESS

Interviews and Appointments for the Palisade Planning Commission

Applicants were called up individually before the Board to give a one-minute explanation of why they would like to serve on the Palisade Planning Commission.

Mayor Mikolai explained that the Board of Trustees would fill out a ballot by ranking each applicant by priority (5 being the highest priority), and the applicant with the highest total priority would be appointed to a three-year term, and the applicant with the lowest priority would be appointed to a one-year term (*Results of this silent vote will be a permanent attachment to these minutes*).

Motion #5 by Trustee Somerville, seconded by Trustee Chase to appoint Donald Bosch, Amy May Gekas, Riley Parker, and Leora Ruzin to a three-year term and to appoint Penny Prinster to a one-year term.

A roll call vote was requested.

Yes: Trustee Harbaugh, Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell, Trustee Chase

No:

Absent:

Motion carried.

Re-Establishing Town Management of Palisade Fire Department

Town Manager Hawkinson reviewed her staff report, explaining that the Town of Palisade is down four part-time positions and seven volunteers, who are the operations of the fire department, and that the Town can re-establish Town Management of its Fire Department while still continuing with the Steering Committee to create the DRAFT IGA for the Fire Authority.

She offered the Board three options for moving forward with the Fire Department:

1. Continue with the current MOU and continue the efforts to create a Fire Authority with Clifton Fire Protection District and Palisade Rural Fire Protection District.
2. End the employment of a Fire Chief and Deputy Fire Chief with the Clifton Fire Protection District, hire a Fire Chief for the Palisade Fire Department and continue the efforts to create a Fire Authority with Clifton Fire Protection District and Palisade Rural Fire Protection District.
3. End the MOU entirely, hire a Fire Chief for the Palisade Fire Department and seek opportunities to create a Fire Authority with other Fire Protection Districts.

After a lengthy conversation amongst the Board, the consensus was to move forward with option #2.

Motion #6 by Mayor Pro-Tem Turner, seconded by Trustee Somerville to end the employment of a Fire Chief and Deputy Fire Chief with the Clifton Fire Protection District, hire a Fire Chief for the Palisade Fire Department, and continue the efforts to create a Fire Authority with Clifton Fire Protection District and Palisade Rural Fire Protection District.

A roll call vote was requested.

Yes: Mayor Pro-Tem Turner, Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh

No:

Absent:

Motion carried.

Chip & Seal Town of Palisade Streets in Partnership with Mesa County

Utilities Director Matt Lemon reviewed his staff report, noting that Mesa County assists Palisade with a chip & seal project for town-managed streets every three years. Staff proposes beginning the project on 3rd Street and Iowa Avenue south to Highway 6, then moving to South Iowa to Pendleton Street, west to Logan Avenue, and then north to the frontage road. He added that the project would be expected to begin on May 12, 2022, and be completed on May 16, 2022, depending on weather and equipment.

Motion #5 by Trustee Somerville, seconded by Trustee Harbaugh to approve the chip & seal project as proposed with the estimated cost coming from the Streets budget.

A roll call vote was requested.

Yes: Trustee Somerville, Trustee Carlson, Mayor Mikolai, Trustee Maxwell, Trustee Chase, Trustee Harbaugh, Mayor Pro-Tem Turner,

No:

Absent:

Motion carried.

OPEN DISCUSSION

Mayor Mikolai requested that the Board discuss the request of Mr. Barbier and the Hummels for a letter of support for their proposed transportation businesses. ***The consensus of the Board is to have the Mayor sign a letter of support for competition, Palisade tour operators, and tourism as a whole, and give the same letter to both businesses that made the request during public comment.***

Trustee Chase announced that she attended the Palisade Bluegrass Bash and that it seemed very successful and was very well done.

Trustee Somerville gave his condolences to Jack Hays and his family for the recent passing of Thelma Hays.

COMMITTEE REPORTS

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

ADJOURNMENT

Motion #6 by Trustee Chase, seconded by Trustee Maxwell to adjourn the meeting at 8:45 pm.

A voice vote was requested.
Motion carried unanimously.

X

Greg Mikolai
Mayor

X

Keli Frasier
Town Clerk



PALISADE BOARD OF TRUSTEES
Agenda Item Cover Sheet

Meeting Date: **May 24, 2022**

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

Department: **Clerk**

Re: **Palisade Street Eats, LLC Beer and Wine Liquor License**

SUBJECT: Continuation of the Public Hearing for the Beer & Wine Liquor License for Palisade Street Eats, LLC

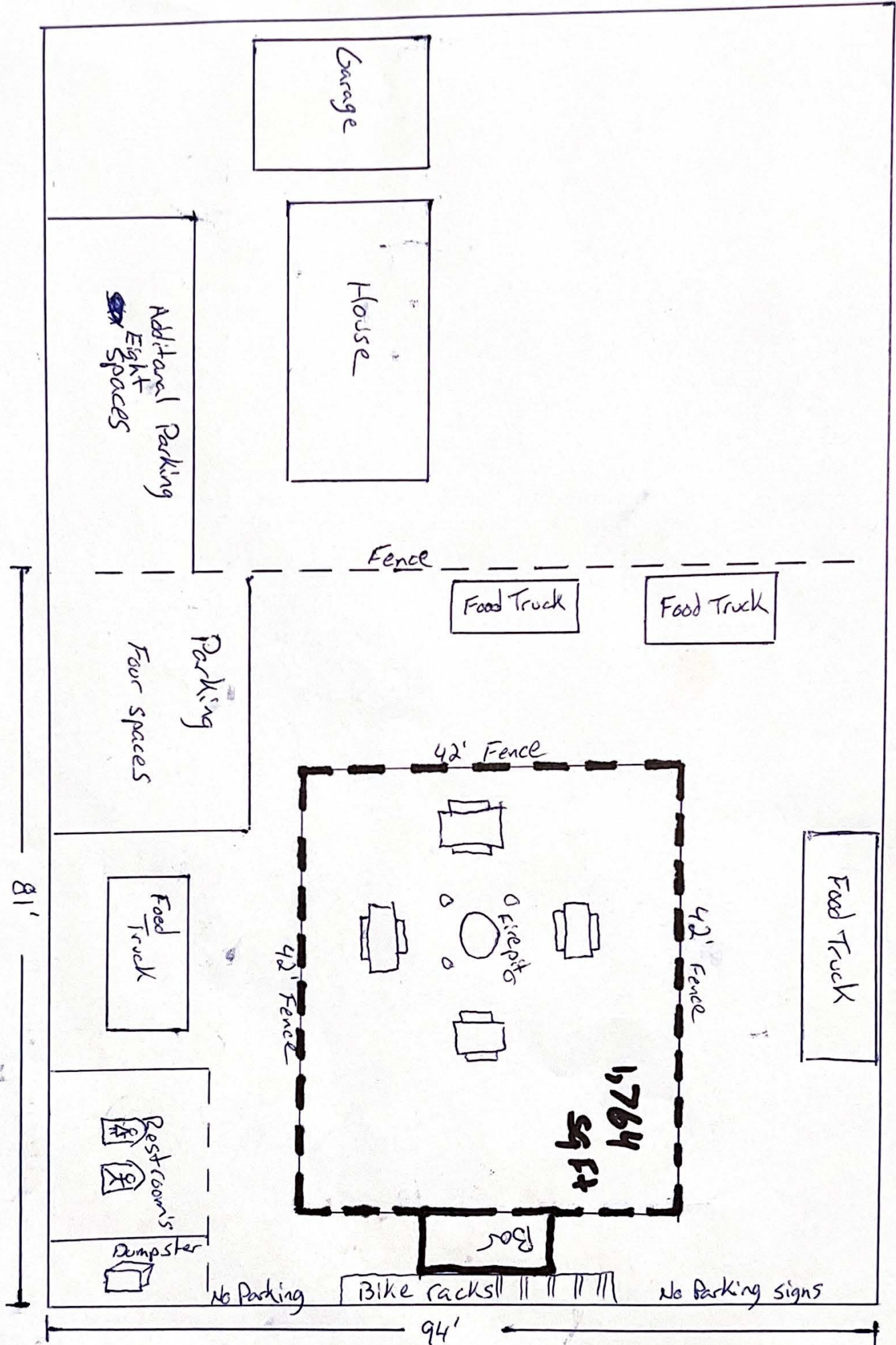
SUMMARY: At the May 10, 2022, Board of Trustees meeting, the Board continued the public hearing for the Palisade Street Eats LLC Beer & Wine liquor license application to give the applicant more time to submit a complete application.

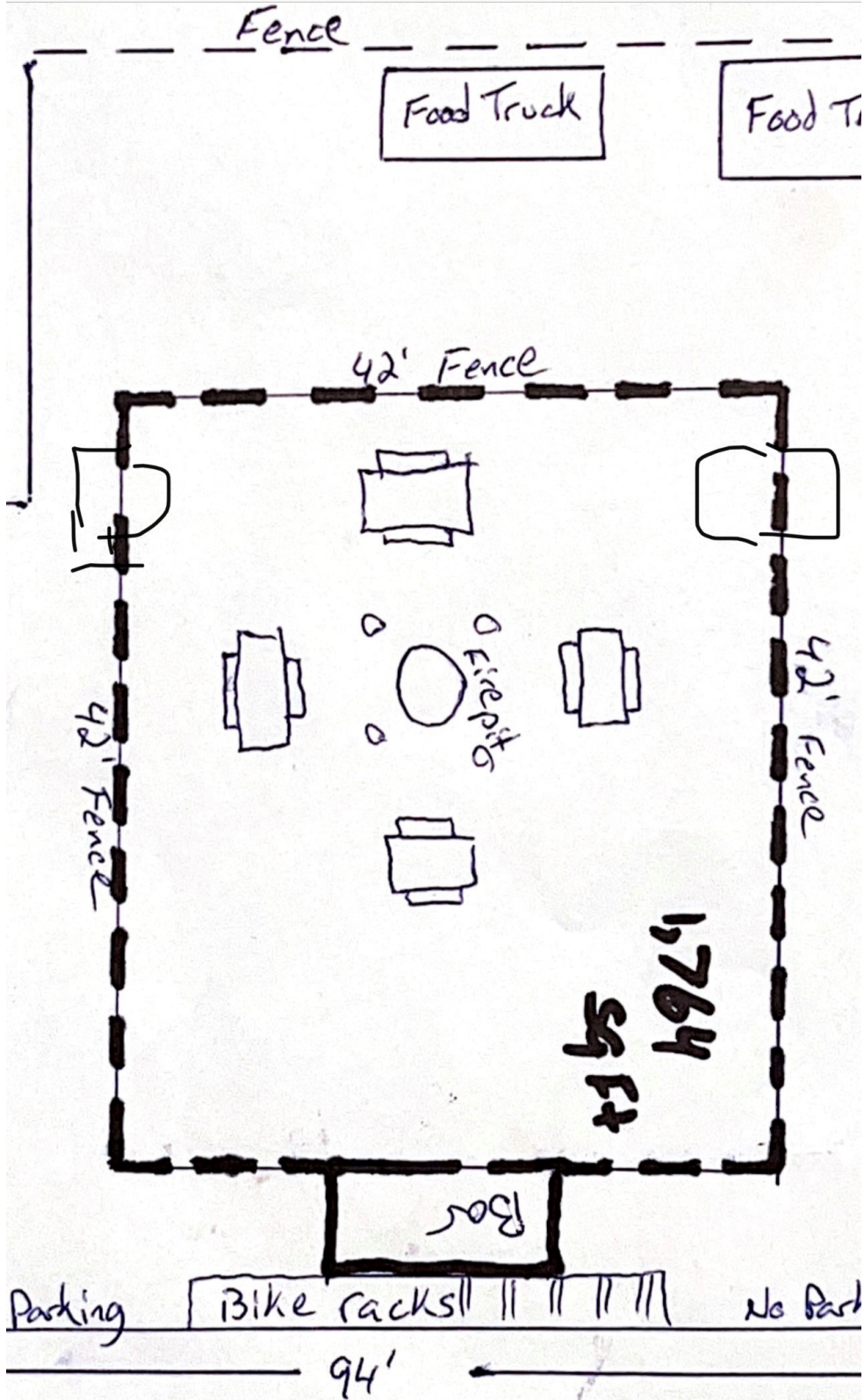
Town Clerk Keli Frasier and Community Development Director Brian Rusche met with the applicant Karina Parenteau on May 13, 2022, to discuss the following concerns addressed by the Board of Trustees:

- Hours of Operation (liquor sales only)
- Address parking conditions
 - Formal written parking agreements with neighboring businesses for customer parking
- Adding “No Parking” signs along the frontage road in front of the business property
- Having an active manager on site
- Providing a diagram complete with dimensions
 - Providing an additional diagram with an amended licensed premise as the applicant requested during the hearing (if she wants to move forward with the amended site plan)

The applicant has supplied a new diagram, complete with dimensions, entry/exit points, and the type of control that will be used (fence). She has also submitted a letter of intent that outlines plans to address hours of operation, parking, an onsite manager, fencing, dumpsters, and portapotties.

BOARD DIRECTION: Motion, second, and roll call vote to approve or deny the Beer and Wine Liquor License application at 702 37 1/10 Road as applied for by Karina Parenteau of Palisade Street Eats, LLC, with or without conditions.





Letter of intent for Beer/Wine license for Palisade Street Eats

Town of Palisade,

Below is a list of the town's requirements and our solutions

~ Beer/Wine sales will be 3-8 during school hours Sunday-Thursday, Friday 3-10, Saturday 12-10
When school is not in session hours will be 12-8 Sunday-Thursday, 12-10 Friday and Saturday

~Additional parking will be in front of home on premises

~ Assistant manager will be on site all hours of beer/wine sales

~Fenced in area for beer/wine consumption will be 42x42 square feet attached to bar,
Will still allow for food trucks to drive in and out

~4 food trucks will be on premises as shown on drawing

~Dumpster and porta potty's will be on Southwest corner of lot with a fenced off area and gate
for access

~Entire lot will also be fenced off with gates for food truck access



PALISADE BOARD OF TRUSTEES Agenda Item Cover Sheet

Meeting Date: May 24, 2022

Presented By: Brian Rusche, Community Development Director

Department: Community Development

Re: PRO-2022-10 BROWN ADU VARIANCE

SUBJECT: PRO-2022-10 BROWN ADU VARIANCE, located at 221 W. Seventh Street
(Parcel # 2937-093-38-003)

SUMMARY: The Town of Palisade has received a request for a variance from Section 7.05.A of the Palisade Land Development Code (LDC) to allow for an Accessory Dwelling Unit (ADU) that is greater than fifty percent (50%) of the floor area of the principal structure and whose height is greater than that of the principal structure, located at 221 W. 7th Street (Parcel # 2937-093-38-003), as applied for by the owner Harold “Trey” Brown, pursuant to Section 4.12 of LDC.

The variance procedure provides a process to grant limited relief from the requirements of this LDC for property where strict application of the LDC would result in an exceptional practical difficulty or undue hardship. No variance shall be approved by the Board of Adjustment unless the following findings are made (addressed within the staff report):

1. There are exceptional conditions pertaining to the particular piece of property in question because of its shape, size, or topography that are not applicable to other lands or structures in the same district [or there is a peculiar characteristic of an establishment which makes the parking and/or loading requirements of this LDC unrealistic];
2. Granting the variance requested will not confer upon the applicant any special privileges that are denied to other residents of the district in which the property is located.
3. A literal interpretation of the provisions of the LDC would deprive the applicant of rights commonly enjoyed by other residents of the district in which the property is located.
4. The requested variance will be in harmony with the purpose and intent of this LDC and will not be injurious to the neighborhood or to the general welfare.
5. The special circumstances are not the result of the actions of the applicant.
6. The variance requested is the minimum variance that will make possible the legal use of the land, building, or structure.

BOARD DIRECTION:

The Board of Adjustment may approve, deny, or continue a request for a variance. In approving a variance, the Board of Adjustment may prescribe reasonable and appropriate conditions which will ensure that the use will be compatible with adjacent properties and will not alter the character of the neighborhood.

SUGGESTED MOTION:

I move to **approve** PRO-2022-10 BROWN ADU VARIANCE, finding that the criteria of Section 4.17.F have been met.

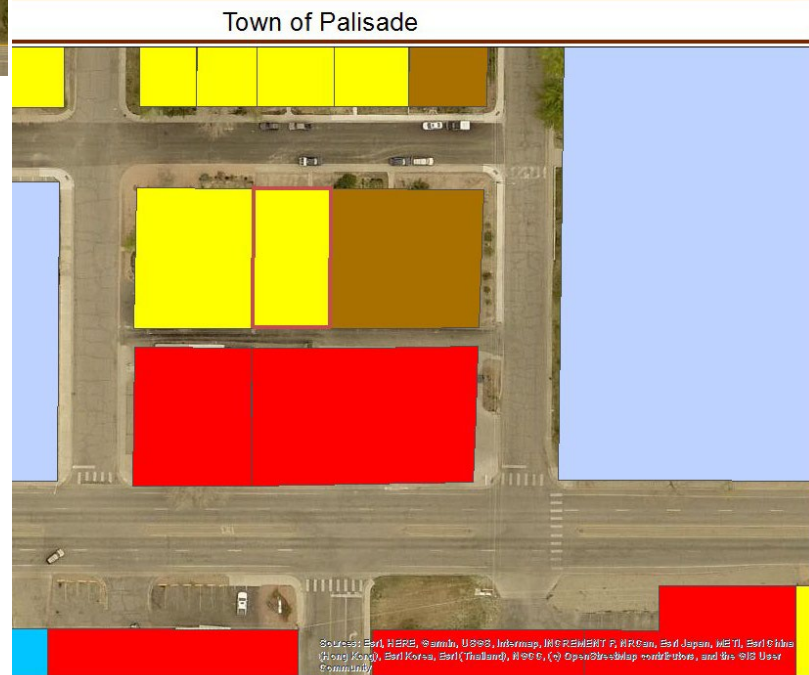
ATTACHMENTS

Staff Report

Letter of Intent

Site Plan and Elevation Drawings

221 WEST SEVENTH STREET, PARCEL # 2937-093-38-003



The original house was constructed in 1904 and has two bedrooms with 588 square feet. This footprint will be preserved and renovated. A kitchen and bath addition would be renovated and expanded to the west, adding 441 square feet for a total size of 1029 square feet (not including a proposed wrap-around porch). The existing apartments, attached to the house, are each approximately 360 square feet. The southernmost unit, which abuts the alley, would be renovated for use as an office and storage, rather than a residential unit, while the center portion would be demolished, separating the office/storage from the original residence. A carport to the west of the house would also be demolished.

[illegible]

The owner proposes a new accessory structure in the southwest corner (rear) of the lot, consisting of a first-floor garage and a second-floor accessory dwelling unit (ADU). The proposed square footage of the structure is 624 square feet, which is typical of a two-car garage. In addition, a second-floor deck is proposed, which is not included in these measurements.

LAND DEVELOPMENT CODE – CRITERIA FOR DECISION

The Board of Adjustment may approve, deny, or continue a request for a variance. In approving a variance, the Board of Adjustment may prescribe reasonable and appropriate conditions which will ensure that the use will be compatible with adjacent properties and will not alter the character of the neighborhood.

Section 4.17.F. Variance Findings of Fact:

NO VARIANCE SHALL BE APPROVED BY THE BOARD OF ADJUSTMENT UNLESS ALL OF THE FOLLOWING FINDINGS ARE MADE:

1. There are exceptional conditions pertaining to the particular piece of property in question because of its shape, size, or topography that are not applicable to other lands or structures in the same district [or there is a peculiar characteristic of an establishment which makes the parking and/or loading requirements of this LDC unrealistic];

There are exceptional conditions pertaining to this piece of property because of the size and shape of the existing residence.

Section 7.05 of the LDC states that the maximum floor area of any accessory structure shall be no greater than fifty percent (50%) of the floor area of the principal structure. With all the additions, the existing structure is currently 1625 square feet, but it has been determined to be impractical to preserve the entire structure. The applicant is requesting a variance from this section, based on the size of the renovated house. The maximum size of an ADU is 650 square feet, which the proposed unit would meet. This section also limits the maximum height of accessory garages with approved accessory dwellings over a garage to twenty-four (24) feet or the height of the principal structure, whichever is less [emphasis added]. The applicant is requesting a variance to allow for 23 feet of height, since the existing residence is only 18 feet high. See attached site and floor plans for exact dimensions.

2. Granting the variance requested will not confer upon the applicant any special privileges that are denied to other residents of the district in which the property is located.

Granting the variance requested will not confer upon the applicant any special privilege.

The property is zoned Low Density Residential (LDR). Accessory Dwelling Units (ADUs) are permitted within this zone. The proposed ADU meets all the dimensional standards of Section 7.05.D.1 – however, due to the size and height of the existing residence (built in 1904), it cannot meet the proportional requirements of being half the size and no higher than the primary residence.

3. A literal interpretation of the provisions of the LDC would deprive the applicant of rights commonly enjoyed by other residents of the district in which the property is located.

A literal interpretation of the code would deprive the applicant of the right to construct a modern accessory dwelling unit that meets modern building codes.

The County Assessor indicates that only 768 square feet of the existing structure currently on the site is heated square footage. This means that, if all the substandard additions were removed, and a literal interpretation were used, it would only permit a 384 square foot accessory structure, which is smaller than the minimum 400 square feet required for an accessory dwelling unit. In addition, the height of the existing structure is 18 feet, which a literal interpretation of this section would, in practice, allow either a garage or an accessory dwelling unit, but not an ADU above a garage (due to minimum interior building heights required by code).

4. The requested variance will be in harmony with the purpose and intent of this LDC and will not be injurious to the neighborhood or to the general welfare.

The requested variance and proposed ADU will be in harmony with the purpose and intent of the LDC and will not be injurious to the neighborhood or to the public.

The owner has proposed a solution to an otherwise blighted property that would accomplish two objectives: preservation of existing housing and provision of new housing. By removing two, arguably uninhabitable units, renovating the original 1904 home, and adding an accessory dwelling unit, the property will overall be improved with an appropriate number of dwelling units, all brought up to current building codes.

The owner has indicated that he has met with the residential neighbors on each side and have their support for this project. The rear of the property borders an alley, which will be used to access the garage, and commercial development.

In addition, the application is consistent with the following purposes as outlined under Section 1.01 D of the Land Development Code:

- Preserve and enhance integrity, stability and livability of residential neighborhoods;
- Maintain property values by stabilizing expectations and ensuring predictability in development;
- Balance the protection of community and neighborhood resources with the need to promote the economic development and protect individual property rights;
- Maintain opportunities for development and redevelopment to respond to changes in the marketplace, while respecting the character of surrounding areas;
- Establish a process that effectively and fairly applies the regulations and standards of the Land Development Code and respects the rights of property owners and the interests of citizens.

5. The special circumstances are not the result of the actions of the applicant.

The substandard size and condition of the existing building is not the result of the applicant.

In fact, the applicant is attempting to modernize both the existing residence as well as construct a modern accessory dwelling unit.

6. The variance requested is the minimum variance that will make possible the legal use of the land, building, or structure.

The requested variance is the minimum necessary to construct an ADU as allowed by the zone.

The ADU does not exceed the maximum size and/or height of an accessory dwelling unit allowed by the Code. The requested variance would remove the constraint that could eliminate the potential for constructing this ADU due to the size of the existing residence. The alternative (not granting this variance) could also eliminate the desire to renovate the historic structure and instead construct a larger home AND accessory dwelling unit, as allowed by the LDR zone.

RECOMMENDATION ON THE VARIANCE

The Community Development Department recommends that the Board approve the requested variances, finding that the criteria of Section 4.17.F have been met.

ATTACHMENTS

Letter of Intent

Site Plan and Elevation Drawings

April, 19, 2022

Town of Palisade
Community Development Department
175 East 3rd Street
Palisade, CO 81526

Letter of Intent for Zoning Variance For:

Harold Brown
221 W 7th Street
Palisade, CO 81526

Currently Zoned: LDR (Low Density Residential),- Parcel #: 2937-093-38-003

Letter of Intent for Zoning Variances/Special Exception

Dear Town Board Members,

I am submitting this letter of intent for a variance of my property: 221 W 7th Street in the Town of Palisade.

I have lived in many different towns in Western Colorado and am excited to make Palisade my new home. I look forward to living on this property and adding value to Palisade by offering a 2 bedroom long term rental unit and an ADU for my residence.

The property is on a double lot and is in severe disrepair. There is no doubt that taking on this home is a labor of love. The main house barely survived a fire that damaged the kitchen, living room, roof and walls, and the entire property is covered in mounds of garbage. I hope to take this eye soar of a home and restore it to its once, beautiful condition.

As it stands, the property has a main house and two attached dwellings. My goal with this property is as follows:

- The Main House: Retain the historical significance and refurbish the house to as close to its original condition as possible, building a wrap around porch to the north and west side of the house and rebuilding to code the addition to the south side of the house which is currently noted as a kitchen and bathroom. This is the unit to be rented.
- Apartment 1: Retain and refurbish this apartment to be designated as storage for the main house and an optional office with a bathroom.
- Apartment 2: Demolish this apartment to allow ample flow on the property
- Accessory Dwelling Unit (ADU): Build an ADU above a 2-car garage in the rear of the property with a 10' setback adjoining the alley. This is the unit I will reside in.

My variance request is related to the size and height of the original house compared to the ADU in regards to Land Code Section 7.05 Sub section A Item 5 and Section 7.05 Sub Section A Item 6.

Demolishing this house and starting from scratch is an easier path forward, given the severity of the disrepair, and in doing so, would meet the above noted Land Code sections. My goal, however, is to retain and protect the historical significance of the original house. I seek this variance to ensure the architectural design of the house as it sits within the surrounding neighborhood.

My goal with the ADU is to have a workable garage space with off-street parking and a livable apartment above. If I had to conform and reduce the square footage of this footprint and/or the height of the building, it would severely limit the option for the garage and ADU as a livable dwelling unit.

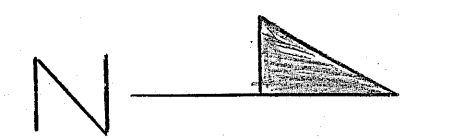
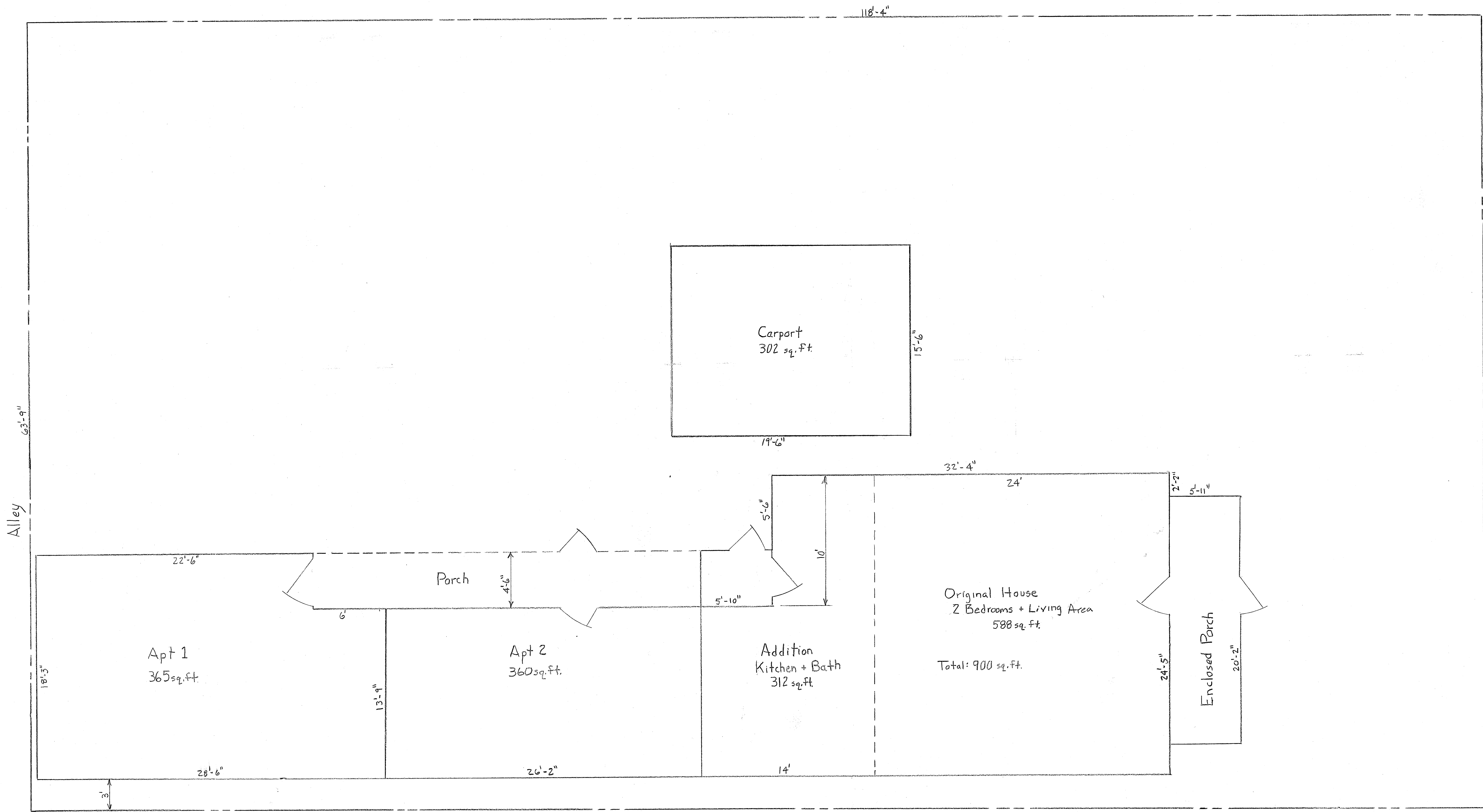
Further, there are a few community benefits for granting this variance. As it stands, the property does not have a garage. I believe having off-street parking on the property would reduce parking congestion on 7th Street and, in turn, increase neighborhood livability. The ADU's height would have 2 benefits. It would have a light mitigation benefit in that it would block the commercial lights emanated from the adjacent mini-mart and block the view of the mini-mart building. These benefits were well received from my neighbor to the immediate west.

I have had a proposed plan review meetings with my neighbors and have full support for my proposed garage/ADU and the plan for refurbishing the house. In addition, I have an improvement survey scheduled for the end of April/beginning of May to verify lot corners and existing building locations.

I look forward residing in Palisade and being part of the solution to provide long-term housing options by renting the main house. I appreciate your time and consideration of this variance.

Sincerely,

Harold Brown (aka Trey)



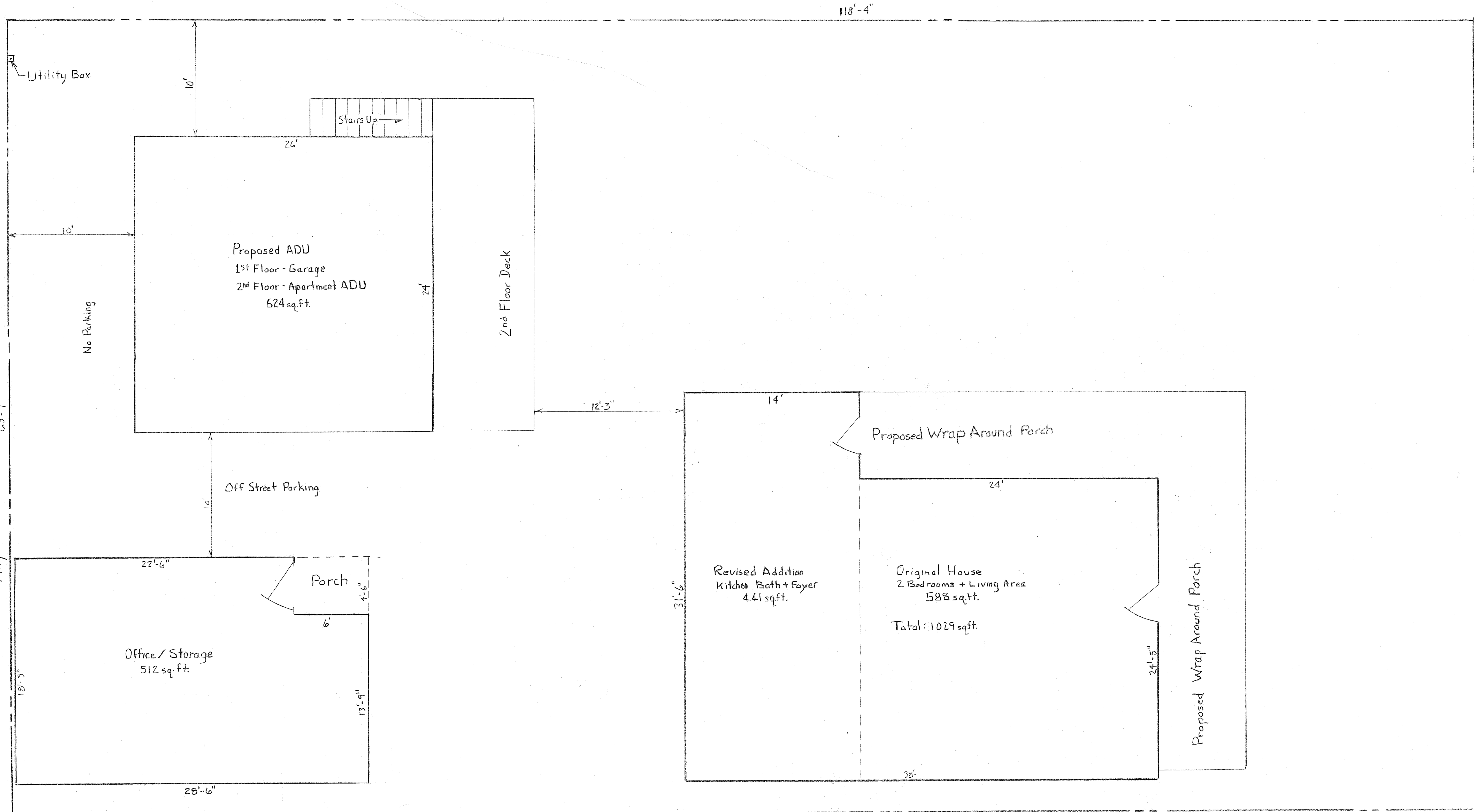
7th Street

Legend
----- Property Line

Scale
1/4" = 1'

Ally

63'-9"

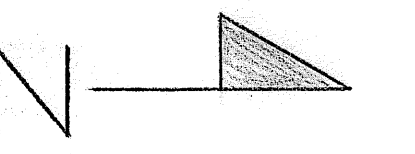


LEGEND

- - - PROPERTY LINE

SCALE

1/4" = 1'



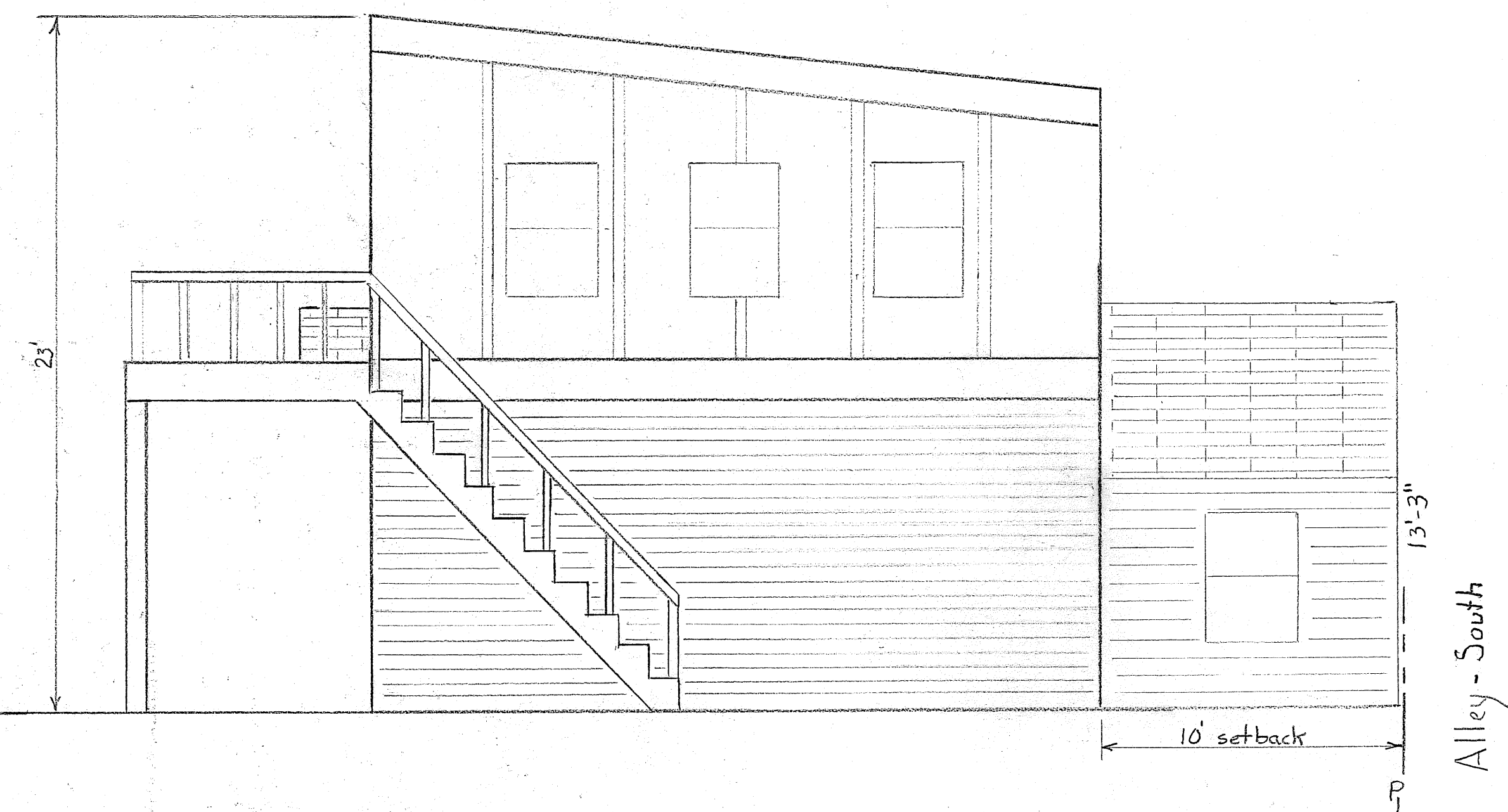
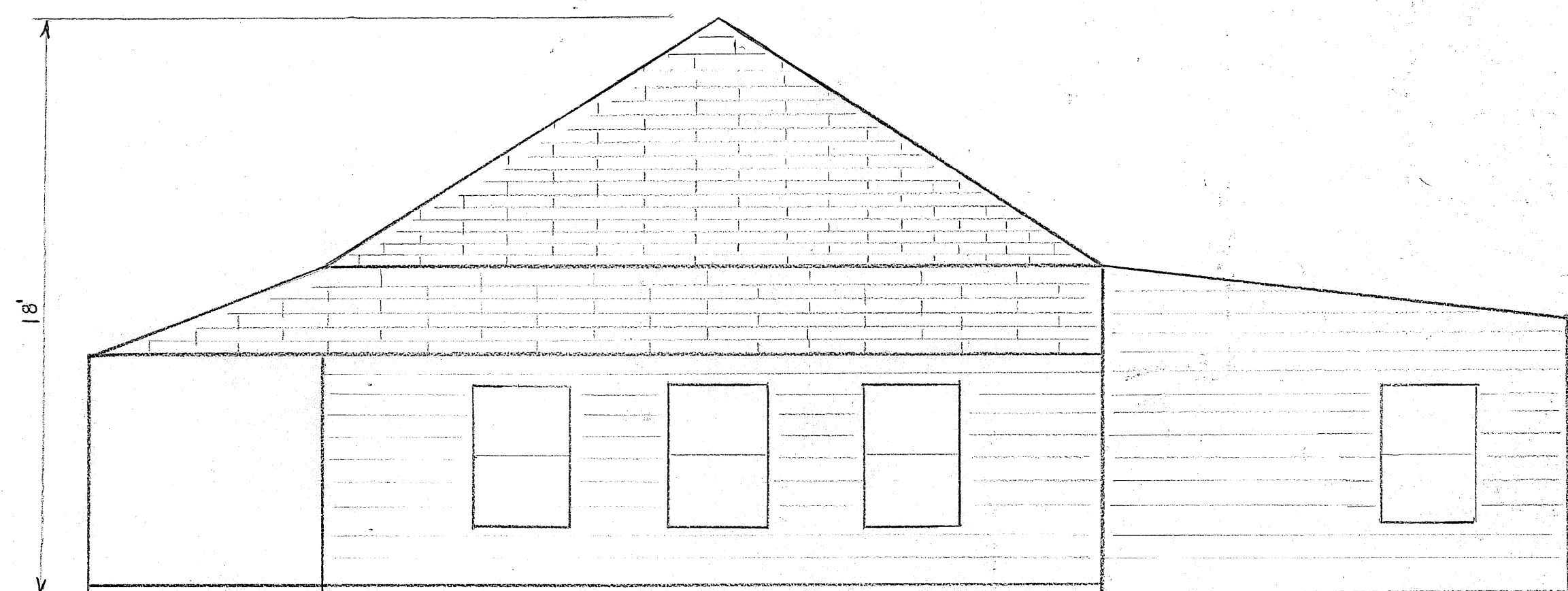
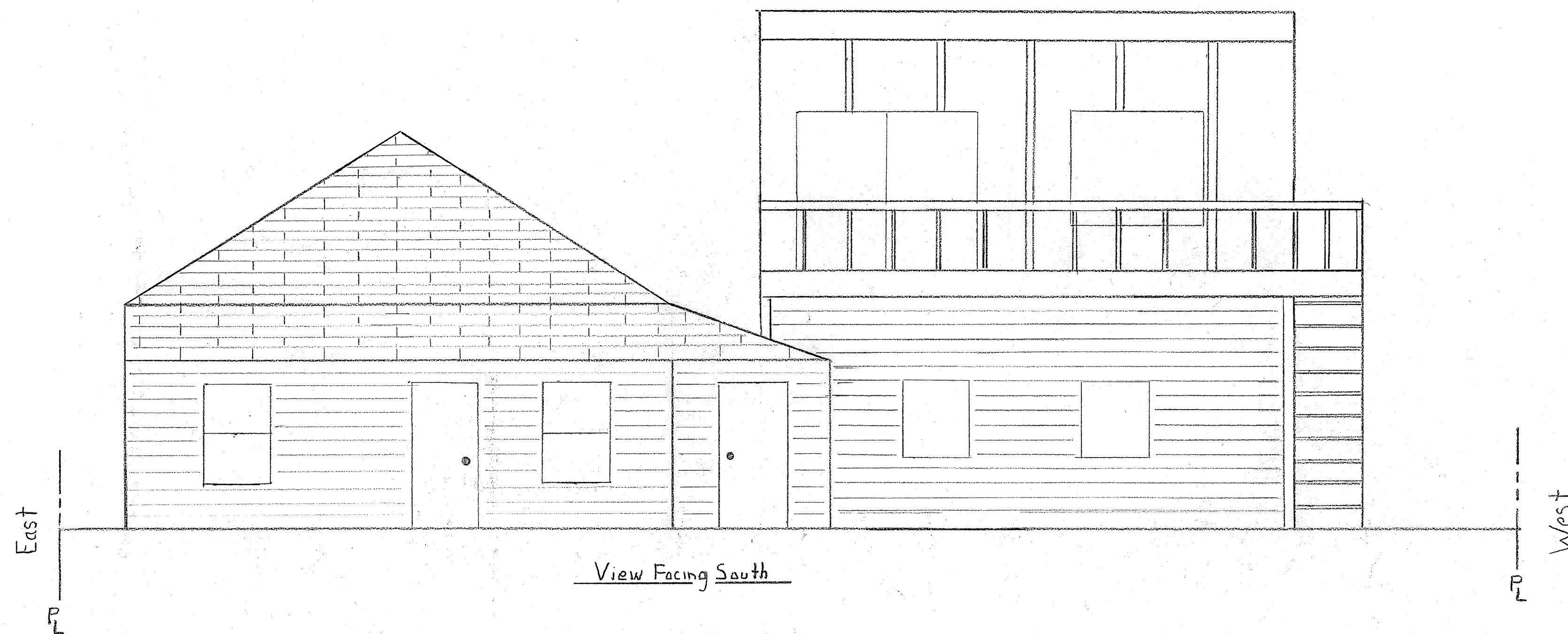
7th ST

221 W. 7th STREET
PALISADE, CO

Proposed Site Plan

1 of 1

7th STREET - North



Scale
1/4" = 1'

221 W. 7th STREET
PALISADE, CO

Elevation View

1 of 1



PALISADE BOARD OF TRUSTEES
Agenda Cover Item

Meeting Date: May 24, 2022

Department: Administration

SUBJECT:

This moratorium is to recognize the need for the Town to have the Comprehensive Plan updated so that there exists predictability in land development applications.

**TOWN OF PALISADE, COLORADO
ORDINANCE NO. 2022-12**

**AN EMERGENCY ORDINANCE OF THE TOWN OF PALISADE,
COLORADO ESTABLISHING A TEMPORARY MORATORIUM ON
THE ACCEPTANCE OF APPLICATIONS FOR MAJOR RESIDENTIAL
SUBDIVISIONS AND LARGE RESIDENTIAL DEVELOPMENTS; AND
DECLARING AN EMERGENCY.**

WHEREAS, pursuant to Section 31-15-401 and 31-23-301, C.R.S., the Town of Palisade (the “Town” or “Palisade”) has broad authority to exercise its police powers to promote the health, safety and welfare of the community and its residents, and

WHEREAS, the Town of Palisade Land Development Code (“LDC”) establishes the regulations and standards governing the use and development of land within the Town for the purpose of promoting the public health, safety and general welfare of the citizens of the Town and is intended to implement the Town of Palisade's Comprehensive Plan; and

WHEREAS, the LDC is intended to do one (1) or more of the following:

- a. Preserve and enhance integrity, stability and livability of residential neighborhoods;
- b. Maintain property values by stabilizing expectations and ensuring predictability in development;
- c. Prevent or minimize land use incompatibilities and conflicts among land uses;
- d. Prevent overcrowding of buildings and sites and excessive concentrations of population or commercial activities;
- e. Encourage quality commercial development and revitalization;
- f. Preserve and enhance the Town's natural environment and avoid natural hazards in the development of the Town;
- g. Balance the protection of community and neighborhood resources with the need to promote economic development and protect individual property rights;
- h. Maintain opportunities for development and redevelopment to respond to changes in the marketplace, while respecting the character of surrounding areas; and
- i. Establish a process that effectively and fairly applies the regulations and standards of this LDC and respects the rights of property owners and the interests of citizens.; and

WHEREAS, the Town’s Comprehensive Plan was last updated in 2007 and will be updated in 2022; and

WHEREAS, to ensure the LDC can implement a current and accurate Comprehensive Plan that represents the vision and desire of Town residents, and in order to protect the public health, safety and general welfare of the inhabitants of the Town of Palisade, the Board of Trustees finds it is necessary to enact a temporary moratorium on new applications for major

residential subdivisions and large residential developments until the Town adopts a new and updated Comprehensive Plan.

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

Section 1. Temporary Moratorium and Delay Enacted. Upon the effective date of this Ordinance, the Town of Palisade hereby imposes a temporary moratorium and delay on the acceptance, processing and approval of all applications for any major residential subdivision (defined as any division of land into four (4) or more lots or a division of land that requires a dedication of public rights-of-way or easements; *LDC Section 4.05*) or any other residential development of four (4) or more units. This temporary moratorium and delay shall automatically terminate upon the adoption of an updated Comprehensive Plan and implementing ordinance or at midnight on December 31, 2022, unless terminated earlier by the Board of Trustees or extended in its duration by enactment of another Ordinance.

Section 2. Declaration of Emergency. In accordance with Section 31-16-105, C.R.S. and Section 1-55 of the Palisade Municipal Code, the Board of Trustees finds and determines that this Ordinance is immediately necessary for the preservation of the public peace, health, or safety because the current Comprehensive Plans is outdated, and major residential subdivisions and large residential developments can drastically impact the Town. Therefore, pursuant to Section 31-16-105 C.R.S., and Section 1-55 of the Palisade Municipal Code, this Ordinance shall be in full force and effect immediately upon adoption of this Ordinance if approved by an affirmative vote of three-fourths (3/4) of the members of the Board of Trustees of the Town of Palisade. In the event this ordinance is approved, but not by an affirmative vote ¾ of the members of the Board of Trustees, this ordinance shall become effective 30 days following publication as required by law.

Section 3. Severability. If any provision of this Ordinance should be found by a court of competent jurisdiction to be invalid, such invalidity shall not affect the remaining portions or application of this Ordinance that can be given effect without the invalid portion, provided that such remaining portions or applications of this Ordinance are not determined to be inoperable. The Board of Trustees declares that it would have adopted this Ordinance and each section, sentence, clause, phrase or portion thereof, despite the fact that any one or more section sentence, clause, phrase or portion would be declared invalid or unconstitutional.

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 May 24, 2022.

TOWN OF PALISADE, COLORADO

By: _____
Greg Mikolai, Mayor

ATTEST:

Keli Frasier, Town Clerk

Publication Date:

Trustee _____ introduced, read and moved the adoption of the ordinance titled,

**AN EMERGENCY ORDINANCE OF THE TOWN OF PALISADE,
COLORADO ESTABLISHING A TEMPORARY MORATORIUM ON
THE ACCEPTANCE OF APPLICATIONS FOR MAJOR RESIDENTIAL
SUBDIVISIONS AND LARGE RESIDENTIAL DEVELOPMENTS; AND
DECLARING AN EMERGENCY**

and upon adoption that it be published pursuant to law and recorded in the Book of Ordinances.

Trustee _____ seconded the motion. On roll call, the following

Trustees voted "Aye":

_____, _____,
_____, _____,
_____, _____,
_____.

Trustees voted "Nay":

_____, _____,
_____.