



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

**July 9, 2024**

**6:00 pm WORK SESSION**

**7:10 pm Regular Meeting**

**A live stream of the meeting may be viewed at:**

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

- I. **WORK SESSION 6:00 pm – 7:00 pm**
  - A. Water Study Presentation/Update with J-U-B Engineers
  - B. Sales Tax Increase Ballot Question – Must be voted on by 07/23/2024
  - C. Required Event Permits and Applications
- II. **REGULAR MEETING CALLED TO ORDER AT 7:10 pm**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**
- V. **AGENDA ADOPTION**
- VI. **ANNOUNCEMENTS**
  - A. **PUBLIC COMMENT REMINDER:** All emails sent to the Town Clerk for public comment on a specific agenda item prior to the day packets are published will be included in the staff report. Emails received after the packets are posted will be forwarded to the Board of Trustees. Any member of the public who wishes to have a statement or email read into the Minutes is required to appear in person and make said statements to the Board directly.
  - B. **GET INVOLVED WITH OUR COMMUNITY! UPCOMING PUBLIC MEETINGS (Palisade Civic Center 341 W 7<sup>th</sup> Street):**
    1. **Planning Commission** – Tuesday, July 16, 2024, at 6:00 pm
    2. **Tourism Advisory Board** – Thursday, July 18, 2024, at 11:00 am
    3. **Board of Trustees** – Tuesday, July 23, 2024, at 6:00 pm
- VII. **TOWN MANAGER REPORT**

**VIII. CONSENT AGENDA**

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

**A. Expenditures**

- Approval of Bills from Various Town Funds – June 19, 2024 – July 3, 2024

**B. Minutes**

- Minutes from June 25, 2024, Regular Board of Trustees Meeting

**C. The River Corridor Initiative (RCI)**

- Approve the Letter of Support for the River Corridor Initiative

**IX. PUBLIC HEARING****A. RESOLUTIONS 2024-16 and 2024-17 – 2024 Budget Amendment**

*The Board of Trustees will consider Resolutions 2024-16 and 2024-17 amending the revenues and expenditures for the General Fund, Capital Projects Fund, Utilities Fund, and Water Fund in the 2024 Town of Palisade Budget.*

1. Staff Presentation
2. Public Comment
3. Board Discussion
4. Decision – *Motion, Second, Rollcall Vote to:*

*Approve or deny Resolutions 2024-16 and 2024-17 amending the revenues and expenditures for the General Fund, Capital Projects Fund, Utilities Fund, and Water Fund in the 2024 Town of Palisade Budget.*

**X. NEW BUSINESS****A. ORDINANCE 2024-03 – Converting the Palisade Municipal Court to a Court of Record**

*The Board of Trustees will consider adopting Ordinance 2024-03, converting Palisade Municipal Court to a Court of Record.*

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

*Approve, deny, or postpone (until July 23, 2024) Ordinance 2024-03, converting Palisade Municipal Court to a Court of Record.*

**XI. PUBLIC COMMENT**

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

**XII. COMMITTEE REPORTS****XIII. ADJOURNMENT**



TAP Grant Sidewalks – 80% Grant – 20% Town \$1 million

- Project changed with roundabout and multi-use paths with this project
- TAP grant sidewalks now from Cresthaven to High School
- 100% designed & CDOT approved
- Land acquisition has started – need 3 property purchases – estimate 6 months
- Land acquisition estimated cost: \$81,000 - CDOT grant covers, however, any cost over this amount Town covers, possible 20%
- Construction Fall 2024

Multi-Modal Sidewalk Grant Award for Elberta – 80% CDOT - 20% Town \$2 million

- Town awarded \$2 million in grant funds from CDOT for multi-modal path
- Town match 20% at \$200,000
- Includes 2 bridges over canal
- RFQ for Design Engineering submitted to CDOT for approval
- Advertise RFQ Design/Engineering - October – November 2023
- CDOT approvals of Design – June - August 2025
- Construction Fall - Winter 2025

Fiber 50% DOLA Grant - 50% Town \$450,000

- CNL room complete
- Middle Mile fiber complete
- Last mile fiber through town 80% complete
- Fiber to town facilities complete
- CDOT permit to connect to I-70 complete
- Estimate light up fiber November

Troyer Sewer Lift Station 50% DOLA 50% Town \$346,645

- Engineering Complete – Pump Purchased
- Construction September 2023

Hydraulic Model Study 50% DOLA grant 50% Total \$50,000

- Project started – gathering data
- Complete June 2024
- Presentation to Board July 2024

Land Use Code Update DOLA Grant 50% Town 50% \$50,000

- Scheduled to begin November 2023
- Completion 4<sup>th</sup> quarter 2024

SIPA – Website Grant for ADA Compliance free than \$938.00 per year

- Statewide Internet Portal Authority – Colorado law requiring websites be ADA compliant by July 2024
- Grant with State to bring Town website into compliance – free first year, then yearly fee to maintain ADA compliance work on website

Pipes & Lateral Irrigation Fund & Infrastructure Town owned

- GIS mapping of infrastructure – investigative field work
- Investigation field work for customer list
- After mapping and customer list created work on rate structure and fund

2024 Department Projects:

1. Boat Ramp

- Terrace the bank next to the Boat Ramp
- Improve path to swim beach area
- Need engineer design & NEPA study for permit
- Approval with Army Corp Permit

2. Wildland Fire Division

- Staff has been successfully hired
- Proposals to send to other fires for reimbursement and equipment rental

3. Cameo Annexation

- Mapping & Attorney working with property owners



## PALISADE BOARD OF TRUSTEES Staff Report

**Meeting Date:** July 9<sup>th</sup>, 2024

**Department:** Police Department

**Department Director:** Jesse James Stanford, Chief of Police

---

### **Stats for June 2024:**

- The month of June had 364 Calls for service, 29 more than last month, and 19 more than last year. We have seen a significant increase in calls for service over the past years this has been noticed and has increased the workload for officers within the department.

### **Reports and Summons:**

Case Reports 18  
Supplement Reports 20  
Arrests  
11 arrests

### **Traffic:**

52 traffic citations were issued this month.

### **Training:**

- One Officer attended a course on search and seizure.
- PD staff completed in-service training on defensive tactics and firearms to keep up with state mandated training.
- Officer Belcher completed onboarding training.

### **Investigations:**

- PPD investigations has been working diligently on multiple cases including the recent Arson/Homicide case as well as many other cases.

### **Significant Events:**

- We were awarded about \$3,000.00 in POST In Service Grant funding to aid in in-service training within the PD.
- 2024 Bluegrass Festival there were no significant issues reported to the police. This is a positive thing and I contribute to this to everyone working well together from event planning, security, police staff, town staff and public.
- Palisade Police hired Sarah Belcher as a new police officer. We are extremely excited to have Sarah join our team, she has 5 years of Colorado Peace Officer experience and will make an impact on our public safety services and add imprint to our future.

## **Palisade Code Compliance Statistics Report: June 2024**

**Open Issues before June: 7**

### **June Issues:**

- PMC Sec. 7-92 Weeds: 2
- PMC Sec. 8-4(d) Vegetation blocking street sign: 1
- PMC Sec. 8-43(3), 8-46 Junked Vehicle: 1
- Code Compliance Referral No Issue: 1
- LDC Sec. 4-08 Planning clearance needed: 1
- Towed vehicles: 2

**Total May Issues: 8**

**Closed issues in June: 9**

**Open issues at end of May: 6**

**Issues Year to Date: 88**

### **Message from Chief Jesse James Stanford:**

June 2024 was a warm month and the first two larger festivals have come and gone with no significant issues, just opportunity to implement new strategies moving forward. The police officers on the street are taking a proactive approach to drinking and driving behavior, illegal dangerous drug behavior, speeding, careless driving and many other behaviors that can effect the quality of life for others. Police Officers are also taking a proactive approach to building public trust through communication with the public. I am very proud of the men and women who represent the police department, and we will always be focusing on improving in areas that better serve the community.



## PALISADE BOARD OF TRUSTEES

**Meeting Date:** July 9, 2024

**Re:** Consent Agenda

---

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

Included in the consent agenda are:

**A. Expenditures**

- Approval of Bills from Various Town Funds – June 19, 2024 – July 3, 2024

**B. Minutes**

- Minutes from June 25, 2024, Regular Board of Trustees Meeting

**C. The River Corridor Initiative (RCI)**

- Approve the Letter of Support for the River Corridor Initiative



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

**Meeting Date:** July 9, 2024

**Presented By:** Janet Hawkinson, Town Manager  
 Gregg Mueller, Finance Director

**Department:** Finance

**Re:** Standard Budget Amendment and Resolution - Resolution 2024-16 and 2024-17: 2024 Budget Amendments and Supplemental Appropriations

**SUBJECT:**  
**Resolution 2024-16**

A Resolution of the Board of Trustees of the Town of Palisade, Colorado, amending the Town’s budget for the year ending December 31, 2024

**Resolution 2024-17**

A Resolution of the Board of Trustees of the Town of Palisade, Colorado, providing for a supplemental appropriation for the budget year ending December 31, 2024.

**SUMMARY:**

Resolution 2024-16 is for budget amendments for expenditures and revenues in the 2024 Town of Palisade Budget, and Resolution 2024-17 is the supplemental appropriation for a **Public Works dump truck, a Fire Department wild lands fire truck, and one accounting personnel**. The spreadsheet below explains the requested amendments found on each resolution:

Fund Title	Adopted Revenues	Adopted Appropriations	Supplemental Revenue	Supplemental Appropriations	Description	Amended Revenues	Amended Appropriations
<b>General Fund</b>	<b>7,224,950.00</b>	<b>7,224,950.00</b>	-	262,000.00	1 FTE in Finance	7,224,950.00	7,486,950.00
					Wildland Fire truck Purchased not 5 year lease		
<b>Tourism Fund</b>	<b>90,000.00</b>	<b>90,000.00</b>	-	-			
<b>Conservation Fund</b>	-	-		-		-	-
<b>Capital Projects Fund</b>	<b>2,650,000.00</b>	<b>2,650,000.00</b>		-		2,650,000.00	2,650,000.00
	9,964,950.00	9,964,950.00	-	262,000.00	-	9,874,950.00	10,136,950.00
<b>Utilities Fund</b>	<b>913,129.00</b>	<b>913,129.00</b>		75,000.00	1/2 of New Dump Truck	913,129.00	988,129.00
<b>Water Fund</b>	<b>1,463,990.00</b>	<b>1,463,990.00</b>		75,000.00	1/2 of New Dump Truck	1,463,990.00	1,538,990.00
<b>Solid Waste Fund</b>	<b>262,784.00</b>	<b>262,784.00</b>		-		262,784.00	262,784.00

**BOARD DIRECTION:**

Approve Resolutions 2024-16 and 2024-17

**TOWN OF PALISADE, COLORADO  
RESOLUTION 2024-16**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF  
PALISADE, COLORADO, AMENDING THE TOWN'S BUDGET FOR  
THE YEAR ENDING DECEMBER 31, 2024.**

WHEREAS, by Resolution No. 2023-17, the Palisade Board of Trustees adopted its annual budget for the fiscal year beginning January 1, 2024, and ending December 31, 2024 (“2024 Adopted Budget”); after holding all necessary public meetings and hearings; and

WHEREAS, at the time the 2024 Budget was adopted certain expenses were not known, and operating transfers between funds were not anticipated; and

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

WHEREAS, the Board of Trustees desires to approve the amendments to the 2024 Budget set forth herein in order to ensure effective and fiscally responsible administration of Town business for the remainder of fiscal year 2024.

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

1. The Town incorporates the foregoing recitals as findings by the Board of Trustees.
2. The following amendments to the 2024 Budget are hereby approved.

Fund Title	Adopted Revenues	Adopted Appropriations	Supplemental Revenue	Supplemental Appropriations	Description	Amended Revenues	Amended Appropriations
General Fund	7,224,950.00	7,224,950.00	-	262,000.00	Supplemental #1	7,224,950.00	7,486,950.00
Tourism Fund	90,000.00	90,000.00	-	-			
Conservation Fund	-	-	-	-		-	-
Capital Projects Fund	2,650,000.00	2,650,000.00		-		2,650,000.00	2,650,000.00
	9,964,950.00	9,964,950.00	-	262,000.00	-	9,874,950.00	10,136,950.00
Utilities Fund	913,129.00	913,129.00		75,000.00	Supplemental #1	913,129.00	988,129.00
Water Fund	1,463,990.00	1,463,990.00		75,000.00	Supplemental #1	1,463,990.00	1,538,990.00
Solid Waste Fund	262,784.00	262,784.00		-		262,784.00	262,784.00
<b>Total Budget</b>	<b>12,604,853.00</b>	<b>12,604,853.00</b>	-	412,000.00	-	12,514,853.00	12,926,853.00

**RESOLVED, APPROVED, and ADOPTED this 9<sup>th</sup> day of July 2024.**

TOWN OF PALISADE, COLORADO

By \_\_\_\_\_  
Greg Mikolai, Mayor

ATTEST:

\_\_\_\_\_  
Keli Frasier, Town Clerk

**TOWN OF PALISADE, COLORADO  
RESOLUTION 2024-17**

**A RESOLUTION OF THE TOWN OF PALISADE, COLORADO, PROVIDING  
FOR A SUPPLEMENTAL APPROPRIATION FOR THE BUDGET YEAR  
ENDING DECEMBER 31, 2024.**

WHEREAS, by Resolution No. 2023-17, the Town of Palisade adopted its annual budget for the fiscal year beginning January 1, 2024 and ending December 31, 2024 (“2024 Adopted Budget”); and

WHEREAS, based upon the 2024 Budget as adopted, the Board of Trustees further approved by Resolution 2023-12 the Annual Appropriations for fiscal year 2024, after duly-noticed public hearings; and

WHEREAS, at the time the 2024 Annual Appropriation was adopted certain expenses were not known, and operating transfers between funds were not anticipated; and

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

WHEREAS, the Board of Trustees desires to approve the additional appropriations set forth herein in order to ensure effective and fiscally responsible administration of Town business for the remainder of fiscal year 2024.

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

1. The Board of Trustees incorporates the foregoing recitals as conclusions, facts, determinations, and findings by the Board of Trustees and hereby approves the additional appropriations set forth below for fiscal year 2024.

Fund Title	Adopted Revenues	Adopted Appropriations	Supplemental Revenue	Supplemental Appropriations	Description	Amended Revenues	Amended Appropriations
General Fund	7,224,950.00	7,224,950.00	-	262,000.00	Supplemental #1	7,224,950.00	7,486,950.00
Tourism Fund	90,000.00	90,000.00	-	-			
Conservation Fund	-	-		-		-	-
Capital Projects Fund	2,650,000.00	2,650,000.00		-		2,650,000.00	2,650,000.00
	9,964,950.00	9,964,950.00	-	262,000.00	-	9,874,950.00	10,136,950.00
Utilities Fund	913,129.00	913,129.00		75,000.00	Supplemental #1	913,129.00	988,129.00
Water Fund	1,463,990.00	1,463,990.00		75,000.00	Supplemental #1	1,463,990.00	1,538,990.00
Solid Waste Fund	262,784.00	262,784.00		-		262,784.00	262,784.00
<b>Total Budget</b>	<b>12,604,853.00</b>	<b>12,604,853.00</b>	<b>-</b>	<b>412,000.00</b>	<b>-</b>	<b>12,514,853.00</b>	<b>12,926,853.00</b>

**RESOLVED, APPROVED, and ADOPTED this 9th day of July 2024.**

TOWN OF PALISADE, COLORADO

By \_\_\_\_\_  
Greg Mikolai, Mayor

ATTEST:

\_\_\_\_\_  
Keli Frasier, Town Clerk



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

**Meeting Date:** July 9, 2024  
**Presented By:** Keli Frasier, Town Clerk  
**Department:** Municipal Court  
**Re:** Ordinance 2024-03

---

**SUBJECT:**

Ordinance 2024-03 Amending Chapter 2, Article VI of The Palisade Municipal Code To Make The Palisade Municipal Court a “Court Of Record.”

**SUMMARY:**

The Palisade Municipal Judge, Dan Robinson, and Town Prosecutor, Tim Graves, have both requested that the Town of Palisade Municipal Court become a “Court of Record.”

Article 10 of Title 13 of the Colorado Revised Statutes defines a Court of Record as: “**qualified municipal court of record**” means a municipal court established by, and operating in conformity with, either local charter or ordinances containing provisions **requiring the keeping of a verbatim record of the proceedings and evidence at trials** by either electric devices or stenographic means, and **requiring as a qualification for the office of judge** of such court that he has been admitted to, **and is currently licensed in, the practice of law in Colorado**”

As a non-Court of Record, if a defendant wishes to appeal the Palisade Municipal Judge’s ruling in a trial, the Palisade Prosecutor must go through a second trial in front of the Mesa County Court.

By becoming a Court of Record, the Court is enabled to forward the recording of any trials held before the Palisade Municipal Judge to Mesa County Courts in lieu of a second trial. Becoming a Court of Record also enables the Town to increase the maximum penalties for Municipal infractions.

While the Palisade Municipal Court rarely imposes the current maximum penalty of \$300.00 and/or 90 days incarceration, the new maximums allowed for a Court of Record become \$2,650.00 and/or 364 days incarceration (CRS 13-10-113). If the Judge and Prosecutor wish to increase these penalties, a work session will be held at the staff level and then brought to the Board for additional discussion and Ordinance updates.

Enacting this Ordinance does not add any additional workload for staff other than electronically saving all recordings of monthly Court sessions.

**BOARD DIRECTION:**

Approve Ordinance 2024-03 as presented.

**TOWN OF PALISADE, COLORADO  
ORDINANCE NO. 2024-03**

**AN ORDINANCE OF THE TOWN OF PALISADE, COLORADO,  
AMENDING CHAPTER 2, ARTICLE VI OF THE PALISADE MUNICIPAL  
CODE TO MAKE THE PALISADE MUNICIPAL COURT A “COURT OF  
RECORD” PURSUANT TO C.R.S. 13-10-102(3).**

**WHEREAS**, the Town of Palisade (“Palisade” or the “Town”) is a Colorado municipality organized pursuant to Title 31 of the Colorado Revised Statutes and with the authority set forth therein; and

**WHEREAS**, the Town has adopted regulations related to its municipal court in Article VI of Chapter 2 of the Palisade Municipal Code (the “Code”); and

**WHEREAS**, Article 10 of Title 13 of the Colorado Revised Statutes pertains to municipal courts and Section 13-10-102(3) states:

“qualified municipal court of record” means a municipal court established by, and operating in conformity with, either local charter or ordinances containing provisions requiring the keeping of a verbatim record of the proceedings and evidence at trials by either electric devices or stenographic means, and requiring as a qualification for the office of judge of such court that he has been admitted to, and is currently licensed in, the practice of law in Colorado; and

**WHEREAS**, the Board of Trustees upon the advice of the Town Municipal Judge desires that the Town Municipal Court be a “court of record” and wishes to amend the Code accordingly.

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

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

**Section 2.** Section 2-141 is hereby amended as follows, with underlined text added:

**Sec. 2-141. - Appointment of Municipal Judge.**

The Municipal Court of the Town shall be presided over by a Municipal Judge, appointed for a term of two (2) years by resolution of the Board of Trustees. Additional Judges as may be needed to transact the business of the Municipal Court may be appointed by the Board of Trustees for such terms as necessary. In order for a person to be qualified for the office of Municipal Judge, such person shall be admitted to and be currently licensed in the practice of law in the State.

**Section 3.** Section 2-144 is hereby enacted to read as follows:

**Sec. 2-144. – Qualified court of record.**

The Municipal Court shall keep a verbatim record of the proceedings and evidence at trials by either electronic devices or stenographic means. The Municipal Court thus shall be a qualified Municipal Court of record, pursuant to the provisions of Section 13-10-102(3), C.R.S.

**Section 4.** The existing Section 2-144 “Original Jurisdiction”, and all subsequent Sections in Article VI shall be renumbered to accommodate the above enacted Section.

**INTRODUCED, READ, PASSED, APPROVED AND ORDERED PUBLISHED BY TITLE**, at the regular meeting of the Board of Trustees of the Town of Palisade, Colorado held on July 9, 2024.

TOWN OF PALISADE, COLORADO

By: \_\_\_\_\_  
Greg Mikolai, Mayor

ATTEST:

\_\_\_\_\_  
Keli Frasier, Town Clerk