



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

**August 8, 2023**

**6:00 pm Work Session**

**7:00 pm Regular Meeting**  
**A live stream of the meeting may be viewed at:**  
<https://us06web.zoom.us/j/3320075780>

- I. **WORK SESSION TO BEGIN AT 6:00 pm**
  - A. 2023 Budget Resolutions
  - B. 2024 Budget
  
- II. **REGULAR MEETING CALLED TO ORDER AT 7:00 pm**
  
- III. **PLEDGE OF ALLEGIANCE**
  
- IV. **ROLL CALL**
  
- V. **AGENDA ADOPTION**
  
- VI. **PRESENTATIONS**
  - A. **Introduction of the 2023 Palisade Peach Court** – Marie Granat
  
- VII. **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. **Tourism Advisory Board** – Thursday, August 10, 2023, at 12:00 pm
    - 2. **Planning Commission** – Tuesday, August 15, 2023, at 6:00 pm
    - 3. **Board of Trustees** – Tuesday, August 22, 2023, at 6:00 pm
  
  - C. **TOWN OF PALISADE ICE CREAM SOCIAL Thursday, August 17, 2023**, starting at 5:30 pm in Downtown Palisade.

- D. PALISADE PEACH FESTIVAL Friday and Saturday, August 18-19, 2023;** for a full list of events and tickets, please visit <https://palisadecoc.com/events/palisadepeachfest/>.

## VIII. TOWN MANAGER REPORT

### A. Quartley Sales Tax Report

## IX. 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 – July 19, 2023 – August 3, 2023

### B. Minutes

- Minutes from July 25, 2023, Regular Board of Trustees Meeting

## X. PUBLIC HEARING

### A. Resolution 2023-11 – Budget Amendments and Resolution 2023-12 – Supplemental Budget Appropriations

*The Board of Trustees will consider Resolution 2023-11 Amending The Town's Budget For The Year Ending December 31, 2023, and Resolution 2023-11 Providing For A Supplemental Appropriation For The Budget Year Ending December 31, 2023.*

1. Staff Presentation
2. Public Comment (*Please limit comments to **three (3) minutes**, state your name and address*)
3. Board Discussion
4. Decision - Motion, Second, and Rollcall Vote to:  
*Approve, deny, or table, Resolution 2023-11 Amending The Town's Budget For The Year Ending December 31, 2023.*
5. Decision - Motion, Second, and Rollcall Vote to:  
*Approve, deny, or table, Resolution 2023-12 Providing For A Supplemental Appropriation For The Budget Year Ending December 31, 2023.*

## 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



## PALISADE BOARD OF TRUSTEES Staff Report

**Meeting Date:** August 8<sup>th</sup>, 2023

**Department:** Police Department

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

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### **Stats for July 2023:**

- The month of July 2023 had 355 Calls for Service.

### **Grand Junction Communication Call Summary:**

In summary for year to date calls for service are down by 9% compared to last year at the same time. I credit this decrease from police officers being proactive and simply being seen out in our community. I also credit the police officers for remaining consistent with traffic contacts and overall enforcement efforts which tend to keep certain unwanted criminal behavior out of our community. I have detailed July data information obtained from Grand Junction Regional Communication Center if there is anyone interested in specific data.

### **Reports and Summons:**

Reports-33 case reports 18 supp reports (7 custodial arrests)

### **Traffic:**

18 traffic tickets were issued and over 100 traffic contacts.

### **Total Calls for Service year to date: 2030**

### **Training:**

Officer Billy Sauer went to FLETC (Federal Law Enforcement Training Center) Tactical Medical Instructor course. This course allows him to train our officers to better respond to immediate trauma situations for others and themselves. Officer Schimek and Det. Segers attended RADAR/LIDAR Instructor school.

### **Investigations:**

Multiple ongoing investigations and starting to conduct some background investigations into applicants. Det. Segers completed some work on our hiring process to accommodate recent changes to law regarding hiring.

### **Significant Events:**

Officer Baker, Sauer, and Higgins were able to detain and issue a summons for a person vandalizing Town property at Veterans Memorial Park. Multiple officers had dealings with a residence involving DV type situations leading to three different arrests.

## **Palisade Code Compliance Statistics Report: July 2023**

Open Issues before July: 17

July Issues:

- LDC Sec. 4.08 Planning Clearance: 3
- LDC Sec. 10.10 C-3, E Unauthorized & Prohibited signs: 5
- PMC Sec. 7-4 Public Nuisance: 5
- PMC Sec. 7-92 Cut & Removed weeds: 2 (25 properties)
- PMC Sec. 7-11 Barking Dog: 2
- PMC Sec. 7-131 Animal Excrement: 1
- PMC Sec. 7-182 Stormwater Drainage: 2
- PMC Sec. 8-4 (v) 2h Travel Trailer on street: 1
- PMC Sec. 8-42(2), 8-44 Abandoned Vehicle: 3
- PMC Sec. 8-42(3), 8-44 Abandoned, Towed Vehicle: 1
- PMC Sec. 10-88 Camping: 2
- PMC Sec. 10-111 Abandoned Refrigerator: 2
- MPC Sec. 18-241, IFC Sec. 506 Fire Hydrant Clearance: 1
- Other-Code Comp. Referral no issue: 1 referred: 2

Total July Issues: 33

Closed issues in July: 37

Open issues at end of July: 13

Issues Year to Date: 200

- The Good Yard Program started in June and was completed in July. I went out for one to two hours on 10 days. I gave Good Yard notices to 536 properties and 2 HOAs. (In 2022 I gave 570 notices)
- Excessive Weeds continue to be an issue in the Town of Palisade and all over the valley. I did two Town weed checks in July involving 25 properties.

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

In the month of July, I was honored to have been chosen by the FBI to attend the National Command Course in Woodbridge, VA. This course offered leadership training from highly qualified leaders across the country, and it offered valuable information that I can add to my leadership toolbox as a new chief. As the chief I am working on many projects and programs to offer a higher level of public safety service for our community. I am focused on staff development, which is always changing to fit the current needs of the community. There are

many new house bills that are being passed through legislation that affect the public safety organizations and this is where change is always evolving to meet the new standards/laws. Lastly, here soon I will be putting out police staff bio summaries for your police staff. I feel the community and others in town government will be pleased to learn more about the police staff who serve this community. The bio summaries will be posted on our FB page and on the Town website under the police department. Best regards to all, Chief.





## **PALISADE BOARD OF TRUSTEES Staff Report**

**Meeting Date:** August 8, 2023  
**Department:** Fire Department  
**Department Director:** Charles K. Balke, Fire Chief

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### **August Fire Chief's Report**

For the month of August 2023, the Palisade Fire Department responded to 107 calls. This is an increase of 10 calls compared to this time last year. For the 2023 year to date we received 641 calls for service which is a decrease of 10 from 2022.

The July 2023 call breakdown is as follows:

- Calls YTD – 641
- Calls for the Month – 107
- Calls for Mutual Aid – 43
  - Given - 7
  - Received – 36

#### **Administrative Update**

- Continuing to work on 2024 Budget
- Attending weekly Fire Restriction Conference Calls
- Multiple Planning Meetings for Peach Festival
- The Town of Palisade has received a reimbursement of \$11,000.00 as part of a foam buyback program
- Conducted multiple site visits to determine occupancy loads
  - Deroco Cellars
  - Dango Burrito
  - Palisade Brewing Company
  - Grande River Vineyards
- Performed annual inspection on the Weedery and Palisade Alternative Health for Marijuana licensing
- Hosted FPPA Benefits meeting

#### **Personnel Update**

- Hired Charisse Swetnam as a Full-time Firefighter/EMT. She is enrolled in the August Paramedic Program
- Hired Aubrie Wood as a part-time Firefighter/Paramedic

#### **Training Update**

- Hosted DFPC Certification Testing
- OSHA Mandatory Trainings have been assigned to all members.
- Planning an in-house Firefighter II Course. We have 10 students.

#### **Apparatus/Equipment Update**

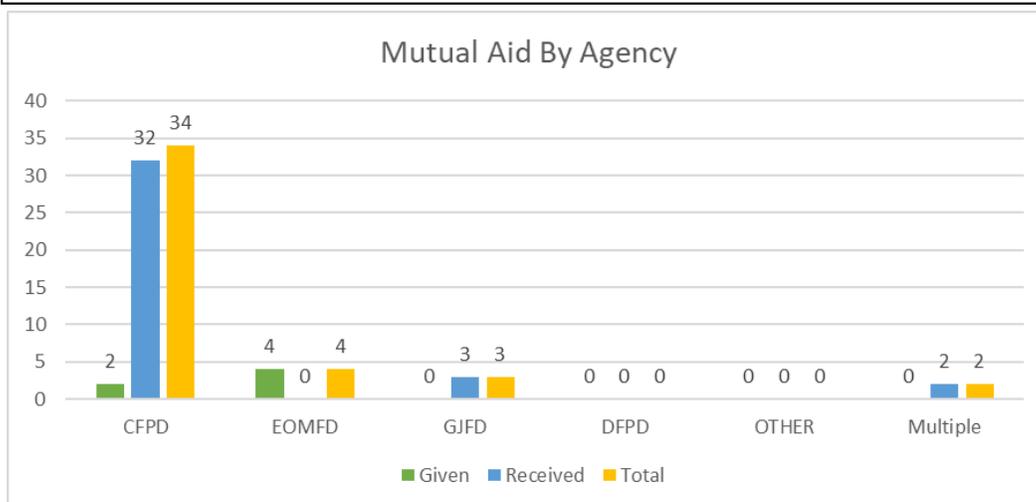
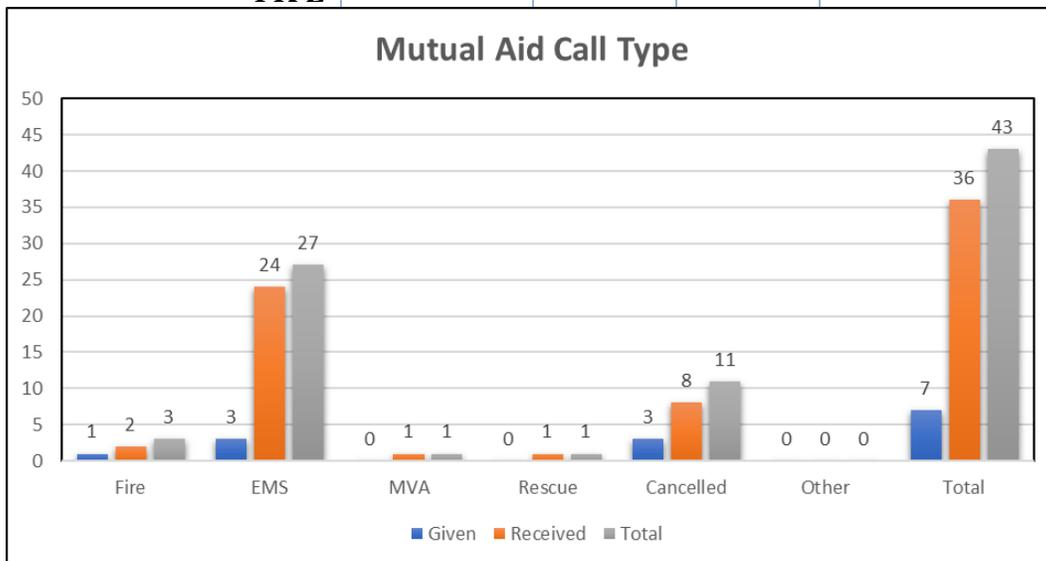
- Ambulance 43 is back and being stocked as a reserve ambulance.

- Our new Self-Contained Breathing Apparatus delivery has been delayed until August 2023. Once these come in and personnel are trained, we will sell back our old packs and cylinders for \$5,000.00.
- The old Squad 41 has been removed from service with all decals and pinstriping removed along with lightbar and radios. We will be looking to sell it through the auction process in the next couple of months.

**Miscellaneous**

- The Palisade Peach Festival Ice-cream Social will be held Thursday evening on August 17<sup>th</sup>. The Fire versus Police Tug-A-War kicks off the events at 5:00pm.
- Applying for the Mesa County Federal Mineral Lease Grant for extrication equipment in the amount of \$32,470.00. This will replace the aged and/or lack of equipment we have.
- Applying for the Division of Fire Prevention and Control’s direct distribution grant for new fire PPE. This will be both structure and wildland gear to replace and/or outfit personnel gear that is either out of date or does not fit appropriately, both of which cause safety concerns.

<i>Call Area</i>	<b>EMS</b>	<b>FIRE</b>	<b>MVA</b>	<b>TOTAL BY AREA</b>
<i>Town</i>	61	10	0	71
<i>Rural District</i>	12	7	0	19
<i>East Orchard Mesa</i>	6	1	0	7
<i>170/Hwy 65</i>	2	1	2	5
<i>Other</i>	2	3	0	5
<b>TOTAL BY CALL TYPE</b>	<b>83</b>	<b>22</b>	<b>2</b>	<b>107</b>





## PALISADE BOARD OF TRUSTEES

**Meeting Date:** August 8, 2023

**Re:** Consent Agenda

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

Included in the consent agenda are:

- A. Expenditures**
  - Approval of Bills from Various Town Funds – July 19, 2023 – August 3, 2023
- B. Minutes**
  - Minutes from July 25, 2023, Regular Board of Trustees Meeting

**For Review (Non-Voting Items)**

*Pursuant to Municipal Code Section 2-203(c): Copies of the (planning commission) minutes will be provided to the Board of Trustees as soon as practicable following their approval by the Planning Commission.*

- Palisade Planning Commission Minutes June 20, 2023
- Palisade Planning Commission Minutes July 18, 2023



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

**Meeting Date:** August 8, 2023

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

**Department:** Finance

**Re:** Standard Budget Amendment and Resolution - Resolution 2023-11 and 2023-12:  
 2023 Budget Amendments and Supplemental Appropriations

**SUBJECT:**

RESOLUTION 2023-11

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE, COLORADO, AMENDING THE TOWN'S BUDGET FOR THE YEAR ENDING DECEMBER 31, 2023.

RESOLUTION 2023-12

A RESOLUTION OF THE TOWN OF PALISADE, COLORADO, PROVIDING FOR A SUPPLEMENTAL APPROPRIATION FOR THE BUDGET YEAR ENDING DECEMBER 31, 2023.

**SUMMARY:**

Resolution 2023-11 is for budget amendments for expenditures and revenues in the 2023 Town of Palisade Budget, and Resolution 2023-12 is the supplemental appropriation for the amendments. The spreadsheet below explains the requested amendments found on each resolution:

<u>2023 Supplement #1 REVENUES</u>				
<b><u>General Fund</u></b>				
	Sales Tax		\$ 600,000.00	Current 1/2 Year collections up over 25% estimate increase for '23
<b>TOTAL ADDITIONAL GENERAL FUND REVENUE:</b>			<b>\$ 600,000.00</b>	
<b><u>Tourism Fund</u></b>				
	Lodging Fees		\$ 40,000.00	Projection with YTD Occupancy Jan-Jun with new \$4 Fee increase
<b>TOTAL ADDITIONAL TOURISM FUND REVENUE:</b>			<b>\$ 40,000.00</b>	

2023 Supplement #1 EXPENDITURES				
<b>General Fund</b>				
<b>Admin</b>	Community Safety		\$ 227,194.00	Safety Program for Events / Markets
				\$ 227,194.00
<b>Police</b>	Dues & Subscriptions	\$ 9,000.00		Lexipol Subscription not included in '23 Budget
	Travel / Training	\$ 3,000.00		Expected '23 value not budgeted
	Uniforms	\$ 5,000.00		Expected replacement costs not budgeted
	Auto Repairs	\$ 2,000.00		22 Actuals not used for '23 Budget
	Small Equipment	\$ 6,000.00		22 Actuals not used for '23 Budget
	Computers	\$ 4,000.00		22 Budget with New Replacements no added
			\$ 29,000.00	
<b>Fire</b>	Payroll	\$ 189,000.00		3 Add'l FT staff agreed upon for '23 after Budget presented
	FPPA - Benefits	\$ 13,000.00		3 Add'l FT staff agreed upon for '23 after Budget presented
			\$ 202,000.00	
<b>Streets</b>	Street Repairs	\$ 60,000.00		Crack sealing \$52K & Asphalt Repair \$47K not budgeted for '23
			\$ 60,000.00	
<b>TOTAL ADDITIONAL GENERAL FUND EXPENDITURES:</b>			<b>\$ 518,194.00</b>	
<b>Water Fund</b>				
	Meter Repairs	\$ 50,000.00		In Projects Budget, but not included in '23 Budget
	1/2 Vac Trailer	\$ 30,000.00		Original equip quote was upgraded and Side by Side also purchased
	Waterline Upgrade	\$ 30,000.00		In Projects Budget, but not included in '23 Budget
<b>TOTAL ADDITIONAL WATER FUND EXPENDITURES:</b>			<b>\$ 110,000.00</b>	

**\*NOTE:**

All Capital Projects Fund Expenditures (\$9,073,985.00) are currently in the 2023 budget and are not being amended with this supplemental #1 and are for reference only.

**Capital Projects Fund**

**Special Projects**

Project Listing			
Description	Funding Source	Funding Detail	2023 Budget
Sidewalk Construction on Highway 6	Town/CDOT	20%/80%	1,000,000
Sidewalk Construction along Elberta	Town/CDOT	21%/79%	1,400,000
Old Gymnasium Remodel	Town	100%	800,000
Broadband Middle Mile Fiber and CNL	Town/Grant	54%/46%	873,985
Community Clinic Construction	Town/Federal	50%/50%	5,000,000
<b>Total Projects</b>			<b>9,073,985</b>

**BOARD DIRECTION:**

Approve Resolutions 2023-11 and 2023-12

**TOWN OF PALISADE, COLORADO  
RESOLUTION 2023-11**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF  
PALISADE, COLORADO, AMENDING THE TOWN'S BUDGET FOR  
THE YEAR ENDING DECEMBER 31, 2023.**

WHEREAS, by Resolution No. 2022-26, the Palisade Board of Trustees adopted its annual budget for the fiscal year beginning January 1, 2023 and ending December 31, 2023 (“2023 Adopted Budget”); after holding all necessary public meetings and hearings; and

WHEREAS, at the time the 2023 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 2023 Budget set forth herein in order to ensure effective and fiscally responsible administration of Town business for the remainder of fiscal year 2023.

**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 2023 Budget are hereby approved.

Fund Title	Adopted Revenues	Adopted Appropriations	Supplemental Revenue	Supplemental Appropriations	Description	Amended Revenues	Amended Appropriations
General Fund	7,107,527.00	7,451,477.00	600,000.00	518,194.00	Supplemental #1	7,707,527.00	7,969,671.00
Tourism Fund	50,000.00	60,000.00	40,000.00	-	Supplemental #1	90,000.00	60,000.00
Conservation Fund	20,000.00	50,000.00		-		20,000.00	50,000.00
Capital Projects Fund	9,073,985.00	9,073,985.00		-		9,073,985.00	9,073,985.00
Totals	16,251,512.00	16,635,462.00	640,000.00	518,194.00	-	16,891,512.00	17,153,656.00
Utilities Fund	783,000.00	873,649.00		-		783,000.00	873,649.00
Water Fund	1,080,000.00	1,459,123.00		110,000.00	Supplemental #1	1,080,000.00	1,569,123.00
Solid Waste Fund	225,000.00	231,050.00		-		225,000.00	231,050.00
Total Budget	18,339,512.00	19,199,284.00	640,000.00	628,194.00	-	18,979,512.00	19,827,478.00

**RESOLVED, APPROVED, and ADOPTED this 8th day of August 2023.**

TOWN OF PALISADE, COLORADO

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

ATTEST:

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

**TOWN OF PALISADE, COLORADO  
RESOLUTION 2023-12**

**A RESOLUTION OF THE TOWN OF PALISADE, COLORADO, PROVIDING  
FOR A SUPPLEMENTAL APPROPRIATION FOR THE BUDGET YEAR  
ENDING DECEMBER 31, 2023.**

WHEREAS, by Resolution No. 2022-26, the Town of Palisade adopted its annual budget for the fiscal year beginning January 1, 2023 and ending December 31, 2023 (“2023 Adopted Budget”); and

WHEREAS, based upon the 2023 Budget as adopted, the Board of Trustees further approved by Resolution 2022-25 the Annual Appropriations for fiscal year 2023, after duly-noticed public hearings; and

WHEREAS, at the time the 2023 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 2023.

**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 2023.

Fund Title	Adopted Revenues	Adopted Appropriations	Supplemental Revenue	Supplemental Appropriations	Description	Amended Revenues	Amended Appropriations
General Fund	7,107,527.00	7,451,477.00	600,000.00	518,194.00	Supplemental #1	7,707,527.00	7,969,671.00
Tourism Fund	50,000.00	60,000.00	40,000.00	-	Supplemental #1	90,000.00	60,000.00
Conservation Fund	20,000.00	50,000.00				20,000.00	50,000.00
Capital Projects Fund	9,073,985.00	9,073,985.00		-		9,073,985.00	9,073,985.00
Totals	16,251,512.00	16,635,462.00	640,000.00	518,194.00	-	16,891,512.00	17,153,656.00
Utilities Fund	783,000.00	873,649.00		-		783,000.00	873,649.00
Water Fund	1,080,000.00	1,459,123.00		110,000.00	Supplemental #1	1,080,000.00	1,569,123.00
Solid Waste Fund	225,000.00	231,050.00		-		225,000.00	231,050.00
<b>Total Budget</b>	<b>18,339,512.00</b>	<b>19,199,284.00</b>	<b>640,000.00</b>	<b>628,194.00</b>	-	<b>18,979,512.00</b>	<b>19,827,478.00</b>

**RESOLVED, APPROVED, and ADOPTED this 8th day of August 2023.**

TOWN OF PALISADE, COLORADO

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

ATTEST:

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