

Meeting Agenda
April 20, 2021 ~ 6:30 pm
Remote Meeting using the Zoom Platform
<https://us02web.zoom.us/j/82166315659?pwd=SUg1eUV2cTdzcjBhOHZEandESDYydz09>
Meeting ID: 821 6631 5659
Passcode: 418745

If you would like to address The Board of Trustees at this meeting, please place your name on the sign-up sheet or indicate that through the chat function on the online Meeting Platform. You will be recognized to speak during the "Public Comment" portion of the agenda. Discussion is limited to 5 minutes and please address your comments to the Board. Thank you for your cooperation.

1. **Call Meeting to Order**
2. **Roll Call** – The Empire Board of Trustees requires a simple majority of four trustees present at the meeting for a quorum.
3. **Approval of Agenda**
4. **Consent Agenda:** These items will be approved collectively with one vote.
 - a. **Approval of Minutes from March Regular Meeting**
 - b. **Approval of March Bills**
5. **Ordinances:**
 - a. **First Reading of Ordinance 170: Empire Land Use and Development Code as Amended Regulating Short-Term Rentals within the Limits of the Town of Empire.**
Planning Commission Recommendation Letter.
6. **Resolutions:**
 - a. **Resolution 21-02: A Resolution of the Town of Empire, Colorado Ratifying the Acceptance of a Drinking Water Revolving Loan Fund Design and Engineering Grant from the Colorado Water Resources and Power Development Authority for the Purposes of Water Utility Improvements.**
Update on the New Well and Waterline Project.
 - b. **Rough Draft of Resolution 21-03: A Resolution to Set Water Tap Fees**
Planning Commission Recommendation Letter.
Additional Fees will be added to this Resolution, so all Water and Sewer Fees are on one Resolution. This fee change will be published Wednesday, May 5th, 2021 in the Newspaper before the Board votes on May 18th, 2021 on adopting the Resolution.
7. **Discussion:** Recommendation from the Empire Planning Commission on the sale of Block 24, Lot 4 to Bob Croke. The Survey done in 2018 on file for this parcel was incorrect. Therefore, the Town is waiting on corrected documents to proceed with the sale of this land.
8. **Discussion:** Choosing a date for a joint Board of Trustees and Planning Commission meeting with Attorney Brandon Dittman to discuss annexation changes.
9. **Public Comment**
10. **Reports**
 - a. **Budget:**
 - i. The Town has combined the office phone and internet service into a single business contract from Xfinity/Comcast, which will save the Town approximately \$100.00 per month.
 - b. **Mayor: (CCEDC, CDOT, CCFA)**
 - i. The Town of Empire is looking for Town Residents to fill Two Volunteer Positions. There is a vacancy on the Empire Board of Trustees and a vacancy on the Empire Planning Commission. Applicants must be a resident of Empire.
 - c. **Police:**
 - i. Chief Stein will provide a Monthly report with stats and updates.

- ii. Lyle Wohler’s Law Enforcement Award for 2019, 2020. Information and nomination forms are also on the Town website.
 - iii. Clear Creek County is in LEVEL BLUE – CAUTIOUS.
 - iv. Clear Creek County is offering vaccines for anyone over the age of 18, information can be found at www.ClearCreekVaccine.com.
- d. Admin:
- i. The Town has a new Organization Chart that can be accessed from the website. This helps to identify the departments within the Town structure.
 - ii. Friends of Clear Creek (non-profit organization based in Empire) will again present the “Street of Flags” by displaying international, state, and military flags along HWY 40/Park Avenue. If you would like to donate and/or volunteer to help install the flags, please contact FriendsOFClearCreek@gmail.com.
- e. Public Works: (Parks, Streets)
- i. The Public Works Department will flush the fire hydrants sometime in May. The Town does this every year to remove sediment from the water lines.
 - ii. The Town will be planting flowers at the end of May or beginning of June, depending on the weather. If you would like to donate and/or volunteer to help plant flowers in the Whiskey Barrels, please contact Town Hall. We will also turn on the sprinklers at that time.
 - iii. Thank you to Trustee Michael Ellington for volunteering to help stock the bags in the Dog Waste stations and help monitor the Dog Park.
 - iv. The Town will be closing the Dog Park during the month of May, which is done every year to allow the ground to rest. The Town is looking at options to improve the soil on a yearly basis.
 - v. The Public Works department has updated the Snow and Ice Control and Removal Policy that can be accessed from the website, along with a Snow Removal Route Map.
- f. Water/Wastewater:
- i. Low snow totals and cold temperatures means freezing and lower flow on our water supply, this is the time to conserve.
 - ii. We will be contacting residents and scheduling appointments for water meters that need to be activated. Our water meter vendor is loaning us some equipment to help us complete the activations quicker.
- g. Planning Commission:
- i. All Planning Commission meetings are in-person with remote access.
 - ii. The Planning Commission will hold a regular meeting on Wednesday, April 28th, 2021 at 6:30 pm.
 - iii. The Planning Commission will hold a Master Plan Workshop on Tuesday, May 11th, 2021 5:30 pm.
 - iv. The Planning Commission will hold a regular meeting on Wednesday, May 26th, 2021 at 6:30 pm.

11. New Business

12. Adjourn Meeting: The next Board of Trustees meeting is May 18th, 2021, at 6:30 pm.

Wendy Koch
(mayor)

J. Paul
(town clerk)