

Meeting Agenda  
May 25, 2021 ~ 6:30 pm  
Remote Meeting using the Zoom Platform  
<https://us02web.zoom.us/j/81074403918?pwd=WHZMRzZlenJNS29sejUeGpyNlY2QT09>  
Meeting ID: 810 7440 3918  
Passcode: 818263

*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 April Regular Meeting**
  - b. **Approval of April Bills**
5. **Resignation Letter from Trustee and Mayor Pro-Tem Sue Hauser.** Thank you to Sue for her service to the Town as a Trustee and Mayor Pro-Tem, and her continued service as the Planning Commission Chairperson.
6. **Appointment of Mayor Pro-Tem**
7. **Announcement of Chase and ColoTrust Signatories and Authorized Check Signers**
8. **Announcement of Board of Trustees Change of Meeting Date to June 22<sup>nd</sup>, 2021.**
9. **Ordinances:**
  - a. **First Reading of Ordinance 261: An Ordinance of The Town of Empire, Colorado, Approving a Contract to Buy and Sell Real Estate for the Purposes of Sale of Town Property to Bob Croke and Authorizing All Actions Necessary to Complete the Sale of Lot 4, Block 24.**  
**Exhibit A Survey**  
**Exhibit B Agreement Authorizing Sale of Town Property to Bob Croke**  
**Exhibit C Bob Croke Letter Agreement**  
**Exhibit D Quitclaim Deed**  
Planning Commission Recommendation Letter
  - b. **Continuance of Ordinance 170: Empire Land Use and Development Code as Amended Regulating Short-Term Rentals within the Limits of the Town of Empire.**
10. **Resolutions:**
  - a. **Resolution 21-03: 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.**  
CWRPDA required additional language in the Resolution.
  - b. **Public Hearing of Resolution 21-04: A Resolution to Set Water and Sewer Tap Fees, and Any Other Water and Sewer Service-Related Fees as Set Forth in Ordinance 226.**  
Planning Commission Recommendation Letter.  
A public notice of this fee change was published Wednesday, May 12<sup>th</sup>, 2021 in the Clear Creek Courant.
  - c. **Resolution 21-05: A Resolution of the Town of Empire, Colorado Declaring Certain Equipment as Surplus Property.**
11. **Discussion:** The Board of Trustees and Planning Commission held a joint meeting with Attorney Brandon Dittman to discuss annexation changes.

**12. Discussion:** Sally Rush will discuss the Clear Creek Watershed and Forest Health Partnership (CCWFHP)

**13. Public Comment**

**14. Reports**

a. Budget:

- i. Easterseals was very appreciative of the donation and during March and April American Furniture Warehouse was matching funds for any donation, so we were able to help them get double the funds.
- ii. Sales Tax: The law changed last year for charging sales tax, so for deliveries the tax is charged at the destination. This brought more sales tax revenue to the Town than expected.

b. Mayor: (CCEDC, CDOT, CCFA)

- i. The Town of Empire is looking for Town Residents to fill Two Volunteer Positions on the Empire Board of Trustees. Applicants must be a resident of Empire.
- ii. We are planning on Codifying our Municipal Code. This means that we will take our Ordinances and put them all into one document, organized by subject. This will be a slow process. We are planning on starting with the Ordinances on Marijuana and the sections of Ordinance 170 dealing with Annexation.

c. Police:

- i. Chief Stein will provide a Monthly report with stats and updates.
- ii. Lyle Wohler's Law Enforcement Award for 2019, 2020. Luncheon is tomorrow, Wednesday May 26<sup>th</sup>.
- iii. Clear Creek County is in LEVEL CLEAR. Fully vaccinated people are no longer required to wear face masks in most settings, except where required by the State Orders, or by local businesses and workplaces. For those not yet vaccinated, State Officials and the Clear Creek County Public & Environmental Health Department suggest that face masks still be worn in indoor settings around others.
- iv. The Empire Police Department is planning to host National Night Out on Tuesday August 3<sup>rd</sup>. This event promotes police-community partnerships; crime, drug, and violence prevention; safety; and neighborhood unity.

d. Admin:

- i. The Town Clerk would like to thank the members of the board for their involvement in current projects and events. Linda Robertson for being involved with the Garage Sale and Farmers Market, Lisa Kunze for being involved with the Surplus Equipment Inventory and Sale, and Michael Ellington for being involved with the Dog Park and Dog Waste Stations. Thank you to Wendy Koch for serving on Committees and Boards for CDOT, the Fire Authority, and Economic Development. Thank you to Denise Tennant for serving as the Ex Officio Board Member on the Planning Commission. Thank you to Chief John Stein for serving as Empire's Emergency Manager. Thank you to Officer Andrew Lorenz for coordinating Empire's first National Night Out Event. I know everyone is busy, so the extra things you do are greatly appreciated!

e. Public Works: (Parks, Streets)

- i. The Town of Empire is hiring Public Works employees, FT, PT, and Seasonal. Must have valid CO DL, agree to background check and drug testing. Must be able to perform physical labor. Basic construction and plumbing knowledge

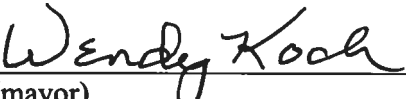
preferred; small equipment operation helpful. Accepting applications until 6-30-21


- ii. The Public Works Department will flush the fire hydrants sometime in June. The Town does this every year to remove sediment from the water lines.
  - iii. The Town will be planting flowers at the beginning of June. 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.
  - iv. The Town has closed 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. The Dog Park will re-open on Friday, May 28<sup>th</sup> for Memorial Day Weekend.
- f. Water/Wastewater:
- 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, May 26th, 2021 at 6:30 pm.
  - iii. The Planning Commission will hold a regular meeting on Wednesday, June 30th, 2021 at 6:30 pm.

**15. New Business**

**16. The Next Board of Trustees Meeting is June 22<sup>nd</sup>, 2021, at 6:30 pm. In-person with remote access.**

**17. Adjourn Meeting**

  
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(mayor)

  
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(town clerk)