

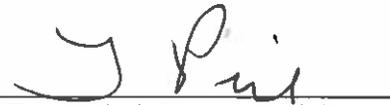
Regular Meeting Agenda
January 17, 2023 ~ 7:00 pm

Remote Meeting using the Zoom Platform Meeting ID: 836 7630 6054 Passcode: 617642
<https://us02web.zoom.us/j/83676306054?pwd=THlxaUwdlB2dlF4UjVlVnQnVBY09CZz09>

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 state your name and 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. **Approval of Minutes: December 27th, 2022 Supplemental Meeting**
5. **Resolutions:**
 - a. **Resolution 23-01: A Resolution of The Town of Empire, Colorado Designating the Official Public Notice Location and The Official Newspapers of General Circulation for The Town of Empire, Colorado**
The official public notice location is the town website www.TownOfEmpire.Colorado.Gov; the official newspaper is the Clear Creek Courant.
6. **Vote to approve a donation to KYGT "The Goat," Clear Creek Radio of \$500.00.**
7. **Update on timeline for Harmony Domes Annexation Project**
8. **Announcement of Goals set for 2023 Budget Year**
9. **Announcement of Presentation and Reception "MEET & GREET THE EMPIRE POLICE DEPARTMENT."** Wednesday, February 1st, 2023, at 6:30 pm in Town Hall. Coffee and Light Refreshments will be served. Meet the team, hear about all the recent changes, and ask questions in a casual setting.
10. **Public Comment:** Public comment is limited to 5 minutes per person. The Board does not respond to questions during this time. For operational questions, please email the clerk.
11. **Reports:**
12. **New Business from Board of Trustee Members:**
13. **The Next Board of Trustees Regular Meeting is February 21st, 2023, at 6:30 pm. In-person with remote access**
14. **Adjourn Meeting**


(Mayor Wendy Koch)


(Town Clerk Jeannette Piel)

TOWN OF EMPIRE
30 East Park Avenue –P.O. Box 100 Empire CO 80438-0100
303/569-2978 – 303/569-2282 fax

Board of Trustees Regular Meeting
January 17, 2023

1. Call to Order

The meeting was called to order at 7:02 PM.
The meeting was held in person and through Zoom.

2. Roll Call

Present: Mayor Wendy Koch, Mayor Pro-Tem Linda Robertson, Trustee Susan Owen, Trustee Lorry Singmaster, Attorney Colleen McCroskey, Town Clerk Jeannette Piel.
Absent: Trustee Denise Tennant, Trustee Shannon Hickman
A quorum was present at the meeting.

3. Approval of Agenda

TRUSTEE ROBERTSON MOTIONED TO APPROVE THE AGENDA FOR JANUARY 17, 2023, TRUSTEE SINGMASTER PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

4. Approval of Minutes: December 27th, 2022 Supplemental Meeting

TRUSTEE OWEN MOTIONED TO APPROVE THE MINUTES FOR DECEMBER 27, 2022, SUPPLEMENTAL MEETING, TRUSTEE SINGMASTER PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

5. Resolutions:

- a. Resolution 23-01: A Resolution of The Town of Empire, Colorado Designating the Official Public Notice Location and The Official Newspapers of General Circulation for The Town of Empire, Colorado**

The official public notice location is the town website www.TownOfEmpire.Colorado.Gov; the official newspaper is the Clear Creek Courant.

TRUSTEE ROBERTSON MOTIONED TO ADOPT RESOLUTION 23-01: A RESOLUTION OF THE TOWN OF EMPIRE, COLORADO DESIGNATING THE OFFICIAL PUBLIC NOTICE LOCATION AND THE OFFICIAL NEWSPAPERS OF GENERAL CIRCULATION FOR THE TOWN OF EMPIRE, COLORADO, TRUSTEE OWEN PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

The Resolution is effective immediately.

6. Vote to approve a donation to KYGT “The Goat,” Clear Creek Radio of \$500.00.

TRUSTEE ROBERTSON MOTIONED TO APPROVE A DONATION TO KYGT “THE GOAT,” CLEAR CREEK RADIO OF \$500, TRUSTEE SINGMASTER PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

The donation to KYGT of \$500 is approved.

7. Update on timeline for Harmony Domes Annexation Project

The Town does not have any action items at tonight's meeting, but we anticipate starting the Board's evaluation process at the February meeting. At that meeting, we plan to announce that a Public Hearing will be scheduled for March 21st, 2023, which will be announced in the Clear Creek Courant as well as all standard Town communications.

8. Announcement of Goals set for 2023 Budget Year

Our primary goal for the budget process was to put people first: prioritize adding staff members and increasing wages.

We anticipated it would take several months to fill all positions in the Police Department, and we were pleasantly surprised that we are already fully staffed! Hence the Meet and Greet reception scheduled for Feb 1st, which we will tell you about in the next agenda item. John and Andrew have elevated the reputation of the Empire Police Department to the level where people were applying simply from hearing there might be an opening. We now have people on our staff that came from Clear Creek County, Idaho Springs, and Georgetown.

The Administrative team is coming together in tremendous ways! Our number one goal is to get everything caught up! It takes time to train, but we are well on our way to fully functional.

You may have noticed lots of boxes out on tables across the back of the room. This is a massive project to organize and then scan many of our town records. This will give us access to historical records that can be very helpful when creating new town documents, updating the Master Plan, applying for Grants, etc. Information is the foundation for our department, and this will greatly improve our processing.

We continue to update the Cemetery records, which is a massive project as well. We are creating a database for all the Cemetery records and historical information. This summer, our goal is to look at the Cemetery and confirm that records are correct, then start identifying the rows and walkways to make it easier to navigate.

The organization and fact checking phase of the Master Plan will happen in the first half of the year, we hope to have a draft for the town to evaluation before summer, and the public will be invited to make comments and ask questions before it is presented to the Board for approval.

We are committed to exploring every grant opportunity to help us initiate some larger projects for improvements and maintenance, hopefully including roads, parks, and facilities. Grants are our best tool to accomplish larger infrastructure projects.

Every year we identify an item to work on for the Ball Placer. This year, we will be working with our water attorney to determine if we can and therefore how to use our Bard Creek water rights legally and effectively. This is a very laborious process and will probably take the full year. However, it is an essential step to determine what we are able to accomplish in the Ball Placer.

Beautification – we received a generous donation to start using metal poles for our Street of Flags Program. We are excited to show you how classy and professional the flags look with the new and improved poles. We also plan to add several barrel planters throughout town and improve our landscaping.

This is the first round of staff goals, and we will continue to share more as the year progresses and we will bring you updates as well.

9. Announcement of Presentation and Reception “MEET & GREET THE EMPIRE POLICE DEPARTMENT.”

Wednesday, February 1st, 2023, at 6:30 pm in Town Hall. Coffee and Light Refreshments will be served. Meet the team, hear about all the recent changes, and ask questions in a casual setting.

10. Public Comment:

No Public Comment

11. Reports:

a. Planning Commission:

- i. All Planning Commission meetings are in-person with remote access.
- ii. This next Regular Meeting will be held on Wednesday, January 25th, 2023, at 6:30 pm.

12. New Business from Board of Trustee Members:

No New Business

13. The Next Board of Trustees Regular Meeting is February 21, 2023, at 6:30 pm. In-person with remote access.

13. Adjourn Meeting

TRUSTEE ROBERTSON MOTIONED TO ADJOURN THE MEETING, TRUSTEE SINGMASTER PROVIDED THE SECOND, CLERK PIEL CONDUCTED A ROLL CALL VOTE, ALL WERE IN FAVOR, MOTION PASSED.

The meeting was adjourned at 7:19 PM.



(mayor)



(town clerk)

COPY

**TOWN OF EMPIRE, COLORADO
RESOLUTION 23-01**

**A RESOLUTION OF THE TOWN OF EMPIRE, COLORADO DESIGNATING THE
OFFICIAL PUBLIC NOTICE LOCATION AND THE OFFICIAL NEWSPAPERS OF
GENERAL CIRCULATION FOR THE TOWN OF EMPIRE, COLORADO**

WHEREAS, the Colorado Revised Statutes require the Town of Empire Board of Trustees to designate official public notice locations and official newspapers of general circulation for legal notices; and

WHEREAS, the official posting location and official newspaper must be approved by the Board of Trustees at the first regular meeting of the year.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE
TOWN OF EMPIRE, COLORADO THAT:**

Section 1. The above recitals are hereby incorporated by reference.

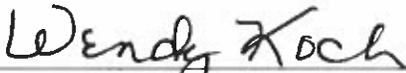
Section 2. The official posting locations for public notices shall be the Town's official web site, www.townofempire.colorado.gov.

Section 3. The official newspaper of general circulation for publication of legal notices shall be the Clear Creek Courant; except that, if the Town Clerk determines that the submission schedule, publication deadline, or other circumstance makes publication in the Clear Creek Courant ineffective or otherwise undesirable, the Town may publish official notice in another newspaper circulated within the Town, including but not limited to, the Denver Post. Pursuant to Section 24-70-103(5), Colorado Revised Statutes, newspapers of general circulation that publish a legal notice required by law are required to upload all legal notices at coloradopublicnotice.com, at no cost to the Town.

Section 4. This resolution shall become effective immediately upon its adoption.

ADOPTED THIS 17TH DAY OF JANUARY 2023.

TOWN OF EMPIRE, COLORADO



Mayor Wendy Koch

ATTEST:



Town Clerk Jeannette Piel



CLEAR CREEK RADIO

KYGT 'THE GOAT'

102.7 - 103.9 LPFM

October 3, 2022

Mayor and Board of Trustees
Town of Empire
P.O. Box 100
Empire CO 80438-0100

Dear Mayor and Trustees:

With the annual budget process underway it's time again for Clear Creek Radio to solicit funds through the Intergovernmental Agreement that the City of Idaho Springs, Town of Georgetown, Town of Silver Plume, Town of Empire, Clear Creek County, Clear Creek Fire Authority, and the Clear Creek Metropolitan Recreation District entered into in December of 1999 with the goal of bringing radio to our community.

Nearing its 28th year, KGOAT continues to serve the Clear Creek County community. Through these ever-changing times KGOAT remains a county resource providing a creative outlet for its DJs, a forum for discussion, an outlet for musicians, an emergency alert system, an informational and educational tool, a promotional medium for its business sponsors and the county in general and a welcoming place for the community to gather and have some fun.

The Intergovernmental Agreement is very important to the funding of our all-volunteer community station. We hope the Town of Empire will continue to support us. We will welcome whatever amount your budget will comfortably allow. The amount that we request this year is \$500.

Thank you for supporting your community radio station.



Phyllis Adams
President, Clear Creek Radio (303-918-7033)

Goals set for 2023 Budget Year

Our primary goal for the budget process was to put people first: prioritize adding staff members and increasing wages.

We anticipated it would take several months to fill all positions in the Police Department, and we have been pleasantly surprised that we are already fully staffed! Hence the Meet and Greet reception scheduled for Feb 1st, which we will tell you about in the next agenda item. John and Andrew have elevated the reputation of the Empire Police Department to the level where people were applying simply from hearing there might be an opening. We now have people on our staff that came from Clear Creek County, Idaho Springs, and Georgetown.

The Administrative team is coming together in tremendous ways! Our number one goal is to get everything caught up! It takes time to train, but we are well on our way to fully functional.

You may have noticed lots of boxes out on tables across the back of the room. This is a massive project to organize and then scan many of our town records. This will give us access to historical records that can be very helpful when creating new town documents, updating the Master Plan, applying for Grants, etc. Information is the foundation for our department, and this will greatly improve our processing.

We continue to update the Cemetery records, which is a massive project as well. We are creating a database for all the Cemetery records and historical information. This summer, our goal is to look at the Cemetery and confirm that records are correct, then start identifying the rows and walkways to make it easier to navigate.

The organization and fact checking phase of the Master Plan will happen in the first half of the year, we hope to have a draft for the town to evaluate before summer, and the public will be invited to make comments and ask questions before it is presented to the Board for approval.

We are committed to exploring every grant opportunity to help us initiate some larger projects for improvements and maintenance, hopefully including roads, parks, and facilities. Grants are our best tool to accomplish larger infrastructure projects.

Every year we identify an item to work on for the Ball Placer. This year, we will be working with our water attorney to determine if we can and therefore how to use our Bard Creek water rights legally and effectively. This is a very laborious process and will probably take the full year. However, it is an essential step to determine what we are able to accomplish in the Ball Placer.

Beautification – we received a generous donation to start using metal poles for our Street of Flags Program. We are excited to show you how classy and professional the flags look with the new and improved poles. We also plan to add several barrel planters throughout town and improve our landscaping.

This is the first round of staff goals, and we will continue to share more as the year progresses and we will bring you updates as well.

