

Board of Trustees Regular Meeting Agenda

November 21, 2023 ~ 6:30 pm

Remote Meeting using the Zoom Platform Meeting ID: 862 2200 2595 Passcode: 089239
<https://us02.web.zoom.us/j/86222002595?pwd=bHd4UG1BOVd3Vks5dFZCMTRLUmZTQOT09>

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. Also, please silence your phones and do not use them during the meeting out of consideration for your Board Members and Staff who are presenting information during the meeting.

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 Consent Agenda:**
 - a. Minutes October Supplemental Meeting
 - b. Minutes October Regular Meeting
5. **Presentation of Business Plan for Hard Rock Café: Proposal by Michal Fagrelus**
6. **Discuss Memo regarding Amendments to Town Code**
7. **Ordinances:**
 - a. First Reading of Ordinance 269: An Ordinance of The Town of Empire, Colorado Amending the Town’s Sign Code
8. **Presentation and Public Hearing for the 2024 Town of Empire Proposed Budget:**
 - a. Overview of Budget Process and Timeline
 - b. Goals and Priorities
 - c. Multi-Year Projects and Grant Projects
 - d. Explanation of Budget Codes and Classes
 - e. Evaluate Proposed Budget
 - f. Discussion from the Board of Trustees
 - g. Public Hearing: Questions/Discussion from the Public
9. **Resolutions:**
 - a. **Resolution 23-10: To Appropriate Sums of Money**
 - b. **Resolution 23-11 Summarizing Expenditures and Revenues and Adopting the 2024 Budget**
 - c. **Resolution 23-12: A Resolution of The Board of Trustees for The Town of Empire Approving a Services Agreement with Clear Creek Surveying**
10. **Discuss Letter of Agreement for JVA**
 - a. This scope of work was already approved in an RFP in 2022 and subsequent Water Distribution System Grant awarded in 2023. We are required to keep CDPHE updated on action items that relate to our Sanitary Survey on December 5, 2022. This agreement letter lists the cost for design work from JVA and work that will be subcontracted to begin the project, which is required for updating CDPHE and to submit to HUD for our Water Distribution System Grant.
11. **Discuss CDPHE & WSP – Technical Assistance for Lead and Copper Rule**
 - a. No Cost Program from CDPHE to assist Towns in the required lead service line inventory and replacement plan. We need to fill out a Service Agreement Survey, and they will call us to find out our specific needs. The deadline is October 16, 2024.
12. **Discuss Updated Logo**

13. **Reports**
14. **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.
15. **Moment of Appreciation**
16. **Board of Trustees Training Program**
17. **New Business from Board of Trustee Members**
18. **The Next Board of Trustees Workshop is January 2nd, 2024, at 6:30 pm.**
19. **The Next Board of Trustees Regular Meeting is Tuesday, November 21st, 2023, at 6:30 pm. In-person with remote access.**
20. **Adjourn Meeting**

(Mayor Wendy Koch)

(Town Clerk Jeannette Piel)

The meeting did not have a quorum, so all action items were postponed until the next regular meeting.

Wendy Koch
J Piel

Town of Empire
30 East Park Avenue/P.O. Box 100 Empire, Co 80438
303.569.2978 - 303.569.2282 fax

Board of Trustees Regular Meeting Minutes
November 21, 2023 ~ 6:30 pm

In Person and Remote Meeting using the Zoom Platform.

1. Call Meeting to Order

Mayor Wendy Koch called the meeting to order at 6:31 PM. The meeting was held in person and through Zoom.

2. Roll Call – The Empire Board of Trustees requires a simple majority of four trustees present at the meeting for a quorum.

Present: Mayor Wendy Koch, Trustee Denise Tennant, and Trustee Randy Horning. Also in attendance was Town Clerk Jeannette Piel. Police Chief Andrew Lorenz attended virtually on Zoom.

Absent: Mayor Pro-Tem Linda Robertson, Trustee Lorry Singmaster, and Trustee Jacob Belcher. We have 3 out of 6 board members present. We do not have a quorum; therefore we cannot approve the agenda or vote on any action items. We will hear the Presentation for the business plan for Hard Rock Cafe', but we will not conduct any other business. We will reschedule the Budget Public Hearing for Tuesday, December 12th, at 6:30 pm.

3. Presentation of Business Plan for Hard Rock Café: Proposal by Michal Fagrelus

Michal and her husband have submitted a business plan for a wholesale bakery and bar. She and her husband have lived in Empire for 5 years. She has 20 years of involvement in the restaurant industry, including tourism. Her training is in baked goods and bread, so she will be bringing in her restaurant experience and is interested in providing a community space, with a bar eventually as she seeks her liquor license.

The plan is rudimentary but she intends to build upon this, and she has a great desire to make the business succeed in the long-term. She has found support from friends, family and would like to bring a business the people in Empire feel welcome to come, as well as providing a marketplace for County artists and creators in the big space in the future to show off our local talent to the tourists passing through.

She has plans for carry-out travel meals, like a breakfast box to purchase at night for the next morning, to encourage tourists to stop in Empire as they travel through. In addition to lunch and the bar in the evening, she would like to provide weekend breakfasts. The original plan is to start small in the slow season and build it by heavy tourism season. She recognizes the other local cafe, The Edge, provides coffee shop and menu items, and her model is more of a sit-down breakfast, without pre-made food but instead offering quality items made from kitchen to table.

The menu will be simple, but seasonal and rotating. She wants to use what she has in the kitchen, so a nacho plate of the week idea will encourage using all resources. She is putting together financial statements now, and is seeing projections that the business can be profitable. The first year profits will be put back into the business with marketing and staff. She will be hiring 2 staff members (bartender and line cook) at 30 hours a week at \$20/hour. She would like to support our community and build a business she is proud of.

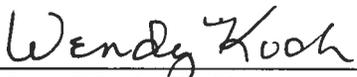
Discussion ensued about her reputation as a baker in town, early morning ski and miner traffic through town is a missing piece and will be looking into ways to help with meal items. Will start being open 2 full days and 4 half days, with the goal of 5 full days and 2 half days by spring break. She and her husband will be the major owner/operators to begin with, along with the 2 part-time employees. She wants to help Empire become a destination for others in the County. She may source local small breweries for a changing and rotating tap, but will also be desiring cost effectiveness by offering a cheap lager on tap. Final note: she can provide quality over quantity in the town's unique space.

4. The Next Board of Trustees Supplemental Meeting is now Tuesday, December 5th, 2023, at 6:30 pm. In person with remote access.

5. The Next Board of Trustees Regular Meeting is Tuesday, December 12th, 2023 at 6:30 pm. In person with remote access.

6. The Next Board of Trustees Workshop is January 2nd, 2024, at 6:30 pm.

Having no further business that could be conducted, the meeting was adjourned at 6:54 pm.



(Mayor Wendy Koch)



(Town Clerk Jeannette Piel)

Business Plan for 18 Park Ave Empire, CO 80438

**Empire's Hard Rock:
Bar and Market**

Prepared by:

Michal Fagrelus

(970) 417 – 9475

michalfagrelus@gmail.com

I. Executive Summary

Empire's Hard Rock Cafe (referred to from hereon in as the "Company") is intended to be established as a Limited Liability Company at 18 Park Ave, Empire, Colorado 80438 with the expectation of expansion in the restaurant industry.

Mission: As a family owned and operated company, our mission is to provide a warm space for community gathering, offer affordable eats and drinks, host events, and integrate a community market space where locals can showcase their art, homemade products, and skills.

Product: The Company's primary products will be seasonal provisions (preliminary menu attached), full service bar, and local goods.

Vislon: The Hard Rock is a central building in Empire which provides a unique opportunity to couple food and drink with an avenue for local musicians, artists, and makers to showcase their work to a broader audience. This will open the door for hosting live music, as well as artist and makers "Master Classes". We seek to have an assortment of events to retain interest in our company and community.

Empire sees many travelers leaving and returning to the I70 corridor. The two rooms in the Hard Rock will allow one room to be a space to eat and drink and the other to showcase local art, crafts, and products to be sold. Because the building is a community building it is important to integrate more community into its manifestation. First-rate service is intended to be the focus of the Company and a cornerstone of the brand's success. All patrons will receive conscientious, one-on-one, timely service in all capacities. This is expected to create a loyal brand following and return business.

Owners Qualifications: Michal Fagrelus has 20 years of experience in the restaurant industry, serving small communities such as Empire. This experience is not limited to one aspect of the restaurant business but encompasses all positions required to operate successfully. These positions include front of house manager, wait staff, host, bartender, line cook, and baker. This experience will provide the framework for the success of a small restaurant and bar. Michal's experience is not limited to restaurants but includes the management of retail stores and business accounting. These skills will complement each other in building a successful operation with mindful growth for the future. Her partner, Michael Halajcsik, has established a reputation, over the past 13 years in this county, as a skilled first responder, carpenter, and small business owner. He spent 10 years as a Ski Patroller at Loveland Ski Area where he trained an avalanche rescue dog and led avalanche mitigation work. Recently, he has grown his small business working in Georgetown, CO restoring the Silver Brick building and currently restoring the Historic Ram. His dedication to community and successful small business will provide a solid direction for this next business venture.

Goals: Our short-term goal for the company is to open a successful business that is set up for organic growth within the next few months. This business will add to our town's integrity. In the long term we would like to have financial freedom to provide desirable jobs and living wages to locals. As well as establish a place that attracts artists from all over to bring their latest projects to our town.

II. Marketing Summary

Target Markets: Our target market will be Empire and Clear Creek County residents because we want to provide a local space where people can come and feel comfortable and taken care of while being able to afford good eats and drinks. Clear Creek is a unique county where differing towns and greater communities commune frequently. This space will attract locals to come support Empire and integrate us as a local destination.

We will also be targeting traveling tourists coming and going to the I70 corridor. The unique seasonal eats and drinks will attract the thousands that pass through our town and the local market will showcase our communities' talents. We believe this model will help grow the company by providing quality provisions people will stop for, every time they pass through town, and the opportunity to support local artists and craftspeople.

III. Service

Hours will expand/change as soon as business demands

Hours of Operation: Monday – Wednesday 4pm – 9pm

Thursday – Closed

Friday 2pm – 9pm

Saturday – Sunday 7am -11am Breakfast

2pm – 9pm

Distribution Strategy: Counter and bar service

Empire's Hard Rock Bar & Market

All food is prepared from scratch with quality ingredients

All Day Eats

Soup of the day

\$8 Bowl - Add bread bowl for \$7

Hot Honey Chicken

\$16 Sandwich – with choice or chips or sweet potato waffle fries

\$20 Dinner – with smashed golden, garlic potatoes and seasonal veggie

Italian Beef

\$15 Sandwich – with choice of chips or sweet potato waffle fries

BLT

\$15 Sandwich – with choice of chips or sweet potato waffle fries

Teriyaki Glass Noodles

\$15 Bowl - Add Chicken, Pork, or fish for \$8

Weekly dinner special

\$20 plate served with smashed golden, garlic potatoes and seasonal veggie

Baked Goods

\$5 Brownie GF/Vegan

\$5 Scrap Cookie

\$5 Slice of Pie – rotating/ seasonal

\$8 Sandwich Loaf – Sourdough, Jalapeno Cheddar, Rye, Sugar/
Cinnamon

\$7 Bread Bowl

\$6 ½ dozen biscuits

Menu is subject to change with seasons and availability of products. Integrity of ingredients will not be compromised

Weekend Breakfast

\$10 Biscuits & Gravy

\$12 Belgian Waffle – fresh fruit and whipped cream

\$12 French Toast – fresh fruit and whipped cream

\$15 Omelet of the week – rotating seasonal omelet

\$10 Breakfast Burrito – choice of bacon, sausage, or veggie

\$10 Breakfast Sandwich – choice of bacon, sausage, or veggie

\$10 Classic Eggs and Toast - choice of bacon, sausage, or veggie

Menu is subject to change with seasons and availability of products. Integrity of ingredients will not be compromised