

Board of Trustees Work Session & Training Meeting Agenda

March 5, 2024 ~ 6:30 pm

In-person and Remote Meeting using the Zoom Platform

<https://us02web.zoom.us/j/83964341481?pwd=QIVXSU5BU3lhb1Rna2lMM2l1TVRadz09>

Meeting ID: 839 6434 1481 Passcode: 923008

The Public can observe, but cannot participate or comment at the Work Session, there are no action items voted on at a Work Session. We will take a short break, then hold the Training Session which is for the Board of Trustees only.

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. Clear Creek Fire Authority (CCFA): Kelly Babeon and Jeremy Jones

- a. MissionCIT report (send out with meeting reminder email)
- b. Meeting to discuss the CCFA, all town officials invited, every 3rd Monday. First is on March 18th, 6 to 8 pm, in Idaho Springs Town Hall and on Zoom.
- c. IGA Letter
- d. Fire Code 2021
- e. Housing shortage has depleted the firefighter volunteer base.

5. Multijurisdictional Housing Authority (MJHA)

- a. Empire's goals

6. Recreation in the Outdoors Plan (ROMP) – Our Parks Master Plan to align where possible

- a. OHV

7. Public Transit – Field Trip on the Roundabout

8. County continues to cut their budget - what effect does that have on Empire?

- a. Craig, CO's rebranding example

9. Branding handouts

- a. Logo
- b. Culture Statement - who we are
- c. Vision Statement - what we want the Town to be
- d. Mission Statement - how do we get there. The work!

10. Policies

11. Fees

12. Short-term vs. Long-term Rentals

13. Candidate Meet and Greet:

- a. Meet and Greet Questions
- b. Bios

- c. Election financial forms due reminder (Jennifer)

14. Code of Conduct

15. Code Enforcement/complaints by Residents (Things growing over fence/junk cars/complaining about porch light)

16. Process of Hiring Town Administrator - Begin discussion

- a. Advertising the position - where?
- b. Timeline
- c. Committee - interview questions

17. HR vacation, days off

5-minutes break between work session and training

18. BOT Training Program – Strategic Planning and the Comprehensive Master Plan, continued.

- a. Strategic Planning activity cont (Lisa)
- b. Map ordinance to big picture (Jeannette)
- c. Revisit Culture Statement (Jeannette)

19. New Business from Board of Trustee Members

20. Upcoming Calendar

- a. Tuesday, Mar 12 Candidate Debate 6:30 pm
- b. Wednesday, Mar 13 PC Training 6:30 pm
- c. Monday, Mar 18 CCFA Meeting in Idaho Springs 6 pm
- d. Tuesday, Mar 19 BOT Regular Meeting 6:30 pm
- e. Wednesday, Mar 27 PC Regular Meeting 6:30 pm
- f. Saturday, Mar 30 Easter Egg Hunt 11 am
- g. Tuesday, Apr 2 ELECTION DAY

21. The Next Board of Trustees Work Session is Tuesday, May 7th, 2024, at 6:30 pm.

22. The Next Board of Trustees Regular Meeting is Tuesday, March 19th, 2024, at 6:30 pm. In person with remote access.

23. Adjourn Meeting

(Mayor Wendy Koch)

(Deputy Town Clerk Lisa Kunze)