

Board of Trustees Regular Meeting Agenda

February 18, 2025 ~ 6:30 pm

Remote Meeting using the Zoom Platform Meeting ID: 870 8030 9816 Passcode: 292144

<https://us02web.zoom.us/j/87080309816?pwd=bG5tUGR1MU94a3JkUW9NTl0xb2lhZz09>

We will have public comment on several agenda items. Please sign those public comment sheets so your comments on agenda items 5c, 6a, 7a, 7b, & 7c occur at the appropriate time. If you would like to address The Board of Trustees at this meeting, please place your name on the sign-up sheet for Public Comment or indicate that through the chat function on the online Meeting Platform. Please do not use the Direct Message function. You will be recognized to speak during the “Public Comment” portion of the agenda. Discussion is limited to 3 minutes; please state your name and address and direct your comments to the Board. 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. 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 - February 18, 2025 Regular Meeting Agenda

4. Approval of Consent Agenda

- a. Minutes January 21, 2025 Regular Meeting
- b. Minutes February 04, 2025 Work Session

5. Presentation: Caprice Bass & Natalie Raborn regarding the Double Bypass Event

- a. Presentation
- b. Discussion by Board of Trustees
- c. Public Discussion
- d. Vote to Approve

6. Ordinances for Consideration:

- a. Second Reading and Public Hearing for Ordinance 273: An Ordinance of the Board of Trustees to Amend the Junk, Abandoned Vehicle, and Parking Ordinance
 - i. Discussion by Board of Trustees
 - ii. Public Hearing
 - iii. Final Vote to Adopt by Board of Trustees
 - iv. Recommendations for fee schedule to be presented at next meeting

7. Resolutions for Consideration:

- a. Resolution 25-02: A Resolution of the Board of Trustees to Set Water and Wastewater Utility Fees and Other Service-Related Fees As Permitted By Ordinance 226
 - i. Discussion by Board of Trustees
 - ii. Public Hearing is Required for Fee Changes
 - iii. Vote to Adopt
- b. Resolution 25-03: A Resolution of The Board of Trustees to Appoint Thomas Elliot as Empire’s Municipal Court Judge
 - i. Discussion by Board of Trustees
 - ii. Public Discussion
 - iii. Vote to Adopt
- c. Resolution 25-04: A Resolution of The Board of Trustees for the Appointment to the CCHRA Board
 - i. Discussion by Board of Trustees
 - ii. Public Discussion
 - iii. Vote to Adopt

8. Discussion: Official Elevation for the Town of Empire

- Present Research
- Discussion by the Board of Trustees

9. Reports:

- a. Financial Reports
 - i. Audit timeline
 - ii. Grants
 - iii. County Budget shortfall and how it could impact Empire
- b. CCFA: Randy, Wendy
- c. CCEDC: Denise, Randy
- d. Clear Creek County Public Transportation
 - i. The latest launch of the RoundAbout bus service will be VANS!
These new vans are designed to improve our mobility in the community. 80% of the funding comes from the Colorado Department of Transportation! The RoundAbout program is primarily supported by a Federal Transit Administration (FTA) grant under the Section 5311 program, which helps fund public transportation in non-urban areas like ours. This support is essential as it covers everything from operating costs to capital expenses, making it possible to have this service in Clear Creek County.
- e. Clear Creek County Tourism Bureau Board – Amy Phan Widencamp of Empire, the owner of Pheastly, has been appointed to the Tourism Board. Thank you, Amy, for representing business interests in Empire and all of Clear Creek County.
- f. Federal Executive Orders Report
- g. Staffing Report
 - i. How scheduling is impacted
 - ii. Moving workstations
 - iii. No longer renting out Town Hall
- h. Police Department
 - i. Monthly report and stats from Chief Lorenz
 - ii. Currently working on IGA with CCSO for records validation and call coverage
- i. Water System
 - i. Update on Sanitary Survey Findings
 - ii. LCRR Inventory of possible lead pipes
- j. Upcoming Events
 - i. Touch Base with Denise on Burro Races
- k. Save the Date
 - April 19 - Easter Egg Hunt
 - May 24 - Pack Burro Races - Memorial Day Weekend
 - June 7 - Town Clean-Up Day 8am-12pm
 - June - Adopt-a Highway (3rd Saturday in Jun, Jul, Aug, Sep)
 - July 12 - Double Bypass
 - August 12 - National Night Out (2nd Tuesday in August)
 - September 6 - Devil on the Divide
 - October 25 - Halloween - Chili Cook Off
 - November 29 - Small Business Saturday
 - December 13 - Christmas Celebration & Potluck
- l. Planning Commission
 - i. All Planning Commission meetings are in-person with remote access.
 - ii. The next Regular Planning Commission Meeting will be held on Wednesday, February 26, 2025, at 6:30 pm.
 - iii. The next Training/ Work Session for the Planning Commission will be held on Wednesday, March 12, 2025 at 6:30 pm.
- m. Answering Questions from the Previous Meeting
 - i. There was no public comment at the previous meeting.

10. Board of Trustees Goal for the 2024 - 2026 Term: Ongoing

The Town of Empire will increase revenue within this Board of Trustee term by supporting the economic needs of current and future businesses by capitalizing on our unique location and the traffic it provides, without compromising the non-monetizable assets that gives Empire its' unique charm.

11. Public Comment: Public comment is limited to 3 minutes per person. The Board does not respond to questions during this time. For operational questions, please email the clerk.

12. Moment of Appreciation

13. New Business from Board of Trustee Members

14. Board of Trustees Upcoming Meetings and Topics

- a. Upcoming Topics from Administrative Overview
- b. A Joint Work Session with the Board and PC to discuss our Vision for Housing and Land Use has been scheduled for Tuesday, March 4, 2025 at 6:30 pm. Amy Saxton and David Danielson from Clear Creek County have been invited to discuss the new building permit process.
- d. The Next Board of Trustees Regular Meeting is Tuesday, March 18, 2025, at 6:30 pm. In person with remote access.
- c. The Next Board of Trustees Work Session/Training is Tuesday, April 1, 2025, at 6:30 pm. In person with remote access.
- d. When can we reschedule the Chair Training?

15. Adjourn Meeting

(Mayor ProTem Jacob Belcher)

(Deputy Town Clerk Lisa Kunze)