

Board of Trustees Regular Meeting Agenda

April 15, 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 discussion on several agenda items. Please sign the correct public comment sheets so your comments on agenda items **8a, 8b, 8c 8d, 9a, 9b and 9c and 10c** 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 - April 15, 2025 Regular Meeting Agenda

4. Approval of Consent Agenda

- a. Minutes March 18, 2025 Regular Meeting
- b. Minutes April 1, 2025 Work Session
- c. Minutes April 9, 2025 Joint BOT/PC Chairperson Training

5. Announcement: Cassandra Patton, Director of Clear Creek County Tourism Bureau, will be rescheduled for the June 17th Regular Meeting

6. Discussion: Double Bypass Event

- a. Advertisement, Event Budget, Fun stuff (cowbells, stickers with logo), Timeline, Traffic Control

7. Discussion: Mayor Koch Resuming Mayoral Duties

- a. Announcement by Mayor Koch
- b. Discussion on Mayor-ProTem Policy

8. Ordinances for Consideration:

- a. First Reading of Ordinance 275: An Ordinance of The Town of Empire, Colorado Extending the Temporary Moratorium on the Submission, Acceptance, Processing, And Approval of Certain Land Use Applications and Declaring an Emergency
 - i. Discussion by Board of Trustees
 - ii. Public Discussion
 - iii. Vote to Adopt
- b. First Reading of Ordinance 276: An Ordinance of The Town of Empire, Colorado Adopting The 2024 Edition of The Model Traffic Code for Colorado for the Regulation of Traffic Within the Town
 - i. Discussion by Board of Trustees
 - ii. Public Discussion
 - iii. Vote to Adopt
- c. First Reading of Ordinance 277: An Ordinance of The Town of Empire, Colorado Amending Ordinance 273 Concerning Junk and Abandoned Vehicles and Parking Regulations Within the Town
 - i. Discussion by Board of Trustees
 - ii. Public Discussion
 - iii. Vote to Adopt
- d. First Reading of Ordinance 278: An Ordinance of The Town of Empire, Colorado Implementing a Surcharge Schedule
 - i. Discussion by Board of Trustees
 - ii. Public Discussion
 - iii. Vote to Adopt

9. Resolutions for Consideration:

- a. Resolution 25-06 CORA Policies and Procedure, and Fee Schedule
 - i. Discussion by Board of Trustees
 - ii. Public Discussion
 - iii. Vote to Adopt
- b. Resolution 25-07 Notary Public Service Policies and Procedure, and Fee Schedule
 - i. Discussion by Board of Trustees
 - ii. Public Discussion
 - iii. Vote to Adopt
- c. Presentation of Resolution 25-08 Fee Schedule for Parking Permits
 - i. Discussion by Board of Trustees
 - ii. Public Discussion
 - iii. This Resolution will be considered for adoption at the May 20th Regular Meeting

10. Conditional Use Permit Renewals for Short-Term Rentals for Consideration:

- a. Conditional Use Permits must be renewed every year to remain eligible to hold a Short-Term rental license. Each Short-Term rental must also hold a Business License. Conditional Use Permits will be sent out on approval and payment. The fee is \$250.00 per year. Chief Lorenz does not have any activity to report for any of the following addresses.
 - Linda Robertson 192 East Clear Creek Drive
 - Steve & Jackie Mihalchick 38 West Mountain Avenue
 - Dana Ray McWilliam 188 East Clear Creek Drive
 - Jimmy Andrews 412 East Mountain Avenue
 - Marlene Collins 53 East Sunny Avenue
- b. Discussion by Board of Trustees
- c. Public Discussion
- d. Vote to Approve

11. Discussion: Donations

- a. CCMRD Skate Park in Idaho Springs
- b. AQUA Childcare Proposal

12. Discussion: Events

- a. Easter Egg Hunt Apr 19
- b. Rotary's Epic Day of Service - County-wide Clean up Day May 17
 - i. Dumpster, Areas to Clean-Up, Tree Branches, Volunteers
- c. Burro Races May 24-25

13. Reports:

- a. Financial Reports
 - i. Quarterly Reports: Audit, Budget (Grant Report will be presented at the May Regular meeting)
- b. Police Department
 - i. Monthly report and stats from Chief Lorenz
- c. CCFA - Randy
- d. 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, April 26, 2025, at 6:30 pm.
 - iii. The next Training/ Work Session for the Planning Commission will be held on Wednesday, May 14, 2025 at 6:30 pm.
- e. Answering Questions from the Previous Meeting
 - i. No questions from the previous meeting.
- f. Operational Reports are sent to the Board to review for information only, and do not contain any action items. For operational questions, please email the clerk.

14. 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.

15. 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.

16. Moment of Appreciation

17. New Business from Board of Trustee Members

18. 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 Wednesday, April 23, 2025 at 6:30 pm.
- c. The Next Board of Trustees Work Session/Training is Tuesday, May 6, 2025, at 6:30 pm. In person with remote access.
- d. The Next Board of Trustees Regular Meeting is Tuesday, May 20, 2025, at 6:30 pm. In person with remote access.

19. Adjourn Meeting

(Mayor Wendy Koch)

(Deputy Town Clerk Lisa Kunze)