



# PUEBLO WEST METROPOLITAN DISTRICT

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**REGULAR BOARD MEETING  
729 E. GOLD DRIVE  
TUESDAY, JANUARY 14, 2020 – 6:00 P.M.**

**MINUTES**

The Board of Directors of The Pueblo West Metropolitan District met at 729 E. Gold Drive, Pueblo West, Colorado, on January 14, 2020 at the hour of 6:00 P.M. President Proal called the Regular Meeting to order.

- A. CALL TO ORDER**, President Doug Proal
- B. INVOCATION**, Russ Brown, Gideons International
- C. PLEDGE OF ALLEGIANCE**

**D. ROLL CALL**

President Proal called the roll: Director Mike French, Director Judy Leonard, Director Matt Smith, Director Terry Zupan, and President Doug Proal were present.

Also present was Nina Vetter, District Manager; Harley Gifford, General Counsel; Laura Savage, District Clerk; Brandi Blankenship, Administrative Assistant; Roni Kimbrel, Finance Director; Shawn Winters, Engineering Manager; Carol Cosby, Parks and Recreation Director; Brian Caserta, Fire Chief; Jennifer Pearson, Human Resources Director; Sara Vaas, Community and Neighborhood Development Director; and 27 audience members.

**E. APPROVAL OF AGENDA**

President Proal motioned for the removal of Agenda item K-2, A RESOLUTION FOR A CONTRACT SALE OF DISTRICT PROPERTY TO RIDGEMARK HOMES and for the approval of the agenda. Motion was moved by Director Zupan and seconded by Director Smith. Motion unanimously passed.

**F. INTRODUCTION OF NEW EMPLOYEES**

Gary Vigil, Facilities Maintenance Tech I; Kurtis Hart, Utility Tech trainee-Water; Tyler Pfalzgraff, Plant Operator trainee; Ken Fisher-Water, Plant Operator trainee- Water; Alvin Chavez and Fred Franklin, Street and Maintenance worker – Street & Roads; Brandi Blankenship, Administrative Assistant; Theo Sager, Veterans Local Government Mgmt Fellowship-Admin; and Timothy Chitpanya – Veterans Local Government Mgmt Fellowship – Fire, were introduced to the Board.

**G. SPECIAL RECOGNITION**

JJ King, New Division Chief - Fire Prevention was introduced by Fire Chief Brian Caserta. Robert W. Banham – Mechanic III - Fleet Department was selected as the Employee of the 4<sup>th</sup> Quarter. However he was not present and will be recognized at the next meeting.

**H. SPECIAL PRESENTATIONS**

**1. PUEBLO COMMUNITY COLLEGE (PCC)**

Mr. Chase Watts, Director of Recruitment, provided a PowerPoint presentation on the Pueblo Community College impact in Pueblo West. Points included Pueblo West statistics on enrollment, concurrent programs and a potential partnership at the Civic Center location. PCC President would like a 40 hour per week mobile recruitment office offering information and community engagement for continued education options.

**2. HIGHWAY 50 WEST PROJECT UPDATE (CDOT)**

Mr. Dan Dahlke, South Program Resident Engineer, Colorado Department of Transportation, provided an update regarding the approval of widening Highway 50. The \$40 million dollar project details the grade change in which Highway 50 will go up and over Purcell Boulevard to help alleviate traffic congestion. The prairie dog relocation project will resume in the fall of 2020 at the Purcell intersection. He also mentioned the regional water quality ponds in which additional funds of \$5 to \$6 million have been added to the US. 50 project instead of coming out of the water quality fund. The project is slated to start in July 2020 and will require 24 to 36 months for completion.

**3. URBAN LAND INSTITUTE DEVELOPER FORUM REVIEW (ULI)**

Ms. Nina Vetter, District Manager, led a power point presentation on the results from the December 6, 2019 Developer Forum from ULI. A panel of experts spent a day reviewing Spaulding Ave and the 21 vacant B4 commercial lots to advise what the District can do to encourage commercial growth. ULI highlighted the findings as: A need for a diversity of housing to support retail and community amenities, leverage Pueblo West connection to Pueblo Reservoir, develop a brand and identity thru signage and streetscape, create Community Activity Centers/Public Spaces, and increase mobility for vehicular and pedestrian traffic. Recommendations for the first step include the hiring of a commercial broker to reach a wider audience beyond local contacts, and create a marketing plan that includes materials, maps, demographics and dimensioned site plans. Ms. Vetter advised the Board that the new Economic Development position had been filled and will start the week of January 20, 2020. That position will have a large role in helping to identify and implement economic growth. Conceptual plan recommended for the 21 vacant lots is to use the land in various ways, including Commercial, Mixed Residential, Events/Community Center, Aquatic

Center, Hotel, Civic Building and Walkable Retail. The new financial recommendation is to start requiring park land dedication into developer agreements.

**I. APPROVAL OF CONSENT AGENDA**

President Proal motioned for the approval of the Consent Agenda; it was seconded by Director Zupan. Motion carried 5-0.

1. **FINANCE REPORTS**
2. **DISTRICT MANAGER'S REPORT**
3. **MINUTES OF NOVEMBER 12, 2019 REGULAR AND SPECIAL BOARD MEETING MINUTES**

**J. OLD BUSINESS**

1. **RESOLUTION 2020-002 A RESOLUTION APPROVING AGREEMENT BETWEEN THE PUEBLO WEST METROPOLITAN DISTRICT AND THE COLORADO DEPARTMENT OF TRANSPORTATION (CDOT) FOR A PERMANENT WATER QUALITY POND CONTRACT**

Director Zupan motioned for the approval of the resolution, seconded by Director Smith. Ayes: French, Leonard, Proal, Smith, Zupan. Nays: none. Abstained: none. Motion carried 5-0.

2. **RESOLUTION 2020-003 A RESOLUTION APPROVING A CONTRACT FOR SALE OF DISTRICT OWNED PROPERTY LOCATED AT 109 E. INDUSTRIAL BLVD.**

Director Zupan motioned for the approval of the resolution, seconded by Director Smith. Ayes: French, Leonard, Proal, Smith, Zupan. Nays: none. Abstained: none. Motion carried 5-0.

Mr. Gifford advised the Board that the purchasers of 109 E. Industrial Blvd would like to sign a Pre Closure Occupancy Addendum and obtain occupancy prior to the closing date. Due to the extensive damage of the building, the purchasers would like to give \$1000 down payment in order to start repairs and stop any further damages due to weather. Mr. Gifford did recommend this option and requested a Board motion. Director Smith motioned for the approval of the purchaser request, seconded by Director Zupan. Ayes: French, Leonard, Proal, Smith, Zupan. Nays: none. Abstained: none. Motion carried 5-0

3. **AQUATIC CENTER COMMITTEE UPDATE**

Carol Cosby, Parks and Recreation Director, noted that after attending the *USA Swimming Build A Pool Conference*, she is in the process of developing a business program study to submit to that committee free of cost to the District. The professionals at *Build A Pool* will give feedback on the safety, four pillars of aquatics, facility design, new technologies and financially sustainable options that would best fit the needs of the District. Ms. Cosby anticipates she will complete the business program study within the next week and submit for review. The recommendations should be received back by the end of January, early February 2020 at latest. Also discussed was the ongoing search for private donations to aid in the financial cost of building the Aquatic Center.

4. **RECOMMEDATION AND ACTION REGARDING THE REQUEST FOR PROPOSAL ON THE CIVIC BUILDING DESIGN AND BUILD TEAM SELECTION**

After completing due diligence and best practice procurement guidelines, Ms. Vetter recommended to the Board that the next step in hiring a design and build team be approved for concept, design and construction of the new Civic Building. Final candidates have been interviewed and the selection of SEH is recommended by Ms. Vetter & Mr. Gifford. SEH does have a representative located in Pueblo West and is affiliated with Golden Construction. Director French motioned for the approval to move forward with SEH, seconded by Director Zupan. Ayes: French, Leonard, Proal, Smith, Zupan. Nays: none. Abstained: none. Motion carried 5-0.

5. **RECOMMENDATION AND ACTION REGARDING THE CIVIC BUILDING LOCATION**

Ms. Vetter provided the Board with a visual map showing a potential location of the new Civic Building near the Spaulding location and how it could fit into the plan of development. Ms. Vetter advised that the approved architect would look at available recommended sites and findings would be presented to the Board. Director Zupan motioned for the approval to move forward with the potential conceptual plan – general area on the location of the new Civic Center building. Seconded by Director Smith. Ayes: Leonard, Proal, Smith, Zupan. Nays: none. Abstained: none. Motion carried 4-0. Director French did not vote.

**K. NEW BUSINESS**

1. **RESOLUTION 2020-004 A RESOLUTION APPROVING APPOINTING A DESIGNATED ELECTION OFFICAL AND AUTHORIZING DESIGNATED ELECTION OFFICIAL TO CANCEL ELECTION**

Director Zupan motioned for approval of the above resolution; seconded by Director Smith. Ayes: French, Leonard, Proal, Smith, Zupan. Nays: none. Abstained: none. Motion carried 5-0.

2. **RESOLUTION 2020-\_\_\_ A RESOLUTION APPROVING A CONTRACT FOR SALE OF DISTRICT PROPERTY TO TOP RIDGEMARK HOMES**

This item was pulled from the agenda.

3. **RESOLUTION 2020-005 A RESOLUTION APPROVING A CONTRACT FOR SALE OF DISTRICT PROPERTY TO TOP SHELF ENTERTAINMENT**

Director Smith motioned for the approval of the resolution, seconded by Director Zupan. Ayes: French, Leonard, Proal, Smith, Zupan. Nays: none. Abstained: none. Motion carried 5-0.

**L. CITIZEN’S COMMENTS**

John Kosovich, 270 E. Parkridge Dr., expressed concern regarding the BHE project and requested that the board reject the application for the easement along Wild Horse Creek route. Requested a letter from board members to submit to the commissioner in support of not allowing the use of that land.

Pam Kuhrt, 1237 N. Parkridge Dr., requested a letter from the board to submit by January 27<sup>th</sup> as the deadline by 5:00pm to the commissioner in opposition of allowing BHE to use the land by Wild Horse Creek.

Chris Bryant, 366 McCulloch, expressed concern regarding the Low Light program that he feels is not being followed by the residents & government of Pueblo West Metro District.

Joe Mahaney, 159 W. Mangrum Ct., inquired if the sale of the damaged civic building included a water tap, if so, what size and does it include a waiver of the planned investor fee. Also inquired about the ULI cost of \$10K.

Lee Sternal, 1219 S. Greenbrier Drive., commented on the status of the Hansom property, code enforcement and would like BHE to bury the lines and hopes the board will require that.

**M. DIRECTOR’S COMMENTS AND COMMITTEE REPORTS**

Director Leonard updated Board Members that Sun Haven will be continued for revisions on their applications and is on hold. Also, the culvert work on Purcell will not be started until September or October due to weather delays. Director Smith stated that he is 100% in support of the Chamber of Commerce / Special Meeting prior discussion.

**N. EXECUTIVE SESSION**

Director French motioned to move into executive session, then cited item as indicated below. The motion was moved by Director Zupan and second by Director Smith. Motion unanimously passed.

- 1. **§24-6-402(4)(e), C.R.S., DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS, DEVELOPING STRATEGY FOR NEGOTIATIONS, AND INSTRUCTING NEGOTIATORS; SALE OF DISTRICT OWNED PROPERTY**
- 2. **§24-6-402(4)(e), C.R.S., DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS, DEVELOPING STRATEGY FOR NEGOTIATIONS, AND INSTRUCTING NEGOTIATORS; SALE OF DISTRICT OWNED PROPERTY**
- 3. **§24-6-402(4)(f), C.R.S., “PERSONNEL MATTER”; DISTRICT MANAGER, NINA VETTER; AND GENERAL COUNSEL, HARLEY GIFFORD**

**4. ADJOURN**

There being no further business to come before the Board, President Proal adjourned the meeting. The next regular meeting is scheduled for January 28, 2020 at the hour of 6:00 P.M., presently set for the meeting room of the Board of Directors, 729 E. Gold Drive, Pueblo West, Colorado.

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**Secretary**

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Approved 03/10/2020