



# PUEBLO WEST METROPOLITAN DISTRICT

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**REGULAR BOARD MEETING  
109 E. INDUSTRIAL BOULEVARD  
TUESDAY, JANUARY 23, 2018 – 6:00 P.M.**

## **MINUTES**

The Board of Directors of The Pueblo West Metropolitan District met at 109 East Industrial Boulevard, Pueblo West, Colorado, on January 23; at the hour of 6:00 P.M. President Leonard called the Regular Meeting to order.

- A. CALL TO ORDER**
- B. INVOCATION, Bryan Kelsen**
- C. PLEDGE OF ALLEGIANCE**

### **D. ROLL CALL**

President Leonard called the roll: Director Mark Carmel, Director Terry Zupan, Director Mike French, and President Judy Leonard were present. Director Barbara Bernard was absent and excused.

Also present was District Manager Darrin Tangeman; Harley Gifford, Legal Counsel; Laura Savage, Assistant to the District Manager; Eddie Ruiz, Management Analyst Intern; Jay-Michael Baker, Communications and Engagement Manager; Tammy Nordyke, Finance Director; Mike Foechterle, Information Systems; Laurie Cozzetto, Community Development Director; Scott Eilert, Utilities Director; Brian Caserta, Fire Chief; and ten members of the audience.

### **E. APPROVAL OF AGENDA**

Director Zupan motioned for the approval of the agenda; Motion unanimously passed.

### **F. INTRODUCTION OF NEW EMPLOYEES**

Ms. Savage introduced Eddie Ruiz, Administration Management Analyst Intern; Aric Ward and Kwesi Adinkrah were unable to attend.

### **G. SPECIAL PRESENTATIONS**

1. Cathy Garcia, Southern Colorado Regional Director for the Office of US Senator Cory Gardner, was introduced by the Board who briefly reviewed the multiple ways the office assists constituents regarding Federal agencies such as the Social Security Department and the Internal Revenue Service, assists with Veterans affairs, and provides referrals to appropriate agencies. Ms. Garcia highlighted President Trump's 2018 goals and the impact upon region, as well as Senator Gardner's legislation regarding foreign affairs, moving the Bureau of Land Management to a western state, state Economic Development and Tourism, and made mention of a Pueblo to La Junta water conduit project. At this point, the Federal Budget has not passed, and Senator Gardner recommends moving to a 2-year budget to increase resolving citizen issues versus budgetary issues. Ms. Garcia fielded questions regarding Federal infrastructure funds, matching local funds, and Broadband development in rural regions. She responded with information regarding the Airwaves Bill and Pueblo's I-25 replacement and safety needs.

2. Mike Baker, Veterans Local Government Management Fellow, has worked with the Community Development and Public Works departments since November to create an online Development Center, or One Stop Shop, for builders and developers to find centralized information regarding the community. The website includes information for the District and multiple agencies in an effort to streamline the development process. Mr. Baker reviewed each section of the successful project website, as well as the process of creating a pre-planning checklist and successfully modifying internal processes for efficiency. Future enhancements were discussed. The Board applauded Mr. Baker's contribution to the District and wished him well as he moves into a local government career with Fremont County.

### **H. CITIZEN'S COMMENTS**

Emily Price commented that recently the Colorado Department of Transportation Region 2 Director gave an update to Pueblo County Commissioners, then provided a handout from the meeting and highlighted CDOT websites where interactive maps provide information for travelers. The Bustang service from Lamar, CO to Pueblo, CO is now active, and Ms. Price shared economic concerns which may deter riders, as a round-trip ticket is \$42.00. Also, the rest stop on southbound I-25 is reclosed due to facility issues, and due to Federal regulations will need to be reopened.

Robert McClelland introduced Aiden McClelland, from Boy Scout Troop #30, who attended the meeting to earn additional merit communication badges.

Boyd Hooley commented that the road between Grouse Drive and the entrance to PMI is in need of chip-seal, and requested consideration for the next iteration. Mr. Tangeman noted the segment is not an official road. The portion in discussion belongs to the City of Pueblo. After a discussion on dust control, public safety, and inter-agency collaboration, staff was directed to work with Mr. Hooley and provide information.

**I. COMMITTEE REPORTS**

President Leonard attended the Planning Commission meeting on January 17 where two Pueblo West-related items, a map amendment and a special use permit, were approved. At the recent SE Conservancy meeting on January 18 it was announced they were entering their 60<sup>th</sup> year, and Mr. Woodka has created a book to celebrate. Also, State Representative Daneya Esgar is the new Vice Chair of Agriculture. President Leonard noted the City/County of Denver is looking for reclaiming water for marijuana, hemp, and toilet flushing to provide enough funds for infrastructure projects. Tract 367 issues were resolved at the recent Pueblo County Board of County Commissioners meeting, and she was appointed for another 3-year term on the Planning Commission.

**J. DIRECTOR’S COMMENTS**

Director French recalled the recent water main break on Gold Drive and expressed concerns about safety cone placement. He recommended moving from the intersection at McCulloch to beyond the intersection for Fire Station 3, allowing the public access if needed. Staff will work with the proper departments to make accommodations.

Director Carmel encouraged the Pueblo West High School Boys’ Basketball team to win in the newly coined “Black and Blue Rivalry” game against Pueblo South High School, as both schools have dominated the South-Central League in basketball and other sports. He wished both teams success. In addition, Director Carmel addressed Pueblo Chieftain Editorials regarding the City of Pueblo’s electric utility and mentioned the Electric Utility Commission, which Mr. Tangeman is a member of, was formed to study municipalizing Black Hills Energy. He encouraged Mr. Tangeman to provide feedback and information to the Board and receive policy direction as necessary. Reports are encouraged for all District-related committees and boards. Director Carmel commented on the topic of cannabis related-laws, which has effectively eliminated the Black Market, and a new law decreasing the number of legal plants per resident to 12. He commended Commissioner Pace for his leadership regarding the new law.

**K. APPROVAL OF CONSENT AGENDA**

President Leonard requested removal of items K-7, K-9, and K-13. Director Carmel requested removal of item K-2. Director Zupan motioned for the approval of the consent agenda with the aforementioned items removed. Motion passed 5-0.

**1. FINANCIAL REPORTS**

**2. DISTRICT MANAGER REPORT**

Mr. Tangeman reported that the Pueblo West Metro Board of Directors convened a special meeting at 4PM on January 18th to interview and appoint three new committee members to the Committee of Architecture. A total of eight applicants participated in the interviews and the Board appointed Rickie Dickerson, Jennifer Mitchell, and Leanna Lowe. The three new committee members will begin their four-year term in March 2018. Streets and Road crews deployed for snow removal and sanding of roads on the Martin Luther King holiday. Crews worked a total of 8 hours after being called out twice. Crews sanded intersections, curves and hills throughout the entire District. Although procedures call for crews to be out when there is 2” of snow on the roads, crews deployed to address icy conditions as a precaution to mitigate traffic accidents in our community. Contractor Royal Electric mobilized to the Wastewater Treatment Plant on January 12th to complete the installation of the step screen so that the manufacturer can begin start-up the latter half of the week. Sandblasting and Painting of Tank #1 at the Water Treatment Plant tank is complete. The paint supplier will perform quality checks the week of the 22<sup>nd</sup> and certify the tank for filling. Pate Construction has completed all the pipe connections to both the wet well and the manhole for Lift Station #2 Overflow Ponds. Pate has fortified the pipes for truck traffic and compacted the excavation. They are continuing to complete the south-east corner of the pond excavation to handle the ground water issue. It is anticipated they will complete the dirt work the week of January 22. The Electrical Utility Commission kicks off tomorrow, which intends to review all options. Director Carmel recommended the commission study all options and viable means to generate the lowest-cost electricity power possible, where Black Hills Energy sells electricity on the open market and Xcel assumes the open market to distribute power to surrounding communities and counties. Mr. Tangeman will provide feedback to the Board after the initial meeting. Director Zupan drew attention to an accident that occurred at the intersection of McCulloch and Spaulding, and requested an intersection review be conducted to provide solutions to ease congestion and reduce traffic accidents. Director Carmel proposed red light cameras. A discussion will be held at a future meeting regarding the intersection.

**3. RESOLUTION NO. 2018-03 A RESOLUTION AWARDDING THE ANNUAL CHEMICAL PURCHASES TO NALCO WATER – AN ECOLAB COMPANY**

Via the consent agenda, Director Zupan motioned for the approval of the resolution; motion unanimously passed.

**4. RESOLUTION NO. 2018-04 A RESOLUTION AWARDDING THE ANNUAL CHEMICAL PURCHASES TO NALCO WATER – AN ECOLAB COMPANY**

Via the consent agenda, Director Zupan motioned for the approval of the resolution; motion unanimously passed.

**5. RESOLUTION NO. 2018-05 A RESOLUTION AWARDDING THE ANNUAL LABORATORY SERVICES TO ACZ LABORATORIES INC. (ACZ)**

Via the consent agenda, Director Zupan motioned for the approval of the resolution; motion unanimously passed.

**6. RESOLUTION NO. 2018-06 A RESOLUTION AWARDDING THE ANNUAL CHEMICAL PURCHASES TO EVOQUA WATER TECHNOLOGIES, LLC (EVOQUA)**

Via the consent agenda, Director Zupan motioned for the approval of the resolution; motion unanimously passed.

**7. RESOLUTION NO. 2018-07 A RESOLUTION AWARDDING THE ANNUAL NEW SERVICE METER PURCHASES TO FINISH LINE SYSTEMS LLC**

President Leonard inquired about the indicated expense line item. After discussion with Mr. Eilert, it was determined the accounting and selected line item was correct. Director Carmel motioned for the approval of the resolution; motion unanimously passed.

**8. RESOLUTION NO. 2018-08 A RESOLUTION AWARDDING THE ANNUAL LABORATORY SERVICES TO TRE ENVIRONMENTAL STRATEGIES, LLC (TRE)**

Via the consent agenda, Director Zupan motioned for the approval of the resolution; motion unanimously passed.

**9. RESOLUTION NO. 2018-09 A RESOLUTION AWARDDING THE ANNUAL NEW SERVICE MATERIAL PURCHASES TO CORE & MAIN, LP**

President Leonard also inquired about the indicated expense line item. After discussion with Mr. Eilert, it was determined the accounting and selected line item was correct. Director Carmel motioned for the approval of the resolution; motion unanimously passed.

**10. RESOLUTION NO. 2018-10 A RESOLUTION AUTHORIZING THE ANNUAL DESERT HAWK DEBT PAYMENT TO PUEBLO COUNTY**

Via the consent agenda, Director Zupan motioned for the approval of the resolution; motion unanimously passed.

**11. RESOLUTION NO. 2018-11 A RESOLUTION AUTHORIZING THE ANNUAL DEBT PAYMENT TO UMB BANK COLORADO FOR THE WATER AND WASTE WATER REVENUE REFUNDING SERIES 2016**

Via the consent agenda, Director Zupan motioned for the approval of the resolution; motion unanimously passed.

**12. RESOLUTION NO. 2018-12 A RESOLUTION AUTHORIZING THE ANNUAL DEBT PAYMENT TO US BANK NA FOR THE COLORADO WATER RESOURCES AND POWER DEVELOPMENT AUTHORITY WATER POLLUTION CONTROL REVOLVING FUND (WPCRF) LEVERAGED LOAN PROGRAM**

Via the consent agenda, Director Zupan motioned for the approval of the resolution; motion unanimously passed.

**13. RESOLUTION NO. 2018-13 A RESOLUTION AUTHORIZING THE MONTHLY PAYMENTS TO US BANCORP FOR LEASE PURCHASE OF TWO FIRE APPARATUS**

President Leonard inquired about the budgeted line item. After discussion with Ms. Nordyke, it was determined the funds were included for the two new lease purchases for the command staff vehicles, resulting in a different budgeted amount due to separate line item expenses. Director Carmel motioned for the approval of the resolution; motion unanimously passed.

**14. RESOLUTION NO. 2018-14 A RESOLUTION AWARDDING THE 2017 ANNUAL FINANCIAL AUDIT TO MCPHERSON, BREYFOGLE, DAVELINE & GOODRICH, PC (MBD&G)**

Via the consent agenda, Director Zupan motioned for the approval of the resolution; motion unanimously passed.

**L. OLD BUSINESS**

NONE

**M. NEW BUSINESS**

**1. GFOA SUSTAINABILITY PILOT PROGRAM OVERVIEW**

The Government Finance Officers Association (GFOA) selected the District to participate in the Sustainability Pilot Program. The purpose of the program is to review current financial status and actions, and implement a program to determine fiscal sustainability in order to move the District forward. She and Mr. Tangeman visited their headquarters in Chicago between November 1 and 2, 2017, and costs were covered by GFOA. Ms. Nordyke described the implementation process, which includes creating a core team, reviewing fiscal feasibility of expenditures and reviewing long-term impacts of mission creep, and consequences of applying for and receiving grants. Departmental capital improvement project lists will be created, for example, to prioritize projects. Staff will update the Board at a future date as implementation occurs.

**2. COLORADO STATEWIDE INTERNET PORTAL (SIPA) MICRO-GRANT DISCUSSION**

As part of the strategic planning process, the District is pursuing a micro-grant from SIPA for \$6,500 to develop and implement a performance tracking system within the current fiscal transparency module. This system would allow for real-time tracking and accountability for departments, divisions, and employees within the District. If awarded, funds would be used for development and implementation, while any annual maintenance or

subscription fees, approximately \$5,500, would be incorporated into the annual Administration budget. A discussion was held on the benefit of such dashboard and how it interfaces with the District's strategic plan and department goals, ultimately increasing transparency and efficiency. The Pueblo West's poor connectivity issues in portions of the District, and the Pueblo Area Council of Government's Broadband plan was also discussed.

**3. RESOLUTION NO. 2018-15 A RESOLUTION APPROVING THE MASTER SERVICE AGREEMENT BETWEEN THE PUEBLO WEST METROPOLITAN DISTRICT AND SECOM, INC.**

Director Carmel motioned for the approval of the resolution and it was seconded by Director French; Motion unanimously passed.

**4. DEED RESTRICTION AND LOT LINE VACATION AT FIRE STATION #3**

Mr. Caserta briefed the Board. Pueblo County Planning is requesting that the District place a deed restriction, or have a lot line vacation, on a District-owned parcel of A-3 zoned land that is located directly adjacent to Fire Station #3 where a proposed communication tower will be placed. The concern stems from the tower placement very near the property line and the possibility of the tower falling onto a home. Staff recommended a deed restriction, as it would be easier to restrict the sale of the property for residential use than rezone at a \$16 filing fee. After discussion on future parcel uses, aesthetics and footprint of the tower, the Board consensus was to move forward with a deed restriction.

**5. RESOLUTION NO. 2018-16 APPOINTING A DESIGNATED ELECTION OFFICIAL AND AUTHORIZING DESIGNATED ELECTION OFFICIAL TO CANCEL ELECTION**

Director Zupan motioned for the approval of the resolution and it was seconded by Director Carmel; Motion unanimously passed.

**N. ANNOUNCEMENTS**

See Agenda for list.

**O. ADJOURN**

There being no further business to come before the Board, President Leonard adjourned the meeting at 8:27 pm. The next regular meeting is scheduled for February 13, 2018 at the hour of 6:00 P.M., presently set for the meeting room of the Board of Directors, 109 East Industrial Boulevard, Pueblo West, Colorado.

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Secretary

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Approved 4/24/2018