



Pueblo West Metropolitan District

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**REGULAR BOARD MEETING
109 E. INDUSTRIAL BOULEVARD
TUESDAY, FEBRUARY 13, 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**
- C. PLEDGE OF ALLEGIANCE**

D. ROLL CALL

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

Also present was District Manager Darrin Tangeman; Harley Gifford, Legal Counsel; Laura Savage, Assistant to the District Manager; Mary Bullock, Human Resources Manager; Laurie Cozzetto, Community Development Director; Brian Caserta, Fire Chief; Jay-Michael Baker, Community Engagement Manager; Carol Cosby, Parks and Recreation Director; Dave Cosby, Procurement Director; Brad Curtis, Public Works Director; Joshua Johnson, Procurement Coordinator; Amy Horton, IT Administrator; six employees and 12 audience members.

E. APPROVAL OF AGENDA

Director Zupan motioned for the approval of the agenda with removal of item M-3; it was seconded by Director Carmel. Motion unanimously passed.

F. INTRODUCTION OF NEW EMPLOYEES

Mrs. Bullock introduced Aric Ward, the Veterans Local Government Management Fellowship participant assigned to the Human Resources division. Mr. Ward has worked on several projects including implementation of the HRIS based performance evaluation process. Mr. Cosby introduced Kwesi Adinkrah, the Veterans Local Government Management Fellowship participant assigned to Procurement. Mr. Adinkrah has worked on creating an inventory management system for the District's inventory warehouses.

G. SPECIAL PRESENTATIONS

Butch Chavez, Veterans advocate requesting M.I.A Vietnam Memorial location, was not in attendance.

H. CITIZEN'S COMMENTS

Rod Johnson spoke about the riding trails at the Pueblo Motorsports Park (PMI), which is owned by the City of Pueblo. He requested to see cooperation between governmental agencies to address illegal dumping throughout Pueblo County.

Shannon Pulsifer also addressed illegal dumping in PMI, then asked for volunteer assistance to clean up the Pueblo West community.

I. COMMITTEE REPORTS

Director Carmel reported he attended the CCCMA conference.

President Leonard reported on the PACOG resolutions which were passed.

J. DIRECTOR'S COMMENTS

K. APPROVAL OF CONSENT AGENDA

Director Zupan motioned for the approval of the Consent Agenda, seconded by Director Bernard. Ayes: Leonard, Bernard, Carmel, Zupan, French. Nays: none. Abstained: none. Motion carried 5-0.

- 1. FINANCIAL REPORTS**
- 2. DISTRICT MANAGER REPORT**
- 3. MINUTES OF NOVEMBER 20, 2017**

L. OLD BUSINESS

- 1. RESOLUTION NO. 2018-17 A RESOLUTION IMPOSING A DEED RESTRICTION ON TRACT 235, BLOCK 15, LOT 6, OWNED BY THE PUEBLO WEST METROPOLITAN DISTRICT**

Director French motioned for the approval of the resolution as presented, seconded by Director Carmel. Ayes:

Leonard, Bernard, Carmel, Zupan, French. Nays: None. Abstained: None. Motion carried 5-0.

2. RESOLUTION NO. 2018-18 A RESOLUTION APPROVING THE PURCHASE OF A 2018 JOHN DEERE 872GP MOTOR GRADER

Director Carmel motioned for the approval of the resolution as presented, seconded by Director Zupan. Ayes: Leonard, Bernard, Carmel, Zupan, French. Nays: None. Abstained: None. Motion carried 5-0.

3. RESOLUTION NO. 2018-19 A RESOLUTION APPROVING THE PURCHASE OF TWO CUSHMAN HAULER 800XG

Director French motioned for the approval of the resolution as presented, seconded by Director Zupan. Ayes: Leonard, Bernard, Carmel, Zupan, French. Nays: None. Abstained: None. Motion carried 5-0.

4. UPDATE SPAULDING AND MCCULLOCH INTERSECTION TRAFFIC

Mr. Winters stated there are existing challenges due to westbound Spaulding traffic turning into Loaf 'n Jug, turning movements between the Loaf 'n Jug entrance and Calle de Camellia, and increasing traffic volumes at the Calle de Camellia and McCulloch intersections. Future Tract 367 development may provide funds for necessary infrastructure improvements, which could include roundabouts and traffic signals dependent upon how the property is developed and corresponding traffic flow needs. Mr. Winters proposed constructing the remainder of Glenrose Drive to facilitate a loop for traffic flow to add convenience for right-in and right-out options into Loaf 'n Jug while approaching McCulloch Blvd on eastbound Spaulding Ave. A traffic study will be necessary to determine needed infrastructure dependent upon future impacts. He then recommended developing the property as a lower-density development, thus reducing traffic impact and volume. Also, he recommended developing the larger tract across from Walmart to accommodate a higher-impact traffic volume as infrastructure would be easier to improve. Mr. Tangeman noted there is interest by developers in both properties. A discussion was held regarding Tract 367 infrastructure and density needs as well as the motor vehicle accident rates, future design issues, and the potential new ownership of Loaf 'n Jug stores.

5. DISCUSSION ON SEWER RATES

Mr. Eilert addressed a previous discussion where the Board inquired about the use of 2017 sewer rates for residential properties instead of 2018 sewer rates. The purpose is for the calculation of base sewer rates during December and January is for use during the remainder of the year for residential properties. The proposal was to use 2017 rates because 2018 has been dry, allowing residents to water landscaping without penalty of using excess water, thus increasing their sewer rate. Another option would be to use different months. Staff is processing data as the measurement period has concluded, but preliminary analysis indicates December 2017 was not a higher use month compared to the previous year. Some residents could be impacted with a change if they intentionally used less water during 2018 versus their 2017 usage. The Board concurred with Mr. Eilert's recommendation to move forward with the current sewer rate calculations and not change measuring months.

Director Carmel left the meeting at 7:06 pm.

M. NEW BUSINESS

1. RESOLUTION NO. 2018-20 A RESOLUTION APPROVING THE TRAFFIC SIGNAL MAINTENANCE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF PUEBLO AND PUEBLO WEST METROPOLITAN DISTRICT

Director Zupan motioned for the approval of the resolution as presented, seconded by Director French. Ayes: Leonard, Bernard, Zupan, French. Nays: None. Abstained: None. Motion carried 4-0.

2. RESOLUTION NO. 2018-21 A RESOLUTION APPROVING A CONTRACT FOR SALE OF DISTRICT PROPERTY TO LLOYD PRATT

Director Zupan motioned for the approval of the resolution as presented, seconded by Director French. Ayes: Leonard, Bernard, Zupan, French. Nays: None. Abstained: None. Motion carried 4-0.

3. RESOLUTION NO. 2018-__ A RESOLUTION TO EXECUTE AND SUBMIT PUEBLO COUNTY'S CONSERVATION TRUST FUND FUNDING ASSISTANCE AGREEMENT FOR APPROVAL

This item was pulled from the agenda.

4. RESOLUTION NO. 2018-22 A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE PUEBLO WEST METROPOLITAN DISTRICT AND PUEBLO COUNTY RELATING TO THE MAY 8, 2018 COORDINATED ELECTION

Director French motioned for the approval of the resolution as presented, seconded by Director Zupan. Ayes: Leonard, Bernard, Zupan, French. Nays: None. Abstained: None. Motion carried 4-0.

5. DISCUSSION ON SERVICE PLAN EXPANSION TO INCLUDE STORMWATER, SANITATION AND REFUSE COLLECTION, AMBULANCE, AND BROADBAND ENTERPRISES

Mr. Tangeman opened the discussion in an effort to prioritize staff time and resources for the ambulance, stormwater, sanitation and refuse, and broadband proposed enterprises desired by members of the board. Mr. Curtis and a capstone student researched the stormwater enterprise regarding how a stormwater utility could be implemented, which Mr. Tangeman feels is important due to reactive measures resulting from continuing issues resulting from road erosion. As build-out continues and property owners add landscaping

into the right-of-ways, poor drainage will be an ongoing issue. Organizational structure and analysis would determine the best method to implement the stormwater utility. Chief Caserta has presented the ambulance enterprise proposal and updates multiple times. Mr. Gifford stated the District would not be allowed to take on a solid waste disposal enterprise, because although statute allows metro districts to take on solid waste disposal, the metro district has to be a water and sanitation district or enterprise, have a resident elector of less than 2,500 people, or reside in a county or city with less than 25,000 people. Therefore, the District does not meet the requirements. However, a solid waste disposal facility could be created in the District or Mr. Gifford recommended to seek changing the law in the future. Director Bernard discussed the possibility of breaking the District into zones for trash collected by specific vendors as a solution to reduce wear and tear on the roads. A broadband enterprise would require the District approach the Pueblo County Commissioners and to seek a vote of the people in November 2018 to be exempt SB-152. An entire broadband utility could be achieved with partnerships and collaboration with other entities. Mr. Gifford referred to the process to establish the utility as outlined in statute (29-27-202), one of the steps would entail a vote as well.

Director French recommended revisiting the aforementioned items and having discussion after the May 8 election. Mr. Tangeman stated the District is the largest in the State of Colorado that is wholly outside of an incorporated boundary, meaning it is entirely within the unincorporated portion of a county and does not overlap another local government entity, and is geographically three times the size of the second largest special district. As Pueblo West continues to evolve, the uniqueness of issues related to infrastructure and requirements to operation will continue to grow. Director Zupan is of the opinion that all four items should be seriously considered, but after the election. Director Bernard recommended stormwater be the first priority. The stormwater and ambulance enterprises may be established by Board resolution, however the formation is time consuming. The ambulance enterprise should be self-supporting and need to receive no more than 10% of revenue from the General Fund. Also, the service plan would require an amendment.

It was the consensus of the Board to delay further discussion until the election is over, and for staff to move forward with organizational analysis and recommendations for the stormwater enterprise to be prepared for the future Board.

Tim Kiley inquired on the status of the proposed incorporation study, to which Mr. Tangeman replied a funding shortage is currently holding up the study.

N. ANNOUNCEMENTS

See Agenda for list.

O. ADJOURN

There being no further business to come before the Board, President Leonard adjourned the meeting at 7:29 pm. The next regular meeting is scheduled for February 27, 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.

Secretary

Approved May 8, 2018