



# PUEBLO WEST METROPOLITAN DISTRICT

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**SPECIAL BOARD MEETING  
729 E. GOLD DRIVE  
THURSDAY, FEBRUARY 20, 2020 – 8:00 A.M.**

## MINUTES

### A. CALL TO ORDER

President Proal called the meeting to order at 10:00 am.

### B. ROLL CALL

Directors Mike French, Judy Leonard, and Doug Proal, and Matt Smith were present. Director Terry Zupan was excused.

Also present was Nina Vetter, District Manager; Harley Gifford, Legal Counsel; Sabrina Cotta, Director of Administrative and Internal Services, Jessica Pankey, HR Analyst; Roni Kimbrel, Finance Director; Brian Caserta, Fire Chief, Carol Cosby, Director of Parks and Recreation; Sara Vaas, Director of Community and Neighborhood Development; Samantha Dosen, Communication and Outreach Specials; Tyler Purvis, Economic Development Specialist; Shawn Winter, Engineering Manager; Jim McCaskell, Interim Streets and Roads Manager; Jim Blasing, Utilities Director and 4 audience members.

### C. DISCUSSION WITH THE BOARD OF DIRECTORS AND SENIOR STAFF FOR THE PURPOSE OF GUIDANCE AND DIRECTION ON THE FOLLOWING TOPICS:

**Strategic Plan**

**Employee Satisfaction Survey**

**Land Sales**

**District Fiscal Sustainability**

**Pueblo West Metropolitan District and Pueblo County Road Intergovernmental Agreement**

Nina introduced the team and Sarah Moss who is serving as the facilitator for the day. Ms. Moss reviewed the agenda, interaction, discussions and the overall goal of the retreat. She led several activities to promote discussion, team activities and brain storming. Sabrina Cotta discussed the 2021-2025 District Strategic Plan. The Board was in consensus to move forward with the priorities outlined with additional clarification around definitions of governmental and non-governmental partnerships. Jessica Pankey discussed the 2019 Employee Satisfaction Surveys, exit interviews, and Human Resources metrics with an overall improvement on employee satisfaction metrics. Tyler Purvis discussed a revised process for marketing and selling District owned land to better serve potential buyers and the District. Nina Vetter gave an overview of the Fiscal Sustainability Study conducted by Ehlers and presented at an earlier Board meeting and asked for direction on which avenue to pursue. Harley Gifford reviewed the District/County road IGA highlighting the current challenges.

Director Proal left the meeting at 10:17 am and returned at 11:15 am. President Proal left for the day at 2:11pm. Director French left for the day at 1:29pm.

### D. ADJOURN

There being no further business to come before the Board, Director Smith adjourned the meeting at 2:24 pm. The next regular meeting is scheduled for February 25, 2020 at the hour of 6:00 P.M., presently set for the meeting room of the Board of Directors, 729 E. Gold Dr., Pueblo West, Colorado.

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**Secretary**

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**APPROVAL**  
**03/10/2020**