



PUEBLO WEST METROPOLITAN DISTRICT

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**REGULAR BOARD MEETING
109 E. INDUSTRIAL BOULEVARD
TUESDAY, MARCH 12, 2019 – 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 March 12, 2019; at the hour of 6:00 P.M. President Zupan called the Regular Meeting to order.

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

D. ROLL CALL

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

Also present was Nina Vetter, District Manager; Harley Gifford, General Counsel; Laura Savage, Assistant to the District Manager; Jay-Michael Baker, Communications and Engagement Manager; Shawn Winters, Assistant Engineer; Kim Swearingen, Utilities Director; Laurie Cozzetto, Community Development Director; Carol Cosby, Parks & Rec Director; Brian Caserta, Fire Chief; Jim Blasing, Streets & Roads Manager; Aric Ward, Human Resources Manager; and 14 audience members.

E. APPROVAL OF AGENDA

President Zupan motioned for the approval of the agenda. Motion was moved by Director French and seconded by Director Leonard. Motion unanimously passed.

F. INTRODUCTION OF NEW EMPLOYEES

Natalie Calderon, Customer Service Representative for the Water Billing Department; Garrison Gurule, IT Support Technician; and Lisa Amos, Accounting Technician, were introduced to the Board. Troy Stevens, Plant Operator for the Water Department, was unable to attend.

G. CITIZEN'S COMMENTS

Cindy Compton, Executive Director at Swallows Charter Academy, and Adrienne Graham, President Board of Directors, requested the Board consider budgeting for improving the crosswalk signal and access on McCulloch Blvd between Joe Martinez and Hahns Peak Ave. Additionally, Ms. Graham expressed concerns regarding speeding in front of all District 70 schools within the community.

H. COMMITTEE REPORTS

1. COMMITTEE OF ARCHITECTURE

Bill Vickers reported the COA has approved 56 single family approvals YTD, compared to 67 in 2018. Violation letters inspections decreased due to current staffing levels. Six non-compliance cases have been filed with the courts, and 15 are awaiting recommendations from staff and the COA. The goal is to gain compliance with all properties. A variance will be reviewed soon regarding exceeding signage size and number for a new business. Staff and General Counsel continues to work on 90% tract build-out challenges. Mr. Vickers invited the Board to another joint meeting to discuss challenges.

2. PUEBLO CONSERVANCY DISTRICT

Barbara Bernard reported the final concrete pour was completed, and one last phase remains for the levee reconstruction project. The intent is to receive GOCO grants to enhance the kayak course. The project loan of \$17M includes at 2.65% interest rate. A community event is being planned for June 2021 to commemorate the devastating flood of June 1921.

3. DIRECTOR COMMITTEES

Director Proal reported on a property owners meeting with the Board of County Commissioners of Chaffee County that Director Leonard, Ms. Vetter, and Ms. Swearingen also attended. It was the first property owner meeting for Hill Ranch where many questions were answered. Moving forward, the District will create a webpage to share the Hill Ranch revegetation program information.

Director Leonard reported Dennis Flores is the new PACOG president, and Karen Rowe discussed CDOT projects and funding.

I. DIRECTOR'S COMMENTS

Director French inquired on the status of a group interested in holding an archery competition on District owned property, to which Mr. Gifford replied that they had selected a different location.

J. APPROVAL OF CONSENT AGENDA

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

- 1. FINANCIAL REPORTS**
- 2. DISTRICT MANAGERS REPORT**

K. OLD BUSINESS

- 1. RESOLUTION 2019-031 A RESOLUTION AWARDDING THE 2019 PUEBLO WEST TAP TRAIL 2 PROJECT TO MARTIN MARIETTA MATERIALS, INC.**

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

- 2. DISCUSSION ON PROPOSED PERSONNEL POLICY CHANGES**

Mr. Ward provided recommended changes. The Board discussed the proposal to remove the Board’s power in section 1.50 regarding direction of employees, and to eliminate step four in section 9.20 of the conflict resolution process. After discussion, it was the consensus of the Board to accept the recommendation regarding section 9.20 and reject the recommendation regarding section 1.50. Attention was drawn wording of section 13.20 Holidays regarding Flex Days on holidays, additional verbiage regarding harassment, and pre-employment physicals.

- 3. UPDATE ON DOLA FIRE DEPARTMENT GRANT**

Chief Caserta reported the DOLA \$90,000 grant submission for the design phase of Fire Station 2 was denied. The department budgeted \$90,000 to match the grant. The Board offered encouragement to reach out to the DOLA representative to understand why the project was rejected. Ms. Vetter noted an option would be utilizing marijuana excise tax funds to complete the design. However, there have been approved uses of the excise tax revenue and caution would be used to avoid over spending. Discussion ensued regarding project and grant timelines, other sources of revenue, and actual design and engineering costs via the bidding process. Resident Skip Tortorello inquired about the existing Fire Station 2 and costs to remodel for current needs, to which Chief Caserta explained that the cost difference to build a new facility is an effective use of public funds.

- 4. UPDATE ON HB 19-1047**

Mr. Gifford shared that the HB 19-1047 passed and is currently awaiting signature by Governor Polis. The fire department is funded almost exclusively by the mill levy which has not been raised since 1992 and the funding to support the now-professional department is stretched thin between all departments.

L. NEW BUSINESS

- 1. RESOLUTION 2019-032 A RESOLUTION APPROVING AN AGREEMENT FOR THE SALE OF WATER TO THE ARKANSAS GROUNDWATER USERS ASSOCIATION (AGUA)**

Director Proal 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 2019-033 A RESOLUTION AWARDDING THE ROAD MAINTENANCE MATERIALS PURCHASE AND SALES AGREEMENT – 2019 TO TEZAK HEAVY EQUIPMENT CO., INC. DBA T.H. E. AGGREGATE SOURCE**

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

- 3. RESOLUTION 2019-034 A RESOLUTION AWARDDING THE 2019 CRACK SEALING PROJECT TO A-1 CHIPSEAL CO., INC.**

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

- 4. PRESENTATION OF DRAFT 2019 STRATEGIC PLAN**

Ms. Vetter presented the draft strategic plan and thanked those who participated in the retreat. Four categories were created from the retreat’s content, and the intent is to craft a professional document once the Board approves the draft copy. The Board was pleased with the draft and directed Ms. Vetter to move forward.

- 5. DISCUSSION AND DECISION REGARDING STRATEGIC COMMITTEES**

Ms. Vetter addressed the current committee structure and detailed the need to modify or create them in order to support the strategic plan. Staff began reviewing internal committees to put strategic initiatives in motion. The Economic Development Committee will be reviewed by staff and provide work plan recommendations. Regarding the Aquatic Center Committee, Ms. Vetter recommended moving forward with a formal application and interview process, to which the Board agreed. Updates will be provided to the Board.

M. CITIZEN’S COMMENTS

Joe Mahaney noted an oil spot in the parking lot needs attention. Additionally, he recalled a cost of \$2.3M for Fire Station 3, then he suggested using the same design as several small City of Pueblo fire stations.

Skip Tortorello recalled a previous meeting where he addressed carried-over funds from year to year which is turned over to the general fund. He inquired if the revenue could be given to the same department if it was unused the previous

year.

N. ANNOUNCEMENTS AND EVENTS

See Agenda for list.

O. EXECUTIVE SESSION

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

1. **§24-6-402(4)(B) C.R.S., CONFERENCES WITH AN ATTORNEY FOR THE LOCAL PUBLIC BODY FOR THE PURPOSES OF RECEIVING LEGAL ADVICE ON SPECIFIC LEGAL QUESTIONS;**
2. **§24-6-402(4)(e) C.R.S., DEVELOPING STRATEGY FOR NEGOTIATIONS, INSTRUCTING NEGOTIATORS AND DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS; SALE OF DISTRICT OWNED PROPERTY**

P. ADJOURN

There being no further business to come before the Board, President Zupan adjourned the meeting. The next regular meeting is scheduled for March 26, 2019 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 6/25/2019