



PUEBLO WEST METROPOLITAN DISTRICT

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**SPECIAL BOARD MEETING
729 E. GOLD DR.
TUESDAY, MARCH 19, 2019 – 3:00 P.M.**

MINUTES

A. CALL TO ORDER

President Zupan called the meeting to order at 3:00 pm.

B. ROLL CALL

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

Also present was Nina Vetter, District Manager; Laura Savage, Assistant to the District Manager; Kim Swearingen, Utility Director; Jeffrey DeHerrera, Deputy Utility Director; Jay-Michael Baker, Communications and Engagement Manager; Bradley Curtis, Public Works Director; Brian Caserta, Fire Chief; Dave Cosby, Procurement Director; Kim Toman, Sr. Accounting Tech; Rich Fabro, Wastewater Manager; Aric Ward, HR Manager; Jennifer Pearson, HR Analyst; and Laurie Cozzetto, Community Development Director.

C. RESOLUTION 2019-035-001 A RESOLUTION MODIFYING PUBLIC AREAS FOR POSTING OF MEETING NOTICES FOR CALENDAR YEAR 2019

Director French motioned for the approval of the resolution, seconded by Director Smith. Ayes: French, Leonard, Smith, Zupan. Nays: None. Abstained: None. Motion Carried 4-0.

D. UPDATE REGARDING DAMAGE TO THE ADMINISTRATION BUILDING LOCATED AT 109 EAST INDUSTRIAL BOULEVARD

Ms. Vetter thanked staff for time and effort involved with the loss of the roof. Pueblo Regional Building Department officially condemned the building. Water billing staff and equipment was relocated to TP1 and signage was installed at 109 to direct water customers to the water treatment plant. All water billing late charges will be waived and no shutoffs will occur for the month. Excise tax payment and Committee of Architecture deadlines were moved to accommodate the current situation. The insurance process through the Special District Pool has begun and a structural engineer will conduct a site review. Staff is awaiting an assessment update, and coverage for the building is \$1.479M. The current focus is on rehoming 21 staff members to San Isabel Electric Association, where benefits such as parking, technology infrastructure, and the ability to keep staff together exist. Furniture and files will be moved within the next week, and once operational, the public will be updated. Ms. Vetter ensured the District will be getting back to business and brought attention to beginning a long term planning process regarding the administration building. General Counsel is working on a lease agreement that will be brought before the Board. A discussion was held about the building's damage, insurance process, new administrative processes, and next steps. The Board agreed that staff has shown resiliency and determination with the event.

E. ADJOURN

There being no further business to come before the Board, President Zupan adjourned the meeting at 3:25 pm. 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, 729 E. Gold Dr., Pueblo West, Colorado.

Secretary

Approved 07/09/2019