



PUEBLO WEST METROPOLITAN DISTRICT

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**REGULAR BOARD MEETING
729 E. GOLD DRIVE
TUESDAY, MARCH 26, 2019 – 6:00 P.M.**

MINUTES

The Board of Directors of The Pueblo West Metropolitan District met at 729 E. Gold Drive, Pueblo West, Colorado, on March 26, 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; Laurie Cozzetto, Community Development Director; Brian Caserta, Fire Chief; Jim Blasing, Streets & Roads Manager; Aric Ward, Human Resources Manager; Jeffrey DeHerrera, Deputy Utility Director; Tammy Nordyke, Finance Director; and 12 audience members.

E. APPROVAL OF AGENDA

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

F. INTRODUCTION OF NEW EMPLOYEES

Troy Stevens, Plant Operator at the Water Utility Department was introduced to the Board.

G. SPECIAL PRESENTATIONS

1. 2020 CENSUS UPDATE

Renee Martinez, Partnership Specialist for the 2020 Census, noted the next census begins April 1, 2020. Instead of a local office, each specialist will cover an assigned area. Each resident accounts for \$1,481 per year for 10 years in state revenue, which funds numerous programs. Colorado may gain legislative seats since the population has increased. Ms. Martinez encouraged all to cooperate and complete the census survey, and to apply for employment opportunities regarding the census.

2. PUEBLO WATER BESSEMER DITCH CHANGE CASE 17CW3050 AND EXCHANGE CASE 16CW3103

Alan Ward and Seth Clayton, with the Pueblo Board of Water Works, provided a brief overview of the Bessemer Ditch and irrigation purposes. The intent is to change a portion of the water rights from irrigation to municipal consumption use. Mr. Ward addressed concerns that may affect Pueblo West, including spill categories and Lake Meredith. Mr. Clayton expressed gratitude for regional collaboration. Bob Krassa and Alan Leak, the District's water attorneys, also addressed the Board and noted they look forward to moving forward.

H. CITIZEN'S COMMENTS

Lew Quigley, 1225 Parkridge Drive commented on the phenomenal job staff provided during and after the storm event. He feels it is an opportunity to improve Pueblo West by creating a heart of the community where civic facilities can be centrally located.

I. PUBLIC HEARING ON PROPOSED BUDGET AMENDMENT FOR THE YEAR 2018

At 6:41 pm, Director Proal motioned to recess the regular meeting and open the Public Hearing. It was seconded by Director Smith; motion unanimously passed.

Ms. Nordyke recommended an amendment to the 2018 Parks Donation Fund in the amount of \$1,325. The fund has been increased for 2019 as the community has increased their donations to the department.

Seeing there were no public comments, Director French motioned to close the Public Hearing at 6:44 pm. It was seconded by Director Proal; motion unanimously passed.

J. COMMITTEE REPORTS

Director Leonard reported the Planning Commission approved two items within Pueblo West. She drew attention to a storage facility on Spaulding Avenue that has not met compliance deadlines and may be a potential issue. The Southeast Conservancy District has included a strategy plan and a business plan with their 2019 budget, and water will be spilled in July from Pueblo Reservoir only if snow continues.

President Zupan reported the Desert Hawk Management Board approved Pueblo County reimbursement of the purchase of a water buffalo to a course member, and Manager Zarembo believes the greens are in the best condition. The course is in need of a replacement tractor. The 2018 year end financials are still pending. However, it appears the course is operating in the black as rounds played have increased. The creation of an endowment foundation was discussed. During the Road Task Force meeting, FLAP and HRRR projects and grant matches via Pueblo County's 1A funds were discussed. The County is assisting with the Swallows Charter Academy's Safe Routes to School grant. Engineering of McCulloch Blvd widening will be conducted in house, and discussion included the potential aquatic center and loss of the District's administrative building.

K. DIRECTOR'S COMMENTS

Director Leonard, Director Smith, and Director French commended staff's superb efforts during and after the storm events regarding the relocation of personnel and materials.

President Zupan added she is appreciative of the District's and community's assistance, noting that no one was hurt or injured during the event.

L. APPROVAL OF CONSENT AGENDA

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

1. MINUTES OF MARCH 14, 2019

M. OLD BUSINESS

1. RATIFICATION AND EXTENSION OF EMERGENCY PURCHASING POLICY PROCEDURES AS ADOPTED BY THE BOARD AT THE EMERGENCY SPECIAL MEETING HELD ON MARCH 14, 2019

Ms. Vetter stated an emergency special meeting was held March 14 where the Board declared a state of emergency in order to activate the emergency purchasing policy procedures. She requested the Board ratify their decision and extend the emergency purchasing policy procedures to April 9, 2019. President Zupan motioned for the approval of the request, seconded by Director Proal; motion carried 5-0.

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

Ms. Vetter reiterated the Board's sentiments regarding staff and community efforts during and after the event. Several significant facility issues were identified prior to the event, such as replacement of the electrical system. Discussions continue with the insurance company regarding a formal assessment. It is possible the extent of the damage may outweigh the cost of building and needs replacement.

3. UPDATE ON THE 50TH CELEBRATION

Mr. Baker shared a timeline of proposed festivities. Multiple committees have formed to research and market events including the Fire Department's Patriots Day community BBQ, a family-friendly movie in the park, a tennis and disc golf tournament, which will be held in collaboration with the Pueblo West Rotary Oktoberfest celebration in Civic Center Park. Other events include an art show, Pueblo West history display, and old-fashioned events that were held during previous celebrations. The Pueblo West Eagles, Pueblo West Chamber of Commerce, and resident historians are participating in the planning. A discussion was held regarding fireworks, a pickleball tournament, and Pueblo West Rotary's community involvement and reinvestment of funds. Lastly, funds will be used for a children's area and a professional video to promote the event.

4. RESOLUTION 2019-035 A RESOLUTION ADOPTING PERSONNEL POLICIES FOR THE PUEBLO WEST METROPOLITAN DISTRICT

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.

5. DISCUSSION AND ACTION REGARDING USE OF DISTRICT FUNDS FOR THE DESIGN AND ENGINEERING OF FIRE STATION #2

Mr. Caserta reminded the Board that the 50/50 DOLA grant match of \$90,000 was denied. Discussion ensued regarding total costs of design and engineering, modifying Station 1 floor plans, pursuing other grants, the RFP process, and marijuana excise tax revenue. After discussion, Director French motioned to review Station 1 plans then allocate up to \$90,000 from the marijuana excise tax fund for design and engineering of Fire Station 2, and it was seconded by Director Leonard; motion unanimously passed.

6. FINAL UPDATE ON HB 19-1047

Mr. Gifford stated that the bill was signed by Governor Polis on March 21, 2019. It was carried by Representative Bri Buentello and sponsored by Senators Danielson and Garcia. The Board will determine at a future time to place a sales tax measure on the November 2019 ballot.

7. DISCUSSION AND ACTION REGARDING 2019 STRATEGIC PLAN

Ms. Vetter provided and reviewed the draft strategic plan. Director Proal motioned to adopt the strategic plan, and it was seconded by Director Smith; motion unanimously passed.

N. NEW BUSINESS

1. RESOLUTION 2019-036 A RESOLUTION AMENDING RESOLUTIONS NO. 2017-72 AND 2017-73 ESTABLISHING BUDGET AND APPROPRIATIONS BY FUND FOR PUEBLO WEST METROPOLITAN DISTRICT PUEBLO COUNTY, COLORADO, FOR THE CALENDAR YEAR 2018 AND AUTHORIZING FUND AMENDMENTS

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.

2. RESOLUTION 2019-037 A RESOLUTION APPROVING THE SALE OF PUEBLO WEST FIRE DEPARTMENT'S RESCUE PUMPER TO RYE FIRE PROTECTION DISTRICT

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 NO 2019-038 A RESOLUTION ACCEPTING QUALIFIED CONTRACTORS & UNIT PRICING FOR ON-CALL MOWING SERVICES

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. RESOLUTION NO 2019-039 A RESOLUTION AWARDDING THE 2019 EMULSION MATERIAL CONTRACT TO SUNCOR

Director French 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.

O. ANNOUNCEMENTS AND EVENTS

See Agenda for list.

P. EXECUTIVE SESSION

President Zupan motioned to move into executive session and cited item as indicated above with the removal of item Q-1. The motion was moved by Director French and second by Director Proal. 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

3. §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

4. §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

Q. ADJOURN

There being no further business to come before the Board, President Zupan adjourned the meeting. The next regular meeting is scheduled for April 9, 2019 at the hour of 6:00 P.M., presently set for the meeting room of the Board of Directors, 729 E. Gold Drive, Pueblo West, Colorado.

Secretary

Approved 07/09/2019