



# PUEBLO WEST METROPOLITAN DISTRICT

781 E. Industrial Blvd • PO Box 7005 • Pueblo West, Colorado 81007  
Administrative Offices (719) 547-2000 • Fax (719) 547-2833

## REGULAR BOARD MEETING VIA LIVE STREAMING

<http://pueblowestmetro.com/129/Agendas-Minutes>

WEDNESDAY, APRIL 15, 2020 – 6:00 P.M.

## MINUTES

The Board of Directors of The Pueblo West Metropolitan District met via live streaming-viewed at: <http://pueblowestmetro.com/129/Agendas-Minutes>, Pueblo West, Colorado, on April 15, 2020 at the hour of 6:00 P.M. President Proal called the Regular Meeting to order.

### A. CALL TO ORDER, President Doug Proal

### B. ROLL CALL

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

Also present was Nina Vetter, District Manager; Harley Gifford, General Counsel; Brandi Blankenship, Administrative Assistant; Sabrina Cotta, Administrative and Internal Services; Sam Dosen, Communications and Outreach Director; Roni Kimbrel, Finance Director; Shawn Winters, Engineering Manager; Tyler Purvis, Economic Development Specialist; and Major Theo Sager, Veteran's Local Government Management Fellow.

### C. APPROVAL OF AGENDA

President Proal motioned for the approval of the agenda. Motion was moved by Director French and seconded by Director Zupan. Motion passed 5-0.

### D. SPECIAL RECOGNITION – CERTIFICATE OF COMPLETION – VETERAN'S FELLOWSHIP; THEO SAGER

Theo Sager was recognized for his participation and completion of the Veteran's Fellowship. Board of Directors and District Manager, Nina Vetter, thanked Theo for his hard work with the Pueblo West Metropolitan District.

### E. CITIZEN'S COMMENTS

Joe Mahaney, resident of Pueblo West, sent an email to District Manager, Nina Vetter and expressed a thank you for the Water, Sewer, First Responders and all the employees without recognition doing their job every day during COVID-19. The Board of Directors thanked Mr. Mahaney for his comments.

### F. APPROVAL OF CONSENT AGENDA

President Proal motioned for the approval of the Consent Agenda; it was moved by Director French and seconded by Director Zupan. Motion carried 5-0.

#### 1. Finance Reporting

#### 2. Approval of Minutes for March 2020 Regular and Special Meetings

#### 3. April District Managers Report

### G. BUSINESS

#### 1. RESOLUTION NO. 2020-022 A RESOLUTION APPROVING A CONTRACTOR FOR SALE OF DISTRICT PROPERTY TO VISION, LLC

**Presented by: Tyler Purvis, Economic Development Specialist**

Mr. Purvis advised the Board of Directors that a contract was received for the purchase of land at 688 State Street, a 9 ½ acre parcel for the purchase price of \$175,000. The contract includes road improvements on State Street. Director Zupan made a motion to approve the resolution, it was seconded by Director Smith. Motion passed 5-0.

#### 2. RESOLUTION 2020-\_\_\_\_ A RESOLUTION AMENDING THE PUEBLO WEWST METROPOLITAN BYLAWS, RULES AND REGULATIONS METROPOLITAN DISTRICT

**Presented by: Harley G. Gifford, General Counsel**

This resolution was tabled until April 28, 2020 Board of Directors Regular Meeting.

#### 3. RESOLUTION 2020-023 A RESOLUTION AMENDING RESOLUTIONS NO. 2018-109 AND 2018-110 ESTABLISHING BUDGET AND APPROPRIATIONS BY FUND FOR PUEBLO WEST METROPOLITAN DISTRICT, PUEBLO COUNTY COLORADO FOR THE CALENDAR YEAR 2019 AND AUTHORIZING FUND AMENDMENTS

**Presented by: Roni Kimbrel, Director of Finance**

Ms. Kimbrel advised the Board of Directors that this resolution is to amend the prior year's budget as is standard operating procedure this time each year. Ms. Kimbrel stated this resolution does two things; it increases the budget by \$280,000 as approved in November 2019 by the Board of Directors and also moves \$115,000 from the general

fund into the capital project fund for the purpose of purchasing major equipment. Director Zupan made a motion to approve the resolution as presented, it was seconded by Director Leonard. The motion passed 5-0.

**4. RESOLUTION 2020-024 A RESOLUTION APPROVING A LICENSE WITH THE COLORADO DEPARTMENT OF TRANSPORTATION**

**Presented by: Shawn Winters, Engineering Manager**

Mr. Winters advised the Board of Directors that he is seeking approval to move forward with the contract with CDOT for the regional quality ponds in accordance to the Highway 50 corridor improvement project. Both CDOT and the District recognize the importance of this project. In order for any district employee to access the ponds in order to complete required maintenance items as necessary, we must hold a license with CDOT. There are not any financial cost with this license. Director Smith made a motion to approve this resolution as presented, it was seconded by Director French. The motion passed 5-0.

**5. VLGMF VOLUNTEER PROGRAM**

**Presented by: Major Theo Sager, Veteran's Local Government Management Fellow (VLGMF)**

Mr. Sager presented to the Board of Directors with his report on the Volunteer Program findings. Volunteering is the ultimate exercise in democracy and it improves the progress of civic engagement. Mr. Sager presented Volunteer service strategy, staff needs, and community interest with survey results to the members. Mr. Sager gave a list of his recommendations to implement a volunteer program with Pueblo West Metropolitan District and consider in the 2020 budget for this program.

**H. DIRECTOR'S COMMENTS AND COMMITTEE REPORTS**

Director Smith shared his support for the Puebloshares.com app that has been started in attempt for residents to buy locally first. Director Zupan commented that she was very discouraged and disappointed with the Special Meeting regarding the Civic Building on April 14, 2020 and the cost that SEH, Inc. provided to the Board Members. Director Zupan suggested that the Board Members sit down and go over the SEH, Inc presentation. All members agreed that a discussion was in order. Director French supported Director Zupan's thoughts and comments on the Civic Building and stated that he felt a meeting should be held right away to clarify thoughts to prevent taking a step back. President Proal echoed his fellow Board members and that he felt disappointed with the cost estimates presented by SEH, Inc. President Proal gave a compliment to the District employees for day to day operations for the housing market, specifically construction and builders during the COVID-19 shut down.

**I. ANNOUNCEMENTS AND EVENTS**

- 1. Committee of Architecture Regular Meeting  
Thursday, April 23, 2020 at 5:30 pm  
Virtual Forum – Live Streaming**
- 2. Board of Directors Candidate Forum Hosted by Pueblo West High School  
Friday, April 24, 2020 at 7:00 pm  
Virtual Forum – Live Streaming**
- 3. Board of Directors Regular Meeting  
Tuesday, April 28, 2020 at 6:00 pm  
Virtual Forum – Live Streaming**

**J. EXECUTIVE SESSION**

Director Zupan motioned to move into executive session, then cited items as indicated below. The motion was seconded by Director Smith. Motion unanimously passed.

- 1. §24-6-402(4)(e), C.R.S., DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS, DEVELOPING STRATEGY FOR NEGOTIATIONS, AND INSTRUCTING NEGOTIATORS; SALE OF DISTRICT OWNED PROPERTY**
- 2. §24-6-402(4)(e), C.R.S., DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS, DEVELOPING STRATEGY FOR NEGOTIATIONS, AND INSTRUCTING NEGOTIATORS; SALE OF DISTRICT OWNED PROPERTY**
- 3. §24-6-402(4)(e), C.R.S., DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS, DEVELOPING STRATEGY FOR NEGOTIATIONS, AND INSTRUCTING NEGOTIATORS; SALE OF DISTRICT OWNED PROPERTY**

**K. ADJOURN**

There being no further business to come before the Board, President Proal adjourned the meeting. The next regular meeting is scheduled for April 28, 2020 at the hour of 6:00 P.M., presently set for live streaming via Pueblo West Metropolitan District webpage, Pueblo West, Colorado.

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**Secretary**

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Approved 05/12/2020