



PUEBLO WEST METROPOLITAN DISTRICT

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**REGULAR BOARD MEETING
109 E. INDUSTRIAL BOULEVARD
TUESDAY, MAY 22, 2018 – 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 May 22; at the hour of 6:00 P.M. President Leonard called the Regular Meeting to order.

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

D. ROLL CALL

President Leonard called the roll: Director Barbara Bernard, Director Mark Carmel, Director Terry Zupan, Director Mike French, and President Judy Leonard were present.

Also present was District Manager Darrin Tangeman; Harley Gifford, Legal Counsel; Laura Savage, Assistant to the District Manager; Aric Ward, Human Resources Manager; Laurie Cozzetto, Community Development Director; Brian Caserta, Fire Chief; Jay-Michael Baker, Community Engagement Manager; Brad Curtis, Public Works Director; Tim Mitchell, Division Chief; Scott Eilert, Utilities Director; Shawn Winters, Engineer; Tammy Nordyke, Finance Director; Jeffrey DeHerrera, Facilities Manager; Amy Horton, IT Administrator; and 12 audience members.

E. APPROVAL OF AGENDA

Director Zupan motioned for the approval of the agenda; it was seconded by Director French. Motion unanimously passed.

F. SPECIAL INTRODUCTIONS

1. Jeffrey DeHerrera introduced Bobby Banham as Employee of the 2nd Quarter, and noted that Mr. Banham has become an asset to the District, negotiates with many vendors for the best price, and is skilled at troubleshooting many of the issues the Facilities Department faces.
2. Chief Caserta introduced Bradley Stevens as the District's most recent Veterans Local Government Management Fellow who is working with the Fire Department. Mr. Stevens has become part of the team, assists with cleaning the station, and joins the department on calls for service as a nationally registered paramedic. The experience has assisted with transitioning from military service and he enjoys the camaraderie within the department. He provided his background, professional, and educational experience and thanked the Board for the opportunity.

G. OUTGOING DIRECTOR'S COMMENTS

Director Bernard introduced her husband and son, then thanked District staff, fellow elected officials, and the residents of Pueblo West. The best part of being a board member is the opportunity to meet people she otherwise would not have had a chance to meet. In the future, Director Bernard looks forward to continuing to find ways to serve the community. As a token of appreciation and recognizing staff, Director Bernard presented a quilted wall hanging of a street map to hang in the Public Works department. Then, she recognized Tina Siggins' hard work as the Public Works Administrative Assistant. Lastly, Director Bernard reiterated that the past four years have been a great part of her life as she felt she accomplished something that will outlive her.

Director Carmel recognized Director Bernard's contributions to the District, commended anyone who desires to serve in a public capacity and the 14 candidates in the recent election. He spoke of the honor of serving the community and thanked the voters of Pueblo West for electing him in 2014. The seven directors who have served with each other over the past four years have accomplished great things, yet have challenges to face in the future. Director Carmel commented on Pueblo West's increasing growth, specifically in southern Colorado, yet remains the most affordable community. Four years ago the Board faced marijuana licensing opposition from residents in regards to Pueblo County's actions, and a Board approved resolution set the tone for what Pueblo West could control. Director Carmel spoke highly of the hiring of General Counsel Harley Gifford in 2014 and Darrin Tangeman as the District Manager in 2015, and the leadership and guidance they have brought to the District. Director Carmel spoke about technological advances, economic development, water and wastewater master planning, safety improvements and mutual aid agreements, partnerships and collaboration, establishment of prayer at public meetings, and the employee compensation plan and implementation. Director Carmel wished staff the upmost safety in their jobs, and the Board and community the best of success. He noted this is an end to his public service career of 44 years, then thanked the public for allowing him the opportunity to serve.

H. OATH OF OFFICE

Laura Savage administered the oath of office to the newest members of the Board of Directors; Judy Leonard and Doug Proal. Matt Smith was absent and excused.

I. APPOINTMENT OF OFFICERS

President Leonard opened the floor for nominations for Officers of the Pueblo West Metropolitan District Board of Directors. Motion carried 4-0.

Director French moved to nominate Director Terry Zupan for the Office of President. Director Leonard moved to close the nomination. Motion carried 4-0.

Director Zupan moved to nominate Director Doug Proal as Vice President of the Board. Director French moved for the closure of the motion. Motion carried 4-0.

Director Zupan moved to nominate Director Mike French as Secretary of the Board. Director Leonard moved for the closure of the motion. Motion carried 4-0.

Director Zupan moved to nominate Director Judy Leonard as Treasurer of the Board. Director French moved for the closure of the motion. Motion carried 4-0.

J. RECOGNITION OF OUTGOING DIRECTORS

1. RESOLUTION NO. 2018-55 A RESOLUTION RECOGNIZING BARBARA BERNARD FOR HER DISTINGUISHED AND OUTSTANDING SERVICE AS A MEMBER OF THE PUEBLO WEST METROPOLITAN DISTRICT BOARD OF DIRECTORS

President Zupan motioned for the approval of the resolution as presented, seconded by Director French. Ayes: Leonard, Proal, Zupan, French. Nays: None. Abstained: None. Motion carried 4-0.

2. RESOLUTION NO. 2018-56 A RESOLUTION RECOGNIZING MARK CARMEL FOR HIS DISTINGUISHED AND OUTSTANDING SERVICE AS A MEMBER OF THE PUEBLO WEST METROPOLITAN DISTRICT BOARD OF DIRECTORS

Director French motioned for the approval of the resolution as presented, seconded by Director Proal. Ayes: Leonard, Proal, Zupan, French. Nays: None. Abstained: None. Motion carried 4-0.

K. CITIZEN’S COMMENTS

Joe Mahaney addressed the agenda item regarding IMS-Infrastructure Management Services and the cost of the consultant to relay how poor of shape the road infrastructure is, and the past consultant report that was not followed. He then asked the Board to not approve the resolution.

L. COMMITTEE REPORTS

Director Leonard reported she attended the Planning Commission meeting where an item regarding creating a PUD in the industrial area for the outdoor cultivation of medical and retail marijuana was approved 7-1; there is a plan to plant shrubs and trees to mitigate odors.

President Zupan reported a Desert Hawk Golf Course employee involved in a major accident is recovering.

M. DIRECTOR’S COMMENTS

Director Leonard thanked the community’s support for her re-election and she looks forward to another four years.

Director French commented on a recent employee and team-building picnic which he attended and found very successful. He recommends the District continue the picnics in the spring and fall as an opportunity to meet staff. Director French participated in a pie-in-the-face fundraiser and encouraged other members to participate in the future. The fundraiser is employee-led and raises money for prizes at the end of year employee recognition and safety awards banquet.

Director Proal also thanked the community for the support during the recent election and looks forward to serving.

President Zupan welcomed Director Leonard back to the Board, then welcomed Director Proal back after 30 years. She also attended the picnic but missed the fundraiser fun. She was in agreement the picnics should continue.

N. APPROVAL OF CONSENT AGENDA

Director French motioned for the approval of the Consent Agenda, seconded by Director Leonard. Ayes: Leonard, Proal, Zupan, French. Nays: none. Abstained: none. Motion carried 4-0.

- 1. FINANCIAL REPORTS
- 2. DISTRICT MANAGER REPORT

O. OLD BUSINESS

1. 4TH QUARTER UPDATE ON THE 48/96 SCHEDULE

Tim Mitchell reminded the Board that in April 2017 the department entered into a trial period from April 2017 to April 2018 for a shift of 48 hours on and 96 hours off for firefighters following a staff recommendation by the department. Research was conducted and an anonymous survey has been given every quarter, which the results have been shared with the Board. Mr. Mitchell shared the results of the 4th quarter survey, which monitors

budget neutrality, health, safety, and employee satisfaction. Current results indicate an increase from 12 for and 6 against, to 13 for and 5 against the 48/96 schedule. Remaining questions and results are broad yet have remained relatively similar. A committee will reconvene and conduct a final review of the trial, then present findings and a recommendation to Chief Caserta. At a future date, Chief Caserta will discuss the results with Mr. Tangeman and the Board.

P. NEW BUSINESS

1. RESOLUTION NO. 2018-57 A RESOLUTION AWARDING A PROPOSAL FOR PROFESSIONAL SERVICES FOR ROADWAY INVENTORY, ANALYSIS AND MANAGEMENT TO IMS-INFRASTRUCTURE MANAGEMENT SERVICES

Director Leonard motioned for the approval of the resolution as presented, seconded by Director French. Ayes: Leonard, Proal, Zupan, French. Nays: None. Abstained: None. Motion carried 4-0.

2. RESOLUTION NO. 2018-58 A RESOLUTION APPROVING A LETTER OF INTENT BETWEEN BLACK HILLS ENERGY AND PUEBLO WEST MOTROPOLITAN DISTRICT FOR THE USE OF DISTRICT PROPERTIES

Director French motioned for the approval of the resolution as presented, seconded by Director Leonard. Ayes: Leonard, Proal, Zupan, French. Nays: None. Abstained: None. Motion carried 4-0.

3. DISCUSSION OF APPOINTMENTS TO BOARDS, COMMITTEES, TASK FORCES AND ORGANIZATIONS

A list of current appointments was distributed to the Board. It was proposed that members would rotate for Committee of Architecture meetings, inquire about the addition of Director Proal to PEDCO, and Shawn Winters verified he could remain on the Pueblo West Chamber. Director Leonard expressed interest in replacing Director Bernard on the Pueblo Conservancy District. President Zupan, Director French, and Jerry Martin have expressed interest in remaining on the Desert Hawk Management Board. It was determined that at the next meeting discussions will continue and move forward with appointments.

Q. ANNOUNCEMENTS

See Agenda for list.

R. EXECUTIVE SESSION

President Zupan motioned to move into executive session and cited item as indicated below. It was moved by Director French and seconded by Director Leonard to enter into the executive session; motion unanimously passed.

1. §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

2. §24-6-402(4)(F), C.R.S., PERSONNEL MATTERS DISTRICT MANAGER

S. ADJOURN

There being no further business to come before the Board, President Zupan adjourned the meeting. The next regular meeting is scheduled for June 12, 2018 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 6/12/2018