



PUEBLO WEST METROPOLITAN DISTRICT

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**SPECIAL BOARD MEETING
109 E. INDUSTRIAL BLVD.
THURSDAY, JULY 26, 2018 – 3:30 P.M.**

MINUTES

A. CALL TO ORDER

Director French called the meeting to order at 3:35 p.m.

B. ROLL CALL

Directors Mike French, Matt Smith, and Judy Leonard were present. Director Terry Zupan joined the meeting at 3:32 p.m. Director Doug Proal was absent and excused.

Also present was Harley Gifford, General Counsel; Laura Savage, Assistant to the District Manager; Aric Ward, Human Resources Manager and 1 member of the audience.

C. SCHEDULE MEETING TIME AND DATE TO ESTABLISH DISTRICT MANAGER JOB SEARCH GOALS, JOB DESCRIPTION, DEADLINES FOR APPLICATIONS, REQUIREMENT FOR APPLICANTS, SELECTION PROCEDURES, AND THE TIME FRAME FOR APPOINTING OR EMPLOYING A DISTRICT MANAGER

Mr. Gifford presented Darrin Tangeman's initial job description, and initial and amended employment contracts. A proposed recruitment timeline was discussed. The goal is to have negotiations and finalization by November 2018. Director French inquired about a 30 day announcement. Mr. Gifford clarified the recruitment and interview process. The Board was in favor of creating and distributing a job and community profile for the recruitment. Mr. Gifford noted Cherokee Metropolitan District has opened a position for \$150,000 to \$200,000, then discussed Mr. Tangeman's initial contract and a current total compensation of \$117,000. Director French requested Mr. Tangeman write a job description to compare to the current one on file. A discussion was held on compensation, driver's license requirements, residency requirements, and the ability to have online interviews during the initial round.

D. ADJOURN

There being no further business to come before the Board, President Zupan adjourned the meeting at 4:00 P.M. The next regular meeting is scheduled for August 14, 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 10/9/2018