

**MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
PUEBLO WEST METROPOLITAN DISTRICT**

**December 13, 2011**

The board of Directors of the Pueblo West Metropolitan District met in regular session at 109 East Industrial Boulevard, Pueblo West, Colorado, on December 13, 2011, at the hour of 5:30 p.m. for an executive session and 6:30 p.m. for a regular meeting.

**ROLL CALL:** Chair Jerry Martin, Directors John Lisi, Mike French and Christine McCarthy (arriving at 5:45 p.m.) were present. Director Vickers attended the regular meeting later by a telephone conference.

Also present were District Manager Jack Johnston, Judy Leonard, Administrative Assistant; and Tom Mullans, Attorney for the District; Rick Morgan, Public Works, Tammy Jameson, Finance; Carol Cosby, Parks and Recreation; Rick Morgan, Public Works; Steve Dunn, Firefighter; Dave Cosby, Fleet; Frank Savage, It; and 4 citizens.

**MINUTES:** On motion by Director Lisi, the minutes of the regular meeting November 22, were approved, vote unanimous.

**FINANCIAL REPORTS:** Members of the Board had been provided with a check register dated December 13, 2011, listing the bills for payment. On motion by Director McCarthy noting the large payments, the outstanding bills of \$1,693,140.26 are approved for payment, vote unanimous.

The investment report showed Certificate of Deposits \$7,507,997.59, CDARS \$8,010,578.34, Money Market, \$8,281,260.21, Bond Reserve \$599,887.40 and total cash of \$4,731,997.96.

**DIRECTOR COMMENTS:** None

**DISTRICT MANAGER REPORT:** District Manager Johnston updated the board on the Spaulding extension/pioneer road project with City and Colorado Springs Utilities informing the board it will not materialize based on differences and now CSU does not have a need for the route. Assessments on Twin Lakes Shares went up \$1 to \$19 with same for Canal/Lake Meredith \$.75 to \$11.75.

District Manager Johnston reported on the success of the Holiday In Lights Parade even with the cold weather. There were 19 float entries which were down from 24 last year. The Safe Routes to School grant was revised and submitted for \$210,000 for street crossings, lights, signage and trail extension and noting Matrix doing an excellent job on this project. District Manager Johnston provided a hard copy of the project if anyone wanted to look at. There is a plan for landscaping at Cattail Exercise site to begin late next year.

The Main McCulloch road project is progressing but dependent on the weather and at some point will be suspended until better weather conditions.

In November 2011 ending Committee of Architecture had, 1 home and 19 accessories and in November 2010; 3 homes and 23 accessories. Committee of Architecture approved 2 new homes, 33 accessories (3 commercial signs), December ending; 9 homes/53 accessories in 2010, 30 violation letters, 4 hearings and 3 violations resolved.

There have been 30 packages mailed to Afghanistan for the 2<sup>nd</sup> Brigade holiday community drive; with Rotary Members individually donating \$200 and organizationally an additional \$500. District Manager Johnston mentioned that based on the draw done some of the 2<sup>nd</sup> Brigade will be home for Christmas. Director Martin inquired how many soldiers do the boxes cover and Director French would like all those that donated be acknowledged. The boxes will be distributed among all soldiers.

Insurance renewal with the SDA Pool will save the district approximately \$60,000 a year. The Pueblo West Metro District and District 70 community drive with food and 450 present deliveries will take place December 19 at the Recreation building on George for anyone wanting to help. A motion will be needed to cancel the December 27<sup>th</sup> board meeting. Director Martin asked for a motion which will wait until the end of the meeting in case of any future board business needed.

District Manager Johnston gave a brief synopsis of the new web site and futures add on features, web site committee, and new logo. Dave Cosby also updated the board on the website that started two years ago, logo redesign, committee team, designs, and all those involved. Frank Savage gave a demonstration of the past website and what the new website looks like. He showed the features on the new website design which makes it more about the community. The information is arranged to make the site friendlier and easier to find information. Frank Savage discussed the links, new safety information, detailing more about community, departments and contacts and how to find information on the site. There are more applications available for sign up for park and pool rentals and future features that will be available on line. There will be a feedback button for anyone to send back to IT if they have a question, comment, or issue with the site. Mr. Savage went through the sites, explaining contents, features on the website, how to find them, and what is available. He congratulated the team and thanked those for given him the opportunity to proceed with design on the district side of the website. Director French inquired on how payment is made after a reservation is made on the site. A credit card system will be available in the future and is being worked on. District Manager commented on what a great job the team did.

**CITIZENS COMMENTS:** None

Mr. Perez's presentation on a business plan for the district placed on agenda as number one under new business for Soaring Eagles was asked to be placed last on the agenda due to Director Vickers conference call for budget item discussions.

**2011 BUDGET DISCUSSION:** District Manager Johnston explained there are no advantage to make an earlier payment on the Quint lease, only if it was paid off, and how that would work. Director Vickers joined the meeting by phone at 7:10 p.m. Questions on early payments were asked as to a budget amendment, savings, or paying off early. Legal Counsel said an amendment to the budget would be needed. After further discussion, the board decided to leave the lease payments as stated in budget and possibly pay off next year. District Manager Johnston went over the board requests and comparisons of other entities benefits as requested which compared close to the districts. He noted County increases to employees, El Paso, Water District entities, and other county increases. Chair Martin mentioned the board may be swayed for an increase with the pension match increase for some employee's participation in the plan. District Manager Johnston updated the board of the changes in the pension match and effects of the changes to the employees with the board decision of the match amount. Other plans will be looked at in January 2012. Director Lisi would consider a onetime increase because of increases in benefits. Director McCarthy questioned the budget expenses and total year to date figures. Finance Director Jameson explained the figures. Legal Counsel advice is for the district to get into compliance as soon as possible and explained the options with the plan and a decision needing to be made as to the percentage with all employees' participation in the plan to become state compliant. After further discussion on the pension as to the matching employee and employer contribution, new plan, all participation, more information, and recommendation from the District Manager Johnston to keep the match at 7 1/2% for both employee and employer the board voted to match at 5%. Chair Martin recommended matching both at 7 1/2% and keeping the employer portion as it has been in the past.

Director McCarthy made a motion for the pension match for employee and employer at 5%, Director French nay, Chair Martin, nay, Director Lisi, Director Vickers, and Director McCarthy aye.

Discussion of a onetime allotment was discussed of a 2.5% and a onetime amount across the board. The Director's gave their reasons as to why they supported a onetime allotment and why they did not agree with any increase.

Director Lisi made a motion for a onetime allotment of a non based building increase per employee of 2.5% , Director McCarthy amended the motion for \$1,000.00 employee allotment non base building amount, Chair Martin, Director McCarthy, Director French, Director Lisi voted aye, Director Vickers voted nay.

**2012 BUDGET DISCUSSION:** Resolutions were discussed and why they needed to be passed. Director McCarthy has an issue with the second sand/salt building because of issues with the leeching and to remove both building and why. Legal Counsel said if they amend the budget the mill levy will change and there is not enough time due to the mill levy certification. Amendments can be done after the first of the year.

**RESOLUTION 1948** – not needed

**RESOLUTION 1949** – A Resolution Adopting Governmental Accounting Board Statement (GASB) 54 Effective Year ended December 31, 2012

Director McCarthy made a motion to accept Resolution 1949, vote unanimous.

**RESOLUTION 1950** – A Resolution Summarizing Expenditures and Revenues For Each Fund, And Adopting A Budget For The Pueblo West Metropolitan District, Pueblo County, Colorado For The Calendar Year 2012

Director Lisi made a motion to accept Resolution 1950, Chair Martin, Director McCarthy, Director French; Director Lisi voted aye, Director Vickers voted nay.

**RESOLUTION 1951** - A Resolution Appropriating Sums Of Money To The Various Funds And Spending Agencies In The Amounts And For The Purposes As Set Forth Below For The Pueblo West Metropolitan District,, Pueblo County, Colorado, For The Calendar Year 2012

Legal Counsel explained the meaning of this Resolution.

Director French made a motion to accept Resolution 1951, Director French, Chair Martin, Director Lisi; Director McCarthy voted aye, Director Vickers voted nay.

**RESOLUTION 1952:** A Resolution Levying General Property Taxes For The Year 2012 To Help Defray The Costs Of Government For The Pueblo West Metropolitan District Pueblo, County, Colorado For The 2012 Budget Year

Director McCarthy made a motion to accept Resolution 1952, vote unanimous.

**RESOLUTION 1953:** A Resolution Committing Fund Balances As Needed Under Governmental Accounting Board Statement (GASB) #54

Director Lisi made a motion to accept Resolution 1953, vote unanimous.

Director Vickers closed his phone conference for the meeting. (8:10 p.m.)

**RESOLUTION 1954:** A Resolution Approving A Memorandum Of Agreement Among Colorado Department Of Transportation, City Of Pueblo, Pueblo County, And Pueblo West Metropolitan District Regarding The Selection Of The Preferred Alternative for US-50 West Pueblo Planning And Environmental Linkage Study

Mr. Garcia asked if there were any questions from the board which Director's asked if there were any changes; Mr. Garcia explained the plans for Pueblo West to Pueblo Blvd. Chair Martin thanked him for his work and meetings on this project. Spring project by CDOT will be Wills Blvd to Pueblo Blvd, then Purcell to McCulloch. District Manager Johnston, asked about project phases, expansion of lanes, and funding.

Director French made a motion to accept Resolution 1954, vote unanimous.

Ray Perez from Matrix Design Group presented the board with a business plan option for PWMD Soaring Eagles. He stated with the reports and information from Parks and Recreation there is a market for a sports complex and a focus for the study. Mr. Perez mentioned the tables in the business plan showing how a sports complex can generate revenue and what those amounts could be. The plan showed an annual spending for average daily spending by visitors, based on the entire complex being constructed at once. Adding sales tax revenue for the district would generate revenue and those figures were presented. A map of the complex contents was shown as to fields, buildings, seating, and operating budget was discussed. Questions were asked on the operating budget, more fields, rentals, tournaments, based on fees from other areas, sponsorships, construction costs, establish a Public Improvement Fund, having the complex as an enterprises fund, and current Pueblo West rates now charged for these. Legal Counsel will get information on how to establish a Public Improvement Fund and Mr. Perez briefed the board on what it could be used for. Director French asked what maintenance costs would be and if additional employees would be needed, which was mentioned the maintenance is usually hired out. Mr. Perez stated other areas subsidize their complexes from 75% from the community and 25% by a budget funding, mentioning many opportunities that would generate revenues. Grants are available for recreation purposes with 40% possible grant options and 60% funding from the district. District Manager Johnston mentioned his future meeting with the GOGO grant executor and discussing options for the district. Mr. Perez thinks the next step is to refine the project as to utilities, construction, and viability if the board wants to pursue with this project. Mr. Perez mentioned a semi-pro softball team option, alcohol sales, and other generating revenues for this complex. Mr. Perez is expecting comments on the Capital Projects for Transportation previously presented, LED lighting project, and financing options for both.

Legal Counsel mentioned a meeting will be needed to implement the pension plan or before the first pay period in January. Chair Martin suggested if the paperwork is ready the board will be contacted to approve.

Director French made a motion to cancel the regular scheduled meeting for December 27, 2011, vote unanimous.

**ADJOURNMENT:** There being no further business to come before the Board, Chair Martin adjourned the meeting. The next regular meeting is scheduled for January 10, 2012 at the hour of 6:30 p.m. for a regular board meeting presently set for the meeting room of the Board of Directors, 109 East Industrial Boulevard, Pueblo West, Colorado.

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Secretary

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