



PUEBLO WEST METROPOLITAN DISTRICT

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**REGULAR BOARD MEETING
729 E. GOLD DRIVE
TUESDAY, MAY 14, 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 May 14, 2019; at the hour of 6:00 P.M. President Zupan called the Regular Meeting to order.

- A. CALL TO ORDER**, President Terry Zupan
- B. INVOCATION**, Jay-Michael Baker, Pueblo West Metro
- C. PLEDGE OF ALLEGIANCE**

D. ROLL CALL

President Zupan called the roll: Director Mike French, Director Judy Leonard, Director Matt Smith, and President Terry Zupan were present. Director Doug Proal was present at 7:17 pm.

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; Roni Kimbrel, Budget and Accounting Manager; Dave Cosby, Procurement and Risk Management Director; Brian Caserta, Fire Chief; Shawn Winters, Assistant Engineer; and 7 audience members.

E. APPROVAL OF AGENDA

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

F. INTRODUCTION OF NEW EMPLOYEES

Veronica (Roni) Kimbrel was introduced as the new Budget and Accounting Manager.

G. SPECIAL PRESENTATIONS

1. PUEBLO COUNTY SHERIFF OFFICE UPDATE

Law Enforcement Bureau Chief David Lucero and Captain Steve Bryant provided a 2018 Year in Review with facts, statistics and information regarding the community. ATV enforcement and illegal marijuana grows are areas of focus. Pueblo West calls for service decreased from 14,170 to 14,052 and account for 46% of calls within Pueblo County. Medical calls, alarm calls, suspicious calls, and abandoned 911 calls are the majority of call types PCSO responds to. Overall, retail theft and theft from motor vehicles have decreased, but accidents and citations increased compared to 2017. Active threat training is conducted in every Pueblo West school.

2. FIRE DEPARTMENT OVERVIEW

Fire Chief Brian Caserta provided a presentation regarding staffing needs, increased call volume and reduction of response time. Some residents in the southwest quadrant of the community have experienced increased property insurance premiums as a result of owning homes more than five road miles from the nearest staffed fire station. These factors, data, and need to increase service ability led to past discussions regarding construction of a new Fire Station 2. The new station would improve public safety by reducing response times, improving medical outcomes, decreasing fire loss, and improving community response and resources. Additionally, firefighter safety would be improved with additional staff. Since 2016, Chief Caserta has engaged the community, designed a station, and acquired funding for engineering. As a smaller station, Fire Station 2 construction costs, staffing and annual operating costs were discussed. At this time, no new fire equipment would need to be purchased. A discussion was held regarding future community growth, current staffing needs, and existing fire stations. Chief Caserta requested the Board approve polling and community outreach measures to see if a fire sales tax ballot question is feasible for the November 5, 2019 election. It was the consensus of the Board to move forward with Chief Caserta's request.

H. CITIZEN'S COMMENTS

Bob Massarotti, 302 S. Costilla Ct., commented on the Committee of Architecture and Declaration of Reservations, then brought attention to his concerns of parked commercial vehicles in his cul-de-sac.

Lew Quigley, 1225 Parkridge, addressed the opportunities to positively impact the community with a potential new civic building.

I. COMMITTEE REPORTS

1. PUEBLO CONSERVANCY DISTRICT

Barbara Bernard provided an update on the levee reconstruction project along the Arkansas River throughout the City of Pueblo. Phase 5 is complete, and Phase 6 will commence at a cost of approximately \$5.5M. Pueblo West construction company KR Swerdfeger was awarded the contract and work will begin in the fall when river flows

lessen. An effort will be made to enhance the kayak course. Future plans include obtaining grants to create an urban park with landscaping, benches, and trail to the levee project, as well as reintroducing murals.

2. DIRECTOR COMMITTEES

Director Smith reported the aquatic center committee was created and has started. An open house will provide input community feedback as the committee moves forward.

J. DIRECTOR'S COMMENTS

Director Leonard recently attended the Chemical Stockpile Emergency Preparedness Program (CSEPP) exercise and appreciated the opportunity experience the event. President Zupan echoed these sentiments, and encouraged board members to participate in the future.

K. APPROVAL OF CONSENT AGENDA

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

- 1. FINANCE REPORTS**
- 2. DISTRICT MANAGER REPORT**
- 3. MINUTES OF FEBRUARY 12, AND MARCH 12, 2019**

L. OLD BUSINESS

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

Ms. Vetter continues to move forward with insurance processes and is awaiting engineering and inspection reports.

2. DISCUSSION ON LONG TERM PLANNING FOR CIVIC BUILDING

Ms. Vetter thanked staff for their response during the emergency event and assistance in moving forward. 109 Industrial was constructed by 1970 to serve as a warehouse and storage facility for McCulloch Properties. Preliminary building costs project approximately \$3.7M is needed to fix 109 issues related to the weather damage and site improvements to bring the facility up to current codes and standards. Approximately \$3.5M is needed to build a new building, assuming other administrative personnel and departments are housed at the new site to create a "one-stop shop". Ms. Vetter's perspective is to support the Board's strategic goals, provide excellent customer service, and ensure employees have a clean, safe, and secure place to work. Ms. Vetter recommended potential locations: Tract 367, the 95 acres across from Big R, and Civic Center Park area. Strategic considerations for future decisions were discussed, including financial sustainability and feasibility, public accessibility and visibility, public one-stop shop convenience, public and employee safety, encouragement of private investment through smart public investment, and contribution to a vibrant community and sense of place. A brief discussion was held regarding Ms. Vetter's decision points and proposed timing. It was the consensus of the Board to move forward with building a new facility and determine location and funding plans.

3. RESOLUTION 2019-045 A RESOLUTION AMENDING AND APPROVING THE PUEBLO WEST METROPOLITAN DISTRICT PURCHASING POLICIES AND PROCEDURES

Director French 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 2019-046 A RESOLUTION AMENDING AND APPROVING THE PUEBLO WEST METROPOLITAN DISTRICT SURPLUS PROPERTY DISPOSAL POLICY

Director Smith 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.

5. RESOLUTION 2019-047 A RESOLUTION UPDATING AUTHORIZED SIGNERS FOR ALL ACCOUNTS LISTED IN SCHEDULE A HELD IN THE NAME OF PUEBLO WEST METROPOLITAN DISTRICT

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.

6. RESOLUTION 2019-048 A RESOLUTION UPDATING AUTHORIZED SIGNERS FOR THE SAFE DEPOSIT BOX AT VECTRA BANK HELD IN THE NAME OF 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.

M. NEW BUSINESS

1. RESOLUTION 2019-049 A RESOLUTION APPROVING A TEMPORARY USE AREA AGREEMENT WITH SWALLOWS CHARTER ACADEMY

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.

2. DISCUSSION OF COMMITTEES FOR 2019-2020

A list of committees and appointments was provided to the Board for discussion. Final decisions will be made at the next meeting.

N. CITIZEN’S COMMENTS

Lew Quigley reiterated the Board’s decision on the new civic building will be part of the community forever, then recommended the large parcel across from Big R due to its proximity to Highway 50 and open concept for commercial development.

Tim Kiley expressed enthusiasm for the community, future civic building, and future growth into a self-sustaining city.

Jamie Burt echoed sentiments regarding the community’s future, and recommended the 95 acre site for the new civic building to spark economic development in the area. Lastly, he suggest the Board publish a RFP to develop the property.

O. ANNOUNCEMENTS AND EVENTS

See agenda for list.

P. EXECUTIVE SESSION

President Zupan motioned to move into executive session and cited item as indicated below. The motion was moved by Director French and second by Director Smith. 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**

Q. ADJOURN

There being no further business to come before the Board, President Proal adjourned the meeting. The next regular meeting is scheduled for May 28, 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 08/13/2019