



**Pueblo Urban Renewal Authority  
Regular Board Meeting Minutes  
February 14, 2017  
12:00 PM  
Pueblo Convention Center  
320 Central Main**

**MEETING CALLED BY**

Don Banner, Vice-Chairman, called the Tuesday, February 14, 2017 Regular Board Meeting to order at 12:01 p.m.

**COMMISSIONERS PRESENT**

Dave Abeyta, Patrick Avalos, Don Banner, Louie Carleo, Rita Gersick, Beth Gladney, Meagan Koncilja, Betty Martinez, Bob Schilling, Ralph Williams, Lori Winner

**COMMISSIONERS ABSENT**

Marlene Bregar, Sal Pace

**STAFF PRESENT**

Cherish Deeg, Andrea DelaGarza, Jerry Pacheco

**STAFF ABSENT**

None

**GUESTS PRESENT**

Lynn Clark, Jessica Corona, Steven Meier, Jim Munch, Doug Piersel, Dennis Darrow, Ted Freeman

**(All meetings are recorded per PURA's Financial and Administrative Internal Controls Policy adopted February 11, 2014)**

**APPROVAL OF AGENDA**

A motion to approve the Pueblo Urban Renewal Authority (PURA) Tuesday, February 14, 2017 Regular Board Meeting Agenda as presented was made by Rita Gersick, Commissioner. The motion was seconded by Betty Martinez, Commissioner. The motion passes unanimously.

At this time Don Banner, Vice-Chairman, welcomed and congratulated Mr. Louie Carleo and Mr. Ralph Williams on their appointments to the PURA Board of Commissioners. Each said a few words about themselves. Don Banner, Vice-Chairman, recognized Don Bruestle, Roger Gomez, and Gary Trujillo for their participation and service to PURA.

**PUBLIC COMMENT AND CORRESPONDENCE**

Ted Freeman, Pueblo Citizen, shared his concerns about the lack of transparency by PURA, public access, and vendor fee uses.

**APPROVAL OF MEETING MINUTES**

A motion to approve the PURA Tuesday, January 10, 2017, Regular Board Meeting Minutes as presented was made by Betty Martinez, Commissioner. The motion was seconded by Dave Abeyta, Commissioner. The motion passes unanimously.

A motion to approve the PURA Tuesday, January 24, 2017, Board Special Meeting Minutes as presented was made by Rita Gersick, Commissioner. The motion was seconded by Dave Abeyta, Commissioner. The motion passes unanimously.

**APPROVAL OF FINANCE COMMITTEE REPORT & MONTHLY OPERATING STATEMENT**

Don Banner, Vice-Chairman, stated that he was thankful for Don Bruestle and the amount of time and effort he put in to watch over the PURA financials.

A motion to approve the PURA Friday, January 27, 2017, Finance Committee Meeting Minutes as presented was made by Beth Gladney, Commissioner. The motion was seconded by Betty Martinez, Commissioner. The motion passes unanimously.

A motion to approve the December 2016 Pueblo Convention Center Operating Statements was made by Ralph Williams, Commissioner. The motion was seconded by Rita Gersick, Commissioner. The motion passes unanimously.

A motion to approve the December 2016 PURA Operating Statements was made by Ralph Williams, Commissioner. The motion was seconded by Rita Gersick, Commissioner. The motion passes unanimously.

## **MOTIONS TO CONSIDER**

A motion to amend the bylaws to the extent necessary to reflect the establishment of certain committees as set forth in the Chairman's Report herein was made by Rita Gersick, Commissioner. The motion seconded by Betty Martinez, Commissioner. The motion passes unanimously.

A motion to create hours for public access to the PURA office was made by Louie Carleo, Commissioner. The motion was seconded by Betty Martinez, Commissioner. Discussion followed and the motion was withdrawn.

A motion to limit public comment period for up to three individuals to three minutes per speaker was made by Betty Martinez, Commissioner. The motion was seconded by Ralph Williams, Commissioner. The motion passes with Lori Winner and Patrick Avalos opposed.

## **BOARD OF COMMISSIONER OFFICER ELECTION**

### **Board of Commissioner Chairman Election**

A motion to nominate Don Banner as Chairman of the Board of Commissioners for the 2017 year was made by Beth Gladney, Commissioner. The motion was seconded by Lori Winner, Commissioner. No other nominations were given. The motion passes unanimously.

### **Board of Commissioner Vice-Chairman Election**

A motion to nominate Betty Martinez as Vice-Chairman of the Board of Commissioners for the 2017 year was made by Beth Gladney, Commissioner. The motion was seconded by Rita Gersick, Commissioner. No other nominations were given. The motion passes unanimously.

### **Board of Commissioner Treasurer Election**

A motion to nominate Ralph Williams as Treasurer of the Board of Commissioners for the 2017 year was made by Rita Gersick, Commissioner. The motion was seconded by Patrick Avalos, Commissioner.

A motion to nominate Dave Abeyta as Treasurer for the Board of Commissioners for the 2017 year was made by Beth Gladney, Commissioner. The motion was seconded by Lori Winner, Commissioner.

Ballots votes totaled five Dave Abeyta and four Ralph Williams. Dave Abeyta will serve as Treasurer of the Board of Commissioners for the 2017 year.

## **ACTION ITEMS**

### **A Resolution appointing Jerry M. Pacheco, Executive Director, as Secretary**

A motion to approve a Resolution of the Pueblo Urban Renewal Authority, a body corporate and politic of the state of Colorado, appointing Jerry M. Pacheco, Executive Director, to serve as secretary to commence February 14, 2017 and expire February 13, 2018 was made by Rita Gersick, Commissioner. The motion was seconded by Meagan Konciljia, Commissioner. The motion passes unanimously.

### **A Resolution approving bank signature authorizations**

A motion to approve a Resolution of the Pueblo Urban Renewal Authority, a body corporate and politic of the state of Colorado, authorizing Executive Director, Jerry M. Pacheco; Chairman, Don Banner; Vice-Chairman, Betty Martinez; and Treasurer,

Dave Abeyta to act on behalf of the Authority as signatory for all financial accounts was made by Betty Martinez, Vice-Chairman. The motion was seconded by Lori Winner, Commissioner. The motion passes unanimously.

#### **A Resolution approving an agreement**

A motion to approve a Resolution of the Pueblo Urban Renewal Authority, a body corporate and politic of the state of Colorado, approving an agreement by and between the Pueblo Urban Renewal Authority and South Side Lawn and Landscape, LLC for the maintenance of Phases I and II of the Lake Avenue Streetscape Project, and Authorizing the Chairman to execute the same was made by Rita Gersick, Commissioner. The motion was seconded by Lori Winner, Commissioner. The motion passes unanimously.

#### **A Resolution approving additional capital expenditures request**

Don Banner, Chairman, shared with the board that Jessica Corona, PCC General Manager, is compiling a long term deferred maintenance list so as to be knowledgeable and better prepared for the future.

A motion to approve a Resolution of the Pueblo Urban Renewal Authority, a body corporate and politic of the state of Colorado, approving the request to disburse \$372,000 from the Vendor Fee Redemption Account at UMB Bank to the City of Pueblo to complete the additional maintenance expenses for the Pueblo Convention Center was made by Lori Winner, Commissioner. The motion was seconded by Meagan Koncilja, Commissioner. Discussion followed on dire needs, installation, documentation of quotes, and compatibility with the upcoming expansion followed. The motion passes unanimously.

#### **A Resolution approving the refinancing documents**

A motion to approve a Resolution of the Pueblo Urban Renewal Authority, a body corporate and politic of the state of Colorado, approving the refinancing documents for the Pueblo Urban Renewal Authority condo space located at 115 East Riverwalk Suite 410 Pueblo, CO 81003 in the principal amount of \$206,187.78 and authorizing the Board Chairman to execute the same was made by Lori Winner, Commissioner. The motion was seconded by Rita Gersick, Commissioner. Discussion followed on legal opinion and phrases included in documents that need to be removed and a typo on the background page which will be corrected to state the payment of \$1,053.68 instead of \$1,0503.68. Dave Abeyta, Treasurer, abstained from this vote due to a conflict of interest. The motion passes unanimously.

### **DISCUSSION ITEMS**

Don Banner, Chairman, stated that the board needed to think about the 2017 retreat. He suggested that it be in Pueblo and be one full day ending with an event hosted by himself for board members and their spouses. Discussion on what month and day of week would work the best for all involved. Discussion followed. All agreed that the Executive Committee should discuss several options and bring them back to the board at the March meeting.

### **DIRECTORS AND PARTNER REPORTS**

#### **Chairman's Report**

Don Banner, Chairman, reviewed who he would recommend for the previously approved committees. They were the following:

- a. Executive Committee (Chair, Vice Chair, Treasurer and Secretary); meeting twice a month on the 2<sup>nd</sup> and 4<sup>th</sup> Monday at 4:00 PM in PURA office.
  - i. Don Banner, Chair
  - ii. Betty Martinez, Vice Chair
  - iii. Dave Abeyta, Treasurer
- b. Finance Committee (Chair, Vice Chair and at least two other Board Members); meeting once a month on the 4<sup>th</sup> Friday of the month at noon in PURA office.
  - i. Dave Abeyta, Chair
  - ii. Ralph Williams, Vice Chair
  - iii. Rita Gersick
  - iv. Bob Shilling
  - v. Don Bruestle as a non-voting member
- c. Property Improvement Committee (Chair, Vice Chair and at least one other Board Member); meeting as needed.
  - i. Betty Martinez, Chair
  - ii. Meagan Koncilja, Vice Chair
  - iii. Pat Avalos
- d. A Committee that would be responsible for matters within the following areas (Chair, Vice Chair and at least one other Board Member; meeting once a month);

- i. Downtown Expanded
  - ii. Union Ave
  - iii. North Pueblo
  - iv. Lower West Side
    - 1. Meagan Koncilja, Chair
    - 2. Louie Carleo, Vice Chair
    - 3. Beth Gladney
- e. A Committee that would be responsible for matters within the following areas (Chair, Vice Chair and at least one other Board Member; meeting once a month):
  - i. St. Charles
  - ii. Lake Minnequa
  - iii. Fountain Creek
  - iv. Santa Fe
    - 1. Pat Avalos, Chair
    - 2. Rita Gersick, Vice Chair
    - 3. Marlene Bregar
- f. Regional Tourism Act (RTA) Committee (Chair, Vice Chair and at least two other Board Members, meeting twice a month 2<sup>nd</sup> and 4<sup>th</sup> Tuesday at 3:00 pm in PURA office);
  - i. Louie Carleo, Chair
  - ii. Betty Martinez, Vice Chair
  - iii. Ralph Williams
  - iv. Lori Winner
  - v. Ken West as a non-voting member
- g. Pueblo Convention Center (PCC) (concerning operation, maintenance, capital needs and budget) (Chair, Vice Chair and at least one other Board Member meeting once a month on the 4<sup>th</sup> Wednesday of each month at 4:00 PM);
  - i. Beth Gladney, Chair
  - ii. Ralph Williams, Vice Chair
  - iii. Bob Shilling
- h. Taxing Entity Relations-1348 (Chair, Vice Chair and at least one other Board Member, meeting as needed).
  - i. Marlene Bregar, Chair
  - ii. Lori Winner, Vice Chair
  - iii. Sal Pace
- i. Policy & Procedures Committee (Chair and at least one other Board Member, meeting as needed).
  - i. Lori Winner, Chair
  - ii. Sal Pace
- j. PBR Negotiations Committee (established as an ad hoc committee, meeting as needed).
  - i. Betty Martinez
  - ii. Pat Avalos

Each committee shall meet as indicated (or more frequently if needed) prior to the monthly Board Meeting and shall present a written report to the entire Board no later than five days prior to the monthly Board Meeting. Any Board member may attend any Committee meeting. Additionally, if the committee would like to invite non-board members to participate as interested community members, it may do so. You will note that Ken West has agreed to serve on the RTA Committee and Don Bruestle has agreed to serve on the Finance Committee, both as non-voting community members interested in PURA. Other committees may know of people who could significantly add value to the work of the committee.

### **Secretary's Report**

Jerry M. Pacheco, Executive Director, shared that the bond financing for the RTA is coming along. He explained that we have received the data needed from the State Department of Revenue and we are working diligently with bond counsel, underwriters and our financial advisor who has announced that our tentative date to go to market is April 15, 2017. He also shared that due to some discrepancy in the cooperation agreement exhibits verses the resolution exhibits for the RTA the Police Annex demolition is not an eligible expense. He continued by sharing some options for construction and redesign possibilities. Ralph Williams, Commissioner, asked that the broker make the bonds available to the people of Pueblo. Lori Winner, Commissioner, asked what about the City of Pueblo's \$14.4 million loan and the status on it. Jerry M. Pacheco, Executive Director, stated that last he heard it was the City of Pueblo's position that they could not subordinate to a bond for the balance of what is needed for the project. Don Banner, Chairman, stated that he would be attending a meeting with the City of Pueblo to discuss the RTA Project the following day.

### **Historic Arkansas Riverwalk Project Report**

Jim Munch, Historic Arkansas Riverwalk of Pueblo (HARP) Executive Director, stated that the Riverwalk draining has begun and will be empty through March 16, 2017 and they will be leaving some of the Christmas lights up during this so it is more festive. \$25,000 in capital maintenance projects were approved and the money needed to complete the HARP RTA projects was met.

### **Pueblo Convention Center Report**

Don Banner, Chairman, shared with the board that he felt Jessica Corona, PCC General Manager, was doing a fantastic job. Jessica Corona, PCC General Manager, shared they have finished the first round of interviews for the open Sales Manager position and will be working through the second round to a speedy hire. She continued by sharing Steven Marques, Event Manager, has taken a transfer position in Texas and will be leaving an open position in the Events Managers which they will be advertising soon. She stated that the recently donated World War II photographs have been hung and they are an asset to the Medal of Honor exhibits in the PCC. The Bridal Show will be this weekend and the vendors are double over last year so it is looking to be a good event. She is working on a 2016 Annual Sales and Marketing report to be presented soon, as well as, setting several follow up meetings with lost business to see what can be done about getting them to come back to the PCC.

### **ADJOURNMENT**

Don Banner, Chairman adjourned the Tuesday, February 14, 2017, Regular Board Meeting at 1:28 p.m.

Respectfully submitted by,



Cherish K. Deeg, Pueblo Urban Renewal Authority Operations Coordinator