

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES  
WORK SESSION MINUTES  
2:00pm, Tuesday, January 17, 2023**

***This meeting was conducted inside Kelly Room B at the Rawlings Library, 100 E. Abriendo, Pueblo CO.  
An online session was conducted and an online link for the meeting was made available by contacting  
Rose Jubert at 719-562-5633 or [rose.jubert@pueblolibrary.org](mailto:rose.jubert@pueblolibrary.org)***

**I. CALL TO ORDER AND ROLL CALL**

Mr. Quintana called the meeting to order at 2:00p.m Ms. Jubert conducted roll call.

Board Members Present: Fredrick Quintana, President  
Dustin Hodge, Vice President  
Doreen Martinez  
Jacquelyn Keith  
Iris Clark  
Trisha Macias

Attorney Present: Bart Miller – Collins, Cole, Flynn, Winn, & Ulmer

Staff & Guests Present: Sherri Baca, Executive Director  
Keith Beam, Chief Financial Officer  
Terri Daly, Director of Human Resources  
Nick Potter, Director of Community Relations  
Amy Nelson, Associate Director of Public Services  
Elizabeth Flores, Interim Director, Tech Services  
Mark Gonzales, Network Administrator  
Luke Gebbink, IT  
Jerry Pacheco, Executive Director, Pueblo Urban Renewal  
Rose Jubert, Secretary to the Board of Trustees

**II. CORRECTIONS OR MODIFICATIONS TO THE AGENDA**

Members of the Board of Trustees or the Executive Director may suggest corrections or modifications to the agenda at this time.

There were no corrections or modifications to the agenda.

**III. Discussion Items**

**1. Pueblo Urban Renewal Authority**

OVERVIEW: Jerry Pacheco, Executive Director of the Pueblo Urban Renewal Authority presented a report on the Colorado Smelter Revitalization Project Urban Renewal Area and the West Pueblo Urban Renewal Area. An update report on the Tax Increment Financing (TIF) agreements was provided.

Mr. Pacheco began his presentation with the West Pueblo Project Area. This project is located on a 385-acre piece of land that straddles the corporate boundary of the City and incorporates lands within and lands outside of the City limits. Pueblo Boulevard bisects the site. The new Pueblo jail will be located in the “panhandle” of this area and the new Home of Hero’s Parkway will connect it to West 24<sup>th</sup> street. West 24<sup>th</sup> Street is the major roadway that intersects Pueblo Boulevard in the panhandle area and extends to the West and will connect at Joe Martinez Boulevard in Pueblo West.

The tax increment provision projections were provided. Property TIF Estimates over the 25-year life cycle included the Base Value of the Plan area to be \$293,538, Total New Improvement to be \$43,500,000, and total TIF Revenue to be \$58,601,000. PCCLD’s estimated mil rate would be 5.889. The estimated tax increment for the three tax districts specific to PCCLD were reviewed. These amounts were; Tax District 60B - \$2.880,609,

Tax District 60CT - \$171,175, and Tax District 60D - \$610,684.

Pueblo County was the prime driver of the establishment of this area. Also within this project area will be the new Pikes Peak Place residential development proposed by NeighborWorks of Southern Colorado. They established a new metropolitan district and at the City's request would be putting in an extensive park/trail open space system.

As part of the jail project, the County, at the City's request, would need to update the infrastructure in that quadrant. This would include the sewer system and roads. The County would request reimbursement from PURA.

As part of the proposed TIF agreement, it would be appropriate for PURA to talk about a partnership with PCCLD to support the establishment of a new library in this area. If the area is successful, then PURA would be able to provide the needed assistance. Ms. Baca will be working on a project to determine when a new library would be warranted in that area. Mr. Pacheco recommended that this new library be located on the east side of the project area where a majority of the housing would be located as opposed to the west side where the new jail would be located.

Mr. Pacheco shared that as a part of the proposed TIF agreement, PURA would propose language that memorialized a cooperative relationship in support of a library facility. It was asked if PCCLD would be the originator of the language or if PURA would be the originator. Mr. Pacheco said that PURA could include it in the agreement, it was up to PCCLD as to how they would like to handle it.

Ms. Garcia asked if PCCLD had done an impact assessment on the current TIF dollars that were acquired from that area? In 2016 there was a conversation about the area and if it was considered as blighted. Ms. Baca shared that she had spoken briefly with Bart Miller about this but not in depth. The full impact report was posted to the November Board Packet. Ms. Garcia asked if the existing residential areas would be part of the TIF. Mr. Pacheco shared that this was all vacant ground. The driver of the TIF would be primarily the commercial properties that are going in as well as an apartment complex and other land that has yet to be zoned as commercial or office property. There is also talk with the developer about the possibility of an extension of the Park West property into the West Pueblo area.

The Colorado Smelter Revitalization Project was reviewed. This project was brought to the attention of PURA by the Health Department. The total project in acres is 2,642 and encompasses three neighborhoods in an economically depressed area.

The existing base assessed value of the plan area is \$40,196,432; this number has been historically decreasing. This is because there has been depreciation such as houses in disrepair, total damage to properties, and places going out of business. The area has gone into accelerated decline.

There are opportunities in this area. There are city blocks of property owned by EVRAZ Steel. There are discussions about Black Hills infrastructure moving into this area and they are State assessed which means the State would determine what portion would come back to Pueblo in the form of assessed valuation.

Pueblo City-County Library District's estimated real property taxes would be \$12,917,00 and its estimated tax increment would be \$3,911,000.

The questions being asked involve how to stabilize and/or enhance what is there and what could be repurposed? PURA would look to the library district to discuss if a library would be needed in this area. It was shared that there would be things PCCLD could do to serve this large of an area but not certain it would be an actual library; it could be an outreach program.

Ms. Garcia asked if the PURA site was larger than the Super Fund site? Mr. Pacheco said that it was.

Both projects will be put in front of City Council for approval in March 2023.

It was asked if any of the other special districts were going to oppose these two projects? The answer was, no.

It was shared that if PCCLD had a special purpose need to let PURA know about it since there is money available from the St. Charles TIF.

## **2. Annual Meeting of PCCLD Board of Trustees**

OVERVIEW: The Board Trustees will hold its annual meeting on January 26, 2023, with the following items for action.

Mr. Quintana explained that the PCCLD Board of Trustees meets, per the bylaws, annually in January to conduct the basic Board business.

### **A. Election of Officers**

The Bylaws provide “The annual meeting shall be held at the time of the regular meeting in January. Officers shall be elected at the annual meeting.” The officers to be elected are President and Vice President.

Currently Mr. Quintana presides as the President and Mr. Hodge as the Vice President. Both are willing to serve an additional term and it was asked that the Board take this under consideration. Nominations will also be taken at the next board meeting.

### **B. Selection of the 2023 Board Meeting Dates, Times, and Locations**

The Bylaws provide that “The date, hour, and location of the meetings shall be set by the Board at its annual meeting.” A recommended calendar of meetings was included in the Board packet.

The dates and times of the meetings were provided to the Trustees at a previous meeting. Ms. Garcia commented that she would not be in attendance at the November and/or December 2023 work sessions if they fell on the 2<sup>nd</sup> Tuesday of the month due to another commitment.

### **C. Posting 2023 Board Meetings Notices**

The Board of Trustees will take action at its annual meeting to designate the location of the official posting of notice of the PCCLD Board of Trustees’ meetings. The current practice is to designate the community bulletin board at the Rawlings Library at 100 E. Abriendo Avenue, Pueblo, Colorado, and the PCCLD website at [www.pueblolibrary.org](http://www.pueblolibrary.org) as the two public places for posting of public notice of meetings for the PCCLD Board of Trustees, and that all regular and special meeting notices will be posted at least 24 hours prior to scheduled meetings and designate the Executive Director as the Board’s representative to answer all questions about all postings.

This is standard practice with regard to official postings of notice of the PCCLD Board of Trustees’ meetings. The most recent posting location has been the PCCLD website with official notice of this location announced a few years ago. This will be put onto the next agenda.

### **D. Affirmation of Ethics Statement**

By policy, “individual members of the Board of Trustees shall annually sign the Ethics Statement adopted by the Board of Trustees.” A copy of the statement will be provided for individual review and signature. Signed copies are to be returned to the Secretary to the Trustees.

It was requested that the Trustees provide this document to the board secretary by the end of the next Board meeting. This item was put onto the next agenda.

### **E. Board Committees**

The Board annually reviews committee appointments at the annual meeting. Recent committees include Legislative and Government, Audit, Board Development, and Executive Director Evaluation.

The current Board committees and their Trustee representatives were reviewed. It was asked that the Trustees review the list to see which committee they would like to sit on. There were two openings on the Board

Development Committee, one opening on the Legislative & Government Committee, and one opening on the Audit Committee. This item was put onto the next agenda for further discussion and action.

### **3. 2022 Budget Amendment Hearing**

OVERVIEW: Keith Beam (Chief Financial Officer) presented recommendations for a budget amendment hearing regarding PCCLD's 2022 Capital Project Fund budget.

While preparing for the 2022 audit it has been forecasted that the expenditures for the Capital Project Fund will exceed the appropriated funds for 2022. The estimate showed a need for \$275,000 in additional appropriations as a result of change orders for the Rawlings renovation. Because of this a budget amendment is necessary. A budget hearing is scheduled for next week.

Mr. Miller shared that this is a housekeeping task, moving money that was donated to PCCLD to the Rawlings renovation fund. The funds are in place so the library district needs to amend the budget.

This item was set for action at the next meeting

### **4. Board Assessment**

OVERVIEW: The Board of Trustees' annual self-assessment will be discussed.

It was shared that the Trustees participate in an annual self-assessment. Over the last few years the Board had not been happy with some of the questions as they are written. It was suggested that this be pushed out to February to allow for the assessment to be reviewed and amended.

### **5. Urban Renewal Commission Appointment Update**

OVERVIEW: All eligible special districts have agreed in writing on representation to the Pueblo Urban Renewal Authority Commission. Sherri Baca, Executive Director will provide an update report.

It was announced that Trustee Stephanie Garcia was appointed as the new Special Districts Representative and is now a Commissioner on the Pueblo Urban Renewal Board. Ms. Garcia assumed the open position which resulted from Marlene Bregar's retirement from the Trustee board in December of 2022.

## **IV. ADJOURNMENT**

The meeting was adjourned at 3:13pm

Respectfully submitted by

Rose Jubert  
Secretary to the Board of Trustees