

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES  
WORK SESSION MINTUES  
2:00pm, Tuesday, May 16, 2023**

***This meeting was conducted inside the Kelly “A” Meeting Room  
at the Rawlings Library, 100 E. Abriendo, Pueblo CO. 81004***

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

Mr. Hodge called the meeting to order at 2:01p.m Ms. Jubert conducted roll call.

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

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

Staff & Guests Present: Sherri Baca, Executive Director  
Terri Daly, Director of Human Resources  
Amy Nelson, Associate Director of Public Services  
Jill Kleven, Director of Technical Services  
Thomas Defrates, Director of IT  
Alan Rocco, Facilities Superintendent  
Eric Tiffany, Jr. Systems Administrator  
Rose Jubert, Secretary to the Board of Trustees  
Ashley Valdez, Community & Local Government Affairs Area  
Manager for Xcel Energy

**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 modification to the agenda.

**III. DISCUSSION ITEMS**

**1. Xcel Energy Update**

OVERVIEW: Ashley Valdez, Community & Local Governmental Affairs Area Manager, provided an update on Xcel Energy happenings and events.

Ms. Valdez’s presentation was titled 2023 Pueblo Generational Study. Xcel Energy serves eight states and is a national leader in wind energy, energy efficiency, carbon emissions reductions, innovative technology, and storm restoration. The breakdown of Xcel Energy Colorado customers includes; 1.6 million electric customers, 1.5 million natural gas customers, with a 99.9% electric reliability.

Pueblo Xcel Energy’s largest customer is Evraz Steel. The study was meant to evaluate a variety of potential low-emission or carbon-free dispatchable resource options located at the site of Comanche Station or within Pueblo County that can contribute to Xcel Energy’s continued efforts to reduce emissions. The Pueblo Just Transition Plan will commence in 2024 and identify resource portfolios to replace Comanche Unit 3 and meeting other Xcel Energy resource needs through the end of 2031. Xcel is the largest property tax payer in Pueblo County

The next part of the discussion centered on what Xcel is doing with Comanche Plant. Comanche 1 retired at the end of 2022, Comanche 2 is schedule to retire in 2025, and Comanche 3 will retire no later than January 1, 2031. This leaves a large company operational gap as well as a large gap in tax revenue. Xcel is working at finding replacement generation to replace the previous/existing facilities.

Xcel Energy came to a settlement agreement through the Colorado Public Utilities Commission in 2022. Part of the settlement agreement on their electric resource plan stated that in lieu of tax payments Xcel would make payments to Pueblo County and the City of Pueblo through 2040 making everyone involved intact. The other part of the agreement was to have an advisory committee study what the placement generation options can be. Public feedback will also be requested. The name of the committee is, PIESAC or Pueblo Innovative Energy Solutions Advisory Committee and includes eleven members of the Pueblo community.

A critical dates time line was presented that showed various dates and meetings that will take place with regard to PIESAC. The meetings started in February 2023 and will conclude in December 2023. In February 2023 technical information was provided that included an economic look at what those technologies would offer. By August/September 2023 all information will be gathered and reviewed by the committee and they will be tasked to provide guidance and a study for Xcel Energy as they move forward with a separate electric resource plan that is just for Pueblo County and for replacement generation for Comanche 3. This is another key component of the settlement in order to keep Pueblo whole. The plan will be finalized in December 2023 and it will be filed with the Public Utilities Commission in June of 2024.

The six evaluation criteria Xcel is looking at include; community impact, dispatchability, carbon intensity, schedule, environment impact, and levelized cost of energy.

The final component, aside from the technical expertise and economic side of the study, is input from the community. A website has been created so that the public can view PIESAC meetings and provide input. Also provided for the community is an email address and a toll free hotline. There will also be focus group meetings that will include various genres and groups in the community.

Comanche I and Comanche II already have replacement generation in place. It was shared that two solar farms are coming on line, ThunderWolf and Neptune. Also two substations will be coming on line, Tundra and Marisol.

## **2. 2023 Annual Plan Update**

OVERVIEW: Sherri Baca, Executive Director, will provided an update on the 2023 Annual Plan.

Ms. Baca reviewed the 2023 Annual plan for quarter one and shared future goals. The work is a culmination of many efforts to include the planning completed by the library's senior leadership team at their annual planning retreat that was held in October 2022.

Items in the report that are in green indicated that the task/goal is completed, if it is in yellow it is in progress, and red indicates that it has not been started yet. A majority of the items have either green or yellow indicated.

Ms. Baca highlighted some of the objectives that were included under separate strategic focus areas.

The first focus area is, Access to Services – Inside and Outside of the Library. The first objective was in regard to the Emergency Connectivity Fund. The program provides hotspots and iPads to various community entities and is going gang busters!

It was reported that the library account collections program objective was completed. PCCLD contracted with Unique Management Services to reinstate our patron collections/material recovery program.

Updated costs were obtained for the Barkman Library and Lucero Library renovations. These costs will be reviewed at a future meeting.

Library leadership met with the Beulah School principal and D70 administration and received approval for

proposed collection and service enhancement to the Beulah Satellite Library. A revised contract between PCCLD and D70 are being drafted and is expected to be fully implemented during Q2.

Ms. Baca is currently working on future community needs for public library services and will attend a conference retreat in May to gather referrals and recommendations for this project. The vision is to hire a consulting firm to help determine if future libraries are needed in developing areas in the community.

The rededication of the Rawlings Library and events were held March 2023 to include an open house, tours, ribbon cutting ceremonies and a cornerstone rededication ceremony. A SWOT analysis of the Rawlings staffing plan is currently underway.

The addition of a digital branch was reviewed. Ms. Baca shared that she anticipates that this project could take several years to come to fruition. Discussion topics include ease of access, data collection, initiatives and goals, and marketing to the public. There will be more to come in Q2.

The next objective was about security and safety for both patrons and staff members. This would include investing in security staffing as well as security training, and updating the library's emergency action plan.

The next focus area is Culture and Diversity – Embracing Opportunities. The first objective was to launch a cultural strengthening effort. Ms. Baca has met with and continues to meet with staff in roundtable sessions where valuable information has been shared. A consultant to help launch the defined project will be hired later in 2023.

IDEA work is ongoing. IDEA initiatives for 2023 have been published. Accomplishments of those objectives is underway and a report to the Trustees is planned.

The next focus area involves Education – Encouraging Lifelong Learning. The promotion of library materials, programs and services to community learning groups including homeschoolers is the focus of the first objective. The PCCLD webpage is currently being reviewed and updated with regard to this topic.

PCCLD provided a speaker at the February 2023 Staff Development Day to educate staff on intellectual freedom.

Evaluation of community adult literacy needs has been conducted with discussion underway regarding the volunteer tutor network, recruiting adult learners, in-person GED courses, and implementing new data collection measures to assess skills growth among adult learners.

Employment – Fostering Economic and Workforce Development. The first objective is to provide workforce development via Rawlings Library programs and services. The Makerspace was opened and will expand program offerings, The Adult Literacy Program is looking into an in-person GED program, and technology classes have resumed.

The library's Nesbitt Employee Activities Committee has been streamlined so that we are only doing core activities.

The library is undergoing a market wage survey. The data has been gathered and is in the process of being analyzed. Also listed was the update or replacement of the existing financial accounting and reporting software with a cloud-based option, the project planning will launch in June 2023.

The single audit of federal funds has gone smoothly and an update will be provided to the Audit Committee and the Trustees in June 2023.

The Custodial contract is complete. PCCLD has contracted with Colorado Building Maintenance.

In Q2, PCCLD is procuring LibraryIQ which is a collection and circulation data analysis tool that will provide information on physical and electronic collections and provide routine collection maintenance.

### Marketing and Outreach – Increasing Awareness of Library Services

The first goal is to fulfill a comprehensive public relations plan to reconnect with the community and stakeholders and build meaningful relationships and strategic partnerships. This work has commenced. Additional focus and outreach will launch after the new CFO is hired.

New library brand implementation is in progress. During quarter PCCLD has changed over all electronic instances of the logo, as well as provided new business cards and name tags. The plan is for all logos instances to be switched over by the end of the third quarter.

Recruitment and interviews for an outreach librarian for the Lamb Library were conducted during quarter one.

### Technology-Increasing Digital Access

A whole program is under way for triaging and assessing IT needs for the library district. Through resources outside the organization we have had six Dell Blade Servers donated to PCCLD. Immediate changes have been made to our cost per circulation e-resource platforms in order to reduce monthly costs. Work in this area is ongoing.

Most everything in the report is in progress with very few items yet to be started. Everything is in great shape.

### **3. Barkman Library Update**

OVERVIEW: An update report on the Barkman Library was provided.

It was reported that after the April Trustee meeting higher level security measures were instituted. A second security officer has been hired, staff is now requesting patron identification to enter the restrooms, and the environmental sensors were installed and are operational. Several discussions have taken place with the Pueblo Police Department. The branch is still fully operational with staff and hours.

A data update report was provided that showed there were no drug-related suspensions for April 27-May 15, 2023, there was one drug-related report for this time frame, and one drug-related log entry but it was located in the neighboring park. Overall this is great progress.

It was reported that the cost estimate for the renovation increased by \$171,000 for design development. The next step on the schedule is the construction document phase. It is now time to make a change in the schedule, to pick which library renovation needs to move forward. Both Lucero and Barkman Libraries have moved through the program development, schematic design, and design development.

It was asked if there were any pros or cons in putting one before the other? Ms. Martinez shared that she did not see any problems in switching gears and proceeding with the Lucero Library renovation first. This would allow time to figure out what the cause of the problems at Barkman are and allow for time to fix those problems.

Ms. Baca state that either library could go first and now is the time to make that decision. She shared that she favored moving forward with the Barkman Library renovation first. There will be a timeout for the facility during the construction phase for nine months. More time is needed to fundraise for the Lucero renovation and it is the easier of the two libraries to fundraise for since it is in an enterprise zone.

Ms. Garcia voiced concern over spending a lot of money on the Barkman Library if no one is attending the programs or visiting the facility. She asked if there was a component in the plans for more security to heighten the confidence of the patrons? Ms. Baca met with the Pueblo Police crime prevention officer and the went through both the Barkman Library and Lucero Library floor plans and he pointed out some things to provide to the contractor. There are other businesses in the Barkman Library area who are experiencing similar situations and have had to limit the use of their restrooms to staff. It was suggested that those businesses team up and create a neighborhood watch type program. A meeting will take place with Health Solutions to see if it would be possible to have a social worker at the Barkman Library for a few hours a week.

Ms. Garcia mention that her business is located across from a park and she was informed that people use

drugs in the park because there are security cameras around the ARC facility. If the drug user is being assaulted they will run to the ARC building so they can be picked up by the camera and the perpetrator will not follow them because they do not want to be picked up by the cameras.

Mr. Quintana would like to proceed with the Barkman Library renovation, the timeout would allow for time to research this problem. Moving forward with Barkman will show that PCCLD has concerns but is willing to find answers instead of halting the construction and moving to the Lucero Library renovation. Rushing the Lucero renovation and the fund raising for this project could cause problems with donations.

Ms. Martinez voiced concern over the decision to start the Barkman renovation first, but followed up by saying that she trusts the Board's decision and will back the decision to move forward with Barkman if that is what the consensus is. She felt that the Library's executive team is spread thin at this time so help from the Trustees was needed. Ms. Garcia understood Ms. Martinez's concerns and shared that messaging and going out to talk to that segment of the community was key to the success of the Barkman Library renovation.

The general consensus from the Trustees was to move forward with renovating the Barkman Library first knowing that they may be called upon to assist with the relaunch and community outreach.

#### **4. Property Tax Legislation SB23-303**

OVERVIEW: Sherri Baca, Executive Director, and Bart Miller, general counsel, provided an update on SB23-303 and its impact on the library district.

An update on the property tax legislation Senate Bill 23-303 was provided. Ms. Baca reviewed how property taxes are calculated. The value of residential property times the residential assessment rate (RAR) equals the taxable value of the property. Taxable value times the mill levy equals the property tax amount. This is true for non-residential property as well.

A background timeline was provided. The Gallagher Amendment in the Colorado Constitution was passed in 1982. Homeowners were worried about skyrocketing residential property taxes. Interaction between TABOR and the Gallagher Amendment resulted in a permanent ratcheting down of the residential assessment rate due to rising residential property values. This put pressure on the State and local government budgets. Gallagher was repealed on the November 2020 ballot changing the assessment rates to 29% non-residential and 7.15% residential. Previously it has been a 45/55 split under Gallagher. Property tax is now subject to legislative workings, such as currently Senate Bill 23-303.

A chart that showed the property tax assessment rate changes from May of 2022 was shown. Types of property for both residential and non-residential were categorized on the chart along with their assigned assessment rates for various years. A slide that showed PCCLD's various properties and their assessed valuation along with their projected property values was reviewed. Ms. Baca will present at a future meeting the effects Senate Bill 23-303 will have on PCCLD. Two budgets for 2024 will be created to account for if the referred measure posed by SB303 passes or not.

A review of Senate Bill 23-303 was presented. It refers a ballot measure, Proposition HH, to the November 2023 ballot that will allow voters to vote on the measure. It will change the treatment of property tax backfill payments to governments under Senate Bill 22-238. All other provisions of the bill take effect only with approval of the ballot measure. If voters approve this measure it will impose a statutory local government tax revenue limit; it will reduce certain property assessment rates through 2032. Excess monies would transfer to the Housing Development Grant fund first and then to the State Education Fund.

The local property tax limit begins in 2023 (for the 2024 budget) unless the taxing district adopts a resolution to exceed it. Notice of a public hearing will be provided in order to hear public testimony before adopting a resolution. Growth in revenue would be limited to the rate of inflation over the prior year.

PCCLD needs to determine if it can adjust its mill levy to offset the reduction in assessment rates and it needs to determine if we get a backfill of lost revenue. 2024 would have been the first year PCCLD would get a backfill but new language in the bill is murky and states that in order to get a backfill the population in your county

needs to be under 300,000 people and you get the backfill unless your assessed valuation exceeds 20% growth in 2022.

The next steps would include continuing to work on the bill and sort through the details and update property tax revenue projections. PCCLD would receive its preliminary assessed valuation by August 2023. PCCLD would tap into training & resources.

Mr. Miller, general counsel, shared that Proposition HH does need to be approved by the voters in November. There is talk of a ballot initiative being put on the November ballot that would be competing with Proposition HH. It would impose another constitutional limitation on the assessment rate that can be imposed on real property for property tax purposes as well as a growth limit on how much revenue can grow from property taxes.

#### **IV. ADJOURNMENT**

The meeting was adjourned at 3:53pm.

Respectfully submitted by,

Rose Jubert  
Secretary to the Board of Trustees