

CORDILLERA METROPOLITAN DISTRICT
REGULAR BOARD MEETING MINUTES
FRIDAY, JUNE 23, 2017
0680 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Regular Meeting of the Board of Directors of the Cordillera Metropolitan District (CMD) was called and held Friday, June 23, 2017 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Judith McBride, President
Robert Egan, Treasurer
David Davies, Vice President
Kitty George, Assistant Treasurer & Assistant Secretary

Via Telephone: David Bentley, Secretary

ALSO PRESENT

CPOA Board Members: Lois Bruce, Rick Smith (via telephone), Ed Shriner, Nanette Kuich and Larry Brooks.

OTHERS PRESENT

Alan Pogue, legal counsel; Rachel Oys, general manager; Jaime Walker, communications manager; Trevor Broersma, operations director; Tracy Stowell, executive coordinator; Kirk Pliske, public safety director; Joe Helminski, recreation director; Todd Goulding, Goulding Development Advisors; Joe Lear, Davis Partnership; Lynn Moore, Davis Partnership; Sam Meyer, Shaw Construction and Heather Rienks, Shaw Construction.

CALL TO ORDER

Director McBride called to order the Regular Meeting of the Cordillera Metropolitan District at 8:37 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Director McBride noted for the record a quorum was present for the purpose of doing the business of the Cordillera Metropolitan District.

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF MEETING AT LEAST 72 HOURS IN ADVANCE OF THE MEETING

All board members acknowledged receiving notice of the regular meeting at least 72 hours in advance. No conflicts of interest were noted.

APPROVAL OF AGENDA

June 23, 2017 Regular Meeting Agenda

Director Egan moved to approve the June 23, 2017, Regular Meeting Agenda. Seconded by Director Davies.

Upon motion duly made and seconded, the Board voted unanimously.
Approved the June 23, 2017 Regular Meeting Agenda.

APPROVAL OF CONSENT AGENDA ITEMS

Approval of April 28 Special Meeting Minutes

Minutes of the Regular Meeting of the Cordillera Metropolitan District held Friday, June 23, 2017.

Approval of May 16 Special Meeting Minutes

Approval of May 24 Special Meeting Minutes

Director Egan moved to approve the April 28, May 14 and May 24 Special Meeting Minutes. Seconded by Director Davies.

Upon motion duly made and seconded, the Board voted unanimously.

Approved the April 28, May 14 and May 24 Special Meeting Minutes.

Director McBride updated attendees on how the meeting will progress in relation to the Community Center planning update. Davis will first give a presentation. The boards are asking attendees to be respectful without any interruptions during the presentation. Boards will have an opportunity to ask questions followed by public input. Finally, board input and discussion will take place before adjournment.

PUBLIC INPUT ON NON-AGENDA ITEMS

Jessica Foulis and Jim Daus from the Eagle Valley Land Trust highlighted the current land conservation projects including Hardscrabble Ranch and maintain the L parcel with planned community hikes available.

Tom Wilner raised concerns on the landscaping at the Lodge & Spa. Rachel Oys, general manager, stated that she spoke with the management company and they will start mowing the grass regularly.

The CPOA/CMD filed its Reply Brief late on Friday in the Eagle County District Court case involving the judicial appeal of the County Commissioners' determination that CCG's proposed use of The Lodge is a use-by-right pursuant to the Cordillera PUD.

The judicial appeal pursuant to Rule 106 is now fully briefed and ready for determination by the Court. There will not be any hearings or oral arguments to the Court. Rather, the judicial appeal will be determined strictly on the Briefs and the Record previously filed with the Court.

It is uncertain when the Court will enter an Order deciding the judicial appeal. However, we anticipate the Order will be issued by the end of the summer.

CMD AGENDA ITEMS

Lot Donation

Albert and Beth Blumberg asked the district accept the donation of Cordillera Sub File 10, Lot 6, 177 Red Draw. This property was purchased in 1998 and remains vacant. The Blumberg's intended to build a house but their commitments remain on the east coast. The property has been for sale for some time and this is the only lot the Blumberg's own. Board members discussed the restrictions that may come with this donated lot. Alan Pogue, legal counsel, stated that this lot can be sold without restrictions and the district would not pay transfer taxes. This property does not belong to another HOA within Cordillera.

Director Davies moved to accept Sub-filing 10, Lot 6, 177 Red Draw as a lot donation from Albert and Beth Blumberg. Seconded by Director Egan

Upon motion duly made and seconded, the Board voted unanimously.

Approved to accept 177 Red Draw as a lot donation from Albert and Beth Blumberg

Financials

The treasurers and presidents met last week to review financial statements and check registers. With the resignation of the finance director, staff is playing catch up to get all expenditures and revenues properly allocated. Steve Thompson, District CPA, stated the financials in the packet are through March 31, 2017.

Ratification of Rocky Mountain Custom Landscapes Contract

On March 24, 2017, the board voted unanimously to allow the general manager to enter into service agreements on behalf of the district provided that such agreements did not exceed \$100,000. Rocky Mountain Custom Landscapes provides professional services that encompasses the maintenance, watering, planting and purchase of annual and perennial flowers for 52 community flower beds. The contract for above services is not to exceed \$127,153.

Director Egan moved to approve the service agreement between CMD and Rocky Mountain Custom Landscapes not to exceed \$127,153. Seconded by Director Davies.

Upon motion duly made and seconded, the Board voted unanimously.

Approved to approve the service agreement between CMD and Rocky Mountain Custom Landscapes not to exceed \$127,153.

JOINT CMD AND CPOA AGENDA ITEMS

Management Team Report

Oys recognized Shay Cahill for her many years of service at Cordillera. Cahill will be taking some time off and the district has hired Cynthia Aguilar as a temporary employee to fill in for the summer. Oys welcomed Aguilar to the team.

Property Owner Directory-20 percent of property owners have updated their contact information in the new gate access portal from the website. Jaime Walker, communications manager, will be holding website open houses to help familiarize the community with the features of the website and how to log into the property owner portal. Open houses will be held on June 26, July 12 and August 3. Director McBride asked if the 2013 print version of the directory automatically made it to the online version we have now. Oys stated that staff received legal advice regarding publishing contact information on the online version of the directly. Best practice proved to be having property owners opt into the directory on their own.

Community Center Planning Process

Todd Goulding, Goulding Development Advisors, Lynn Moore and Joe Lear, Davis Partnerships, presented the agenda for the update. The agenda and presentation included;

- Process Summary
 - In March, both boards toured three different athletic club facilities in the valley. Facilities included the Gypsum Recreation Center, the Alpine Club in Arrowhead and the Sonnenalp Club in Singletree. The following day, boards participated in a strategic planning session where both boards unanimously decided to initiate a planning and development process for a centralized community center that would serve as a multi-use focal point at the entrance of the community.
 - April/May – the boards retained:
 - Goulding to serve as the owner’s representative and project manager;
 - Davis Partnership, to assist in land planning and conceptual design; and
 - Shaw Construction, to serve as the general contractor to provide accurate cost estimates.
 - Board Meetings – a schedule of board meetings.

March 27	May 16	July10	August 18
March 28	May 24	August 3	September 22
April 28	June 23	August 10	October 4
 - April through September – Feasibility Study:
 - Research existing community centers;
 - Identify program and service elements
 - Solicit community input;

- Conduct site analysis and master planning;
 - Develop facility concepts;
 - Research existing facility redevelopment options
 - Gather cost estimates and develop a pro forma
 - Research funding mechanisms (including potential special election vote).
 - Ongoing Communications to the Community-list of communications that have taken place since April 4:
 - April 4 – email
 - May 17 – email
 - May 26 – Cordillera Connection
 - June 16 – Postcard mailer
 - June 23 – Postcard mailer
 - Website page: www.CordilleraLiving.com/CommunityCenter
 - Board packets & agendas
 - Fact Sheet
 - Individual meetings/phone calls
 - Community Input – Ongoing
 - Email: input@cordillerametro.org
 - July 3: Community Day/Community Center Planning Open House
 - July 6: Community Center Planning Open House
 - July 7: Community Center Planning Open House
 - Displays with comment boxes at the ACC, Post Office and Administration Building.
- Site Evaluations – The presentation outlined five potential sites that are owned by CMD or CPOA. Of the five parcels being considered, the equestrian parcels (Finkel A and B) are the most desired parcels to build on. The zoning map included in the presentation shows that all are a part of the PUD with the exception of the Finkel A and B, which is mapped as a resource zone meaning it is not part of the PUD and would require a special use permit though Eagle County. The five parcels that were considered were:
 - Equestrian Parcels (Finkel A and B)
 - Admin/Post Office
 - Metro District that includes Lot 3 (Community Operations Building) and Tract B that includes the dog park and trailer parking.
 - The Summit Parcel (ACC property)
 - Trailhead Parcels
- Current Site Selection – Finkel A and B together total 217 acres zoned resource and owned by the metro district. Davis has studied four potential sites within these two parcels and outlined the pro’s and con’s of each site.
 - Equestrian Center North-the far north end of the parcel. It has existing utilities and non-invasive to existing facilities on the parcel. It would be the first thing you see from Squaw Creek Road and a short drive to the entry. This parcel however is a narrow site where multiple buildings would be needed. There is limited useable outdoor space for pools or tennis courts, it is near the floodplain and irrigation canals.
 - Equestrian Parcel-This is the first thing you see coming up Squaw Creek Rd and is a short drive from the entry. It already has existing infrastructure and the site is large enough for the desired programming. Minimized grading would have to be completed. This site would also require the demo of the existing equestrian center making an additional cost of relocating it. There is also potential soil contamination with years of horses on the site.
 - Low/Creek – This site is highly visible and has ease of access. However, it is in the flood plain and the site is too small for all programming.

- Lower Plateau – This site is a prominent perched location with excellent views. It is large and close to existing utilities. The site does require a lot of grade work and is in the wildlife migration corridor along with the golf courses and some neighborhoods. The building would be visible from a few of the properties in Bearden on the Divide side of the community.

As outlined, from the four potential sites on the Finkel A and B parcels, the lower plateau and the equestrian center are the two sites that Davis will focus efforts on. Both are located in resource zoning and not included in the Cordillera PUD. Cordillera would have to apply for a special use permit through Eagle County. The process would include applications, Eagle County staff review, public hearings through the Eagle County Planning Commission and the Board of County Commissioners. A wildlife habitat assessment would also have to occur. Timeline of two to three months. Davis presented slides with conceptual designs for both the lower plateau and the equestrian center sites.

- Upcoming Events – The two site concepts will be presented at upcoming Open Houses to Cordillera property owners. Open Houses are scheduled for:
 - July 3, Community Day at the Timberhearth, 4 – 8 p.m.
 - July 6, Open House at the Cordillera Café, 3 – 5 p.m.
 - July 7, Open House at the Cordillera Café, 9 – 11 a.m.

Display boards will also be visible at the Athletic Center, Post Office, Equestrian Center and the Administration Building with the two site concepts along with comment boxes.

- Community Outreach Opportunities – Davis outlined the upcoming schedule of events of opportunities for staff and Board members to reach property owners with information about the community center.

June 27, New Homeowner Reception & Summer Wine tasting	August 3, Special Board Meeting
June 30, Summer Concert with Hardscrabble	August 16, Summer Concert with Hazel Miller
July 3, Community Day	August 18, CPOA Annual Meeting/Elections
July 4, VGC, Fourth of July BBQ	September 23, Horsin' Around Day
July 6, Community Center Open House	September 22, Regular Board Meeting
July 7, Community Center Open House	October 4, Special Board Meeting
July 10, Special Board Meeting	

PUBLIC INPUT REGARDING COMMUNITY CENTER

Director Shriner and Director McBride opened up public input for comments on the community center. 37 community members were in attendance and 16 opted to speak during public input.

BOARD DISCUSSION

Boards discussed information that will be presented to the community at the July 3 Community Day and the two Open Houses on July 6 and July 7. Davis will design a pamphlet that will include the how the Boards started the process, the two sites with conceptual designs along with the financing aspect. Director McBride wanted to make sure that cost estimates were included in the pamphlet. There was some discussion on the wildlife assessment that has to take place. Director McBride asked if the study would take place before going to the county planning commission. Davis responded that yes, that would take place first and an addendum would be added to the wildlife plan that already exists. Oys stated that the Department of Wildlife will be walking the site next week. Board members agreed that both sites have to be assessed.

ADJOURNMENT

Director Egan moved to adjourn the Regular Meeting of the Cordillera Metropolitan District. Seconded by Director Davies.

Upon motion duly made and seconded, the Board voted unanimously to **Adjourn** the Regular Meeting of the Cordillera Metropolitan District at 1:31 p.m. on Friday, June 23, 2017.

Respectfully submitted,



Tracy Stowell
Executive Coordinator