



# MINUTES

## Cordillera Metro District Cordillera Property Owners Association

*September 21, 2018*

### In Attendance

CMD Board of Directors	CPOA Board of Directors
David Bentley, President	Ed Shriner, President
Eugene McGuire, Vice President	Ron Haynes, Treasurer
Cheryl Foley, Treasurer	Larry Brooks, Secretary
Kitty George, Secretary	Jerri More, Assistant Treasurer/Assistant Secretary
John Van Deusen, Assistant Treasurer/Assistant Secretary	Mike Grier, Vice President (via telephone)

### Others Present:

Rachel Oys, general manager; Alan Pogue, legal counsel; Heather Mathews, finance manager; Jaime Walker, communications manager; Trevor Broersma, operations director; Joe Helminski, recreation director; Erin McCuskey, human resources manager, Clint Forstrom, project manager; Joanne Kelley, public safety manager; Tracy Stowell, office manager; Millie Aldrich, DRB coordinator; Members of the public: Enrique Grisoni, Steve Houk, Chris Cummings, Kevin Mullenger, Kathleen Fisher, Richard Fisher, Kent Barker, Jim Stoval.

### Call to Order

CMD Board of Directors	CPOA Board of Directors
Director Bentley called to order the Regular Meeting of the Cordillera Metropolitan District at 9 a.m.	Director Shriner called to order the Regular Meeting of the Cordillera Property Owners Association at 9:01 a.m.

### Declaration of Quorum/Director Qualifications

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

CMD Board of Directors	CPOA Board of Directors

<p>Director Foley moved to approve the September 21, 2018 Regular Meeting Agenda. Seconded by Director McGuire.</p> <p>Upon motion duly made and seconded, the Board unanimously approved the September 21, 2018 Regular Meeting Agenda.</p>	<p>Director Shriner added the following topics to the agenda: vacating property lines, short-term rentals and business operations at 362 Pine Marten Way.</p> <p>Director More moved to approve the September 21, 2018 Regular Meeting Agenda with noted additions. Seconded by Director Brooks.</p> <p>Upon motion duly made and seconded, the Board unanimously approved the September 21, 2018 Regular Meeting Agenda.</p>
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**Approval of Consent Agenda**

<b>CMD Board of Directors</b>	<b>CPOA Board of Directors</b>
<p>Director Foley provided staff minor changes in writing to the August 17, 2018 minutes.</p> <p>Director Foley moved to approve the Consent Agenda. Seconded by Director Van Deusen.</p> <p>Upon motion duly made and seconded, the Board unanimously approved the August 17, 2018 Meeting Minutes.</p>	<p>For the August 17, 2018 Meeting Minutes, Directors More provided staff minor changes in writing. Additionally, Director Shriner noted “some” board members requested the community survey presentation to be shortened. He also asked for the minutes to reflect the votes in the September 7 Meeting Minutes.</p> <p>Director More moved to approve the Consent Agenda with the noted changes. Seconded by Director Brooks.</p> <p>Upon motion duly made and seconded, the Board unanimously approved the August 17 and September 7, 2018 Meeting Minutes with noted changes.</p>

**Public Comment**

Eight members of the public were present. The public comment shared appreciation of board members service.

- The boards recognized Rick Smith for his years of service on the CPOA Board.

**CMD Agenda Items for Boards Discussion and Direction**

**Public Safety Patrol**

The public safety director resigned August 1 to relocate his family. Since then, General Manager Oys has served as interim public safety director in co-leadership with Public Safety Manager Joanne Kelley.

The public safety team conducted a planning process to develop an enhanced service model that fosters a sense of community and safety, which includes modified roles and responsibilities, standard operating procedures and training.

This process informed the development of a revised job description for the public safety director. The job posting was anticipated for the week of September 24.

Gate access protocols for the various customers were discussed and operational changes will be implemented in the coming weeks. Bicycle access was specifically discussed with ideas for various levels of restrictions shared. Opinions varied between requiring driver's license verification, to permitting, to asking for individual or group name(s). It was noted the more direct interaction public safety has with any visitor, including a bicyclist, the increased chance of an altercation. The role of public safety should be carefully defined to not extend into law enforcement.

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## **CPOA Agenda Items**

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### **Fisher Lot Line Amendment**

- The CPOA approved the lot line amendment for lots 17, 18 and 19 on Cattle Place, thus vacating the building envelopes on lots 17 and 19 as well as the lot lines between lot 17, 18 and 19.
- The CPOA also approved the lot line amendment on 73 Kit Way where two adjacent property owners purchased the lot, established a new lot line and vacated the lot line bordering their properties.
- It was also noted lot line amendments reduce revenue for both the CPOA and CMD; both boards will discuss this matter in future meetings.

### **CCR Limited Amendment short-term rentals**

The purpose of restricting short-term rentals would be to protect property owner interests throughout the community and discourage abusive behavior by renters in Cordillera facilities. Legal counsel and staff will prepare draft language for a CCR Limited Amendment regarding short-term rentals for consideration at the October 19 meeting.

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## **Joint Agenda Items for Boards Discussion and Direction**

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### **Administrative Updates**

Complaints were again received about 362 Pine Marten Way. The management team report also documented a public safety report of parking violations. It appears the property is being used as an event venue. A first notice outlining infractions was sent to the property owner. Staff and legal counsel will draft a second violation notice including fines.

### **2019 Budget Planning**

Preliminary draft budget and detailed considerations were shared with the boards for discussion. The budget approach addresses the community's current needs and positions it for future needs; it makes strategic investments in human resources to attract and retain a qualified workforce; it plans and

funds investments in the community's capital assets that maximize the use and life; it adheres to fund balance, debt service and other financial policies; it ensures the ongoing financial health of the community and protects the bond rating.

The CMD Board requested developing a reporting method to track operating and capital costs for specific assets in one document to be used as a tool for decision making.

The recommendations from Resonance will be instrumental in shaping future board decisions especially relating to program and promotional initiatives.

Staff will incorporate changes discussed for the budget hearing October 19.

The CMD/CPOA budget memo will be mailed to owners December 1; the CMD certified mill levies are due to Eagle County December 15.

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### **CMD Adjournment**

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<b>CMD Board of Directors</b>
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Director Foley moved to adjourn the Regular Meeting of the Cordillera Metro District. Seconded by Director George.
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Upon motion duly made and seconded, the Board adjourned the Regular Meeting of the Cordillera Metro District at 4:24 p.m. Friday, September 21, 2018.
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### **CPOA Adjournment**

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<b>CPOA Board of Directors</b>
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Director Brooks moved to adjourn the Regular Meeting of the Cordillera Property Owners Association. Seconded by Director Haynes.
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Upon motion duly made and seconded, the Board adjourned the Regular Meeting of the Cordillera Property Owners Association at 4:26 p.m. Friday, September 21, 2018.
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### **Next Meeting**

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- The next CMD and CPOA Board meetings are October 19, November 16 and December 14, 2018. All meetings are scheduled to begin at 9 a.m. in the large conference room of the Cordillera Administration Building at 408 Carterville Road, Cordillera, CO, 81632. Meetings will be canceled when there are no time sensitive or substantive topics for board discussion.