



MINUTES

APPROVED

Cordillera Metro District

Cordillera Property Owners Association

March 8, 2019

In Attendance

CMD Board of Directors	CPOA Board of Directors
David Bentley, President (Term to 2022)	Ed Shriner, President (Term to 2019)
Eugene McGuire, Vice President (Term to 2022)	Mike Grier, Vice President (Term to 2020)
Cheryl Foley, Treasurer (Term to 2022)	Ron Haynes, Treasurer (Term to 2021)
Kitty George, Secretary (Term to 2020) who departed the meeting at 1:40 p.m.	Jerri More, Secretary (Term to 2020)
Absent: John Van Deusen (Term to 2020)	Larry Brooks, Assistant Treasurer/Assistant Secretary (via web conference) (Term to 2019)

Others Present:

Rachel Oys, general manager; Anna Wool, legal counsel (via telephone); Jaime Walker, communications manager; Trevor Broersma, operations director; Joe Helminski, recreation director; Tracy Stowell, office manager; Barry Smith, public safety director; Heather Mathews, finance manager; Erin McCuskey, human resource manager; Ron Hoppner, information systems administrator; Millie Aldrich, DRB administrator; Members of the public: Mike Henritze, Jay and Dee Tobin, Melissa and Greg Murphy, Deb Brady, Cass Gassman, Nukhet Saxby and Jane Roberts.

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 8:09 a.m.	Director Shriner called to order the Regular Meeting of the Cordillera Property Owners Association at 8:01 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 George moved to approve the March 8, 2019, Regular Meeting Agenda. Seconded by Director McGuire.</p> <p>Upon motion duly made and seconded, the Board approved the March 8, 2019, Regular Meeting Agenda.</p>	<p>Director Haynes moved to approve the March 8, 2019, Regular Meeting Agenda. Seconded by Director More.</p> <p>Upon motion duly made and seconded, the Board approved the March 8, 2019, Regular Meeting Agenda.</p>

Approval of Consent Agenda

CMD Board of Directors	CPOA Board of Directors
<p>Director George moved to approve the Consent Agenda. Seconded by Director Foley.</p> <p>Upon motion duly made and seconded, the Board approved the Jan. 11, 2019, Meeting Minutes.</p>	<p>Director Grier moved to approve the Consent Agenda items. Seconded by Director More.</p> <p>Upon motion duly made and seconded, the Board approved the Jan. 11, 2019, Meeting Minutes.</p>

CMD Executive Session

- 8:10 a.m. Directors Foley and George moved to enter Executive Session pursuant to Section 24-6-402(4)(b), C.R.S. (CMD) for the purpose of receiving legal advice regarding Starview Appeal and Bearcat Lease with Indian Summer Outfitters.
- 9 a.m. Directors George and Foley moved to conclude the Executive Session.
- Present: Directors Bentley, McGuire, Foley and George.
- Also present: General Manager Oys and Anna Wool, legal counsel via telephone
- No action was taken in executive session.

CPOA Executive Session

- 8:02 a.m. Directors Grier and Haynes moved to enter Executive Session pursuant to Section 38-33.3-308(4)(b), C.R.S. (CPOA) for the purpose of receiving legal advice regarding short-term rentals.
- 8:52 a.m. Directors Haynes and More moved to conclude the Executive Session.
- Present: Directors Shriner, Grier, Haynes, More and Brooks via telephone.
- Also present: Alan Pogue, legal counsel via telephone.
- No action was taken in executive session.

Public Comment

- Public comment topics included the following: amenities and community character of the Divide; the Covenants, Conditions and Restrictions (CCRs) for Cordillera; the growth in popularity of pickleball nationally and within Cordillera; request for tennis and pickleball courts to be considered during strategic planning; request for an additional trash receptacle at the community operations facility especially during the holidays; the Climate Action Collaborative and the possibility of electric vehicle charging stations grants from Holy Cross Electric; and the ongoing strategic planning meetings with Resonance.

Joint Agenda Items for Boards Discussion and Direction

Management Report

- The drop-in rate for Cordy Camp is an additional \$10 over the property owner rate of \$48 per day and the non-property owner rate of \$58. The boards may review the rate for non-property owners at a future meeting – balancing the non-property owner value received against the critical number of attendees to help fund programming, such as tennis.
- The emergency information survey will remain open while phone calls are made to those who have not completed the survey. As of March 8, there were 385 completed surveys; 61 respondents selected not to be included in the directory and 47 respondents chose not to have public safety act on their behalf. Legal counsel is drafting a memo that identifies CPOA and CMD authority.
- General Manager Oys introduced the new Community Planning Manager Cliff Simonton. He brings to the position 18 years of community planning experience having held roles as land planner, long range planner and project manager for Eagle County where he created and managed the open space acquisition program, wrote numerous land use regulation revisions, administered code compliance, and developed master planning documents including the recently adopted Edwards Area Community Plan. He will work with Millie, design review board members, management team and other stakeholders.

Emergency Preparedness and Response Training and Plan

- Stephanie Palmer of S3Partnerships in collaboration with the management team drafted an Emergency Operations Plan (EOP) and associated incident-specific annexes. She provided the boards a high-level introduction to the EOP which includes mitigation, preparedness, response and recovery plans. The EOP details Cordillera's capabilities and dovetails with County and State emergency plans. Starting this spring and continuing throughout the summer, practice exercises will be conducted to validate and enhance the plans. In addition, staff and the boards will receive training on their roles and responsibilities in the event of an emergency. A functional exercise involving community members will occur in July; additional information on this exercise will be forthcoming. The EOP will be before the boards in September for approval.

CPOA Agenda Items for Board Discussion and Direction

Design Review Board Appointment

CPOA Motion: Director Shriner moved to appoint Traci O'Connor as an alternate to the Design Review Board (DRB). Seconded by Director Grier. Upon motion duly made and seconded, the Board approved the motion.

Trailhead Pool Project and Cost Estimates

- Bob McDonald from OLC presented an overview of the Trailhead pool remodel project which went to the market in January for bids. Two bids were returned with higher than expected estimates. Staff will explore other pricing and contractor options and will return to the board in May.

Financials

- CPOA unaudited 2018 financials reflect total revenues of \$3,397,195 and total expenses of \$3,353,859 in the operating fund. The change in fund balance for CPOA totals \$43,336 for 2018. The budgeted change in fund balance was (\$91,418) for a positive variance of \$134,754.
- The management team stays within budgetary limits. Total revenues were 102 percent of budget with administrative expenses at 98 percent, and total expenditures at 98.2 percent of budget. RETA revenues were 102 percent of budget and capital projects 87 percent of the allocated funds.
- The audit is scheduled to start April 1 with McMahan and Associates.

CMD Agenda Items for Boards Discussion and Direction

Traffic Calming

- Kari McDowell Schroeder and Greg Schroeder of McDowell Engineering reviewed findings from the updated 2018 traffic study including historical traffic data, implemented speed-reducing strategies and associated results. The second phase of speed-reducing tactics will be implemented this spring which will include increasing sight distance, white edge-line striping, speed bumps, signing, education and enforcement. In addition, staff and McDowell Engineering met with Eagle County to discuss speed-reducing tactics that will be implemented on Squaw Creek Road.

2019 Road Program and Reserve Study

- Jamie Pappas from Borne Engineering provided a background of the 20-year roadway capital plan which specifies which roads are scheduled for overlay each year.
- The Reserve Study is being updated for all Metro District and CPOA-owned facilities. The Reserve Study includes estimated costs for the major repair, maintenance and/or replacement of facilities to establish adequate reserve funds for the upkeep of the property.

Bearcat Lease – Indian Summer Outfitters

- Cordillera Metro District leases the Bearcat property to Indian Summer Outfitters which operates Bearcat Stables. Upon the change of ownership (a new partner replacing one of the two existing partners), a new three-year contract with a 12-month notice to terminate will be executed.
- New programming is planned for property owners to have greater access, use and fun. “When the gate is open, Bearcat is open” with a bar at the original cabin. Potential future activities

may include pony rides, horsemanship classes, yoga in the meadow and community gardens. A food truck is being considered for the summer as well.

Public Safety Gate Access Protocols

- To enhance safety and security by managing access to the community via the Ranch, Divide and CVC gates, new RFID eGO stickers will be issued to property owners, Club members, vendors, contractors and employees which can be programmed to allow entrance at specific times. The cost of the RFID sticker is \$25 and \$40 for transponder license plate readers. Full implementation is expected by summer.
- All emergency response agencies will have a RFID sticker to access to all gates in Cordillera, CVC, Beaver Creek, Bachelor Gulch and Brightwater.

2018 Financial Statements

- CMD unaudited 2018 financials reflect total revenues of \$5,914,152 and total expenditures of \$4,571,729 in the general operating fund. After the transfer to the capital fund of \$1,292,000; the change in fund balance for the year was \$50,424. The budgeted change in fund balance was (\$230,125) with a positive variance to budget of \$280,549.
- CMD unaudited 2018 financials reflect revenues of 99 percent of budget, 85 percent administrative expenditures, 98 percent for community operations expenditures, 96 percent for public safety expenditures and 89 percent for the equestrian center expenditures with overall expenditures totaling 93 percent of budget.

CMD and CPOA Executive Session

2:01 p.m. Directors Foley and McGuire moved to enter Executive Session pursuant to Section 24-6-402(4)(f), C.R.S. (CMD) for the purpose of discussing personnel—general manager annual performance.

2:02 p.m. Directors More and Haynes moved to enter Executive Session pursuant to Section 38-33.3-308(4)(a), C.R.S. (CPOA) for the purpose of discussing personnel—general manager annual performance.

3:57 p.m. Directors Grier and Haynes move to conclude the CPOA Executive Session

3 58 p.m. Directors Foley and McGuire moved to conclude the CMD Executive Session.

Present: CMD Directors Bentley, McGuire and Foley as well as CPOA Directors Shriner, Grier, Haynes, More and Brooks via telephone.

Also present: Anna Wool, legal counsel via telephone.

No action was taken in executive session.

CMD Adjournment

CMD Board of Directors

Director Foley moved to adjourn the Regular Meeting of the Cordillera Metro District. Seconded by Director McGuire.

Upon motion duly made and seconded, the Board adjourned the Regular Meeting of the Cordillera Metro District at 3:59 p.m. Friday, March 8, 2019.

CPOA Adjournment

CPOA Board of Directors

Director Grier moved to adjourn the Regular Meeting of the Cordillera Property Owners Association. Seconded by Director Haynes.

Upon motion duly made and seconded, the Board adjourned the Regular Meeting of the Cordillera Property Owners Association at 3:58 p.m. Friday, March 8, 2019.

Next Meeting

- The remaining regularly scheduled CMD and CPOA Board meetings for 2019 will be as follows: May 10, July 12, Sept. 13 and Nov. 8. 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, Colorado, 81632. Meetings will be canceled when there are no time sensitive or substantive topics for board discussion.