



# MINUTES

APPROVED  
Cordillera Metro District

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## Special Board Meeting

December 11, 2020

Due to Governor Polis' declaration of a state of emergency resulting from the COVID-19 pandemic, the meeting was held via webinar.

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## In Attendance

Via webinar: David Bentley, President (Term to 2022); Eugene McGuire, Vice President (Term to 2022); Cheryl Foley, Treasurer, (Term to May 2022); John Van Deusen, Secretary (Term to 2023); Dan Roberts, Assistant Treasurer/Assistant Secretary (Term to May 2023).

## Others Present via Webinar:

Rachel Oys, general manager; Alan Pogue, legal counsel; Tracy Stowell, office manager; Ron Hoppner, information technology administrator, Trevor Broersma, community operations director; Heather Hower, communications manager; Fernanda Bazani, human resources manager; Claudia Wells, finance manager; Barry Smith, director of public safety; Joe Helminski, recreation director; Cliff Simonton, community planning manager and 46 members of the public.

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## Call to Order

Director Bentley called to order the Special Meeting of the Cordillera Metropolitan District at 2:02 p.m.

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## Declaration of Quorum/Director Qualifications

CMD Board members acknowledged receiving notice of the special meeting at least 24 hours in advance. No conflicts of interest were noted.

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## Approval of Agenda

CMD Board of Directors
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Director Foley moved to approve the December 11, 2020, Special Meeting Agenda. Seconded by Director McGuire. Upon motion duly made and seconded, the Board approved the December 11, 2020, Special Meeting Agenda.
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## Approval of Minutes

Director Foley moved to approve the November 13, 2020, Board Meeting minutes; November 18, 2020, December 3, 2020, and December 8, 2020, Special Board Meetings minutes. Seconded by Director Van Deusen. Upon motion duly made and seconded, the Board approved the November 13, 2020, Board Meeting minutes; the November 18, 2020, December 3, 2020, and December 8, 2020, Special Board Meetings minutes.

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## Approval of Annual Administrative Matters Resolution

Approval of the 2021 Annual Administrative Matters Resolution which directs the staff and legal to make annual filings and reports in compliance with state and local regulation. Legal counsel Pogue noted the change in respect to notice requirements for Board meetings, effective August 2019. Notice of Board meetings must be posted 24 hours prior to a Board meeting on the CMD website with a backup physical location if the internet is down; less notice can be given in the instance of an emergency meeting. Oys noted meeting notices are also sent out to property owners via Constant Contact and website alerts.

*Director Foley made a motion to approve the 2021 Administrative Matters Resolution. Director Roberts seconded. The motion passed unanimously.*

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## **Public Comment**

Prior to public comment, Director Foley recognized the efforts of the stitchery, painters and crafters from the community in decorating the Christmas tree with handmade ornaments in the post office.

Public comment included CMD absorbing some CPOA employees and the restructuring; the change in CPOA management and the level of services going forward.

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## **Budget Hearing**

Director Roberts made the motion to open the 2021 Budget Hearing at 2:36 p.m. Director Foley seconded.

General manager Oys presented the budget, noting the continued goal of enhanced services, no property tax increase and healthy reserves. Included in the presentation was an explanation of reserves, revenues, expenditures, property tax comparison and scenarios with different mill levies. She presented the 2021 proposed revenues, expenditures and reserves. Oys also reported the results of the annual valley-wide work force survey and proposed capital improvements.

Discussion regarding employee compensation and benefits took place with Oys explaining CMD will absorb 2.65 FTE from CPOA without increasing debt through attrition, restructuring and cutting expenses

*Director McGuire made a motion to create a 'bonus pool' of \$65,000 to provide employees merit-based bonuses in recognition for their efforts in 2020 that will impact the 2020 approved budget. Director Van Deusen seconded. The motion passed 4 to 1 with Director Roberts voting against.*

Public comment included merit-based increases for staff in 2020.

*Director Foley made the motion to approve the 2021 budget as presented. Director Van Deusen seconded. The motion passed unanimously.*

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## **Agenda Items**

Management Team Report- Director Bentley inquired about any restrictions due to COVID-19 at the ice-skating rink. Trevor Broersma, operations director, stated that there will be signage asking skaters to keep their distance from non-household members.

2021 Board Meeting Schedule- The regularly scheduled CMD Board meetings for 2021 will be as follows:

- January 8
- March 12
- May 14
- July 9
- September 10
- November 12

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; unless a state of emergency resulting from the COVID-19 pandemic is extended; the meeting will be held via webinar. Meetings will be canceled when there are no time sensitive or substantive topics for Board discussion.

Public Hearing Date for Starview Investments- A petition to exclude a property owned by Starview Investments was received. Pogue is working with Starview Investments legal counsel to schedule a public hearing.

*Director Bentley made the motion to schedule the Starview Investments public hearing for January 8, 2021, at the Regular Board Meeting. Director McGuire seconded. The motion passed unanimously.*

### **CMD Adjournment**

#### **CMD Board of Directors**

Director Van Deusen moved to adjourn the Special Meeting of the Cordillera Metro District at 3:55 p.m. Seconded by Director Foley. Upon motion duly made and seconded, the Board adjourned the Special Meeting of the Cordillera Metro District.