



MINUTES

APPROVED
Cordillera Metro District
Cordillera Property Owners Association

CMD and CPOA Special Board Meeting

March 31, 2020

In Attendance

CMD Board of Directors-Via Webinar	CPOA Board of Directors-Via Webinar
David Bentley, President (Term to 2022)	Mike Grier, President (Term to 2020) - Webinar
Eugene McGuire, Vice President (Term to 2022)	Ron Haynes, Vice President (Term to 2021)
Cheryl Foley, Treasurer (Term to 2022)	Monte Irion, Treasurer (Term to 2022) – Webinar
Kitty George, Secretary (Term to 2020)	Jerri More, Secretary (Term to 2020)
John Van Deusen, Assistant Treasurer/Assistant Secretary (Term to 2020)	Cynthia Lenac, Assistant Treasurer/Assistant Secretary (Term to 2022)

Others Present:

Rachel Oys, general manager; ; Trevor Broersma, operations director; Tracy Stowell, office manager; Joe Helminski, recreation director; Ron Hoppner, information technology administrator; Cliff Simonton, community planning manager; Fernanda Bazani, human resource manager; and members of the public; Lois Bruce, Brooke Ferris, Michael Finley, Mary Jackson, Mike Autera, Michael Dowling, Jane Roberts, Faith Edgar, S. Seltzer, John Warren, Pamela Horan-Kates, Larry Brooks, Dennis Moran and Eric Grubbs.

Call to Order

CMD Board of Directors	CPOA Board of Directors
Director Bentley called to order the Special Meeting of the Cordillera Metropolitan District at 10:05 a.m.	Director Grier called to order the Special Meeting of the Cordillera Property Owners Association at 10:06 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
Director Foley moved to approve the March 31, 2020, Special Meeting Agenda. Seconded by Director George. Upon motion duly made and seconded, the board approved the Mach 31, 2020, Special Meeting Agenda.	Director More moved to approve the March 31, 2020, Special Meeting Agenda. Seconded by Director Irion. Upon motion duly made and seconded, the board approved the March 31, 2020 Special Meeting Agenda.

CMD and CPOA Executive Sessions

10:07 a.m. Directors George and Van Deusen moved to enter executive session pursuant to Section 24-6-402(4)(b), C.R.S. (CMD) to receive legal advice regarding CSMN litigation.

10:07 a.m. Directors Haynes and More moved to enter executive session pursuant to Section 38-33.3-308, C.R.S. (CPOA) to receive legal advice regarding CSMN litigation.

10:31 a.m. Directors McGuire and George moved to conclude executive session.

10:31 a.m. Directors More and Irion moved to conclude executive session.

Present via Webinar: CMD Directors Bentley, McGuire, George, Van Deusen and Foley as well as CPOA Directors Grier, Haynes, More, Irion and Lenac.

Also, present: Rachel Oys, general manager and Alan Pogue, legal counsel.

No action was taken in executive sessions.

CMD/CPOA Joint Agenda Items

COVID-19 Response Update

Rachel Oys, general manager, provided an update that included: CMD and CPOA's objectives for the response; background of the state and local government health orders and Cordillera's communications thus far to the boards, community and staff; COVID-19 statistics for the State of Colorado and Eagle County; operational modifications by department; employee supports and a request to extend the local disaster declaration to June 1.

Human resources and general manager have reached out to local districts/businesses and Employers Council to share practices and implement changes required by Families First Coronavirus Response Act that becomes effective April 1. Oys requested that the CMD board approve up to an additional 80 hours of paid leave for certain full-time employees and up to an additional 40 hours of paid leave for certain part-time employees identified by human resources who may be at higher risk or experiencing anxiety-related concerns, but who do not fall under the new FFCRA requirements and may need additional support. The total cost of this leave request was estimated to be \$24,000. If accepted, this option would be available to the identified employees who choose to take leave from the approval date through June 1.

A question was raised as to whether a motion was necessary after discussion by the boards it determined that the request would not create an additional expense to the district. The CMD board decided to proceed with the motion, so that the PTO policy could be temporarily waived or amended if and as determined necessary. The board indicated its desire to give the general manager this additional flexibility to support staff during the emergency period.

CMD Motion: Director Bentley moved to approve up to an additional 80 hours of paid leave for certain full-time employees and up to an additional 40 hours of paid leave to certain part-time employees who are not covered under the Families First Coronavirus Response Act, if taken between the current date and June 1, 2020. Seconded by Director George. Upon motion duly made and seconded, the Board approved the motion.

Local Disaster Declaration

An order was executed March 13, 2020 declaring a local disaster in and for the Cordillera Metro District. The District's General Manager's March 13, 2020 Declaration of Local Disaster Emergency, previously continued to and including April 8, 2020.

Oys requested that CMD further continue the declaration through June 1, 2020, as permitted pursuant to C.R.S. § 24-33.5-709, due to the imminent threat caused by the COVID-19 pandemic. The General Manager is directed to continue implementing measures with respect to District employees and access to certain District owned facilities.

The official action helps trigger the district's ability to make emergency appropriations as well as apply for aid and assistance from state and federal agencies for implementation of emergency plans.

CMD Motion: Director Bentley moved to extend the local disaster declaration to June 1, 2020. Seconded by Director Foley. Upon motion duly made and seconded, the Board approved the motion.

Public Comment

- Topics included: a request for data on where confirmed cases of COVID-19 sit within Eagle County; clarification as to whether the Club at Cordillera's takeout service will be available to all Cordillera residents; an inquiry about non-residents using the Big Park Trailhead; adding pregnant employees to the new PTO policy presented; and a thank you to the barn manager and general manager for their leadership.

CMD Adjournment

CMD Board of Directors

Director Foley moved to adjourn the Special Meeting of the Cordillera Metro District at 11:52 a.m. Seconded by Director McGuire.

Upon motion duly made and seconded, the board adjourned the Special Meeting of the Cordillera Metro District.

CPOA Adjournment

CPOA Board of Directors

Director More moved to adjourn the Special Meeting of the Cordillera Property Owners Association at 11:52 a.m. Seconded by Director Irion.

Upon motion duly made and seconded, the board adjourned the Special Meeting of the Cordillera Property Owners Association.

Meeting Schedule

- The regularly scheduled CMD and CPOA Board meetings for 2020 will be as follows: April 17, August 27 and November 13. All meetings are scheduled to begin at 9 a.m. in the large conference room* at the Cordillera Administration Building at 408 Carterville Road, Cordillera, Colorado, 81632. Meetings will be cancelled when there are no time-sensitive or substantive topics for board discussion.

*Note: The April 17 regular board meeting will be held via webinar to comply with social distancing requirements.