



MINUTES

APPROVED

Cordillera Metro District

Cordillera Property Owners Association

CMD and CPOA Public Session

April 17, 2020

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

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)
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)
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 via webinar:

Rachel Oys, general manager; Alan Pogue, legal counsel; Trevor Broersma, operations director; Tracy Stowell, office manager; Barry Smith, public safety director; Joe Helminski, recreation director; Ron Hoppner, information technology administrator; Cliff Simonton, community planning manager; Fernanda Bazani, human resource manager; Claudia Wells, finance manager; Aubrey Lewis, assistant recreation manager; Dominique Jones, equestrian center manager; Heather Hower, communications manager and members of the public: Bill Stephenson, Catherine Gassman, David Pennock, Dennis Moran, Jane Roberts, Dan Roberts, Lois Bruce, Lolly Becker, Mary Jackson, Melissa Murphy, Greg Murphy, Mike Autera, Mike Durant, Pamela Horan-Kates and Brooke Ferris.

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 9:01 a.m.	Director Grier called to order the Regular Meeting of the Cordillera Property Owners Association at 9:02 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
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<p>Director George moved to approve the April 17, 2020, Regular Meeting Agenda. Seconded by Director Foley.</p> <p>Upon motion duly made and seconded, the board approved the April 17, 2020, Regular Meeting Agenda.</p>	<p>Director More moved to approve the April 17, 2020, Regular Meeting Agenda. Seconded by Director Lenac.</p> <p>Upon motion duly made and seconded, the board approved the April 17, 2020, Regular Meeting Agenda.</p>
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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. In discussion, Director Foley noted that the reference in the first page of the January 10, 2020, minutes to revenues from the CVC Security Contract should be changed from \$30,000 to \$430,000.</p> <p>Upon motion duly made and seconded, the board approved the January 10, 2020 (meeting minutes as corrected), March 5, 2020, March 13, 2020 and March 31, 2020 meeting minutes.</p>	<p>Director More moved to approve the Consent Agenda items. Seconded by Director Irion.</p> <p>Upon motion duly made and seconded, the board approved the January 10, 2020, January 23, 2020, March 5, 2020, March 13, 2020, and March 31, 2020 meeting minutes.</p>

Public Comment

Public comments were received regarding alternative usage of the lower barn/indoor arena at the equestrian center.

Joint Agenda Items for Boards' Discussion and Direction

Management Team Report

Management deferred to Director George who provided communication and reservation input regarding the ski shuttle's 2020/21 season.

Emergency Operations Plan

Barry Smith, public safety director, provided a summary of the draft Emergency Operations Plan (EOP) and referenced the board training and draft presentation of EOP in March of 2019. The EOP was tested through multiple trainings and exercises since 2017; the draft represents minor revisions to the plan. Director Foley questioned several provisions of the plan and noted that major substantive changes had been made from the 2019 draft.

The CPOA Board opted not to be a signatory to the EOP as there were concerns about liability. CPOA will address any cost-sharing options in the annual services agreement with CMD.

CMD Motion: Director George moved to approve the Emergency Operations Plan subject to legal counsel and staff review per Board comments and direction. Seconded by Director McGuire. Motion approved with a 4-1 vote, with George, Bentley, McGuire, and Van Deusen voting in favor and Foley voting against.

Follow Up Action: The final Emergency Operations Plan, with removal of CPOA and inclusion of legal revisions, will be included in the August board packet.

COVID-19 Response and Summer Programming/Closures

Oys provided an update on the COVID-19 response to date.

With the continued focus on safety and well-being of our community and staff, Helminski presented summer programming considerations underway with restrictions. Cordillera will follow state and local public health recommendations.

2019 Year End Financials

Director Foley and Director Irion presented a summary of the 2019 year-end financials and noted that the audited financials will be available in June.

Draft Strategic Plan

Director More and Director Foley shared the draft strategic plan that included a vision, mission, values, goals and strategies. The Boards welcome public comment on the [draft plan](#).

CPOA Agenda Items for Board Discussion and Direction

Athletic Center Project Update

Director Grier updated the Boards on the Athletic Center project. He explained that a working group had initially considered several planning options, ultimately narrowing those options to a recommended approach to the project. Director Grier presented several preliminary schematics, explained the options that had been considered and the reasons for the choices that had been made. He presented preliminary cost estimates for potential project phases and noted more project details and costs (expected in the near future) would be presented in a public meeting as soon as available. Comments were solicited on Director Grier's presentation.

CMD Agenda Items for Board Discussion and Direction

Employee Handbook

Fernanda Bazani, human resources manager, presented the updated Cordillera Metro District Employee Handbook. Director Foley requested that three specific provisions of the draft be changed upon legal review.

CMD Motion: Director Foley moved to approve the 2020 Cordillera Metro District Employee Handbook subject to final legal counsel and staff review per Board comments and direction. Seconded by Director George. The motion was approved.

CMD Adjournment

CMD Board of Directors

Director Van Deusen moved to adjourn the Regular Meeting of the Cordillera Metro District at 12:31 p.m. Seconded by Director Foley.

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

CPOA Adjournment

CPOA Board of Directors

Director Haynes moved to adjourn the Regular Meeting of the Cordillera Property Owners Association at 12:32 p.m. Seconded by Director Lenac.
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Upon motion duly made and seconded, the board adjourned the Regular Meeting of the Cordillera Property Owners Association.
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