



CORDILLERA
Metro District

MEETING MINUTES

DATE: Friday, April 8, 2022

TIME: 9:00 a.m.

LOCATION: 0408 Carterville Road

State of Colorado, County of Eagle.

REGULAR BOARD MEETING

ATTENDANCE

Board Members Present: Cheryl Foley, Treasurer.

Board Members present via webinar: David Bentley, President; Eugene McGuire, Vice President; John Van Deusen, Secretary; Dan Roberts, Assistant Treasurer/Assistant Secretary.

CMD Staff Present: Trevor Broersma, General Manager

Panelists via webinar: Alan Pogue, CMD Legal Counsel; Margaret Henderson; Clifton Larson Allen

Members of the public present via webinar: Kim Setter, Jane Roberts, Suzy Smith, Chuck Jackson, Harry Jasper, Dennis Moran, Richard and Nukhet Saxby, Steve Houk, Greg Murphy, Brooke Farris, Bill Farley, Paige Cumming, Grant and Susie Cunningham, Lois Bruce, Cassie Grey.

CMD Staff present via webinar: Sam Lazar, Operations Manager; Cliff Simonton, Planning Manager.

CALL TO ORDER/DECLARATION OF QUORUM

Director Bentley called the meeting to order at 9:00 a.m., noting a quorum was present.

ADEQUATE NOTICE/CONFLICT DISCLOSURE

Board members acknowledged receiving notice of the meeting no less than 24 hours in advance and cited no conflicts of interest with items on the agenda.

APPROVAL OF AGENDA

Director Foley moved to approve the agenda for April 8, 2022, Director McGuire seconded. The vote to approve was unanimous.

APPROVAL OF CONSENT AGENDA

(note draft minutes for the January 10, 2022 meeting in Board Packet)

Director Foley moved to approve the consent agenda for April 8, 2022 consisting of the minutes from the Board meeting of February 11. Director Van Deusen seconded. The vote to approve was unanimous.

DISCUSSION ITEMS

FINANCIAL UPDATE

(reference balance sheets and financial statements in the Board packet)

Director Foley presented the financial update. Financials for January and February have been posted, and numbers for March are expected on or about the 20th of April. Everything looks to be on target. Other notes included:

- Financial information at this time is prorated over 12 months. Work is underway to develop financial targets for each individual month, especially regarding expenses.

- The audit process begins on April 18 and normally takes several months to complete.
- Meetings have been scheduled to discuss potential financial and management impacts to the District from the new Colorado FAMLI (Family Medical Leave) Act.

General Manager Broersma provided a summary of capital projects, as follows:

- The Ranch Gatehouse landscaping contract has been awarded to Mountain Waterworks, with value engineering underway to adjust improvements to budget.
- Fencing at the Equestrian Center has been delayed due to material shortages.
- The paving of Carterville Road and Webb Peak Road is on track as part of the summer Road Program, as is the bike path along Summit Drive.
- The Bearden Pond Reconstruction Project is underway and on schedule.
- The Bearcat barn is down, with the site now being cleared and prepared for the new barn structure.

Director Bentley requested clarification on the contractor selected for landscaping at the Ranch Gatehouse. The Metro District will serve as the General Contractor for the project. Mountain Waterworks will design and install the irrigation system and will utilize Garden Creations with help from Tomina Townsend (landscape architect) to implement the planting of trees, shrubs and flower beds.

No other questions were asked, and no action was taken by the Board regarding the Financial Update.

MANAGEMENT TEAM UPDATE

(reference Management Report in the Board packet)

General Manager Broersma presented the Management Team Report, highlighting the following:

- The district is presently recruiting for a Communications Specialist, a Public Safety Supervisor and an Open Space Technician. Staffing is otherwise in good shape.
- AED and CPR training and safe driving lessons have been completed for all staff.
- The new Riding Lessons Program has launched at the Equestrian Center.
- The 2022 update to the Reserve Study is close to being completed by Bourne Engineering.
- New employees Jay Vestich and Chris Bate were highlighted in the management report.

Director Bentley clarified that the new public safety supervisor will report to Mike Bosley, Jay Vestich as a supervisor reports to Sam Lazar in Operations, and Chris Bate as a supervisor reports to Dominique at the Equestrian Center.

Director Roberts thanked Trevor for keeping costs under control given current inflation.

Director Foley informed the Board that the new Reserve Study will indicate the need for more than the average \$1.4 million currently budgeted per year for capital improvements. This is not unexpected.

Director McGuire suggested three items; one, that the District consider developing a program to provide AED and CPR training for Cordillera residents; two, that an open house be considered this summer at the Equestrian Center to better familiarize the community with that facility; and three, that work is still needed regarding vehicle speeding and truck noise on Cordillera Roads. General Manager Broersma agreed to look into AED and CPR training for the community, announced that plans are underway for a joint CMD CPOA community event at the Equestrian Center, and outlined details for summer speed control, noise control and enforcement measures.

Director Foley asked about the fire mitigation project and was informed that it will start as soon as snow leaves the ground in targeted areas.

Director Bentley confirmed that AED's are in all patrol vehicles, and requested that the community be made aware of this.

There were no additional comments or questions, and no action was taken by the Board regarding the Management Team Report.

SEWER LIFT STATION DISCUSSION

General Manager Broersma presented the topic of Cordillera's sewer lift stations. Two lift stations are currently in operation, one serving homes on lower Settlers Loop, and a second serving homes on upper Bearden Road. These stations gather effluent, grind it, and pump it uphill to an adjacent gravity line. They are not maintained by ERWSD; the District contracts a third party vendor to provide maintenance.

A resolution is being developed to clarify the history and use of these lift stations, and the billing of associated maintenance services to the affected homeowners. The Sewer Lift Station Resolution should be available for the Board's consideration in June. Work is also underway to study options to improve sewer services to these homes.

Director Bentley confirmed that there are undeveloped lots associated with these lift stations, and that new homes on these lots will be required to utilize the lift station facilities.

There were no additional comments or questions, and no action was taken by the Board regarding the Sewer Lift Station Discussion.

RESOLUTION TO DEVELOP AND IMPLEMENT BYLAWS

(reference resolution provided in the Board packet)

Director Bentley introduced a resolution to develop and implement by-laws that would be appropriate to the Cordillera Community and the District. The resolution would establish Board procedures for situations and conditions that are not covered in the Special District Act (C.R.S. Title 32) and sets January 1, 2023 as the deadline for implementation. Director Bentley moved to approve the resolution; Director McGuire seconded the motion.

Discussion by the Board followed. Director Foley noted that provisions of the Special District Act have served as Cordillera's by-laws for the last 25-30 years and asked what additional bylaw provisions were contemplated. She also stated that, with only 3 weeks left in this Board's tenure, the proposed resolution and its January 1, 2023 deadline should be tabled until the new Board is able to consider it. Finally, Director Foley moved to modify the resolution, replacing the time constraint of "prior to January 1, 2023", with "within a reasonable timeframe". Director Roberts seconded the motion. The vote was called and the motion to amend the resolution was defeated, three votes to two.

The vote was called regarding the motion to approve the resolution as presented. The motion passed by a vote of three to one, with Director Foley abstaining on the grounds that it was inappropriate for this Board to enact the resolution this close to the seating of a new Board.

DIRECTOR APPRECIATION

General Manager Broersma took the opportunity to thank outgoing Board members Bentley and McGuire for their outstanding service to the Cordillera Community and to Staff.

PUBLIC COMMENT

Director Bentley opened the meeting to public comment. Comments received included:

- Thank you to the departing Board Members for their time and service.
- Accolades for the great job done by Trevor as General Manager.
- A request to implement speed control measures at the top of Gore Trail in the Summit.
- Concern for a rule or policy that might preclude the use of compression brakes on fully loaded trucks traveling downhill in Cordillera.
- Support of the development of by-laws for the Board within a specific time frame.
- Confirmation that bonds will be paid off at the end of this year, that attendant taxes will be reduced, and that the CMD will have greater flexibility in controlling access to and use of the community's "public" road system.

Seeing no other hands, Director Bentley closed public comment.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 10:19 a.m., motion by Roberts, second by Foley.