



DATE: Friday, October 13, 2023  
TIME: 9:00 am  
LOCATION: 0408 Carterville Road  
and video conference  
State of Colorado, County of Eagle.

# MEETING MINUTES

## REGULAR BOARD MEETING

### ATTENDANCE

**Board members present in person:** Cheryl Foley, President; Richard Saxby, Treasurer; Ellen Alexander, Assistant Secretary/Assistant Treasurer; Terry Boyle, Vice President, Harry Jasper, Secretary.

**Others present in person:** Trevor Broersma, CMD General Manager; Paula Kurtz, CMD HR and Finance Administrator; Margaret Henderson of CLA Clifton, Larson, Allan

**Others present via video conference:** Alan Pogue, CMD Legal Counsel; Sam Lazar, CMD Community Operations Manager; Traci Macnamara McCoy, CMD Communications Manager; Mike Autera, Paige Cumming, Lainie Edinburg, Bill Farley, Steve Houk, Thomas Kuehn, Dennis Moran, Melissa Murphy, Jerry Nichols, Nukhet Saxby, Jon Seltzer, Janis Ward

### CALL TO ORDER/DECLARATION OF QUORUM

Director Foley 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. No disclosures or conflicts with items on the agenda were cited.

### APPROVAL OF AGENDA

Director Boyle moved to approve the agenda for October 13, 2023. Director Saxby seconded the motion, the motion to approve was unanimous. Director Boyle made a motion to approve the consent agenda, seconded by Director Jasper. The consent agenda consisted of the August 11, 2023, meeting minutes and the Resolution Regarding Permit for Construction of Improvements and/or Installation of Utilities in District Rights of Way. All approved, motion passed unanimously.

### DISCUSSION ITEMS

#### FINANCIAL UPDATE

Director Saxby presented the financial update. He reported that CMD financials through the end of August are showing that we are on target to end the year better than budget, due primarily to higher-than-expected revenues.

#### 2024 CPOA SERVICE AGREEMENT

An agreement for CMD to provide services to the CPOA for 2024 is expected to be finalized shortly. Director Saxby offered an overview of the draft agreement. A description of the services requested and the costs of each was included in the CMD Board package. Board members expressed appreciation for and acknowledged the cooperative work done on both sides to negotiate this agreement.

#### MANAGEMENT TEAM UPDATE

Trevor Broersma presented the management report, highlighting:

### **Courses for CPR training for residents**

CMD is offering an additional CMD/First Aid later this month. Classes offered this year have been well attended, and 29 residents have participated in classes so far this year.

### **Wildfire Mitigation Insurance Resources Packet**

CMD has prepared and circulated a Wildfire Mitigation Insurance Resources packet to aid homeowners in discussions with their insurance providers. It can be found on our website at [www.cordilleralive.com/Wildfire-Mitigation](http://www.cordilleralive.com/Wildfire-Mitigation).

### **Wildfire Mitigation 2023 Summary of Activities**

All 2023 wildfire mitigation activities are complete for 2023. CMD contributed \$200,000 which was matched by grants of an additional \$277,000 to fund this year's program. We improved the Salt Creek egress to Brush Creek Rd. from the Territories to enable emergency exit by residential vehicles. We continue working to identify egress options for the Divide and to strengthen our emergency operations protocols. We are planning a comprehensive wildfire informational session for the community next summer.

### **Traffic Calming**

CMD requested that the sheriff increase its patrols of Squaw Creek Road this summer. Each day when patrols were present, 7-10 speeding tickets were issued. Speeding within Cordillera continues to be a concern, with approximately 33% of cars clocked over 10 miles higher than the posted limit on our main streets.

### **Equestrian Center Updates**

The Equestrian Center is maxing out with lessons and plans to add instructors and a new horse to expand this program as a revenue source & community amenity.

### **Public Safety Technology Updates**

To improve public safety and security within Cordillera, we will be installing new dispatch and gate access software technology over the next several months. Paula Kurtz offered an overview of the new dispatch system. Director Boyle asked for a summary of its benefits, and Broersma responded by explaining the software's enhanced data control and increased security options. Kurtz added that the new software also has flexibility benefits, allowing us to tailor it to address our specific community's needs while making quicker and more useful adjustments.

### **2024 BUDGET OVERVIEW**

Broersma presented the 2024 preliminary budget (provided in the Board package), which currently shows a deficit of slightly over \$11,000 for the year. Key drivers include:

- Tax revenue increases due to expiration of 2023's one-time negative mill levy; a 5.5% tax increase; and a growth increase of \$160,000 (approx.) from new houses.
- Other revenue increases due to services to CPOA and higher interest rates.
- Wage increases averaging 5%.
- Health, vision, dental and disability insurance decreases of approximately \$86,000 due to change of providers.
- Flowers and irrigation responsibilities assumed by CPOA, reducing our expenses by \$180,000.

- A capital program of \$1.7 million, as supported by our 2023 updated Reserve Study and routine replacement or upgrades of facilities, fleet, and IT. Key items in the 2024 capital budget will be our road and curb repair program estimated to cost approximately \$1.015 million, fleet purchases at approximately \$294,000, and Healthy Forest initiatives at approximately \$135,000.

## **PUBLIC COMMENTS**

Director Foley opened the meeting for public comment. Homeowners requested more information about wildfire emergency protocols and commented on the cost of Public Safety patrols and “concierge” services.

There being no further comments, Director Foley thanked the public for their comments and closed the public comment session at 11:41 a.m.

## **ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 11:42 a.m. with a motion by Director Boyle, seconded by Director Jasper.