

AGENDA FOR REGULAR CMD AND CPOA BOARD MEETINGS

FRIDAY, JUNE 23, 2017

NOTICE IS HEREBY GIVEN that the Regular Meeting of the Boards of Directors of Cordillera Property Owners Association and Regular Meeting of the Cordillera Metropolitan District, Eagle County, Colorado will be held at the **Cordillera Cafe, 0360 Carterville Road**, Edwards, Eagle County, Colorado on Friday, June 23, 2017. The meeting will be held for the following agenda and other matters that may come before the Boards.

CORDILLERA METROPOLITAN DISTRICT

Judith G. McBride, President, Term to May 2018

Robert Egan, Treasurer, Term to May 2018

David Davies, Vice President, Term to May 2020

David Bentley, Secretary, Term to May 2018

Kitty George, Assistant Treasurer/Assistant Secretary, Term to May 2020

CORDILLERA PROPERTY OWNERS ASSOCIATION

Ed Shriner, President, Term to August 2019

Larry Brooks, Vice President, Term to August 2019

Nanette Kuich, Treasurer, Term to August 2017

Lois Bruce, Secretary, Term to August 2017

Rick Smith, Assistant Treasurer/Assistant Secretary, Term to August 2018

8:30 – 8:35 OPEN CMD MEETING – Ms. Judith McBride (CMD President)

1. Call to Order
2. Declaration of Quorum/Director Qualifications/Disclosure Matters
3. Approval of Agenda
4. Approval of Consent Agenda Items
 - a. Approval of April 28 Special Meeting MinutesPage 3
 - b. Approval of May 16 Special Meeting MinutesPage 7
 - c. Approval of May 24 Special Meeting MinutesPage 10

8:35 – 8:40 OPEN CPOA MEETING – Mr. Ed Shriner (CPOA President)

1. Call to Order
2. Declaration of Quorum/Director Qualifications/Disclosure Matters
3. Approval of Agenda
4. Approval of Consent Agenda Items
 - a. Approval of April 28 Special Meeting MinutesPage 15
 - b. Approval of May 16 Special Meeting MinutesPage 20
 - c. Approval of May 24 Special Meeting MinutesPage 23

8:40 – 9:00 PUBLIC INPUT ON NON AGENDA ITEMS

1. Eagle Valley Land Trust

9:00 – 9:20 CMD ITEMS – Ms. Judith McBride

1. Lot Donation- Rachel OysPage 27
2. Financials- Rachel OysPage 51
3. Ratification of Rocky Mountain Custom Landscapes Contract- Rachel Oys.....Page 62

9:20 – 10:00 CPOA ITEMS – Mr. Ed Shriner

1. Financials- Rachel OysPage 80
2. Short Course- Kensington HOAPage 88

10:00 – 1:30 JOINT ITEMS – Ms. Judith McBride and Mr. Ed Shriner

1. Management Team Report- Rachel OysPage 90
2. Community Center Planning Update- Planning Team: Goulding Development Advisors, Davis Partnership and Shaw Construction
 - Presentation of research conducted to date and conceptual plans
 - Community outreach schedule
 - Public input following presentation and board discussion

1:30 ADJOURNMENT

**NEXT SPECIAL MEETINGS – Monday, July 10 at 1:00 p.m. and Thursday, August 3 at 1:00 p.m.
ANNUAL MEETING OF THE MEMBERS – Friday, August 18 at 3:00 p.m.
NEXT REGULAR MEETING – Friday, September 22 at 8:30 a.m.**

CORDILLERA METROPOLITAN DISTRICT
SPECIAL BOARD MEETING MINUTES
FRIDAY, APRIL 28, 2017
0408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Special Meeting of the Board of Directors of the Cordillera Metropolitan District (CMD) was called and held Friday, April 28, 2017 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Robert Egan, President
David Bentley, Vice-President

Via Telephone: David Davies, Secretary
Judith McBride, Treasurer

Absent: Kitty George, Assistant Treasurer & Assistant Secretary

ALSO PRESENT

CPOA Board Members: Ed Shriner, Nanette Kuich (via proxy), Lois Bruce (via telephone), Rick Smith (via telephone) and Larry Brooks (via telephone).

OTHERS PRESENT

Rachel Oys, general manager; Alan Pogue, legal counsel; Scott Proper, finance director; Berniece Gutierrez, human resources and administrative services manager; Jaime Walker, communications manager; Trevor Broersma, operations director; Tracy Stowell, executive coordinator; Chris Cumming; Mike Henritze, Troon; Jack LoBiondo, Troon and Todd Goulding, Goulding Development Advisors.

CALL TO ORDER

Director Egan called to order the Special Meeting of the Cordillera Metropolitan District at 11:02 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Director Egan noted for the record a quorum was present for the purpose of doing the business of the Cordillera Metropolitan District.

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF MEETING AT LEAST 72 HOURS IN ADVANCE OF THE MEETING.

All board members acknowledged receiving notice of the special meeting at least 72 hours in advance. No conflicts of interest were noted.

APPROVAL OF AGENDA

April 28, 2017 Special Meeting Agenda

Fly fishing and Club at Cordillera member access was added to the agenda. Director Bentley moved to approve the April 28, 2017, Special Meeting Agenda. Seconded by Director McBride.

Upon motion duly made and seconded, the Board voted unanimously.

Approved the April 28, 2017 Special Meeting Agenda.

APPROVAL OF CONSENT AGENDA ITEMS

March 24, 2017, Regular Meeting Minutes

March 27, 2017, Special Meeting Minutes

March 28, 2017 Special Meeting Minutes

Director Bentley moved to approve the March 24 Regular Meeting Minutes and the March 27 and 28, 2017, Special Meeting Minutes. Seconded by Director Davies.

Upon motion duly made and seconded, the Board voted unanimously.

Approved the March 24, 2017 Regular Meeting Minutes and the March 27 and 28, 2017, Special Meeting Minutes.

PUBLIC INPUT ON NON-AGENDA ITEMS

JOINT CMD AND CPOA AGENDA ITEMS

Fly Fishing and Club at Cordillera Member Access

McBride, Shriner and Broersma have been working with Fly Fishing Outfitters on ensuring the integrity of the river parcel and also maximizing beats for property owner use. After receiving complaints that booking were regularly full last summer, discussions for 2017 resulted in adding beats, modifying the resting schedule, allowing reservation to be made a week in advance and terminating Club at Cordillera member access. Upon review the contract, the parties include CMD, CPOA, Cordillera Valley Club and Timber Springs. The annual rules and regulations have permitted Club at Cordillera member access by paying an annual \$500 fee.

Communications regarding the decision to terminate access to the Club at Cordillera could have been improved for the 2017 season. After board discussion, both boards agreed to continue Club at Cordillera member access to fly fishing for a \$500 annual fee for 2017 only. Troon and CMD staff will meet with Fly Fishing Outfitters to execute 2017 summer operations, including moving fishing passes to CMD's front desk.

Community Center Planning Update

Oys updated the Boards on the community center planning process.

As a recap, on March 27, 2017 boards toured athletic club facilities in Gypsum, Arrowhead and Singletree. Facilities were:

- Gypsum Recreation Center – a fitness center featuring free weights, cardio, fitness class room, spin room, community room, indoor track, gymnastics, basketball and indoor pool with waterslide. Gypsum Recreation Center is open to the public. Tour was led by Jeff Shroll, Gypsum Town Manager and Scott Ruff, WECMRD Manager.
- Alpine Club at Arrowhead – a 20,000 square foot clubhouse for members only. Facilities include a fitness center and spa, slope side clubhouse with ski valet services and lockers, heated swimming pool and hot tub. Nadine Davis, club director, led the tour.
- Sonnenalp Club at Singletree – a private club featuring golf, health and wellness facility, access to ski services and a restaurant. Shaun Evans, director of health and fitness, led the tour.

A strategic planning session was held March 28. The planning session focused on objectives to enhance the vibrancy and vitality of the community. As a result of the session, both boards unanimously decided

to initiate a planning and development process for a centralized community center that would serve as a multi-use, focal point at the entrance of our community. We anticipate a robust, fast paced and engaging process that builds on the strategic initiatives the boards and communities have developed previously and simultaneously anticipates the needs and interest of the current and new homeowners in Cordillera for generations to come.

On April 6, 2017 - Joe Helminski, Trevor Broersma and Rachel Oys met with Todd Goulding, Goulding Development Advisors to talk about the project, process and immediate next steps.

April 10, 2017 - a request for qualifications for a consultant to assist CMD/CPOA with land planning for a new community center. Scope will include identification of potential sites, feasibility analysis, board and community presentations and coordination with Ownership and their consultants. Submissions were due in Friday, April 21, 2017.

April 14, 2017 - Joe Helminski, Trevor Broersma and Rachel Oys hosted a site visit for interested firms. Davis Partnership and Barker Rinker Seacat participated in the site visit.

April 21, 2017 - three firms submitted proposals: Oz Architecture, Davis Partnership and Barker Rinker Seacat.

April 24, 2017 - Joe Helminski, Trevor Broersma, Rachel Oys and Todd Goulding met and reviewed the three submissions. All three were invited for an interview.

April 26, 2017 - Joe Helminski, Trevor Broersma, Rachel Oys and Todd Goulding hosted interviews with the three firms. Davis Partnership was unanimously selected as the firm to conduct for the master planning process and feasibility study. Schematic design will be determined by boards this fall.

Todd Goulding will serve as the owner's representative/project manager. Davis Partnership will serve as the architect firm for the master planning and schematic design. A general contractor will be selected via Request for Proposal in May. The general contractor will assist with pricing, scheduling and feasibility.

Feasibility Study Cost Estimates

May 1 – September 30, 2017

\$40,000	Goulding Development Advisors
\$113,000	Davis Partnership Master Planning/Conceptual
\$62,000	Davis Partnership Schematic Design (potential costs if determined by boards this fall)
\$25,000	General Contractor
\$25,000	Geotechnical Surveys
\$15,000	Reimbursables
\$280,000	Total

Director Bentley moved to approve \$280,000, split with CPOA. Seconded by Director McBride.

Upon motion duly made and seconded, the Board voted unanimously.

Approved \$280,000, split with CPOA.

STAFF UPDATES

- Six candidates were selected to interview for the Equestrian Center Manager position. Second

interviews will take place the week of May 8 with an equine test and a tour of the equestrian center facilities.

- A chain has been installed at the parking lot entrance of the Grouse on the Green to deter anyone from parking in the lot.
- The short course opens on May 19 as a walking course only. Play starts each day at 9 a.m. and standard golf etiquette applies. The course will be closed each Wednesday for maintenance. Parking is along the south side of Kensington Court. Signs will be posted.
- Staff will be implementing traffic calming elements that McDowell Engineering had recommended July 2016
 - Trevor Broersma, operations director, will check on the Cordillera Way speed bumps.
- Divide entrance stumps will be removed and there is no plan to replace the trees. Insect mitigation will take place this summer.

ADJOURNMENT

Director Bentley moved to adjourn the Special Meeting of the Cordillera Metropolitan District. Seconded by Director McBride.

Upon motion duly made and seconded, the Board voted unanimously to **Adjourn** the Special Meeting of the Cordillera Metropolitan District at 12:01 p.m. on Friday, April 28, 2017.

Respectfully submitted,

Tracy Stowell
Executive Coordinator

CORDILLERA METROPOLITAN DISTRICT
SPECIAL BOARD MEETING MINUTES
TUESDAY, MAY 16, 2017
0408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Special Meeting of the Board of Directors of the Cordillera Metropolitan District (CMD) was called and held Tuesday, May 16, 2017 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Judy McBride, President
David Bentley, Secretary
Robert Egan, Treasurer

Absent: David Davies, Vice President
Kitty George, Assistant Treasurer & Assistant Secretary

ALSO PRESENT

CPOA Board Members: Ed Shriner, Lois Bruce (via telephone), Rick Smith (via telephone) and Larry Brooks.

OTHERS PRESENT

Rachel Oys, general manager; Alan Pogue, legal counsel; Berniece Gutierrez, human resources and administrative services manager; Jaime Walker, communications manager; Trevor Broersma, operations director; Tracy Stowell, executive coordinator; Kirk Pliske, public safety director; Joe Helminski, recreation director; Todd Goulding, Goulding Development Advisors; Joe Lear, Davis Partnerships Lynn Moore, Davis Partnership; Scott Nevin, Davis Partnership; Jay Kocks, Davis Partnership; and Misty Bell, Davis Partnership.

CALL TO ORDER

Director McBride called to order the Special Meeting of the Cordillera Metropolitan District at 2:03 p.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Director McBride noted for the record a quorum was present for the purpose of doing the business of the Cordillera Metropolitan District.

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF MEETING AT LEAST 72 HOURS IN ADVANCE OF THE MEETING.

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

May 16, 2017 Special Meeting Agenda

Director Egan moved to approve the May 16, 2017, Special Meeting Agenda. Seconded by Director Bentley.

Upon motion duly made and seconded, the Board voted unanimously.

Approved the May 16, 2017 Special Meeting Agenda.

PUBLIC INPUT ON NON-AGENDA ITEMS

There were 25 property owners and public in attendance at the May 16, 2017 joint special board meeting. Attendees introduced themselves and stated why they attended the meeting. In attendance were: Cindy Moran, Steve Gamble, Dick Marks, John Moorman, Kathie and Bill Stephenson, Anne Roberts, Grace Gamble, Jana Wisenbaker, Kent Barker, Charles Baker, John O'Brien, John Warren, Jane Roberts, Barry Gassman, Charlene Koegel, Jeanne Quagliano, Judy Yordi, Angela and Hugh Overy, Dee and Jay Tobin, Henry Reed, John and Carolyn Moorman, Elizabeth Reed, Rand Garbacz and Micky Poage.

JOINT CMD AND CPOA AGENDA ITEMS

Community Center Planning Process

Rachel Oys, general manager, led the planning session with a brief timeline of events of the last six weeks.

- Monday, March 27, CMD and CPOA Boards toured three local athletic clubs with different community amenities. Those facilities included the Gypsum Recreation Center, the Alpine Club in Arrowhead and the Sonnenalp Club in Singletree.
- Tuesday, March 28, a strategic planning session was held after the half-day tour on March 27. The planning session focused on objectives to enhance the vibrancy and vitality of the community. As a result of the session, both boards unanimously decided to initiate a planning and development process for a centralized community center that would serve as a multi-use, focal point at the entrance of the community. This entailed hiring Todd Goulding, Goulding Development Advisors (GDA), to serve as the owner's representative and project manager.
- April 10, a request for qualifications was posted for a consultant to assist CMD and CPOA with land planning and conceptual design for a new community center.
- April 26, three firms were chosen to interview with staff and Goulding. Davis Partnership was unanimously selected as the firm to engage for the master planning process and schematic design.

Oys introduced Goulding and Davis Partnership.

- Goulding was selected as the owner representative in 2016 for the Athletic Center at Cordillera renovation, and has worked with numerous other special districts and municipalities such as Beaver Creek Metropolitan District, Eagle River Fire Protection District, Eagle River Water and Sanitation District and Berry Creek Metropolitan District. Goulding provides turnkey project management services for owners and developers.
- Davis Partnership will serve as the architect firm and will conduct land planning and schematic design for a centralized, premier Cordillera community center. Davis is one of Colorado's largest and most broadly capable design firms, offering services in architecture, landscape architecture, master planning, interior design, signage design and architectural research. Davis is committed to a collaborative multidisciplinary process that integrates the building, its site, interiors and signage into a single, coordinated and expressive solution. Davis specializes in a wide variety of project types, including community centers, professional offices, health care facilities as well as higher education, multifamily residential, hospitality, mixed-use, sports and recreation, research and civic projects.

Joe Lear, co-leader of design, introduced the Davis team and presented a plan that will be implemented in the coming months. The presentation included:

- Similar Project Review – Davis Partnership presented similar projects to the boards. The presentation featured both private and public facilities and was meant to serve as a guide as to what type of facilities, amenities and interior designs of similar communities .

- Selection of facilities to visit – There was discussion about Boards and key staff touring some of the similar facilities that were presented. The boards concurred that additional tours were not needed at this time.
- Program Elements – Davis Partnership listed what program elements Cordillera has verses those of other communities and facilities. Meeting attendees gave feedback of what they envisioned the community would like in a new facility.
- General Contractor and RFP Selection – Selection for a general contractor will begin the end of May through a RFP process. The general contractor will be able to provide accurate cost estimates.
- Overall Schedule Review – A draft schedule was included in the presentation. The schedule includes special board meetings, weekly consultant and staff meetings, community outreach events and other key dates.
- Next Steps – Davis Partnerships will start analyzing all CMD and CPOA owned parcels and looking at land use regulations within the PUD. Davis will present these findings at the next CMD and CPOA special board meeting on Wednesday, May 24, 2017.

ADJOURNMENT

Director Egan moved to adjourn the Special Meeting of the Cordillera Metropolitan District. Seconded by Director Bentley.

Upon motion duly made and seconded, the Board voted unanimously to **Adjourn** the Special Meeting of the Cordillera Metropolitan District at 5:16 p.m. on Tuesday, May 16, 2017.

Respectfully submitted,

Tracy Stowell
Executive Coordinator

CORDILLERA METROPOLITAN DISTRICT
SPECIAL BOARD MEETING MINUTES
WEDNESDAY, MAY 24, 2017
0408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Special Meeting of the Board of Directors of the Cordillera Metropolitan District (CMD) was called and held Wednesday, May 24, 2017 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Judith McBride, President
David Bentley, Secretary
Robert Egan, Treasurer
David Davies, Vice President
Kitty George, Assistant Treasurer & Assistant Secretary

ALSO PRESENT

CPOA Board Members: Lois Bruce, Rick Smith (via telephone) and Larry Brooks.

OTHERS PRESENT

Alan Pogue, legal counsel (via telephone); Berniece Gutierrez, human resources and administrative services manager; Jaime Walker, communications manager; Trevor Broersma, operations director; Tracy Stowell, executive coordinator; Kirk Pliske, public safety director; Joe Helminski, recreation director; Todd Goulding, Goulding Development Advisors; Joe Lear, Davis Partnership; Lynn Moore, Davis Partnership; and Scott Nevin, Davis Partnership.

CALL TO ORDER

Director McBride called to order the Special Meeting of the Cordillera Metropolitan District at 3:00 p.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Director McBride noted for the record a quorum was present for the purpose of doing the business of the Cordillera Metropolitan District.

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF MEETING AT LEAST 72 HOURS IN ADVANCE OF THE MEETING.

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

May 24, 2017 Special Meeting Agenda

Director McBride added Traffic Calming Update to the May 24, 2017 Agenda.

Director Egan moved to approve the May 24, 2017, Special Meeting Agenda with the addition of the Traffic Calming Update. Seconded by Director George.

Upon motion duly made and seconded, the Board voted unanimously.

Approved the May 24, 2017 Special Meeting Agenda with the addition of the Traffic Calming Update.

PUBLIC INPUT ON NON-AGENDA ITEMS

There were 12 members of the public in attendance at the May 24, 2017 joint special board meeting. In attendance were: Buzz Larson, Cindy Moran, Becka Green, Jane Roberts, John Warren, Nancy Boyce, Jim Regele, David Staat, Charlene Koegel, Joyce Krasnow, and Judy and Dick Marks. Directors asked for public input on any non-agenda items stating that all comments related to the community center should be saved for after the community center planning presentation. There was no public comment on non-agenda items.

JOINT CMD AND CPOA AGENDA ITEMS

Community Center Planning Process

Todd Goulding, Goulding Development Advisors and Davis Partnerships presented an agenda for the presentation. Presentation included:

- Process Overview –
 - May 27, CMD and CPOA Boards toured three local athletic clubs with different community amenities. Those facilities included the Gypsum Recreation Center, the Alpine Club in Arrowhead and the Sonnenalp Club in Singletree.
 - Tuesday, May 28 CMD and CPOA Boards participated in a strategic planning session focused on objectives to enhance the vibrancy and vitality of the community. As a result of the session, both boards unanimously decided to initiate a planning and development process for a centralized community center that would serve as a multi-use, focal point at the entrance of the community. This entailed hiring Todd Goulding, Goulding Development Advisors (GDA), to serve as the owner’s representative and project manager.
 - April 10, 2017 a request for qualifications was posted for a consultant to assist CMD and CPOA with land planning and conceptual design. Ultimately, Davis Partnerships was selected as the consultant. There is a request for proposal due the week of May 31 to hire a general contractor. The general contractor is not to be hired to preform construction but to work with the team to give expertise in the actual costs associated with building a new structure.
- Program Elements – Davis Partnerships provided a list of program elements that Cordillera currently has and potentially new elements. The brainstorm list included discussion on the following:
 - Administration – There was discussion on the administration aspect of the project as to whether to have the administration offices relocated to the new facility or to leave it in it’s current location.
 - Business Center-to provide fax machines, copiers and computers. Board members agreed to take the business center off the list. Most felt that property owners already have these amenities in their homes.
 - Café – Discussion around whether a café would be as it is now with self-serve coffee or to bring in a vendor to open a café. The discussion turned to whether food service is needed or if it can sustain itself. Majority believed it is not sustainable but agreed that a self-serve coffee bar is sufficient.
 - Catering/Chefs
 - Community Trails (bike, hike, Nordic skiing and snowshoeing)
 - Concert Venues – for Cordillera community events to replace the use of Bearcat as the

- concert venue. Attendees expressed concern over Red Draw residents opposing the concert venue aspect of this project with potential noise pollution and the history of property owners opposing the Red Draw Ranch wedding and events center.
- Culinary Training
 - Day Care - This element was up for two different discussions. One relating to potential child care for athletic center patrons and the other relating to Cordy Camp. Amongst attendees, there was opposition to providing child care to the athletic center but support for the existing programming of Cordy Camp.
 - Athletic Center – with all existing programming with an additional in-door running track, larger space for additional class types and climbing wall. There was opposition around the in-door running track and the climbing wall.
 - Equestrian Center
 - Event /Conference Center
 - Fishing
 - Ice Rink
 - Multiple Dining Concepts – See Café
 - Offsite Ski property
 - Pet Amenities
 - Pools
 - Post Office
 - Tennis (pickle ball)
 - Winter Activities (skiing, snowboarding, sledding)
 - Transportation – To connect the Cordillera community with Vail and Beaver Creek

The list of amenities is comprehensive and may be reduced or cut from the design process. Consultants want the boards to know what type of amenities can be incorporated into a new facility from the beginning or planned for in the future.

- Site Evaluation – Davis presented five parcels owned by CMD and CPOA. These parcels include:
 - Admin/Post Office Parcel – Three plus acres owned by CMD. PUD allows for recreation and community center.
 - Metro District Parcels – Over 18 acres now containing the community operations building, dog park and trailer parking. This parcel has flat areas with steep grades going up the hill behind the existing facilities. PUD allows for recreation and community center.
 - Summit Parcel – Over nine acres where the existing athletic center resides owned by CMD. PUD use allows for recreation and community center. Parcel is in the summit and would not reflect the objective of having a focal point at the entrance of the community.
 - Trailhead Parcels - Two parcels equaling almost nine and a half acres where the Trailhead and pools reside, owned by CPOA. Tract 1 sits on both sides of Fenno Drive. PUD allows for recreation and community center. Parcels are in the Ranch and would not reflect the objective of having a focal point at the entrance of the community.
 - Equestrian Parcels – Consists of two parcels with over 217 acres owned by CPOA. This parcel is not part of the PUD and would require special review from Eagle County. The parcel is the most desirable for the community center.
- Architectural Character – Davis presented a slide show of different architectural styles of buildings and of different pools designs for pleasure and fitness. The slide show provided

architectural character concepts for the boards and community as what the best fit would be for Cordillera. Discussion from the slide show included massing and light pollution.

- Schedule – A draft schedule was presented. Events included on the schedule include:
 - June 27: New Homeowner Reception and Summer Wine Tasting
 - June 30: Sounds of Summer Concert Series with Hardscable
 - July 3: Community Day/Community Center Planning Open House
 - July 4: Vail Gondola Club Fourth of July Barbeque
 - July 6: Community Center Planning Open House at the Cafe
 - July 7 Community Center Planning Open House at the Cafe
 - July 10: Board meeting
 - August 3: Board Meeting
 - August 16: Sounds of Summer Concert Series with the Hazel Miller Band
 - August 18: Board Meeting/Annual Meeting/CPOA Election
 - September 23: Horsin' Around Day *
 - September 22: Board Meeting
 - October 4: Board Meeting
- *Date change

Visit CordilleraLiving.com/CommunityCenter to learn more.

PUBLIC INPUT REGARDING COMMUNITY CENTER

Director Brooks and Director McBride opened up public input for comments on the community center. Nancy Boyce, John Warren, Buzz Larson, Charlene Koegel and Cindy Moran all had public input.

CMD AGENDA ITEMS

Traffic Calming Update

In 2016 McDowell Engineering was contracted to complete a traffic calming study in Cordillera. Fenno Drive and Cordillera Way were two areas identified as having relatively high frequency of speeding vehicles. Kari Schroeder, McDowell Engineering, presented her assessment and recommendations to the boards on July 15, 2016. Recommendations that will be implemented this summer include:

- A temporary roundabout will be installed at Fenno Drive and Club Cottage Drive. It will be 4 inches of asphalt mounded on top of the current roadway. The Club at Cordillera has reviewed the plans and delivery trucks will be able to drive over the mounds as needed. This will be completed at the same time as the Fenno Drive overlay.
- Stripping on Fenno will create a three-foot shoulder, thus narrowing the roadway in most areas where legally permitted.
- Speed bumps were installed on Fenno Drive near Trailhead and Cordillera Way.
- A summer communications campaign about speeding will take place in the Cordillera Connection, website and other methods.
- Staff is researching a transportable radar sign for traffic speed, work in progress and event notifications. Additional details will be forthcoming.

ADJOURNMENT

Director McBride moved to adjourn the Special Meeting of the Cordillera Metropolitan District. Seconded by Director Egan.

Upon motion duly made and seconded, the Board voted unanimously to

Adjourn the Special Meeting of the Cordillera Metropolitan District at 5:49 p.m. on Wednesday, May 24, 2017.

Respectfully submitted,

Tracy Stowell
Executive Coordinator

DRAFT

CORDILLERA PROPERTY OWNERS ASSOCIATION
SPECIAL BOARD MEETING MINUTES
FRIDAY, APRIL 28, 2017
0408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Special Meeting of the Board of Directors of the Cordillera Property Owners Association (CPOA) was called and held Friday, April 28, 2017, in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Ed Shriner, President

Via Telephone: Larry Brooks, Vice President
Rick Smith, Assistant Secretary
Lois Bruce, Secretary

By Proxy: Nanette Kuich, Treasurer

ALSO PRESENT

CMD Board Members: Bob Egan, David Bentley, Judith McBride (via telephone), and David Davies (via telephone).

OTHERS PRESENT

Rachel Oys, general manager; Alan Pogue, legal counsel; Scott Proper, finance director; Berniece Gutierrez, human resources and administrative services manager; Jaime Walker, communications manager; Trevor Broersma, operations director; Tracy Stowell, executive coordinator; Joe Helminski, recreation director; Kirk Pliske, public safety director; Millie Aldrich, DRB coordinator, Gene Shanahan, DRB board member, Henry Reed, DRB board member, Judy LaSpada, DRB Board Member Susie & Grant Cunningham; Sarah Baker, legal counsel; Greg Murphy; Otto Hichinger; Chris Cumming; Eric Jung, DRB alternate; George Longo; Anne Roberts; Hugh & Angela Overy; Milt Dodson; Paul Miller, DRB board member; Cass and Barry Gassman; David Staat, DRB board member; Carrie Schultz, Dennis Moran, DRB alternate, Mike Henritze, Troon; Jack LoBiondo, Troon and Todd Goulding, Goulding Development Advisors.

CALL TO ORDER

Director Shriner called to order the Special Meeting of the Cordillera Property Owners Association at 9 a.m.

APPROVAL OF AGENDA

April 28, 2017 Special Meeting Agenda

Fly fishing and Club at Cordillera member access was added to the agenda. Director Brooks moved to approve the April 28, 2017 Special Meeting Agenda with the addition of agenda item. Seconded by Director Bruce.

Upon motion duly made and seconded, the Board unanimously by those present.

Approved the April 28, 2017 Special Meeting Agenda.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Director Shriner noted for the record a quorum was present for the purpose of doing the business of the Cordillera Property Owners Association.

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF MEETING AT LEAST 72 HOURS IN ADVANCEMENT OF THE MEETING.

All board members acknowledged receiving notice of the special meeting at least 72 hours in advance. No conflicts of interest were noted.

APPROVAL OF CONSENT AGENDA ITEMS

APPROVAL OF MINUTES

March 24, 2017 Regular Meeting Minutes

Director Smith moved to approve the March 24, 2017 Regular Meeting Minutes. Seconded by Director Bruce.

Upon motion duly made and seconded, the Board unanimously by those present.

Approved the March 24, 2017 Regular Meeting Minutes.

March 27, 2017 Special Meeting Minutes

Director Bruce moved to approve the March 27, 2017 Special Meeting Minutes. Seconded by Director Smith.

Upon motion duly made and seconded, the Board unanimously by those present.

Approved the March 27, 2017 Special Meeting Minutes.

March 28, 2017 Special Meeting Minutes

Director Smith moved to approve the March 28, 2017 Special Meeting Minutes. Seconded by Director Bruce.

Upon motion duly made and seconded, the Board unanimously by those present.

Approved the March 28, 2017 Special Meeting Minutes.

CPOA DRB APPEAL HEARING

Grant and Susie Cunningham, owners of 166 Peregrine Drive, brought an appeal of the Design Review Board's decision to deny sketch plan for the proposed residence on the Cunningham property. The sketch plan was denied by the DRB on March 14, 2017, and the Cunningham's timely filed a notice of intent to appeal that decision to the CPOA Board. The Cunninghams were represented at the hearing by legal counsel Sarah Baker.

The DRB made an initial presentation outlining the history of the review process and the basis for its denial of the Cunningham's sketch plan.

The Cunninghams, along with legal counsel Ms. Baker, made a presentation setting forth the basis for their appeal of the DRB's decisions.

CPOA Board members asked questions of the DRB and the Cunninghams. The public was given the opportunity to comment, but no public comment was given.

The DRB and Cunninghams each provided a closing summary of their respective positions, following which, Director Shriner closed the appeal hearing.

Mr. Pogue advised the Board that it was permitted to convene an executive session pursuant to the CPOA Bylaws and the Colorado Common Interest Ownership Act, to receive legal advice related to the appeal of the DRB denial of the Cunningham sketch plan.

Upon motion by Director Smith, second by Director Bruce, and unanimous approval by the Board of Directors, the Board convened an executive session pursuant to Section 6.2 of the CPOA's Second Amended and Restated Bylaws and pursuant to Section 38-33.3-308(4)(b), C.R.S., to receive legal advice from legal counsel on matters related to the Cunningham appeal of the DRB's decision. The executive session convened at 10:41 a.m.

Following conclusion of executive session, the Board reconvened in open session at 11:05 a.m. No action was taken in executive session.

Upon motion by Director Smith, second by Director Brooks, and unanimous approval by the Board of Directors (director Kuich voting by proxy), the Board affirmed the decision of the DRB to deny the Cunningham sketch plan and directed legal counsel to prepare a written decision setting forth the determination of the Board. A copy of the Board's written decision is attached to these minutes and made a part hereof as if fully restated herein.

PUBLIC INPUT ON NON-AGENDA ITEMS

No public comment

JOINT CMD AND CPOA AGENDA ITEMS

Fly Fishing and Club at Cordillera Member Access

McBride, Shriner and Broersma have been working with Fly Fishing Outfitters on ensuring the integrity of the river parcel and also maximizing beats for property owner use. After receiving complaints that booking were regularly full last summer, discussions for 2017 resulted in adding beats, modifying the resting schedule, allowing reservation to be made a week in advance and terminating Club at Cordillera member access. Upon review the contract, the parties include CMD, CPOA, Cordillera Valley Club and Timber Springs. The annual rules and regulations have permitted Club at Cordillera member access by paying an annual \$500 fee.

Communications regarding the decision to terminate access to the Club at Cordillera could have been improved for the 2017 season. After board discussion, both boards agreed to continue Club at Cordillera member access to fly fishing for a \$500 annual fee for 2017 only. Troon and CMD staff will meet with Fly Fishing Outfitters to execute 2017 summer operations, including moving fishing passes to CMD's front desk.

Community Center Planning Update

Oys updated the Boards on the community center planning process.

As a recap, on March 27, 2017 boards toured athletic club facilities in Gypsum, Arrowhead and Singletree. Facilities were:

- Gypsum Recreation Center – a fitness center featuring free weights, cardio, fitness class room, spin room, community room, indoor track, gymnastics, basketball and indoor pool with waterslide. Gypsum Recreation Center is open to the public. Tour was led by Jeff Shroll, Gypsum Town Manager and Scott Ruff, WECMRD Manager.
- Alpine Club at Arrowhead – a 20,000 square foot clubhouse for members only. Facilities include a fitness center and spa, slope side clubhouse with ski valet services and lockers, heated swimming pool and hot tub. Nadine Davis, club director, led the tour.
- Sonnenalp Club at Singletree – a private club featuring golf, health and wellness facility, access to ski services and a restaurant. Shaun Evans, director of health and fitness, led the tour.

A strategic planning session was held March 28. The planning session focused on objectives to enhance the vibrancy and vitality of the community. As a result of the session, both boards unanimously decided to initiate a planning and development process for a centralized community center that would serve as a multi-use, focal point at the entrance of our community. We anticipate a robust, fast paced and engaging process that builds on the strategic initiatives the boards and communities have developed previously and simultaneously anticipates the needs and interest of the current and new homeowners in Cordillera for generations to come.

On April 6, 2017 - Joe Helminski, Trevor Broersma and Rachel Oys met with Todd Goulding, Goulding Development Advisors to talk about the project, process and immediate next steps.

April 10, 2017 - a request for qualifications for a consultant to assist CMD/CPOA with land planning for a new community center. Scope will include identification of potential sites, feasibility analysis, board and community presentations and coordination with Ownership and their consultants. Submissions were due in Friday, April 21, 2017.

April 14, 2017 - Joe Helminski, Trevor Broersma and Rachel Oys hosted a site visit for interested firms. Davis Partnership and Barker Rinker Seacat participated in the site visit.

April 21, 2017 - three firms submitted proposals: Oz Architecture, Davis Partnership and Barker Rinker Seacat.

April 24, 2017 - Joe Helminski, Trevor Broersma, Rachel Oys and Todd Goulding met and reviewed the three submissions. All three were invited for an interview.

April 26, 2017 - Joe Helminski, Trevor Broersma, Rachel Oys and Todd Goulding hosted interviews with the three firms. Davis Partnership was unanimously selected as the firm to conduct for the master planning process and feasibility study. Schematic design will be determined by boards this fall.

Todd Goulding will serve as the owner's representative/project manager. Davis Partnership will serve as the architect firm for the master planning and schematic design. A general contractor will be selected via Request for Proposal in May. The general contractor will assist with pricing, scheduling and feasibility.

Feasibility Study Cost Estimates

May 1 – September 30, 2017

\$40,000 Goulding Development Advisors

\$113,000	Davis Partnership Master Planning/Conceptual
\$62,000	Davis Partnership Schematic Design (potential costs if determined by boards this fall)
\$25,000	General Contractor
\$25,000	Geotechnical Surveys
\$15,000	Reimbursables
\$280,000	Total

Director Bentley moved to approve \$280,000, split with CMD. Seconded by Director McBride.

Upon motion duly made and seconded, the Board voted unanimously.

Approved \$280,000, split with CMD.

STAFF UPDATES

- Six candidates were selected to interview for the Equestrian Center Manager position. Second interviews will take place the week of May 8 with an equine test and a tour of the equestrian center facilities.
- A chain has been installed at the parking lot entrance of the Grouse on the Green to deter anyone from parking in the lot.
- The short course opens on May 19 as a walking course only. Play starts each day at 9 a.m. and standard golf etiquette applies. The course will be closed each Wednesday for maintenance. Parking is along the south side of Kensington Court. Signs will be posted.
- Staff will be implementing traffic calming elements that McDowell Engineering had recommended July 2016
 - Trevor Broersma, operations director, will check on the Cordillera Way speed bumps.
- Divide entrance stumps will be removed and there is no plan to replace the trees. Insect mitigation will take place this summer.

ADJOURNMENT

Director Smith moved to adjourn the Special Meeting of the Cordillera Property Owners Association. Seconded by Director Bruce.

Upon motion duly made and seconded, the Board unanimously agreed to

Adjourn the Special Meeting of the Cordillera Property Owners Association at 12:01 p.m. on Friday, April 28, 2017.

Respectfully submitted,

Tracy Stowell
Executive Coordinator

CORDILLERA PROPERTY OWNERS ASSOCIATION
SPECIAL BOARD MEETING MINUTES
TUESDAY, MAY 16, 2017
0408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Special Meeting of the Board of Directors of the Cordillera Property Owners Association (CPOA) was called and held Tuesday, May 16, 2017, in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Ed Shriner, President
Larry Brooks, Vice President

Via Telephone: Rick Smith, Assistant Secretary
Lois Bruce, Secretary

Absent: Nanette Kuich, Treasurer

ALSO PRESENT

CMD Board Members: Bob Egan, David Bentley, and Judith McBride.

Others Present:

Rachel Oys, general manager; Alan Pogue, legal counsel; Berniece Gutierrez, human resources and administrative services manager; Jaime Walker, communications manager; Trevor Broersma, operations director; Tracy Stowell, executive coordinator; Kirk Pliske, public safety director; Joe Helminski, recreation director; Todd Goulding, Goulding Development Advisors; Joe Lear, Davis Partnerships; Lynn Moore, Davis Partnerships; Scott Nevin, Davis Partnerships; Jay Kocks, Davis Partnerships; and Misty Bell, Davis Partnerships.

CALL TO ORDER

Director Shriner called to order the Special Meeting of the Cordillera Property Owners Association at 2:03 p.m.

APPROVAL OF AGENDA

April 28, 2017 Special Meeting Agenda

Director Brooks moved to approve the May 16, 2017 Special Meeting Agenda. Seconded by Director Bruce.

Upon motion duly made and seconded, the Board unanimously by those present.

Approved the May 16, 2017 Special Meeting Agenda.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Director Shriner noted for the record a quorum was present for the purpose of doing the business of the Cordillera Property Owners Association.

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF MEETING AT LEAST 72 HOURS IN ADVANCEMENT OF THE MEETING.

All board members acknowledged receiving notice of the special meeting at least 72 hours in advance. No conflicts of interest were noted.

PUBLIC INPUT ON NON-AGENDA ITEMS

There were 25 property owners and public in attendance at the May 16, 2017 joint special board meeting. Attendees introduced themselves and stated why they attended the meeting. In attendance were: Cindy Moran, Steve Gamble, Dick Marks, John Moorman, Kathie and Bill Stephenson, Anne Roberts, Grace Gamble, Jana Wisenbaker, Kent Barker, Charles Baker, John O'Brien, John Warren, Jane Roberts, Barry Gassman, Charlene Koegel, Jeanne Quagliano, Judy Yordi, Angela and Hugh Overy, Dee and Jay Tobin, Henry Reed, John and Carolyn Moorman, Elizabet Reed, Rand Garbacz and Micky Poage.

JOINT CMD AND CPOA AGENDA ITEMS

Community Center Planning Process

Rachel Oys, general manager, led the planning session with a brief timeline of events of the last six weeks.

- Monday, March 27, CMD and CPOA Boards toured three local athletic clubs with different community amenities. Those facilities included the Gypsum Recreation Center, the Alpine Club in Arrowhead and the Sonnenalp Club in Singletree.
- Tuesday, March 28, a strategic planning session was held after the half-day tour on March 27. The planning session focused on objectives to enhance the vibrancy and vitality of the community. As a result of the session, both boards unanimously decided to initiate a planning and development process for a centralized community center that would serve as a multi-use, focal point at the entrance of the community. This entailed hiring Todd Goulding, Goulding Development Advisors (GDA), to serve as the owner's representative and project manager.
- April 10, a request for qualifications was posted for a consultant to assist CMD and CPOA with land planning and conceptual design for a new community center.
- April 26, three firms were chosen to interview with staff and Goulding. Davis Partnership was unanimously selected as the firm to engage for the master planning process and schematic design.

Oys introduced Goulding and Davis Partnership.

- Goulding was selected as the owner representative in 2016 for the Athletic Center at Cordillera renovation, and has worked with numerous other special districts and municipalities such as Beaver Creek Metropolitan District, Eagle River Fire Protection District, Eagle River Water and Sanitation District and Berry Creek Metropolitan District. Goulding provides turnkey project management services for owners and developers.
- Davis Partnership will serve as the architect firm and will conduct land planning and schematic design for a centralized, premier Cordillera community center. Davis is one of Colorado's largest and most broadly capable design firms, offering services in architecture, landscape architecture, master planning, interior design, signage design and architectural research. Davis is committed to a collaborative multidisciplinary process that integrates the building, its site, interiors and signage into a single, coordinated and expressive solution. Davis specializes in a wide variety of project types, including community centers, professional offices, health care facilities as well as higher education, multifamily residential, hospitality, mixed-use, sports and recreation, research and civic projects.

Joe Lear, co-leader of design, introduced the Davis team and presented a plan that will be implemented in the coming months. The presentation included:

- Similar Project Review – Davis Partnership presented similar projects to the boards. The presentation featured both private and public facilities and was meant to serve as a guide as to what type of facilities, amenities and interior designs of similar communities.
- Selection of facilities to visit – There was discussion about Boards and key staff touring some of the similar facilities that were presented. The boards concurred that additional tours were not needed at this time.
- Program Elements – Davis Partnership listed what program elements Cordillera has verses those of other communities and facilities. Meeting attendees gave feedback of what they envisioned the community would like in a new facility.
- General Contractor and RFP Selection – Selection for a general contractor will begin the end of May through a RFP process. The general contractor will be able to provide accurate cost estimates.
- Overall Schedule Review – A draft schedule was included in the presentation. The schedule includes special board meetings, weekly consultant and staff meetings, community outreach events and other key dates.
- Next Steps – Davis Partnerships will start analyzing all CMD and CPOA owned parcels and looking at land use regulations within the PUD. Davis will present these findings at the next CMD and CPOA special board meeting on Wednesday, May 24, 2017.

ADJOURNMENT

Director Brooks moved to adjourn the Special Meeting of the Cordillera Property Owners Association. Seconded by Director Bruce.

Upon motion duly made and seconded, the Board unanimously agreed to **Adjourn** the Special Meeting of the Cordillera Property Owners Association at 5:17 p.m. on Tuesday, May 16, 2017.

Respectfully submitted,

Tracy Stowell
Executive Coordinator

CORDILLERA PROPERTY OWNERS ASSOCIATION
SPECIAL BOARD MEETING MINUTES
WEDNESDAY, MAY 24, 2017
0408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Special Meeting of the Board of Directors of the Cordillera Property Owners Association (CPOA) was called and held Wednesday, May 24, 2017, in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Lois Bruce, Secretary
Larry Brooks, Vice President

Via Telephone: Rick Smith, Assistant Secretary

Absent: Nanette Kuich, Treasurer
Ed Shriner, President

ALSO PRESENT

CMD Board Members: Bob Egan, David Bentley, Judith McBride, David Davies and Kitty George.

Others Present:

Alan Pogue, legal counsel (via telephone); Berniece Gutierrez, human resources and administrative services manager; Jaime Walker, communications manager; Trevor Broersma, operations director; Tracy Stowell, executive coordinator; Kirk Pliske, public safety director; Joe Helminski, recreation director; Todd Goulding, Goulding Development Advisors; Joe Lear, Davis Partnership; Lynn Moore, Davis Partnership; and Scott Nevin, Davis Partnership.

CALL TO ORDER

Director Brooks called to order the Special Meeting of the Cordillera Property Owners Association at 3:00 p.m.

APPROVAL OF AGENDA

May 24, 2017 Special Meeting Agenda

Director Bruce moved to approve the May 24, 2017 Special Meeting Agenda. Seconded by Director Smith.

Upon motion duly made and seconded, the Board unanimously by those present.

Approved the May 24, 2017 Special Meeting Agenda.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Director Brooks noted for the record a quorum was present for the purpose of doing the business of the Cordillera Property Owners Association.

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF MEETING AT LEAST 72 HOURS IN ADVANCEMENT OF THE MEETING.

All board members acknowledged receiving notice of the special meeting at least 72 hours in advance. No conflicts of interest were noted.

PUBLIC INPUT ON NON-AGENDA ITEMS

There were 12 members of the public in attendance at the , May 24, 2017 joint special board meeting. In attendance were: Buzz Larson, Cindy Moran, Becka Green, Jane Roberts, John Warren, Nancy Boyce, Jim Regele, David Staat, Charlene Koegel, Joyce Krasnow, and Judy and Dick Marks. Directors asked for public input on any non-agenda items stating that all comments related to the community center should be saved for after the community center planning presentation. There was no public comment on non-agenda items.

JOINT CMD AND CPOA AGENDA ITEMS

Community Center Planning Process

Community Center Planning Process

Todd Goulding, Goulding Development Advisors and Davis Partnerships presented an agenda for the presentation. Presentation included:

- Process Overview –
 - May 27, CMD and CPOA Boards toured three local athletic clubs with different community amenities. Those facilities included the Gypsum Recreation Center, the Alpine Club in Arrowhead and the Sonnenalp Club in Singletree.
 - Tuesday, May 28 CMD and CPOA Boards participated in a strategic planning session focused on objectives to enhance the vibrancy and vitality of the community. As a result of the session, both boards unanimously decided to initiate a planning and development process for a centralized community center that would serve as a multi-use, focal point at the entrance of the community. This entailed hiring Todd Goulding, Goulding Development Advisors (GDA), to serve as the owner’s representative and project manager.
 - April 10, 2017 a request for qualifications was posted for a consultant to assist CMD and CPOA with land planning and conceptual design. Ultimately, Davis Partnerships was selected as the consultant. There is a request for proposal due the week of May 31 to hire a general contractor. The general contractor is not to be hired to preform construction but to work with the team to give expertise in the actual costs associated with building a new structure.
- Program Elements – Davis Partnerships provided a list of program elements that Cordillera currently has and potentially new elements. The brainstorm list included discussion on the following:
 - Administration – There was discussion on the administration aspect of the project as to whether to have the administration offices relocated to the new facility or to leave it in it’s current location.
 - Business Center-to provide fax machines, copiers and computers. Board members agreed to take the business center off the list. Most felt that property owners already have these amenities in their homes.
 - Café – Discussion around whether a café would be as it is now with self-serve coffee or to bring in a vendor to open a café. The discussion turned to whether food service is needed or can sustain itself. Majority believed it is not sustainable but agreed that a self-

- serve coffee bar is sufficient.
- Catering/Chefs
- Community Trails (bike, hike, Nordic skiing and snowshoeing)
- Concert Venues – for Cordillera community events to replace the use of Bearcat as the concert venue. Attendees expressed concern over Red Draw residents opposing the concert venue aspect of this project with potential noise pollution and the history of property owners opposing the Red Draw Ranch wedding and events center.
- Culinary Training
- Day Care- This element was up for two different discussions. One relating to potential child care for athletic center patrons and the other relating to Cordy Camp. Amongst attendees, there was opposition to providing child care to the athletic center but support for the existing programming of Cordy Camp.
- Athletic Center – with all existing programming with an additional in-door running track, larger space for additional class types and climbing wall. There was opposition around the in-door running track and the climbing wall.
- Equestrian Center
- Event / Conference Center
- Fishing
- Ice Rink
- Multiple Dining Concepts – See Café
- Offsite Ski property
- Pet Amenities
- Pools
- Post Office
- Tennis (pickle ball)
- Winter Activities (skiing, snowboarding, sledding)
- Transportation – To connect the Cordillera community with Vail and Beaver Creek

The list of amenities is comprehensive and may be reduced or cut during the design process. Consultants want the boards to know what type of amenities can be incorporated into a new facility from the beginning or planned for in the future.

- Site Evaluation – Davis presented five parcels owned by CMD and CPOA. These parcels include:
 - Admin/Post Office Parcel – Three plus acres owned by CMD. PUD allows for recreation and community center.
 - Metro District Parcels – Over 18 acres now containing the community operations building, dog park and trailer parking. This parcel has flat areas with steep grades going up the hill behind the existing facilities. PUD allows for recreation and community center.
 - Summit Parcel – Over nine acres where the existing athletic center resides owned by CMD. PUD use allows for recreation and community center. Parcel is in the summit and would not reflect the objective of having a focal point at the entrance of the community.
 - Trailhead Parcels - Two parcels equaling almost nine and a half acres where the Trailhead and pools reside, owned by CPOA. Tract 1 sits on both sides of Fenno Drive. PUD allows for recreation and community center. Parcels are in the Ranch and would not

- reflect the objective of having a focal point at the entrance of the community.
- Equestrian Parcels – Consists of two parcels with over 217 acres owned by CPOA. This parcel is not part of the PUD and would require special review from Eagle County. The parcel is the most desirable for the community center.
 - Architectural Character – Davis presented a slide show of different architectural styles of buildings and of different pools designs for pleasure and fitness. The slide show provided architectural character concepts for the boards and community as what the best fit would be for Cordillera. Discussion from the slide show included massing and light pollution.
 - Schedule – A draft schedule was presented. Events included on the schedule include:
 - June 27: New Homeowner Reception and Summer Wine Tasting
 - June 30: Sounds of Summer Concert Series with Hardscable
 - July 3: Community Day/Community Center Planning Open House
 - July 4: Vail Gondola Club Fourth of July Barbeque
 - July 6: Community Center Planning Open House at the Cafe
 - July 7 Community Center Planning Open House at the Cafe
 - July 10: Board meeting
 - August 3: Board Meeting
 - August 16: Sounds of Summer Concert Series with the Hazel Miller Band
 - August 18: Board Meeting/Annual Meeting/CPOA Election
 - September 23: Horsin' Around Day *
 - September 22: Board Meeting
 - October 4: Board Meeting
- *Date change

Visit CordilleraLiving.com/CommunityCenter to learn more.

PUBLIC INPUT REGARDING COMMUNITY CENTER

Director Brooks and Director McBride opened up public input for comments on the community center. Nancy Boyce, John Warren, Buzz Larson, Charlene Koegel and Cindy Moran all had public input.

ADJOURNMENT

Director Bruce moved to adjourn the Special Meeting of the Cordillera Property Owners Association. Seconded by Director Smith.

Upon motion duly made and seconded, the Board unanimously agreed to **Adjourn** the Special Meeting of the Cordillera Property Owners Association at 5:49 p.m. on Wednesday, May 24, 2017.

Respectfully submitted,

Tracy Stowell
Executive Coordinator

To: The Cordillera Metro District

From: Albert and Beth Blumberg

Subject: Home Site --177 Red Draw, Cordillera Ranch

We have owned Red Draw, Lot 6 at 177 Red Draw for many years. We had hoped to build a home by now, but our commitments remain on the East Coast.

We would like the opportunity to donate the lot to the Cordillera Metro District and would appreciate your consideration of this offer at your next Board meeting, on June 23.

Please feel free to contact us with any questions. Albert cell [REDACTED]. Beth cell [REDACTED].

Albert and Beth Blumberg

Account: R040908

Location

Situs Address 000177 RED DRAW
Tax Area SC035 - CORDILLERA - SC035
Parcel Number 2107-103-01-006
Legal Summary Subdivision:
CORDILLERA SUB FIL 10 Lot: 6 BK-0630 PG-0263 MAP 01-18-94

Owner Information

Owner Name BLUMBERG, ALBERT L. & BETH P.
Owner Address 8 JENNY LN
PIKESVILLE, MD 21208-1613

Assessment History

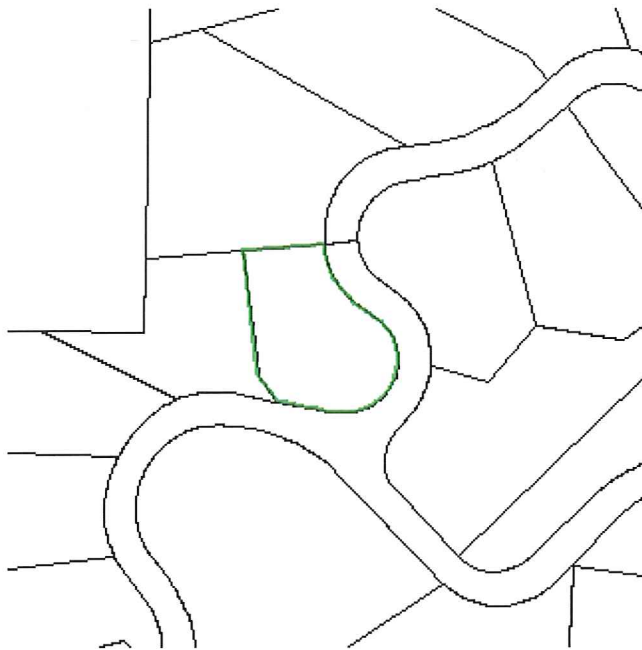
Actual (2017) \$180,000
Assessed \$52,200
Tax Area: SC035 Mill Levy: 116.5330
Type Actual Assessed Acres SQFT Units
Land \$180,000 \$52,200 0.910 0.000 0.000

Transfers

Sale Date	Sale Price	Doc Description
07/21/1994	\$200,000	WARRANTY DEED
02/12/1998	\$385,000	WARRANTY DEED
		DECLARATION
		DECLARATION
		DECLARATION
		DECLARATION

Images

- [GIS](#)



Information set forth on this Site Plan may not be accurate. Buyer may not rely on the information contained herein and is advised to obtain a current improvement location certificate or survey and a title insurance commitment for review with Buyer's legal counsel.

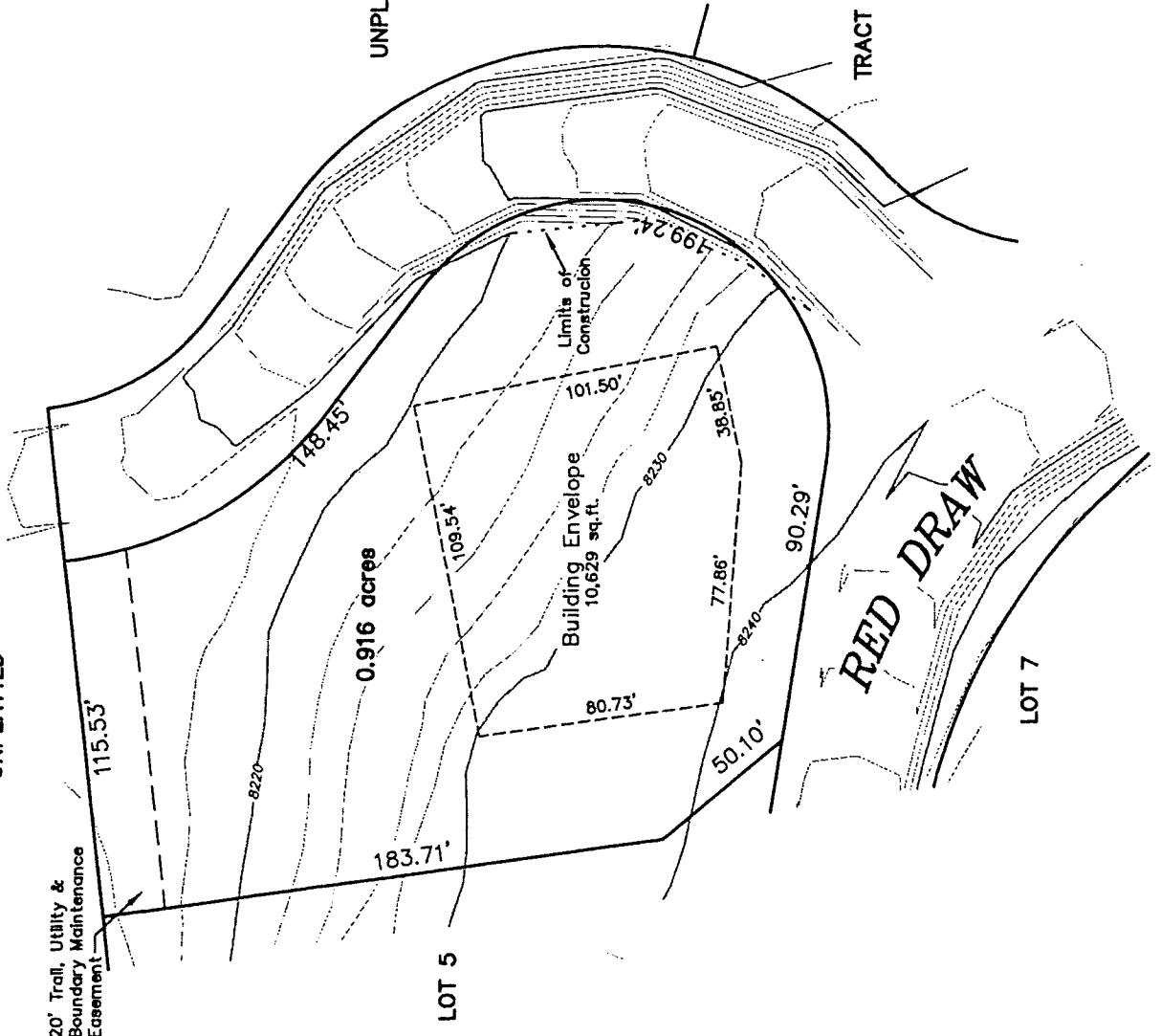
LOT 6 CORDILLERA FILING NO. 10



UNPLATTED

TRACT V

UNPLATTED

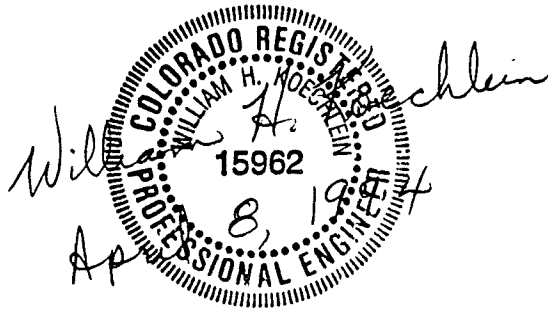


SCALE 1" = 60'

PREPARED BY
JOHNSON KUNDEL & ASSOCIATES, INC.

KOECHLEIN CONSULTING ENGINEERS
CONSULTING GEOTECHNICAL AND MATERIALS ENGINEERS

SOILS AND FOUNDATION INVESTIGATION
PROPOSED ROHR RESIDENCE
LOT 6, FILING 10
CORDILLERA SUBDIVISION
EAGLE COUNTY, COLORADO



Prepared for:

Mr. Dan Rohr
1314 Marquette Avenue
Minneapolis, Minnesota 55403

Job No. 94-31

April 8, 1994

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SCOPE

This report presents the results of a soils and foundation investigation for the proposed Rohr residence to be located on Lot 6 of Cordillera Subdivision, Filing No. 10 in Eagle County, Colorado. A description of subsurface conditions found in the exploratory test pits, recommendations for foundation construction, and criteria for design of foundations are presented in the report. The report was prepared based on conditions found in the exploratory test pits, results of laboratory tests, and our experience with similar subsurface conditions in the area. The recommended foundation construction procedure is influenced by the proposed type of structure and anticipated foundation loads. Prior to construction we should review the plans for the residence to confirm that our recommendations are satisfactory for the building as designed. A summary of conclusions and recommendations is presented in the following paragraphs.

SUMMARY OF CONCLUSIONS

1. Subsurface conditions at the site were relatively uniform. The test pits indicated 2 to 4 feet of organic topsoil underlain by clayey, gravelly silt or silty, sandy, gravelly clay with cobble and small boulder size rocks to the maximum depth explored of 10 feet. Beneath the soil a hard bedrock was found.
2. No free ground water was found in the excavation at the time of this investigation.

SITE CONDITIONS

The lot for the structure is located on the north side of Red Draw. The site generally slopes downward to the northeast at about 15 percent with a difference in elevation of about 20 feet across the building envelope. No roads or residences have been constructed in the area. Vegetation consisted of natural grasses, weeds, and trees.

SUBSURFACE CONDITIONS

Subsurface conditions were investigated at this site on March 22, 1994, by excavating two exploratory test pits with a Catapiller 225 backhoe at the locations shown on Fig. 2. Logs of the Exploratory Test Pits are presented on Fig. 3. The soils found in the test pits were not uniform. The soils consisted of about 2 to 4 feet of organic topsoil. In test pit TP-1, topsoil was underlain by clayey, gravelly silt with cobble size rock fragments, extending to a depth of 7 feet. Siltstone layers and fragments were encountered at 7 feet and extended to the maximum depth explored of 10 feet. Backhoe refusal occurred at 10 feet from the ground surface indicating a hard bedrock. In test pit TP-2, two feet of organic topsoil was underlain by silty, sandy, gravelly clay. Cobble and boulder size rock fragments were encountered at deeper depths. Backhoe refusal occurred in test pit TP-1 at about 9.5 feet from the ground surface indicating a hard bedrock.

Typical samples obtained in the test pits were tested in our laboratory for natural moisture content, natural dry density, gradation, and

swell-consolidation. The results of these tests are presented on Fig. 3, Logs of Exploratory Test Pits, Fig. 4, Gradation Test Results, and Fig. 5, Swell-Consolidation Test Results.

No free ground water was observed in the excavations at the time of our investigation. However, the soils may become very moist to wet during peak runoff times or wet periods of the year.

SITE GRADING

Cut (up to 10 feet) and some fill may be required for construction of the driveway and basement-garage areas. Excavation may extend deeper than our exploratory test pits. It is possible that cobble and boulder size rocks and hard bedrock may be encountered when excavating to depths greater than 10 feet. If boulder size rocks or hard bedrock are found some difficulty may be encountered when excavating. Heavy backhoe equipment or blasting below depths of 10 feet may be required to accomplish the excavation if this occurs.

Up to 4 feet of topsoil was found in the test pits. The topsoil should be removed from the structure area.

We recommend the building be stepped to fit the slope of the site and excavations be limited to a depth of 10 feet. Great care needs to be exercised during construction so that the slope remains stable. Backfill or other fill may be constructed from the on-site soils excavated from the cuts. No gravel or cobble larger than 6 inches or topsoil should be used in any fill area. Prior to placing fill, the area

should be stripped of all vegetation and topsoil, scarified, and compacted. Fill should be placed in thin loose lifts, moisture conditioned to within 2 percent of optimum moisture content, and compacted to at least 90 percent of the modified Proctor maximum dry density (ASTM D-1557) or 95 percent of the standard Proctor maximum dry density (ASTM D-698). The placement and compaction of fill should be observed and tested by a representative of our office.

The soils classify as a Type B soil in accordance with OSHA regulations. OSHA regulations should be followed for any excavation or cuts.

FOUNDATION

The near surface materials consisted of organic topsoil underlain by clayey, gravelly silt or silty, sandy, gravelly clay with cobble and boulder size rocks. The near surface soils have low to moderate expansive soil layers as indicated by the test results shown on Fig. 5. These layers need to be carefully observed during construction excavation. Expansive soils are stable at their natural moisture content, but upon wetting can heave lightly loaded foundations or floors. Spread footing foundations should be placed at deeper depths near very dense soils with cobble and boulder size material or on the bedrock, if it is possible. In our opinion, a spread footing foundation system may be used to support the proposed structure. The footings should be supported on natural materials at least 5 feet below the existing ground

surface. The spread footing foundation system should be designed and constructed to meet the following criteria:

1. Footings should be supported by undisturbed materials at least 5 feet below the existing ground surface. Soils loosened by machine excavation should be cleaned from the excavation prior to placing concrete for the footings.
2. Wall and column footings may be designed using a maximum allowable bearing pressure of 3,000 psf.
3. The dimensions for column footings should be at least 24 inches square and for continuous wall footings should be at least 16 inches wide. The footing widths could be greater depending on the loads of the structure.
4. Continuous foundation walls should be reinforced, top and bottom, to span local anomalies in the soil.
5. Pockets of soft or loose soils may be found in the bottom of the excavations for footings. Where soft or loose soils are found they should be removed to expose firm soils and replaced with lean concrete or compacted soils. The on-site soils or approved imported granular fill are acceptable for compacted fill. The fill should be placed in thin loose lifts, moisture conditioned to within 2 percent of the optimum moisture content, and compacted to at least 95 percent of the modified Proctor maximum dry density (ASTM D-1557) or 98 percent of the standard Proctor maximum dry density (ASTM D-698).
6. The foundation soils contain cobble and boulder size rocks. Removal of cobble and boulder size rocks can result in depressions and rough bottoms to the excavation. The resulting depressions can be backfilled with compacted fill or lean concrete. Refer to preceding 5 for backfill requirements.
7. Cobble and boulder size rocks and hard bedrock could be difficult to excavate. Heavy equipment or blasting below depths of 10 feet may be required to accomplish the desired excavations.
8. Exterior footings should be protected from detrimental frost action. The normal depth of frost protection in the area is 4 feet beneath the exterior ground surface.
9. The foundation excavation should be observed by a representative of our office to confirm that the subsurface conditions

are as anticipated. In addition, the placement and compaction of fill or backfill materials at the site should be observed and tested by a representative of our office during construction.

FLOOR SLABS

The near surface soils have low to moderate expansive soil layers, Fig. 5. Expansive soils are stable at their natural moisture content but upon wetting these soils cause heaving and cracking to the slab-on-grade floors. These layers need to be carefully observed during construction excavation. If expansive soil layers dominate the subsurface conditions, special considerations should be given to the type of floor slab system used at this site. If the owner is not willing to accept the risk of floor slab movement we recommend either a structural floor system with at least 12 inches of air space beneath the floor or remove the soils to the bedrock surface and then replace them with a compacted imported granular fill. If the owner is willing to accept the risk of floor slab movement then the floors can be constructed as slabs-on-grade on the natural soils.

We recommend the following precautions for the construction of slabs-on-grade at this site. These precautions will not prevent floor slab movement in the event the soils become wetted.

1. Slabs should be separated from exterior walls and interior bearing members. Vertical movement of the slab should not be restricted.

2. Slab-bearing partitions should be minimized. Where such partitions are necessary, a slip joint should be constructed to allow free vertical movement of the partitions.
3. Underslab plumbing should be eliminated where feasible. Where such plumbing is unavoidable it should be thoroughly pressure tested during construction. Plumbing and utilities which pass through the slabs should be isolated from the slabs.
4. Heating and air conditioning systems supported by slabs should be provided with flexible connections so that slab movement is not transmitted to duct work.
5. Exterior slabs should be separated from the buildings. These slabs should be reinforced to function as independent units. Movement of these slabs should not be transmitted directly to the foundations or walls of the buildings.
6. Frequent control joints should be provided in all slabs to reduce problems associated with shrinkage.
7. Placement and compaction of all fill beneath slabs should be observed and tested by a representative of our office.

The subsurface soils at this site consisted of about 4 feet of organic topsoil. Any construction area should be stripped of all vegetation and topsoil, scarified, and compacted.

Fill may be required to raise the grade for slab-on-grade floors after removing the topsoil or in foundation excavations adjacent to slab-on-grade areas. The fill may consist of on-site soils or approved imported granular fill. No gravel larger than 6 inches should be placed in fill areas. The fill should be placed in thin loose lifts, moisture conditioned, and compacted to at least 90 percent of the modified Proctor maximum dry density (ASTM D-1557) or 95 percent of the standard Proctor maximum dry density (ASTM D-698).

FOUNDATION DRAINAGE

Surface water frequently flows through relatively permeable backfill adjacent to the residence and collects on the surface of relatively impermeable soils occurring at the foundation elevation. This can cause wet or moist basement conditions after construction. To reduce the accumulation of surface moisture adjacent to basement walls, we recommend provision of a foundation drain. The drain should consist of a 4-inch diameter perforated pipe encased in free draining gravel. The drain should be sloped so that water flows to a sump where water can be removed by pumping, or to a positive gravity outlet. Recommended details for a typical foundation wall drain are presented on Fig. 6.

RETAINING AND FOUNDATION WALLS

Basement and retaining walls will require lateral design pressures. We anticipate basement and retaining walls of 8 to 12 feet in height. Lateral earth pressures depend on the type of backfill and the height and type of wall. Where walls are free to rotate sufficiently to mobilize the strength of the backfill, the walls should be designed to resist the "active" earth pressure condition. Where walls are restrained, which normally occurs in a basement wall, the walls should be designed to resist the earth pressure "at rest" condition. For design, an equivalent fluid weight of 40 pcf should be used for the "active" earth pressure and an equivalent fluid weight of 55 pcf should be used for the "at rest" earth pressure. A passive equivalent fluid

weight of 300 pcf can be used to resist the wall loads where the soils will always remain in place at the toe of the wall. The equivalent fluid weights do not include allowances for surcharge loads due to hydrostatic pressures or live loads. A coefficient of friction of 0.5 can also be used at the bottom of the footing to resist the wall loads.

Backfill behind or adjacent to the wall should be compacted to at least 90 percent of the modified Proctor maximum dry density (ASTM D-1557) or 95 percent of the standard Proctor maximum dry density (ASTM D-698). The backfill should be placed in thin loose lifts and compacted. Placement and compaction of the fill should be observed and tested by a representative of our office.

To reduce the possibility of developing hydrostatic pressures behind retaining walls, a drain should be constructed adjacent to the wall. The drain may consist of a manufactured drain system or gravel. If gravel is used, it should have a maximum size of 1.5 inches and have a maximum of 3 percent passing the No. 200 sieve. Washed concrete aggregate will be satisfactory for the drainage layer. The gravel drain fill or manufactured drain should extend from the bottom of the retaining wall to within 2 feet of subgrade elevation. The water can be drained by a perforated pipe with collection of the water at the bottom of the wall leading to a positive gravity outlet. A typical detail for a retaining wall drain is presented on Fig. 7.

CONCRETE

The soils in this area can contain soluble sulfates. Sulfates can cause damage to concrete members constructed with ordinary cement that come into contact with the soil. Type V cement is normally recommended for high sulfate areas. However, a suitable alternative of Type V cement is a "modified" Type II cement. The "modified" Type II cement contains less than 5 percent tricalcium aluminate. Use of a cement rich mixture (maximum of 0.5 water/cement ratio) and 5 to 7 percent air entrainment further increases the sulfate resistance. This cement should be used for all concrete members (slabs, foundation, foundation walls, curb and gutter, and sidewalks) that come in contact with the soil or bedrock.

SURFACE DRAINAGE

The risk of wetting of the foundation soils and developing hydrostatic pressure behind below grade walls can be reduced by carefully planned and maintained surface drainage. We recommend the following precautions be observed during construction and maintained at all times after the residence is complete.

1. Wetting or drying of the open foundation excavation should be avoided as much as possible during construction.
2. The ground surface surrounding the exterior of the residence should be sloped to drain away from the residence in all directions. We recommend a slope of at least 12 inches in the first 10 feet.

3. Backfill around foundation walls should be moistened and compacted to at least 90 percent of the modified Proctor maximum dry density (ASTM D-1557) or 95 percent of the standard Proctor dry density (ASTM D-698).
4. Landscaping which requires considerable watering and lawn sprinkler heads should be located at least 10 feet from the foundation walls.
5. If roof downspouts and drains are installed, they should discharge well beyond the limits of all backfill.

LIMITATIONS

Although the test pits were located to obtain a reasonably accurate determination of foundation conditions, variations in the subsurface conditions are always possible. Any variations that exist beneath the site generally become evident during excavation for the structure. We should observe the completed excavation to confirm that the soils are as indicated by the test pits and to verify the slab-on-grade recommendations. The placement and compaction of fill should be observed and tested. The design criteria and subsurface data presented in this report are valid for 3 years from the date of this report.

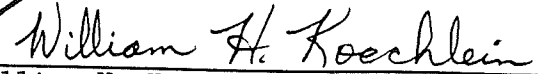
If we can be of further service in discussing the contents of this report or in analyses of proposed structures from the soils and foundation viewpoint, please call.

KOECHLEIN CONSULTING ENGINEERS

By


Shamshad Hussain, Ph.D.

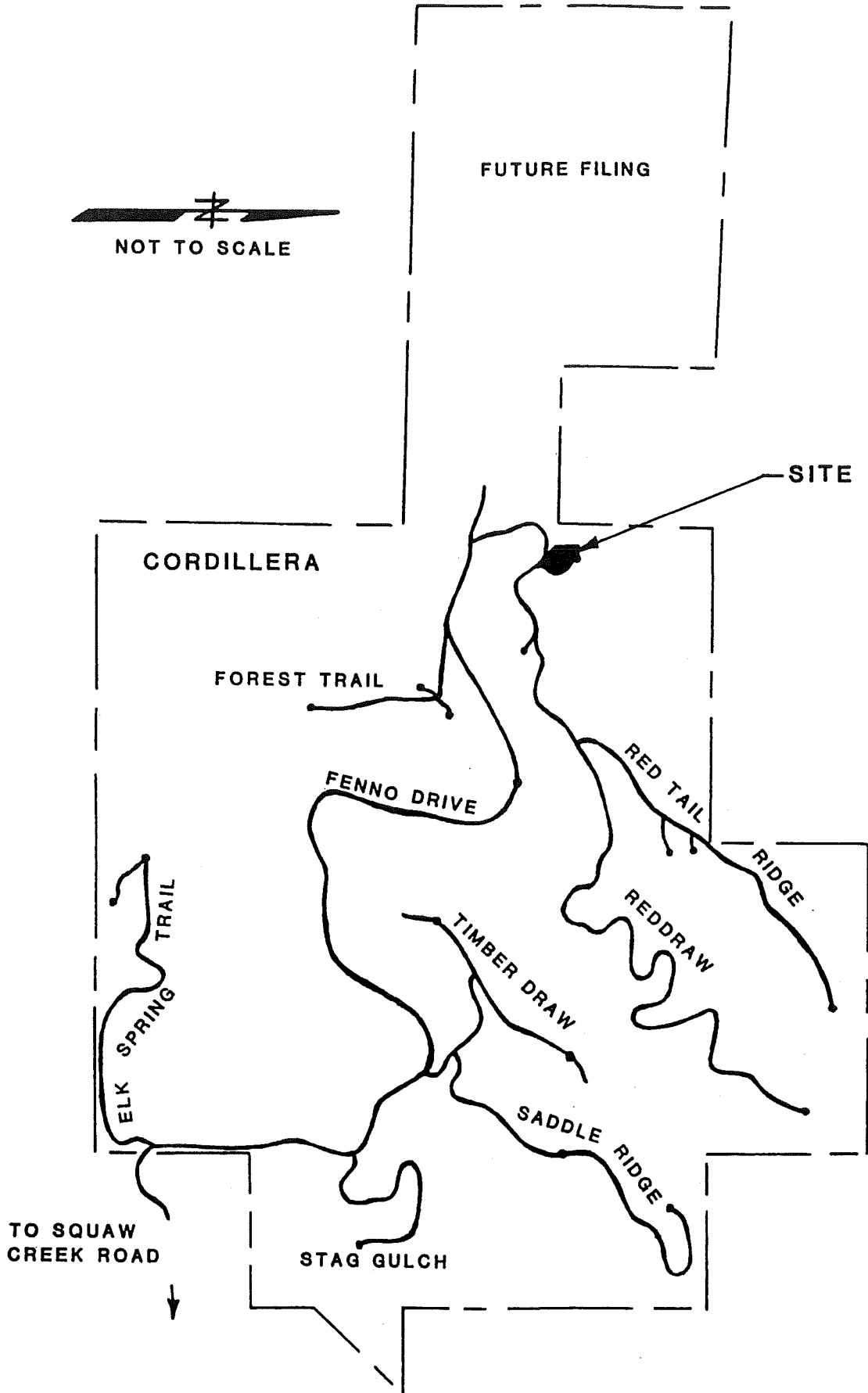
Reviewed by


William H. Koechlein, P.E., President

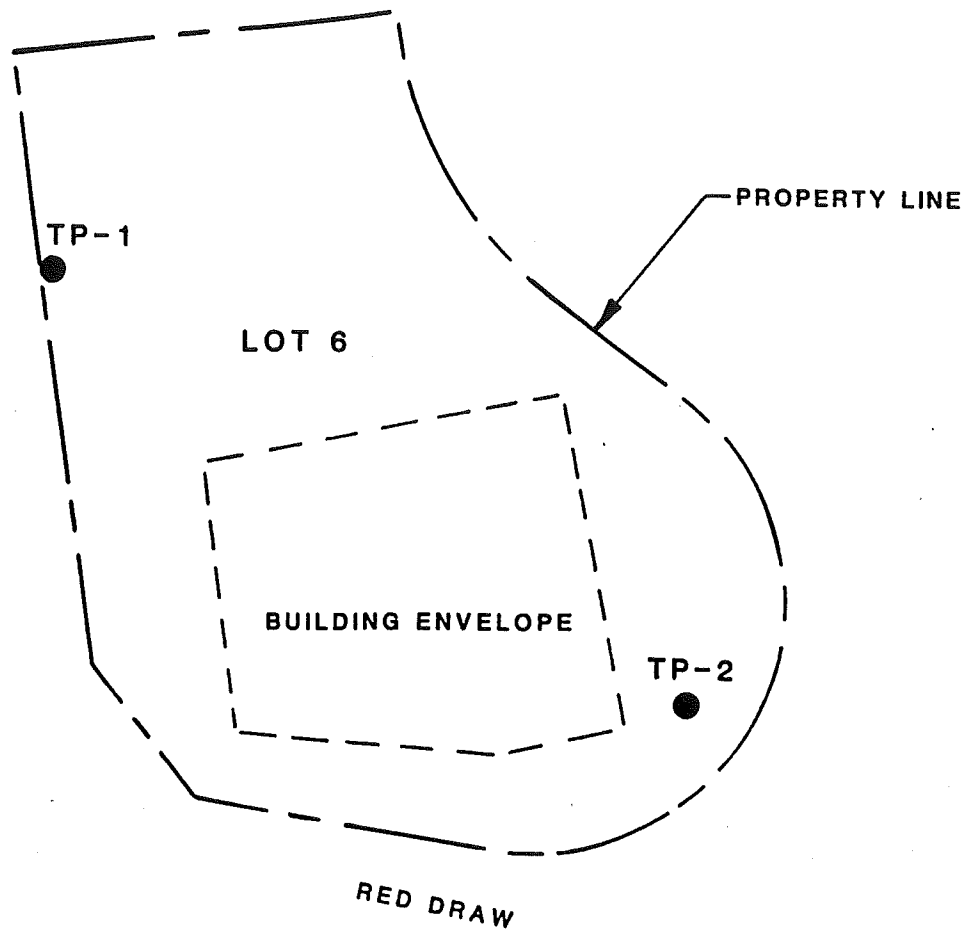


WHK/gk

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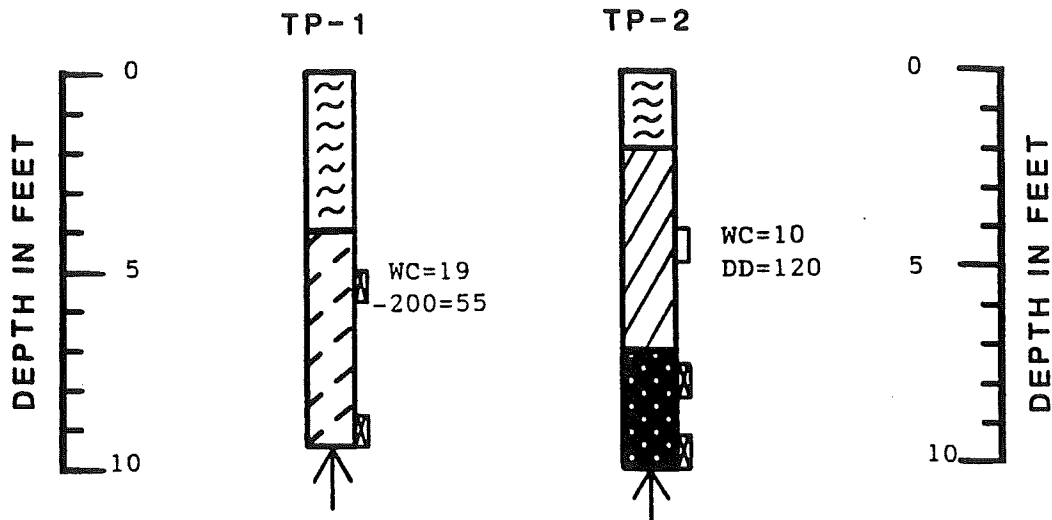


VICINITY MAP



SCALE: 1" = 60'

LOCATION OF EXPLORATORY TEST PITS



LEGEND:



TOPSOIL



DISTURBED SAMPLE. Obtained from backhoe cutting.



CLAY, Silty, Sandy, Gravelly, Roots, Moist, Very dense, Brown.



SILT, Clayey, Gravelly, Cobbles, Moist, Dense, Red.



HAND DRIVEN SAMPLE. A 2-inch diameter brass liner driven into the soil with a hammer.



SILTSTONE, Rock Fragments, Gravelly, Layers of shale, Very dense, Red.



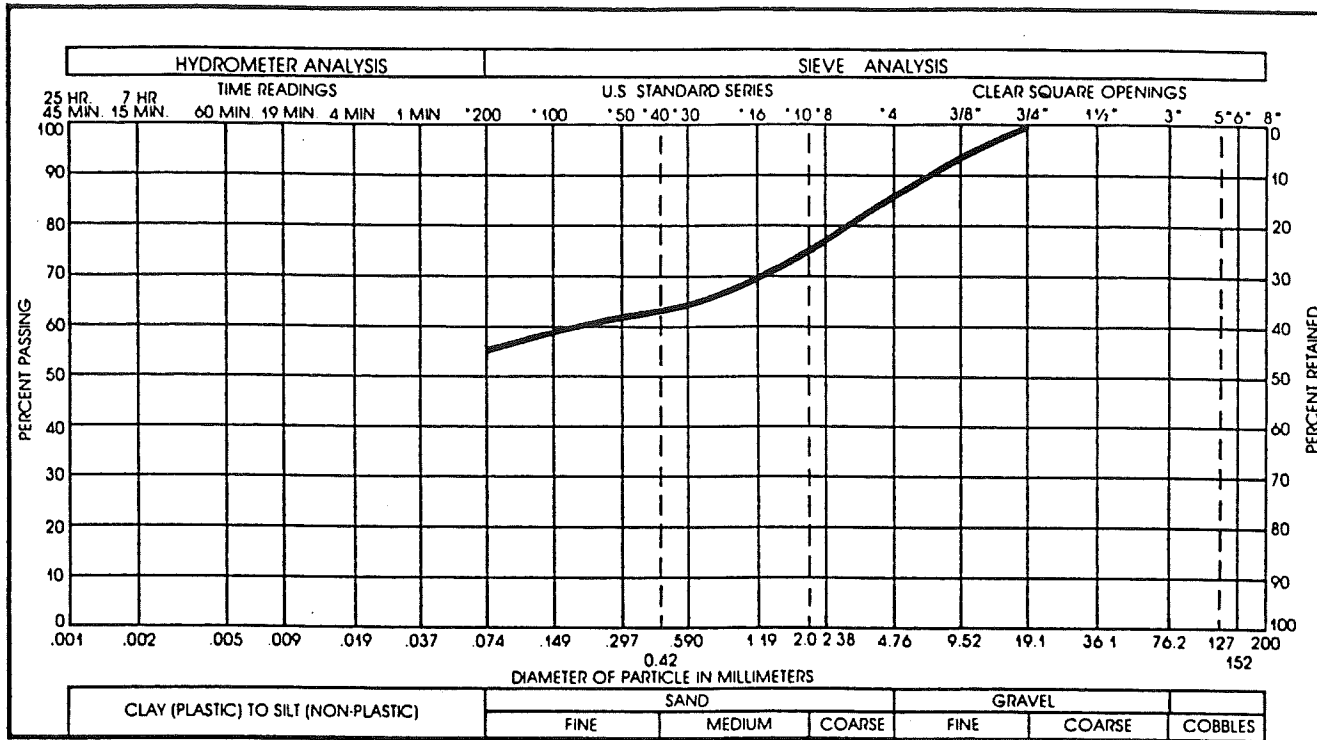
BACKHOE REFUSAL

NOTES:

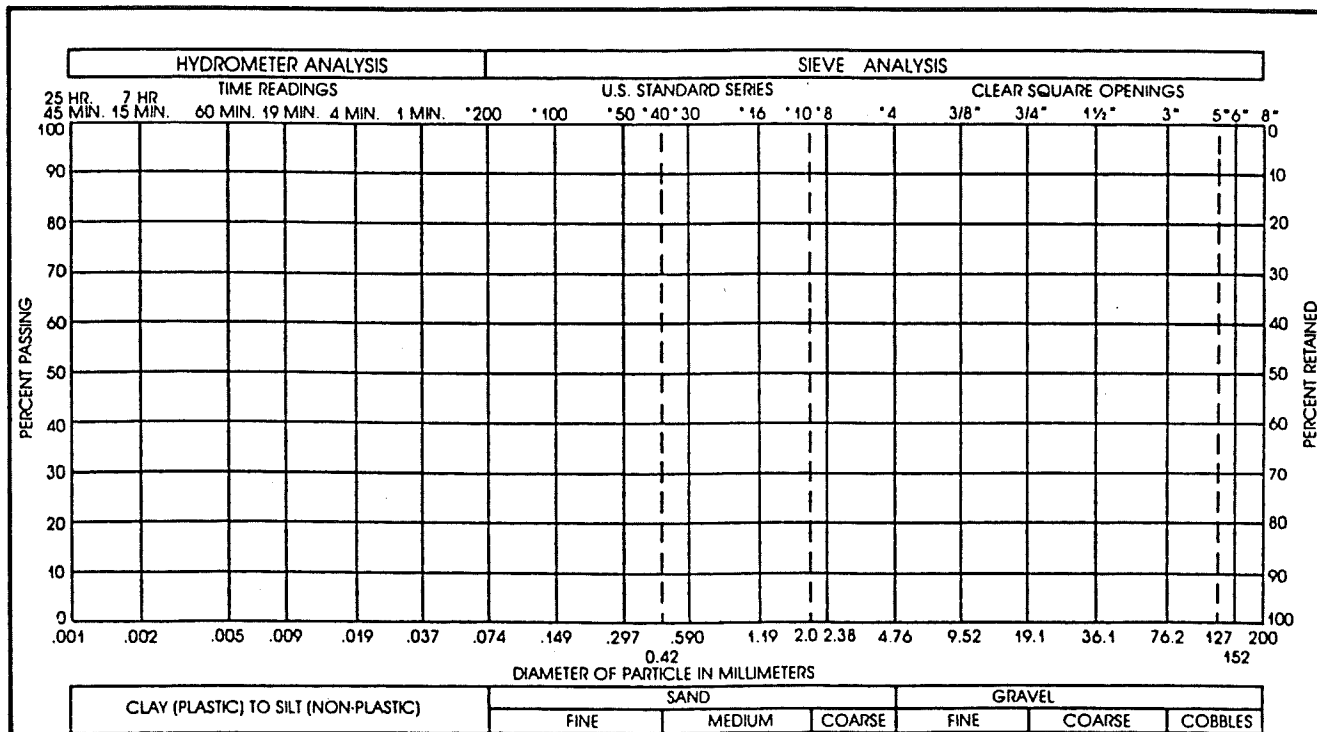
1. The exploratory test pits were excavated on March 22, 1994 with a backhoe.
2. No free ground water was measured at the time of excavation.
3. The Test Pit Logs are subject to the limitations, explanations, and conclusions as contained in this report.
4. Laboratory Test Results.
 - WC - Indicates natural moisture content (%)
 - DD - Indicates dry density (pcf)
 - 200 - Indicates percent passing the No. 200 sieve (%)

LOGS OF EXPLORATORY TEST PITS

KOECHLEIN CONSULTING ENGINEERS

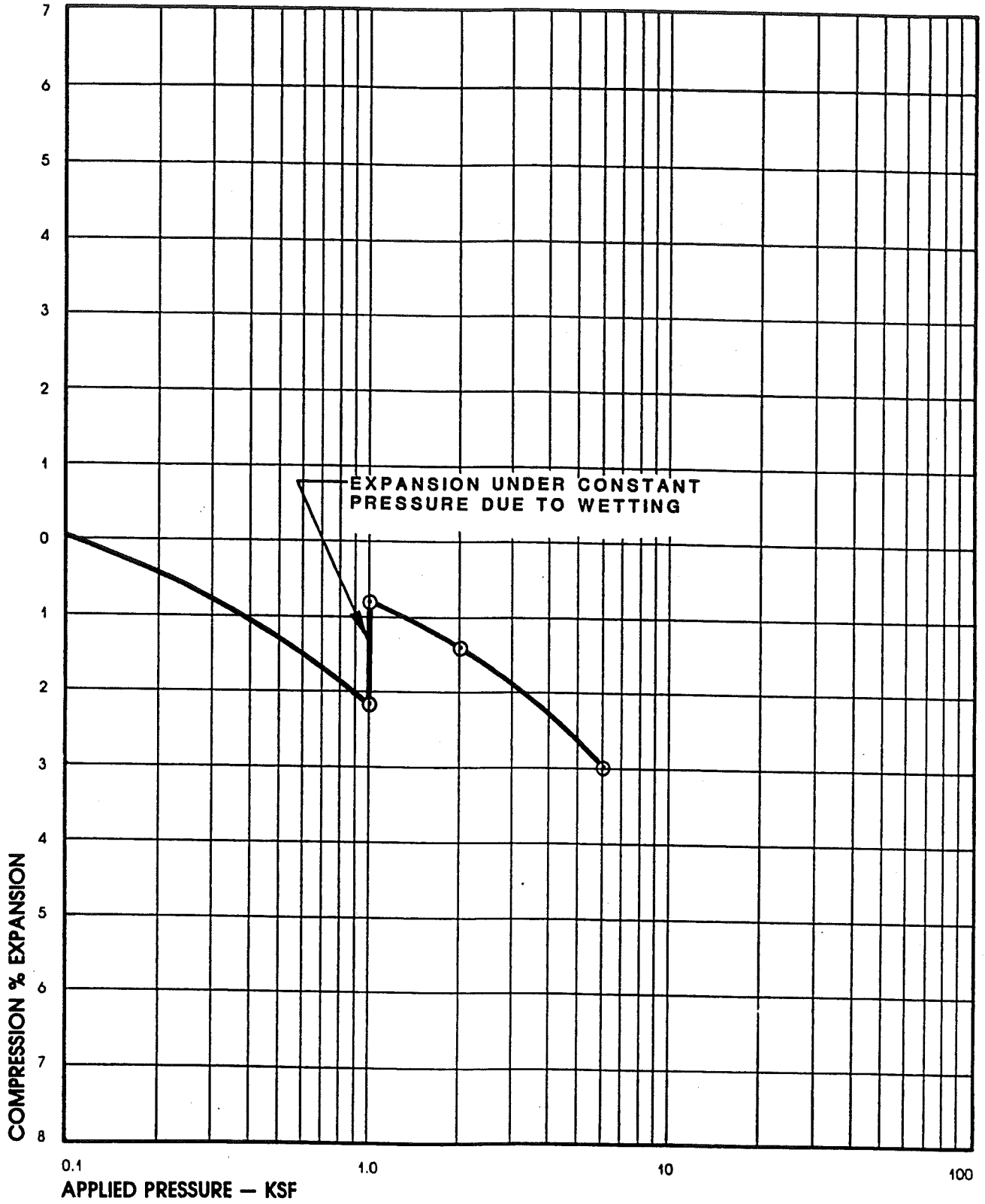


Sample of CLAY, Sandy, Gravelly GRAVEL 14 % SAND 31 %
 From Test Pit TP-1 at 5 feet SILT & CLAY 55 % LIQUID LIMIT _____ %
 PLASTICITY INDEX _____ %



Sample of _____ GRAVEL _____ % SAND _____ %
 From _____ SILT & CLAY _____ % LIQUID LIMIT _____ %
 PLASTICITY INDEX _____ %

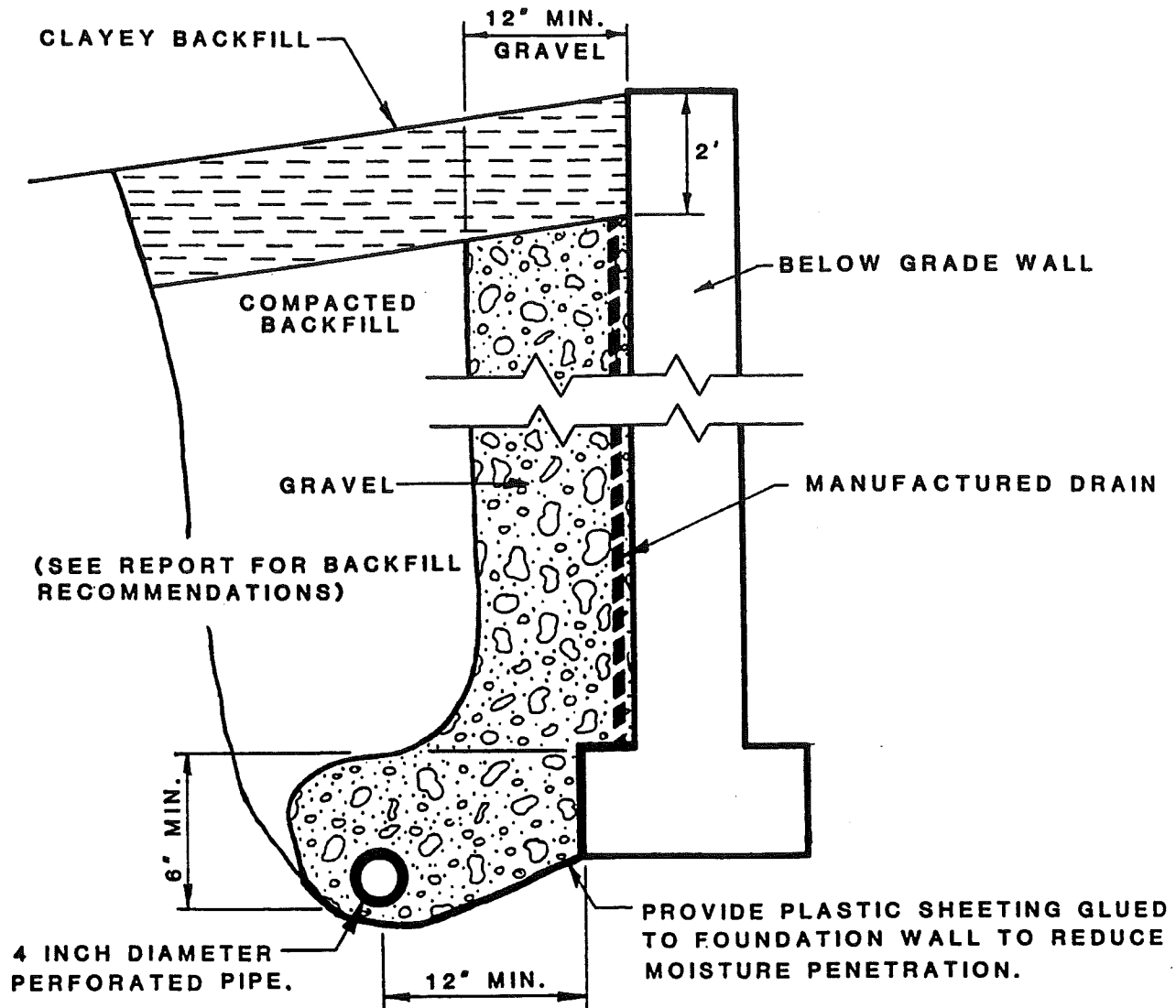
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Sample of SILT, Clayey
From Test Pit TP-2 at 4 feet

NATURAL DRY UNIT WEIGHT = 120 PCF
NATURAL MOISTURE CONTENT = 10 %

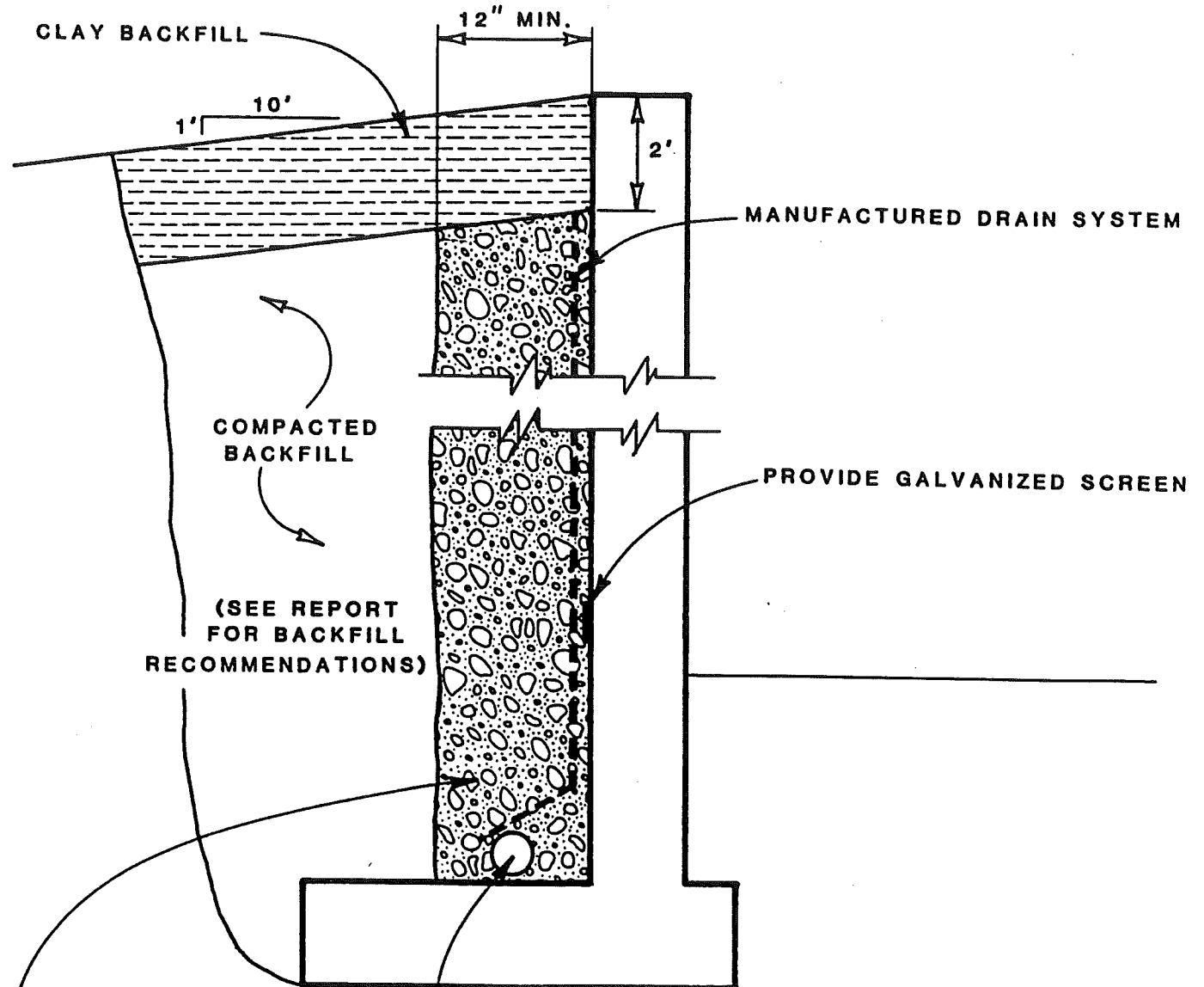
SWELL - CONSOLIDATION TEST RESULTS



NOTES:

1. INSTALL EITHER:
 - A. APPROVED MANUFACTURED DRAIN SYSTEM AND GRAVEL COVERED PIPE OR
 - B. GRAVEL WITH PIPE
2. DRAIN SHOULD BE AT LEAST 6 INCHES BELOW TOP OF FOOTING AT THE HIGHEST POINT AND SLOPE DOWNWARD TO A POSITIVE GRAVITY OUTLET OR TO A SUMP WHERE WATER CAN BE REMOVED BY PUMPING.
3. THE DRAIN SHOULD BE LAID ON A SLOPE RANGING BETWEEN 1/8 INCH AND 1/4 INCH DROP PER FOOT OF DRAIN.
4. GRAVEL SPECIFICATIONS: WASHED 1 1/2 INCH TO NO. 4 GRAVEL WITH LESS THAN 3% PASSING THE NO. 200 SIEVE.

TYPICAL WALL DRAIN DETAIL



WASHED 1 1/2 INCH TO NO. 4 GRAVEL WITH LESS THAN 3 PERCENT PASSING THE NO. 200 SIEVE.

4 INCH DIAMETER PERFORATED PVC PIPE. THE DRAIN LINE SHOULD BE LAID ON A SLOPE RANGING BETWEEN 1/8 INCH AND 1/4 INCH DROP PER FOOT OF DRAIN AND LEAD TO A POSITIVE GRAVITY OUTLET.

NOTE:

INSTALL EITHER

1. APPROVED MANUFACTURED DRAIN SYSTEM AND PIPE OR
2. GRAVEL WITH PIPE OR
3. WEEP HOLES WITH GRAVEL

TYPICAL EARTH RETAINING WALL DETAIL

Cordillera Metro District
Schedule of Revenue & Expenditures and Changes in Fund Balance
2017 Actual Through March 31, 2017

	12/31/2016 Unaudited Fund Bal	2017 Actual			Increase (Decrease) Fund Bal	3/31/2017 Fund Bal
		Revenues	Expenditures	Transfers In/Out		
CMD						
General or Operating Fund	2,097,796	1,703,607	(1,279,860)	0	423,747	2,521,543
Water Enterprise Fund	2,054,726	64,219	0	0	64,219	2,118,946
Capital Projects Fund	272,047	3,771	(162,578)	0	(158,808)	113,239
CMD - Debt Service Fund	229,141	556,257	(16,672)	0	539,585	768,726
CMMD - Debt Service Fund	95,740	273,444	(8,188)	0	265,256	360,996
CMD - Debt Service Reserve Fund	167,498	0	0	0	0	167,498
	4,916,948	2,601,299	(1,467,299)	-	1,134,000	6,050,947

Cordillera Metropolitan District (Consolidated)
Balance Sheet
3/31/2017
Unaudited

ASSETS

CASH

Alpine Bank Operating Checking	1,448,448	
Alpine Bank Payroll Checking	90,982	
Cash - Alpine Bank Flex Ben Acct	7,574	
Cash - Alpine Bank CMD MM	(1)	
Petty Cash	200	
Cash - Alpine Bank CTF Account	537	
Cash - CMD Petty Cash Checking	573	
Total Operating Cash		1,548,312

ColoTrust - Operating	2,259,819	
Cash - ColoTrust CMD D.S. Funds	630,308	
Cash - ColoTrust CMMD D.S. Funds	421,396	
Cash - ColoTrust DRB Deposits	183,230	
Cash - Bank One - Lease Proceeds Escrow	(51)	
Cash - Millenium Bank - Wildlife Chk	73,470	
Cash - Millenium Bank - Wildlife CD	170,660	
Charles Schwab MM	1,077,769	
Cash - ColoTrust Sinking Fund	89,298	
Total Cash		4,905,898

OTHER CURRENT ASSETS

Accounts Receivable	122,623	
Year End Receivables	4,089	
Allowance for Doubtful Accounts	(19,195)	
Accounts Receivable - Eq Center	2,261	
A/R - Eagle County Treasurer	0	
A/R - Eagle County Treasurer CMD Debt	0	
A/R - Eagle County Treasurer CMMD Debt	0	
Accts Receivable - Eagle County	(40)	
Health Insurance Deposits	0	
A/R Other	(669)	
Due to/from CPOA	118,745	
A/R - Employee Advances	(250)	
Advances-Ski Passes	(711)	
Prepaid Expenses	(742)	
Prepaid Expenses - Eq Center	6,533	
Property Taxes Receivable	6,217,395	
Total Other Current Assets		6,450,039

FIXED ASSETS

Land	7,285,224	
Road Infrastructure	15,036,866	
Improvements	4,432,482	
Equipment - Vehicles	1,822,830	
Equipment - General Inland Marine	652,905	
Buildings	7,421,330	
Less: Accumulated Depreciation	(19,396,120)	
Total Fixed Assets		17,255,517

Cordillera Metropolitan District (Consolidated)
 Balance Sheet
 3/31/2017
 Unaudited

OTHER ASSETS

Bond Refunding Costs	32,794	
Accrued Interest Payable	(49,337)	
Unrealized Gain on Investments	(0)	
Deferred Issue Premium	(63,223)	
GASB 34 Adjustments		
Total Other Assets		(79,766)

TOTAL ASSETS

30,080,000

LIABILITIES & EQUITY

CURRENT LIABILITIES

Accounts Payable	52,365	
Year End Accounts Payable	3,201	
Accounts Payable - Credit Cards	6,471	
Accounts Payable - Credit Cards	6,561	
Accounts Payable - Home Depot	3,067	
Accrued Payrol/Liabilities	(0)	
Deferred Revenue	0	
Accrued Vacation/Sick Payable	174,036	
Federal Income Tax W/H Payable	99,234	
Cordillera Wildlife Funds	915	
Deposits - Equestrian Center	102,753	
Deferred Prop Taxes Receivable	6,217,395	
Other Deposits	10,000	
Total Current Liabilities		6,675,997

LONG-TERM LIABILITIES

Bonds Payable - CMD 2006	3,530,000	
Bonds Payable - CMD 2012	4,900,000	
Total CMD Bonds Payable		8,430,000
Bonds Payable - CMMD 2006	3,365,000	
Bonds Payable - CMMD 2015	1,445,000	
Total CMMD Bonds Payable		4,810,000
Total Long-Term Liabilities		13,240,000

TOTAL LIABILITIES

19,915,997

Fund Balance - Operating Fund	2,097,796	
Fund Balance - CMD Debt Service	229,141	
Fund Balance - CMMD Debt Service	95,740	
Fund Balance - Capital Fund	272,047	
Fund Balance - Eques Center	0	
Fund Balance - Debt Reserve Fund	167,498	
Assets Net of Debt	3,869,836	
Fund Balance Wild Life	243,220	
Fund Balance - Water Tank	2,054,726	
Revenues Over/(Under) Expenditures	1,134,000	
TOTAL FUND BALANCE		10,164,004

TOTAL LIABILITIES AND FUND BALANCE

30,080,000

Cordillera Metropolitan District (Consolidated)
 General Fund
 Statement of Revenues and Expenditures
 Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
 March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	YTD Actual Through 3/31/2017	Actual vs. Original Budget		
					Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues							
Property Taxes - Net	3,426,719	3,627,955	3,627,955	1,222,492	(2,405,463)	33.7%	
Specific Ownership Taxes - Operating	289,558	227,000	227,000	49,942	(177,058)	22.0%	
CPOA Administration Fees	1,190,923	1,093,447	1,173,447	273,362	(820,085)	25.0%	
Interest Income Operating	25,458	6,406	6,406	3,637	(2,769)	56.8%	
CVC Public Safety Revenue	248,636	295,854	295,854	66,127	(229,727)	22.4%	
Public Safety Revenue	40,258	33,950	33,950	4,190	(29,760)	12.3%	
Equestrian Center		373,256	373,256	81,417	(291,839)	21.8%	
Other Revenue	38,189	75,515	75,515	2,439	(73,076)	3.2%	
Total Revenues	5,259,741	5,360,127	5,813,383	1,703,607	(3,737,937)	31.8%	
Expenditures							
Administrative Expenses							
Administration Wages & Benefits	553,496	589,703	589,703	149,839	439,864	25.4%	
Employee Benefits	71,769	16,300	16,300	125,447	(109,147)	769.6%	
Audit & Accounting Fees	46,557	39,500	39,500	12,884	26,616	32.6%	
Insurance-Property/Casualty	66,202	72,839	72,839	73,720	(881)	101.2%	
Legal-General	258,038	206,000	206,000	45,119	160,882	21.9%	
MIS & Computer Fees	45,336	50,925	50,925	17,217	33,708	33.8%	
Other Operating Expenses	277,251	371,237	531,237	57,026	314,211	15.4%	
Utilities	9,812	12,410	12,410	3,354	9,056	27.0%	
Subtotal Administrative Expenses	1,328,461	1,371,324	1,518,914	484,605	874,308	35.3%	
Community Operations							
Community Operation Wages & Benefits	978,289	1,007,221	1,007,221	275,894	731,327	27.4%	
Flowers Maintenance	110,969	109,942	109,942	0	109,942	0.0%	
Mowing & Irrigation	53,185	53,715	53,715	0	53,715	0.0%	
Engineering	8,698	11,280	11,280	1,494	9,787	13.2%	
Utilities	72,312	62,946	62,946	14,960	47,986	23.8%	
Other Operating Expenses	74,238	79,125	86,318	29,492	49,633	37.3%	
Natural Resource Management	39,607	50,755	50,755	0	50,755	0.0%	
Roads - Snow & Maint.	119,145	128,779	128,779	31,136	97,643	24.2%	
Other Recreation Activities	30,444	25,210	25,210	11,415	13,795	45.3%	
Subtotal Community Operations	1,486,887	1,528,973	1,536,166	364,391	1,164,582	23.8%	

Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	YTD Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable (Unfavorable)	Actual % Received or Spent
Equipment Maintenance & Repair	210,205	242,640	242,640	67,004	175,636	27.6%
Public Safety Expenditures						
Public Safety Wages & Benefits	1,048,959	1,039,352	1,039,352	274,047	765,305	26.4%
Public Safety Utilities	15,755	17,694	17,694	4,519	13,175	25.5%
Other Operating Expenses	35,122	37,955	37,955	1,987	35,968	5.2%
Subtotal Public Safety Expenditures	1,099,836	1,095,001	1,095,001	280,553	814,448	25.6%
Equestrian Center Expenses		307,561	307,561	83,307	224,254	27.1%
Total Expenditures	4,125,388	4,545,498	4,700,281	1,279,860	3,253,228	
Revenue Over (Under) Expenditures	1,134,353	814,629	1,113,102	423,747	(484,709)	
Transfer from Equestrian Center	146,868					
Transfer to Capital Projects Fund	(1,250,000)	(1,182,000)	(1,182,000)	0	1,182,000	0.0%
Total Other Financing Sources (Uses)	(1,103,132)	(1,182,000)	(1,182,000)	0	1,182,000	
Change in Fund Balance	31,221	(367,371)	(68,898)	423,747	697,291	
Beginning Fund Balance	2,066,575	2,097,796	2,097,796	2,097,796	0	
Ending Fund Balance	2,097,796	1,730,424	2,028,897	2,521,543	697,291	

Cordillera Metropolitan District (Consolidated)
Debt Service Fund - CMD

Statement of Revenues and Expenditures

Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable (Unfavorable)	Actual % Received or Spent
Revenues						
Property Taxes CMD Debt Service	1,750,181	1,683,211	1,683,211	555,741	(1,127,470)	33%
Tap Fee Revenue	12,494			0	0	
CMD Debt Service Interest	8,950	883	883	516	(367)	58%
Total Revenues	1,771,626	1,684,094	1,684,094	556,257	(1,127,837)	33%
Expenditures						
Treasurers Fees CMD DS	52,589	50,496	50,496	16,672	33,824	33%
Debt Service	2,038,675	2,036,022	2,036,022	0	2,036,022	0%
Total Expenditures	2,091,264	2,086,518	2,086,518	16,672	2,069,846	1%
Revenue Over (Under) Expenditures	(319,638)	(402,424)	(402,424)	539,585	942,010	-134%
Transfer from CPOA	333,157	223,101	223,101	0	(223,101)	0%
Transfer from Reserve Fund		76,896	76,896			
Total Other Financing Sources (Uses)	333,157	299,997	299,997	0	(223,101)	0%
Change in Fund Balance	13,519	(102,427)	(102,427)	539,585	642,013	-527%
Beginning Fund Balance	215,622	229,141	229,141	229,141	0	100%
Ending Fund Balance	229,141	126,713	126,713	768,726	642,013	607%

Cordillera Metropolitan District (Consolidated)
Debt Service Fund - CMMD

Statement of Revenues and Expenditures

Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable (Unfavorable)	Actual % Received or Spent
Revenues						
Property Taxes CMMD Debt Service	771,895	794,161	794,161	272,944	(521,217)	34%
Tap Fee Revenue	24,106			0	0	
CMMD Debt Service Interest	6,037	200	200	500	300	250%
Total Revenues	802,038	794,361	794,361	273,444	(520,917)	34%
Expenditures						
Treasurers Fees CMMD DS	23,273	23,825	23,825	8,188	15,637	34%
Total Debt Service	863,348	985,491	985,491	0	985,491	0%
Total Expenditures	886,621	1,009,316	1,009,316	8,188	1,001,128	1%
Revenue Over (Under) Expenditures	(84,583)	(214,955)	(214,955)	265,256	480,211	-123%
Other Financing Sources (Uses)						
Transfer from CPOA	44,453	176,899	176,899	0	(176,899)	0%
Transfer from Reserve Fund		38,104	38,104			
Total Other Financing Sources (Uses)	44,453	215,003	215,003	0	(176,899)	0%
Change in Fund Balance	(40,130)	48	48	265,256	265,208	550666%
Beginning Fund Balance	135,870	95,740	95,740	95,740	0	100%
Ending Fund Balance	95,740	95,788	95,788	360,996	265,208	377%

Cordillera Metropolitan District (Consolidated)
 Debt Service Fund - 2002 Bond Reserve
 Statement of Revenues and Expenditures
 Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
 March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable Unfavorable	Actual % Received or Spent
Revenues						
Sinking Fund - Chaveno Interest Income	327			0	0	0
Total Revenues	<u>327</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Transfer From CPOA	22,390			0	0	0
Transfer to Debt Service Funds		(115,000)	(115,000)		115,000	
Total Other Financing Sources (Uses)	<u>22,390</u>	<u>(115,000)</u>	<u>(115,000)</u>	<u>0</u>	<u>115,000</u>	<u>115,000</u>
Revenue Over (Under) Expenditures	<u>22,717</u>	<u>(115,000)</u>	<u>(115,000)</u>	<u>0</u>	<u>115,000</u>	<u>115,000</u>
Beginning Fund Balance	145,108	167,825	167,825	167,825	0	0
Ending Fund Balance	<u>167,825</u>	<u>52,825</u>	<u>52,825</u>	<u>167,825</u>	<u>167,825</u>	<u>115,000</u>

Cordillera Metropolitan District (Consolidated)
Capital Projects Fund

Statement of Revenues and Expenditures

Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable (Unfavorable)	Actual % Received or Spent
Revenues						
Bearcat Stables Improvements	7,550	-	-	3,771	3,771	
Cordillera Preservation Found. Donation	0			0	0	
Sale of Equipment	0			0	0	
Total Revenues	7,550	0	0	3,771	3,771	#DIV/0!
Expenditures						
2016 Projects - Combined	1,179,580					
CommOps Building Foundation Repair			50,000	11,016	(11,016)	
Summit Tent				0	0	
Heavy Equipment - 2017 Capex		334,472	334,472	131,662	202,810	39%
Eques Ctr Remodel - 2017 Capex		10,000	10,000	5,979	4,021	60%
Admin Carpet - 2017 Capex		23,000	23,000	6,798	16,202	30%
Admin Windows - 2017 Capex		3,000	3,000	2,144	856	71%
Eques Footing - 2017 Capex		12,090	12,090	0	12,090	0%
Road Program - 2017 Capex		695,810	695,810	0	695,810	0%
Street Light LED - 2017 Capex		35,000	35,000	0	35,000	0%
Traffic Calming - 2017 Capex		15,800	15,800	0	15,800	0%
Gate Replacement - 2017 Capex		36,000	36,000	4,980	31,020	14%
Call Box Replacement - 2017 Capex		12,000	12,000	0	12,000	0%
Radio Replacement - 2017 Capex		18,865	18,865	0	18,865	0%
Rekey Buildings - 2017 Capex		6,000	6,000	0	6,000	0%
Remodel Gate Houses - 2017 Capex		40,000	40,000	0	40,000	0%
Guardrail Replacement - 2017 Capex		-	85,100	0	0	
Total Expenditures	1,179,580	1,242,037	1,377,137	162,578	195,816	13%
	(1,172,029)	(1,242,037)	(1,377,137)	(158,808)	1,218,329	13%
Transfer from General Fund	1,250,000	1,182,000	1,182,000	0	1,182,000	0%
Total Other Financing Sources (Uses)	1,250,000	1,182,000	1,182,000	0	1,182,000	0%
Revenue Over (Under) Expenditures	77,971	(60,037)	(195,137)	(158,808)	(98,771)	265%
Beginning Fund Balance	194,076	272,047	272,047	272,047	0	100%
Ending Fund Balance	272,047	212,010	76,910	113,239	36,329	53%

Cordillera Metropolitan District (Consolidated)
 Water Enterprise

Statement of Revenues and Expenditures

Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
 March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable Unfavorable	Actual % Received or Spent
Revenues						
Water Usage Fees	232,702	247,000	107,130	64,219	(182,781)	26%
Water Tap Fees				0	0	
Total Revenues	232,702	247,000	107,130	64,219	(182,781)	26%
Revenue Over (Under) Expenditures						
Beginning Fund Balance	1,822,024	2,054,726	2,054,726	2,054,726	0	
Ending Fund Balance	2,054,726	2,301,726	2,161,856	2,118,946	(182,781)	

Cordillera Metropolitan District (Consolidated)
 Equestrian Center
 Statement of Revenues and Expenditures
 Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
 March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable (Unfavorable)	Actual % Received or Spent
Revenues						
Boarding Stall Revenue	187,394	218,405	218,405	47,928	(170,477)	22%
Paddock Revenue	114,122	150,000	150,000	32,483	(117,517)	22%
Other EQ Ctr Revenue	3,919	4,851	4,851	1,006	(3,845)	21%
Total Revenues	305,435	373,256	373,256	81,417	(291,839)	22%
Expenditures						
Subtotal Wages & Benefits	173,690	171,012	171,012	39,030	131,982	23%
Subtotal Administrative Expenses	5,684	14,555	14,555	3,180	12,067	22%
Subtotal Boarding Expenses	63,603	67,991	67,991	27,181	40,810	40%
Maintenance	19,034	24,825	24,825	4,675	20,150	19%
Subtotal Utilities	21,666	29,178	29,178	9,241	19,937	32%
Total Operating Expenses	283,676	307,561	307,561	83,307	224,945	27%
Net Operating Revenue	21,758	65,695	65,695	(1,890)	(66,893)	-3%

**PROFESSIONAL SERVICES AGREEMENT
2017 CORDILLERA METRO DISTRICT & ROCKY MOUNTAIN
CUSTOM LANDSCAPES & ASSOCIATES, INC.**

This **PROFESSIONAL SERVICES AGREEMENT** ("Agreement") is made and entered into as of this 27th day of February, 2017, by and between **CORDILLERA METRO DISTRICT**, a quasi-municipal corporation and political subdivision of the State of Colorado (the "District"), and **ROCKY MOUNTAIN CUSTOM LANDSCAPES & ASSOCIATES, INC.**, (the "Contractor" Consultant"), collectively, the "Parties."

RECITALS

WHEREAS, the District was organized pursuant to the laws of the State of Colorado in order to construct, operate and maintain certain public facilities, improvements, and infrastructure in accordance with its approved service plan; and

WHEREAS, pursuant to Section 32-1-1001(1)(d)(I), C.R.S., the District is permitted to enter into contracts affecting the affairs of the District; and

WHEREAS, the District desires to procure services, for the purpose of cleaning, planting, maintaining, weeding, watering, and purchasing for 52 community annual and perennial flower beds; and

WHEREAS, the Contractor represents that it has that degree of specialized expertise and holds all required licenses necessary to perform the services contemplated herein; and

WHEREAS, the District desires to engage the Contractor to perform such services as are needed by the District and the Contractor is willing to provide such services to the District for reasonable consideration; and

WHEREAS, the Parties hereto desire to enter into this Agreement to establish the terms and conditions by which the Contractor shall provide such services to the District.

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the sufficiency of which is hereby acknowledged, the Parties do hereby agree as follows:

COVENANTS AND AGREEMENT

1.0 SERVICES PROVIDED BY CONTRACTOR

1.1 Scope of Services. The Contractor shall provide such professional services as are set forth in **Exhibit A** attached hereto and incorporated herein (the "Services"). The District may request the Contractor to perform additional services. Any requests for additional services shall be described in a work order, as attached hereto as **Exhibit B** ("Work Order"), and shall be executed by the Parties prior to the performance of any additional services by the Contractor. No Work Order shall be authorized by the District unless funds have been appropriated for payment as provided in Section 7.8

hereof. The Contractor shall have no right or authority, express or implied, to take any action, expend any sum, incur an obligation, or otherwise obligate the District in any manner whatsoever, except to the extent specifically provided in this Agreement. The District reserves the right to solicit and contract with other or additional contractors for the performance of the Services.

1.2 Professional Practices. All Services to be provided by the Contractor pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence, and skill ordinarily exercised by professional consultants in similar fields and circumstances in accordance with sound professional practices. The Contractor shall be responsible for providing, at the Contractor's sole cost and expense, all management, supervision, labor, materials, administrative support, supplies and equipment necessary to perform the Services, all in accordance with this Agreement.

1.3 Representation. The Contractor represents that it is familiar with all laws that may affect its performance of this Agreement and shall advise the District of any changes in any laws that may affect the Contractor's performance of this Agreement. The Contractor represents that it shall perform the Services required by this Agreement in compliance with all applicable Federal and Colorado laws including but not limited to, those laws related to minimum hours and wages, hiring illegal aliens as set forth in Section 6.0 hereof, occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the Services required pursuant to this Agreement.

1.4 Subcontractors. The Contractor is solely and fully responsible to the District for the Services to be provided pursuant to this Agreement, including all acts and omissions of subcontractors and persons employed by them. The Contractor will require any subcontractor to obtain the required insurance coverage pursuant to Section 5.0 hereof and to agree to indemnify the District in the same manner as the Contractor pursuant to Section 7.5 hereof.

1.5 Responsibility for Errors. The Contractor shall be responsible for its work and results pursuant to this Agreement. The Contractor, when requested, shall furnish clarification and/or explanation as may be required by the District, regarding any Services rendered pursuant to this Agreement, at no additional cost to the District. In the event that an error or omission attributable to the Consultant occurs, the Consultant shall, at no cost to the District, provide all necessary design drawings, estimates and other Contractor professional services necessary to rectify and correct the matter to the sole satisfaction of the District and participate in any meeting required with regard to the correction at no cost to the District.

2.0 Compensation and Billing

2.1 Compensation. Compensation for satisfactory performance of the Services shall be based on the fee/rate schedule set forth in **Exhibit A** attached hereto and incorporated herein, and shall not exceed **\$127,153.18**, which is budgeted by the District in a given year for performance of the Contractor's Services.

2.2 Additional Work. The Contractor shall not receive compensation for any additional services unless the District and the Contractor have executed a Work Order for the additional work, as more particularly described in Section 1.1 and as attached hereto as **Exhibit B**. It is specifically understood that oral requests and/or approvals of such additional work and additional compensation shall be barred and are unenforceable. Any approved Work Orders resulting in additional compensation to be paid by the District shall be subject to annual appropriations by the District as set forth in Section 7.8 hereof.

2.3 Method of Billing. The Contractor shall submit invoices of the Services performed to the District for approval on a progress basis by the 3rd day of each month. Said invoices shall be based on the total of all Services provided by the Contractor which have been completed to the District's sole satisfaction. The District shall pay Contractor's invoice within forty-five (45) days from the 3rd day of each month. Each invoice shall describe in detail the Services performed and the associated time for completion.

3.0 TIME OF PERFORMANCE

3.1 Commencement and Completion of Work. The Services to be performed pursuant to this Agreement shall commence upon execution of this Agreement (the "Effective Date"). Failure to commence work in a timely manner and/or to diligently pursue work to completion may be grounds for termination of this Agreement.

3.2 Excusable Delays. Neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or Parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, riots, acts of war, or any other condition beyond the reasonable control of a party.

4.0 TERM AND TERMINATION

4.1 Term. This Agreement shall commence upon the Effective Date of this Agreement and shall expire upon the completion of all Services set forth in Section 1.1 of this Agreement; provided that, in the event the completion of Services occurs in a fiscal year following the effective date of this Agreement, such Services to be performed in the following fiscal year shall be subject to annual appropriations by the District as set forth in Section 7.8 hereof. This Agreement may be extended in writing upon mutual agreement of the Parties. Any extension of this Agreement shall be subject to annual appropriations by the District as set forth in Section 7.8 hereof.

4.2 Notice of Termination. The District may terminate this Agreement prior to its expiration and completion of the Services for convenience or for cause, in whole or in part, by delivery to the Contractor of a written notice of termination at least thirty (30) days prior to the effective date of termination. Such notice shall specify the extent of termination and the effective date. If the Contractor is found in violation of any provision of this Agreement, the Contractor shall be liable for actual and consequential damages to the District. In the event of such termination, the Contractor shall immediately stop rendering services pursuant to this Agreement unless otherwise directed by the District. The Contractor may terminate this Agreement, with cause, by delivery to the District of written notice of termination at least thirty (30) days prior to the effective date of termination. The

Contractor shall stop rendering services pursuant to this Agreement upon the effective date of termination.

4.3 **Compensation.** In the event of termination by either party, the District shall pay the Contractor only for those Services satisfactorily performed, as determined by the District, up to the effective date of termination. Compensation for work in progress shall be prorated as to the percentage of work completed as of the effective date of termination, as applicable. In ascertaining the Services actually rendered hereunder up to the effective date of termination of this Agreement, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings, and to other documents pertaining to the Services contemplated herein whether delivered to the District or in the possession of the Contractor.

4.4 **Documents.** In the event of termination of this Agreement by either party, all documents, including all Work Product as described in Section 7.1 hereof, prepared by the Contractor in its performance of this Agreement including, but not limited to, finished or unfinished design, development and construction documents, data studies, drawings, maps and reports, shall be delivered to the District if all undisputed amounts owed to the Contractor are paid within ten (10) days of delivery of the effective date of termination, at no cost to the District. Any use of uncompleted documents without specific written authorization from the Contractor shall be at the District's sole risk and without liability or legal expense to the Consultant.

5.0 INSURANCE

5.1 **Minimum Scope and Limits of Insurance.** The Contractor shall acquire and maintain in full force and effect during the entire term of this Agreement, and at its sole cost and expense, including any extension of this Agreement, the minimum insurance coverages and limits set forth in this Section 5.1 to provide protection from claims set forth below that may arise out of or result from the Contractor's performance or obligation pursuant to this Agreement, whether such performance is by the Contractor, by anyone directly or indirectly employed by the Contractor, or by anyone who acts on behalf of the Contractor, including any subcontractors of the Contractor. The minimum insurance coverages and limits to be acquired by the Contractor are as follows:

(1) **Commercial General Liability Insurance:**

General Aggregate	\$ 2,000,000.00
Products and Completed Operations	\$ 1,000,000.00
Personal and Advertising Injury	\$ 1,000,000.00
Each Occurrence	\$ 1,000,000.00
Damage to Rented Premises	\$ 100,000.00
Medical Expenses (Any one person)	\$ 5,000.00

(2) **Comprehensive Automobile Liability Insurance** shall include all motor vehicles owned, hired, leased, or borrowed, with a combined single limit for bodily injury and property damage of not less than \$1,000,000 each occurrence.

(3) Workmen's Compensation and Employer Liability Insurance:

Worker's Compensation	Per Colorado Statutes
Employers' Liability	\$1,000,000 each accident

(4) Professional Liability Insurance: Professional Liability insurance with coverage in the amount of One Million Dollars (\$1,000,000) each claim and in the aggregate covering the negligent acts, errors, or omissions of the Consultant and/or its subcontractors in the performance of the Services.

(5) Umbrella Policy: \$1,000,000

In addition, unless otherwise marked "No", the following coverage shall be obtained by Consultant, on an occurrence basis:

(1) Performance Bond.

Included: Yes No

(2) Builder's Risk Insurance. A blanket builder's risk insurance policy with coverage on an "all risk" basis for the project including but not limited to: (1) coverage for any ensuing loss from faulty workmanship or defective materials; (2) coverage against damage or loss caused by earth movement, flood, fire, and extended coverage perils, theft, vandalism, and malicious mischief, collapse and false work, including increased cost of construction, architects fees and expenses, soft costs, and operational testing; (3) coverage for removal of debris and demolition; (4) transit coverage (unless insured by the supplier), with sub-limits sufficient to insure the full replacement value of any key equipment item; (5) policy is to include as insured the District, the Contractor, and all subcontractors; and (6) coverage with sub-limits sufficient to insure the full replacement value of any property or equipment stored either on or off the site of the Services. Such insurance shall be on a "completed value" form insuring probable maximum loss, all on a replacement cost basis.

Included: Yes No

Unless otherwise indicated, all policies listed herein shall be on an occurrence basis.

5.2 Additional Insured Parties. The District shall be named as an additional insured on all policies (with the exception of workers' compensation insurance). The Contractor's insurance coverage shall be primary insurance and non-contributory with respect to all other available insurance sources.

5.3 Certificates of Insurance. Prior to commencing any Services pursuant to this Agreement, the Contractor shall provide the District with certificates of insurance showing the

insurance coverages and required endorsements described above, prior to performing any services pursuant to this Agreement.

5.4 **Notice.** The Contractor agrees to provide the District with a minimum 10-day notice for the cancellation of any insurance policies required by this Agreement due to the non-payment of a premium and with a minimum of a 30-day notice for any change to or cancellation of an insurance policy other than for non-payment of a premium. Any failure on the part of the Contractor to comply with the notice reporting provisions or other conditions of the insurance policies set forth herein shall not affect the obligation of the Contractor to provide the required coverage to the District and its directors, officers, employees, and agents.

5.5 **Subcontractor Insurance.** If the Contractor subcontracts any portion(s) of the Services, said subcontractor(s) shall be required to maintain the insurance coverages set forth in Section 5.1 hereof. The Contractor shall require each subcontractor to provide to the Contractor insurance certificates and endorsements, including necessary updates to the same, demonstrating compliance with Section 5.1. The Contractor shall retain all subcontractor insurance certificates and endorsements for the duration of the Agreement. The Contractor shall, upon District request, submit them to the District for review. Failure to acquire and maintain subcontractor insurance certificates is a material breach of this Agreement.

5.6 **Non-limiting.** No provision, term or condition set forth in Sections 5.0 through 5.5 of this Agreement shall be construed as limiting in any way, the indemnification provision contained in Section 7.5 hereof, or any rights, immunities and protections provided to the District by the Colorado Governmental Immunity Act, Sections 24-10-101, *et seq.*, C.R.S., or the extent to which the Consultant may be held responsible for payments of damages to persons or property.

6.0 ILLEGAL ALIEN PROVISIONS.

6.1 **Certification.** Prior to the execution of this Agreement, the Contractor shall certify to the District, as attached hereto as **Exhibit C**, that at the time of certification, it does not knowingly employ or contract with an illegal alien who will perform work pursuant to this Agreement and that the Contractor will participate in either the E-Verify Program administered by the U.S. Department of Homeland Security and the Social Security Administration, or in the Colorado Department of Labor and Employment's Employment Verification Program (the "Department Program"), as further described in Section 6.6 herein, in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work pursuant to this Agreement.

6.2 **Prohibited Acts.** The Contractor shall not:

(A) Knowingly employ or contract with an illegal alien to perform work pursuant to this Agreement; or

(B) Enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work pursuant to this Agreement.

6.3 Verification.

(A) The Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work pursuant to this Agreement through participation in either the E-Verify Program or the Department Program.

(B) The Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

(C) If the Contractor obtains actual knowledge that a subcontractor performing work pursuant to this Agreement knowingly employs or contracts with an illegal alien, the Contractor shall:

(i) Notify the subcontractor and the District within three (3) days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and

(ii) Terminate the subcontract with the subcontractor if, within three (3) days of receiving the notice required pursuant to subparagraph (i) hereof, the subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

6.4 Duty to Comply with Investigations. The Contractor shall comply with any reasonable request by the Colorado Department of Labor and Employment (the "Department") made in the course of an investigation conducted pursuant to Section 8-17.5-102 (5), C.R.S. to ensure that the Contractor is complying with the terms and conditions contained under Section 6.0 of this Agreement.

6.5 Breach. If the Contractor violates any provision set forth under Section 6.0 herein, the District may terminate the Agreement for breach of the Agreement. If the Agreement is so terminated, the Contractor shall be liable for actual and consequential damages to the District. The District shall notify the Colorado office of the Secretary of State if the Contractor violates any provision set forth under Section 6.0 herein and the District terminates the Agreement.

6.6 Department Program. If the Contractor participates in the Department Program in lieu of the E-Verify Program, the Contractor shall notify the Department and the District of such participation. The Contractor shall, within twenty (20) days after hiring an employee who is newly hired for employment to perform work under the Agreement, affirm that the Contractor has examined the legal work status of such employee, retained file copies of the documents required by 8 U.S.C. Sec. 1324a, and has not altered or falsified the identification documents for such employees. The Contractor shall provide a written, notarized copy of the affirmation to the District.

7.0 GENERAL PROVISIONS

7.1 Ownership of Work Product. Any and all Work Product, as such term is defined herein, created, prepared, and/or produced by the Contractor pursuant to this Agreement shall become the sole and exclusive property of the District under all circumstances, whether or not the Contractor completes the Services set forth hereunder or the Agreement is terminated. Upon request by the District, all Work Product shall be delivered to the District in hard copy and in an electronic format compatible to the District's computer applications at the Contractor's expense. Upon payment to the Contractor for its Services, the District shall have the right to use and re-use all Work Product resulting from the Contractor's efforts performed pursuant to this Agreement in any way or manner deemed appropriate by the District. Any modification of the documents, without written verification, completion, or adaptation by the Contractor, as appropriate for the specific purpose intended, will be at the District's sole risk and without liability or legal exposure to the Contractor or to its officers, directors, members, partners, agents, employees, and subcontractors. The District's use of any or all such Work Product for its own purposes shall not be a violation of any patent or copyright thereof. The Contractor agrees that the copyright and other intellectual property rights (as are applicable) in and to any component of the Work Product, and to the design and content of the Work Product, are hereby assigned and shall belong exclusively to the District. Upon request by the District, the Contractor shall promptly execute whatever legal documents or other materials that the District deems necessary to secure, perfect, or substantiate the District's exclusive rights and interest in any Work Product created pursuant to this Agreement. For purposes of this Agreement, "Work Product" includes, but is not limited to, any and all finished or unfinished design, development and/or construction documents, drawings, reports, writings, data, studies, graphics, maps, plans, specifications, electronic files and other documents, materials and information, in every form and/or format, which the Contractor prepared and/or used in connection with this Agreement. All drawings, specifications and other documents prepared by the Contractor pursuant to this Agreement are not intended or represented to be suitable for reuse by the District or others on extensions of the work or on any other project.

7.2 Independent Contractor Status. The Contractor is an independent contractor and nothing contained herein shall be construed as constituting any relationship with the District other than that of owner and independent contractor, nor shall it be construed as creating any relationship whatsoever between the District and any of the Contractor employees. Neither the Contractor nor any of the Contractor's employees are or shall be deemed employees of the District. The Contractor is not, and shall not act as, the agent of the District. The employees who assist the Contractor in the performance of the Services shall at all times be under the Contractor's exclusive direction and control and shall be employees of the Contractor and not employees of the District. The Contractor shall pay all wages, salaries, and other amounts due the Contractor's employees in connection with the performance of the Services and shall be responsible for all reports and obligations respecting such employees including, without limitation social security tax, income tax withholding, unemployment compensation, worker's compensation, employee benefits and similar matters. Further, the Contractor has sole authority and responsibility to employ, discharge, and otherwise control the Contractor's employees. The Contractor has sole authority and responsibility as principal for the Contractor's agents, employees, subcontractors and all others the Contractor hires to perform or assist in performing the Services.

7.3 Modification. This Agreement may not be amended, modified, or changed, in whole or in part, without a written agreement executed by both the District and the Contractor. Additional services to be provided pursuant to the terms and conditions of this Agreement shall be authorized via Work Order, as provided in Section 1.1 hereof.

7.4 Assignment. The Contractor shall not assign or transfer all or any part of the Contractor's interest in this Agreement without the District's prior written consent. Any attempted assignment or transfer shall be void and shall constitute a breach of the Agreement and cause for termination of this Agreement. Regardless of the District's consent, no assignment or transfer shall release the Contractor from the Contractor's obligation to perform all other obligations to be performed by the Contractor hereunder for the term of the Agreement. The Consent to one assignment shall not be deemed to be consent to any subsequent assignment nor the waiver of any right to consent to such subsequent assignment.

7.5 Indemnification. The Contractor shall indemnify, assume all responsibility for, and hold harmless the District and each of its directors, officers, consultants, employees, servants, agents, and authorized volunteers, from and against any and all claims, demands, suits, actions, proceedings, judgments, losses, damages, injuries, penalties, costs, and expenses (including reasonable attorneys' fees), and liabilities arising, or alleging to arise, directly or indirectly, in whole or in part, from any intentional or negligent acts or omissions of the Contractor or any of its subcontractors, agents or employees, in connection with the Contractor's performance, duties, and obligations pursuant to this Agreement; provided, however, that the Contractor shall not be liable for any claim, loss, damage, injury or liability caused by the negligence or fault of the District or any third party under the control or supervision of the District. The obligations of the indemnifications extended by the Contractor to the District under this Paragraph shall survive termination or expiration of this Agreement.

7.6 Governmental Immunity. Nothing in this Agreement shall be construed to be a waiver, in whole or in part, of any right, privilege, or protection afforded the District or its Board of Directors, officers, employees, servants, agents, or authorized volunteers, pursuant to the Colorado Governmental Immunity Act, Section 24-10-101, *et seq.*, C.R.S.

7.7 Liability of the District. No provision, covenant or agreement contained in this Agreement, nor any obligations herein imposed upon the District shall constitute or create an indebtedness or debt of the District within the meaning of any Colorado constitutional provision or statutory limitation.

7.8 Subject to Annual Appropriations. The District does not intend hereby to create a multiple-fiscal year direct or indirect debt or other financial obligation whatsoever. The District's payment obligations hereunder, including for any Work Orders authorized pursuant to Section 1.1 hereof, are subject to annual appropriations. The District has appropriated sufficient funds for this Agreement for the current fiscal year. Any extension of this Agreement or any approved additional services to be provided pursuant to a Work Order by the Contractor resulting in additional compensation to be paid by the District shall be subject to annual appropriations by the District.

7.9 **Notices.** Any notices, demands, or other communications required or permitted to be given by any provision of this Agreement shall be in writing and may be personally delivered; sent by certified mail, return receipt requested; sent by electronic mail, delivery receipt requested; or sent by a nationally recognized receipted overnight delivery service for earliest delivery the next day. Any such notice shall be deemed to have been given as follows: when personally delivered to the party to whom it is addressed; when mailed, three delivery (3) days after deposit in the United States mail, postage prepaid; when by electronic mail, on the day sent if sent on a day during regular business hours (9 a.m. to 5 p.m.) of the recipient, otherwise on the next day at 9 a.m.; and when by overnight delivery service, one (1) day after deposit in the custody of the delivery service. The addresses for mailing, transmitting, or delivering notices shall be as follows:

If to the District: Cordillera Metropolitan District
Attention: Rachel Oys
408 Carterville Rd.
Cordillera, CO. 81632
Email: roys@cordillearmetro.org

Copy to: Icenogle Seaver Pogue, PC.
Attn: Alan D. Pogue
4725 S. Monaco St., Suite 225
Denver, Colorado 80237
Email: APogue@ISP-law.com

If to the Contractor: Rocky Mountain Custom Landscapes
Attention: Billie Askins
351 Air Park OR PO Box 480
Gypsum, CO. 81637 Eagle CO 81631
Email: billie@rmcl-usa.com

7.10 **No Waiver.** The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence of event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

7.11 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado.

7.12 **Severability.** If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance.

7.13 Attorneys' Fees. In the event that litigation is brought by either party hereto in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any terms, conditions, or provisions hereof.

7.14 No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of the District and the Contractor and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under, or to this Agreement.

7.15 Conflicts. The terms of this Agreement may be used to construe the intent of the Parties in connection with any Exhibit, including any Work Orders, and any Addendums and Amendments attached hereto, and shall be read as nearly as possible to make the provisions of any such Exhibits, Addendums, and Amendments and this Agreement fully effective. Should any irreconcilable conflict arise between the terms of this Agreement and the provisions of any such Exhibits, Addendums, or Amendments, the provisions of this Agreement shall prevail.

7.16 Headings. The headings, captions and titles contained herein are intended for convenience and reference only and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

7.17 Binding Agreement. This Agreement shall inure to and be binding upon the respective Parties hereto and their successors and permitted assigns.


7.18 Entire Agreement. This Agreement, including all Exhibits attached hereto, constitutes the entire Agreement between the Parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations.

7.19 Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and together shall constitute one and the same instrument.

(Remainder of Page Left Intentionally Blank.)

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first above written.

DISTRICT:

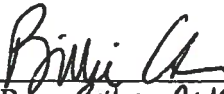


By: Rachel Oys
Its: General Manager, CMD

ATTEST:

By: _____
Its: _____

[CONTRACTOR]



By: Billie Askins
Its: Garden Division Manager

EXHIBIT A

SCOPE OF SERVICES AND FEES

CMD - HAND WATERING GARDEN BEDS

Contractor: Rocky Mountain Custom Landscapes & Associates, Inc. (referred to as RMCL)

And

Client: Cordillera Metropolitan District
Address: tbroersma@cordillerametro.org
The project: Landscape Maintenance

The Client hereby engages RMCL to provide the services as set forth below, and RMCL agrees to furnish such services.

The term of this agreement shall commence on: May 22nd (or as weather permits) and be in effect until the end of the maintenance season (approx. Oct. 1st)

CORDILLERA METRO DISTRICT HAND WATERING

05/22 - 07/02 6 weeks @ 6hrs per time 5x per week = 180 hours
07/05 - 10/01 13 weeks @ 6hrs per time 3x per week = 234 hours

Total = \$15,235.20

The pricing on this proposal may be subject to change by RMCL if not accepted within 30 days.

****Interest shall be imposed at rate of 2% per month on all balance not paid within thirty (30) days of the statement. In addition to any and all remedies available to RMCL and in the event RMCL is forced to pursue collection of any amounts due and unpaid under this agreement, RMCL shall be entitled to collect attorney's fees and costs incurred in said collection efforts in addition to the amount due and unpaid.**

LANDSCAPE (CONTRACTOR): Rocky Mountain Custom Landscapes & Associates, Inc.

CMD - BEARDEN CABIN

Contractor: Rocky Mountain Custom Landscapes & Associates, Inc. (referred to as RMCL). And

Client: Cordillera Metropolitan District
Address: tbroersma@cordillerametro.org
The project: Cordillera Bearden Cabin

The Client hereby engages RMCL to provide the services as set forth below, and RMCL agrees to furnish such services.

The term of this agreement shall commence on: May 1st (or as weather permits) and be in effect until the end of the maintenance season (approx. Nov. 1st)

SPRING CLEANUP Not to exceed \$400

Cleaning of leaves & debris from shrub/perennial beds and turf, pruning of dead branches on shrubs and small trees, and sweeping/blowing of all paved surfaces.

MONTHLY PERENNIAL/SHRUB BED MAINTENANCE 4 visits @ \$494.17 per visit = \$1,976.68 (not to exceed)

Monthly weeding, deadheading of flowers, turning of soil, sweeping or blowing of hardscapes, and general cleanup. Also includes of clearing of path and maintaining by spraying to keep weed free.

FALL CLEANUP Not to exceed \$375.00

Cutting back of perennials, cleaning of leaves & debris from shrub/perennial beds, heavy pruning of shrubs, and sweeping/blowing of all hardscapes.

Total = 2,751.68

The pricing on this proposal may be subject to change by RMCL if not accepted within 30 days

****Interest shall be imposed at rate of 2% per month on all balance not paid within thirty (30) days of the statement. In addition to any and all remedies available to RMCL and in the event RMCL is forced to pursue collection of any amounts due and unpaid under this agreement, RMCL shall be entitled to collect attorney's fees and costs incurred in said collection efforts in addition to the amount due and unpaid.**

LANDSCAPE (CONTRACTOR): Rocky Mountain Custom Landscapes & Associates, Inc.

CMD ANNUALS & PERENNIALS

Contractor: Rocky Mountain Custom Landscapes & Associates, Inc. (referred to as RMCL)

And

Client: Cordillera Metropolitan District

Address: tbroersma@cordillerametro.org

The project: Landscape Maintenance – Perennials & Annuals

The Client hereby engages RMCL to provide the services as set forth below, and RMCL agrees to furnish such services.

The term of this agreement shall commence on: end of May (or as weather permits) and be in effect until the end of the maintenance season (approx. Nov. 1st)

CMD - CORDILLERA METRO DISTRICT
PERENNIALS & ANNUALS

Total = \$26,388.30

TOTAL CONTRACT PRICE = \$26,388.30

The pricing on this proposal may be subject to change by RMCL if not accepted within 30 days.

****Interest shall be imposed at rate of 2% per month on all balance not paid within thirty (30) days of the statement. In addition to any and all remedies available to RMCL and in the event RMCL is forced to pursue collection of any amounts due and unpaid under this agreement, RMCL shall be entitled to collect attorney's fees and costs incurred in said collection efforts in addition to the amount due and unpaid Agreed to as of the dates written below:
LANDSCAPE (CONTRACTOR): Rocky Mountain Custom Landscapes & Associates, Inc.**

CMD - BED MAINTENANCE

Contractor: Rocky Mountain Custom Landscapes & Associates, Inc. (referred to as RMCL). And

Client: Cordillera Metropolitan District
Address: tbroersma@cordillerametro.org
The project: Landscape Maintenance

The Client hereby engages RMCL to provide the services as set forth below, and RMCL agrees to furnish such services.

The term of this agreement shall commence on: May 1st (or as weather permits) and be in effect until the end of the maintenance season (approx. Nov. 1st)

CORDILLERA METRO DISTRICT

SPRING CLEANUP \$15,605.00

Cleaning of leaves & debris from shrub/perennial beds, pruning of dead branches on shrubs and small trees, turning the soil by hand to a depth of 6", and sweeping/blowing of all paved surfaces.

ADDITION OF COMPOST TO PERENNIAL BEDS \$7,307.00

Material - \$3,746.00 & Labor \$3,561.00

PLANTING & PLACING OF PROVIDED ANNUALS & PERENNIALS \$9,421.00

BI - WEEKLY PERENNIAL/SHRUB BED MAINTENANCE \$35,246.00

Bi - weekly weeding, deadheading of flowers, turning of soil, sweeping or blowing of hardscapes, and general cleanup.

FALL CLEANUP \$13,509.00

Cutting back of perennials, cleaning of leaves & debris from shrub/perennial beds, heavy pruning of shrubs, and sweeping/blowing of all hardscapes. The final gardening visit will include cleaning of all fallen leaves from the trees.

SPRING APPLICATION OF SLOW RELEASE GRANULAR FERTILIZER \$371.00

FLOWER FOLIAR FERTILIZER/FUNGICIDE \$867.00

Labor \$570.00 Material \$297.00
Applied three times per season

DEER REPEL & CRITTER REPELANTS \$452.00

GARDENING SERVICES TOTAL = \$82,778.00

The pricing on this proposal may be subject to change by RMCL if not accepted within 30 days.

****Interest shall be imposed at rate of 2% per month on all balance not paid within thirty (30) days of the statement. In addition to any and all remedies available to RMCL and in the event RMCL is forced to pursue collection of any amounts due and unpaid under this agreement, RMCL shall be entitled to collect attorney's fees and costs incurred in said collection efforts in addition to the amount due and unpaid Agreed to as of the dates written below:**

LANDSCAPE (CONTRACTOR): Rocky Mountain Custom Landscapes & Associates, Inc.

**EXHIBIT B
WORK ORDER**

Pursuant to Section 1.1 of that certain Professional Services Agreement, dated February 27 20 17, between Rocky Mtn. Custom Landscapes ("Contractor") and _____ METROPOLITAN DISTRICT ("District"), the District hereby authorizes Contractor to provide the additional services described herein and Contractor hereby agrees to provide such services, subject to the terms and conditions set forth herein.

Article 1 – Description of Services

Contractor shall provide to the District the additional services described in Exhibit 1 attached to this Work Order. Such additional services shall be provided in the same manner and subject to the same requirements as Contractor is required to provide the "Services" in the Professional Service Agreement.

Article 2 – Compensation

In consideration for the additional services to be provided by Contractor pursuant to Article 1 of this Work Order, Contractor shall be paid the amount(s) as set forth in **Exhibit 1** attached hereto and in accordance with the procedures set forth in Section 2.0 of the Professional Services Agreement. The District has appropriated sufficient funds to compensate Contractor for the additional services described herein.

Except as otherwise provided herein, the terms and conditions of the Professional Services Agreement remain in full force and effect and are applicable to the performance of this Work Order.

IN WITNESS WHEREOF, the Parties have executed this Work Order as of the 27th day of February, 2017.

METROPOLITAN DISTRICT

By: _____

Title: _____

Date: _____

CONTRACTOR:

Billie Askins

By: Billie Askins

Title: Garden Division Manager

Date: 2/27/17

EXHIBIT C

CERTIFICATION REGARDING ILLEGAL ALIENS

To: CORDILLERA METRO DISTRICT

I, Billie Askins, as manager of Rocky Mtn. Custom Landscapes, the prospective "Contractor" for that certain contract for landscaping services ("Agreement") to be entered into with Cordillera Metro District, do hereby certify on behalf of said Consultant that, as of the date of this Certification, Contractor does not knowingly employ or contract with an illegal alien who will perform work pursuant to this Agreement and that Contractor will participate in either the E-Verify Program administered by the U.S. Department of Homeland Security and the Social Security Administration, or in the Colorado Department of Labor and Employment's Employment Verification Program pursuant to Section 8-17.5-102(5)(c), C.R.S. in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work pursuant to this Agreement.

Executed on the 27 of February, 2017.

[CONTRACTOR]

Billie Askins
By: Billie Askins
Its: Garden Division Manager

Cordillera Property Owners Association
Schedule of Revenue & Expenditures and Changes in Fund Balance
2017 Actual Through March 31, 2017

	12/31/2016 Unaudited Fund Bal	2017 Actual		Transfers In/Out	Increase (Decrease) Fund Bal	12/31/2017 Actual Fund Bal
		Revenues	Expenditures			
CPOA						
Operating Fund		2,600,432	(698,727)		1,901,705	1,901,705
Capital & Debt Reserve	3,058,245	206,940	(208,171)		(1,231)	3,057,014
	3,058,245	2,807,372	(906,899)	-	1,900,473	4,958,718

Cordillera Property Owners Association
Balance Sheet
3/31/2017
Unaudited

ASSETS

CASH	
Operating Cash	5,013,587
Total Cash	5,013,587

OTHER CURRENT ASSETS

Due to/from CMD	(118,745)
Petty Cash	200
Accounts Receivable	536,439
Vail Club Receivables	73,835
Year End Receivables	0
Allowance for Doubtful Accounts	(1,996)
DRB Fines Receivable	5,000
Prepaid Expenses	45,308
Assets - Short Course	15,466
AR Clearing	1,012
Total Other Current Assets	556,519
Total Current Assets	5,570,106

FIXED ASSETS

Equipment	52,894
Accumulated Depreciation	(329,939)
Accumulated Depreciation	(503,342)
Leasehold Improvements - Vail Club	569,689
Market/Post Office	1,075,734
Total Fixed Assets less Depreciation	865,036

Total Assets	6,435,143
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LIABILITIES & EQUITY

CURRENT LIABILITIES

DRB Interest Payable	15,298
DRB Deposits	533,392
Gratuities Payable	100
Deferred Revenue	0
Liabilities - Short Course	4,082
Year End Payables	18,600
Accounts Payable	26,826
Accounts Payable - Credit Cards	6,424
Deposits	6,667
Total Current Liabilities	611,388

Fund Balance

Investment in Fixed Assets	865,036
Capital Reserve - Operating Fund	3,058,245
Revenues Over/(Under) Expenditures	1,900,473
Total Fund Balance	5,823,754

Total Liabilities and Equity	6,435,143
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Cash and Investment Accounts - Detail

Operating Checking Alpine Bank	1,001,676
Cash - Short Course	93,638
Money Market - Alpine - Replacement Fund	93,881
Money Market - Paine Webber	40
Charles Schwab MM	1,000,773
Alpine Bank - RETA Account	2,823,580
	5,013,587

Cordillera Property Owners Association
General Fund

Statement of Revenue, Expenditures and Changes in Fund Balance
Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	YTD Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable (Unfavorable)	Actual % Received or Spent
Revenues						
Assessments	2,141,300	2,147,200	2,138,800	2,148,100	900	100.0%
Communications Contributions	61,074	0	0	0	0	
DRB Revenue	69,026	62,000	62,000	5,550	(56,450)	9.0%
Community Assets	215,620	86,956	86,956	917	(86,039)	1.1%
Vail Gondola Club Revenue	670,556	644,752	644,752	427,195	(217,557)	66.3%
Other Revenue	96,253	108,950	108,950	18,670	(90,280)	17.1%
Total Revenues	3,253,829	3,049,858	3,041,458	2,600,432	(449,426)	85.3%
Expenditures						
Administrative Expenses						
Administration Contract CMD	1,190,923	1,093,447	1,173,447	273,362	820,085	25.0%
River Parcel Management	26,270	28,525	28,525	0	28,525	0.0%
DRB Expenses	65,219	67,430	67,430	10,250	57,180	15.2%
Other Operating Expenses	374,950	250,515	251,487	26,681	223,834	10.7%
Trash and Recycle Program	125,964	151,308	151,308	37,241	114,067	24.6%
Vail Gondola Club	568,608	596,112	596,112	212,073	384,039	35.6%
Community Assets	968,232	922,195	922,195	99,099	823,096	10.7%
Communications	235,286	292,768	292,768	39,682	253,086	13.6%
Total Administrative Expenses	3,555,452	3,402,300	3,483,272	698,389	2,703,911	20.5%
Post Office Revenue	43,784	39,356	39,356	9,586	29,770	24.4%
Post Office Expenses	42,490	36,879	36,879	9,925	26,954	26.9%
Net Post Office Revenue (Expense)	1,294	2,477	2,477	(339)	2,816	
Total Expenditures	3,554,157	3,399,823	3,480,795	698,727	2,701,096	20.6%
Revenue Over (Under) Expenditures	(300,329)	(349,965)	(439,337)	1,901,705	2,251,670	
Transfer From (To) the Capital Reserve	300,329	349,965	439,337	439,337	439,337	
Ending Available Cash Balance	0	0	0	1,901,705	1,812,333	

Cordillera Property Owners Association
 Debt Service & Capital Reserve Fund
 Statement of Revenue, Expenditures and Changes in Fund Balance
 Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
 March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable (Unfavorable)	Actual % Received or Spent
Revenue						
Real Estate Transfer Assessments	1,400,762	1,250,000	1,250,000	206,940	(1,043,060)	16.6%
Interest Income						
Total Revenues	1,400,762	1,250,000	1,250,000	206,940	(1,043,060)	16.6%
Expenditures						
Healthy Forest Program	79,447	66,770	66,770	262	66,508	0.4%
Engineering	4,882	-	-	0	0	
ACC Projects	145,299	161,050	161,050	122,359	38,691	76.0%
Trailhead Projects	92,391	296,550	296,550	0	296,550	0.0%
Short Course Projects	0	84,000	89,550	85,550	(1,550)	101.8%
Total Capital Projects	322,018	608,370	613,920	208,171	400,199	34.2%
Debt Service	400,000	400,000	400,000	0	(400,000)	0.0%
Transfer to (From) CPOA	300,329	349,965	439,337		349,965	0.0%
Total Expenditures	1,022,346.66	1,358,335	1,453,257	208,171	1,150,164	15.3%
Revenue Over (Under) Expenditures	378,415	(108,335)	(203,257)	(1,231)	107,104	1.1%
Beginning Available Fund Balance	2,679,832	3,058,247	3,058,247	3,058,247	0	100.0%
Ending Available Fund Balance	3,058,247	2,949,912	2,854,990	3,057,016	107,104	103.6%

Cordillera Property Owners Association
 Gondola Club
 Statement of Revenue, Expenditures and Changes in Fund Balance
 Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
 March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable (Unfavorable)	Actual % Received or Spent
Revenues						
Membership Revenue	32,250	20,000	20,000	15,000	(5,000)	75.0%
Membership Dues	616,379	604,102	604,102	411,557	(192,546)	68.1%
Locker Rental Revenue	13,441	11,250	11,250	180	(11,070)	1.6%
Seasonal Lease Revenue	8,504	9,400	9,400	0	(9,400)	0.0%
Misc Income	(18)	-	-	458	458	
Total Revenues	670,556	644,752	644,752	427,195	(217,557)	66.3%
Expenses						
Subtotal Wages & Benefits	126,009	127,523	127,523	47,534	79,989	37.3%
Subtotal Lease	290,757	299,479	299,479	99,827	199,652	33.3%
Subtotal CAM & Repair & Maint.	70,671	74,854	74,854	25,774	49,080	34.4%
Depreciation	0			0	0	
Subtotal Member Expenses	53,126	59,266	59,266	33,835	25,431	57.1%
Subtotal Other Operating Expense	28,045	34,990	34,990	5,103	29,887	14.6%
Total Operating Expenses	568,608	596,112	596,112	212,073	384,039	35.6%
Total Expenses	568,608	596,112	596,112	212,073	384,039	35.6%
Revenue Over (Under) Expenditures	101,948	48,640	48,640	215,121	166,481	442.3%

Cordillera Property Owners Association
 Athletic Center
 Statement of Revenue, Expenditures and Changes in Fund Balance
 Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
 March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable (Unfavorable)	Actual % Received or Spent
Revenues						
Class Revenue	0	0	0	0	0	
Personal Training Revenue	2,265	1,750	1,750	667	(1,083)	38.1%
Total Revenues	2,265	1,750	1,750	667	(1,083)	38.1%
Expenditures						
Subtotal Wages & Benefits	85,737	97,065	97,065	21,728	(75,337)	22.4%
Subtotal Operating Expenses	44,659	44,449	44,449	20,973	23,476	47.2%
Subtotal Repair & Maintenance Expense	42,151	37,062	37,062	4,558	32,504	12.3%
Subtotal Fitness Expenses	4,830	6,835	6,835	813	6,022	11.9%
Subtotal Utilities	51,949	57,996	57,996	12,842	45,154	22.1%
Total Operating Expenses	229,327	243,407	243,407	60,914	182,493	25.0%
Net Operating Revenue (Expense)	(227,062)	(241,657)	(241,657)	(60,247)	181,410	24.9%
Capital Expenses						
Cardio equip flooring paint - 2017 Capex		133,500	133,500	122,359	11,141	91.7%
Shower Pans - 2017 Capex		17,800	17,800	0	17,800	0.0%
Pickle Ball Repair - 2017 Capex		9,750	9,750	0	9,750	0.0%
ACC Remodel/Renovation	145,299			0	0	
Total Capital Expenses	145,299	161,050	161,050	122,359	38,691	76.0%
Total Expenditures	374,625	404,457	404,457	183,273	221,184	45.3%
Revenue Over (Under) Expenditures	(372,360)	(402,707)	(402,707)	(182,606)	220,101	45.3%

Cordillera Property Owners Association
 Trailhead
 Statement of Revenue, Expenditures and Changes in Fund Balance
 Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
 March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable (Unfavorable)	Actual % Received or Spent
Revenues						
Cordillera Day Camp Revenue	81,165	83,550	83,550	0	(83,550)	0.0%
Facility Fees	750	1,650	1,650	0	(1,650)	0.0%
Trailhead Rental	500			250	250	
Donation for Equipment	0			0	0	
Total Revenues	82,415	85,200	85,200	250	(84,950)	0.3%
Expenses						
Subtotal Wages & Benefits	57,676	90,775	90,775	10,677	80,098	11.8%
Subtotal Operating Expenses	36,479	49,589	49,589	1,508	48,081	3.0%
Subtotal Repair & Maintenance Expense	25,845	16,636	16,636	1,217	15,419	7.3%
Subtotal Utilities	30,071	29,746	29,746	4,876	24,870	16.4%
Subtotal Camp Expenses	20,715	25,305	25,305	134	25,171	0.5%
Total Operating Expenses	170,786	212,051	212,051	18,412	193,639	8.7%
Net Operating Revenue (Expense)	(88,371)	(126,851)	(126,851)	(18,162)	108,689	14.3%
Capital Expenses						
Roof Replacement - 2017 Capex		93,000	93,000	0	93,000	0.0%
Pool Phase 1 of 2 - 2017 Capex		200,000	200,000	0	200,000	0.0%
Locker Room Tile - 2017 Capex		3,550	3,550	0	3,550	0.0%
Concrete Fill & Repair	25,975			0	0	
Carpet Replacement	11,002			0	0	
Log Work & Decking & Staining	55,414			0	0	
Total Capital Expenses	92,391	296,550	296,550	0	296,550	0.0%
Total Expenditures	263,177	508,601	508,601	18,412	490,189	3.6%
Revenue Over (Under) Expenditures	(180,762)	(423,401)	(423,401)	(18,162)	405,239	4.3%

Cordillera Property Owners Association
 Short Course
 Statement of Revenue, Expenditures and Changes in Fund Balance
 Actual 2016, Original Budget & Projected Actual 2017, Actual YTD Through
 March 31, 2017

	2016 Actual	2017 Original Budget	2017 Projected Actual	Actual Through 3/31/2017	Actual vs. Original Budget	
					Variance Favorable (Unfavorable)	Actual % Received or Spent
Revenues						
Expense Reimbursement	3,511	6	6	0	(6)	0.0%
Revenue Sharing	0	0	0	0	0	
Short Course Revenue - Troon	127,429	0	0	0	0	
Total Revenues	130,940	6	6	0	(6)	0.0%
Expenditures						
Short Course Contract	0	375,000	375,000	0	375,000	0.0%
Short Course Expenses - Troon	447,407	0	0	0	0	
Property Taxes	2,095	2,095	2,095	2,256	(161)	107.7%
Fire Protection	896	1,054	1,054	0	1,054	0.0%
Subtotal Repair & Maintenance Expense	343	0	0	0	0	
Subtotal Telephone & Utilities	3,742	0	0	0	0	
Irrigation Water	33,360	25,000	25,000	0	25,000	0.0%
Total Operating Expenses	487,843	402,095	402,095	2,256	399,839	0.6%
Net Operating Revenue (Expense)	(356,903)	(402,089)	(402,089)	(2,256)	399,833	0.6%
Capital Expenses						
Short Course Trailer - 2017 Capex		80,000	85,550	85,550	(5,550)	106.9%
Water Feature Repair - 2017 Capex		0	0	0	0	
Maintenance Bldg Paint - 2017 Capex		4,000	4,000	0	4,000	0.0%
Total Capital Expenses	0	84,000	89,550	85,550		
Total Expenditures	487,843	486,095	491,645	87,806	398,289	18.1%
Revenue Over (Under) Expenditures	(356,903)	(486,089)	(491,639)	(87,806)	398,283	18.1%

To: The Cordillera Metro & CPOA Boards

From: The Kensington Green HOA Board

Date: June 13, 2017

Subject: Dave Pelz Short Course

For many, many years, Cordillera residents have reaped the benefits of a truly top-tier short course—arguably one of the best in the country—and certainly one of the most beautiful. As noted on our Cordillera Living website, Dave Pelz, widely acknowledged for his expertise in the art of golf's short game, designed this exceptional course—one of only two such Pelz-designed courses in the world.

With 4,500 rounds played in 2016 (eclipsing previous years), the Short Course continues to be an important element in the appeal of Cordillera living, supporting our golf-centered focus, and enhancing our property values. Community members have enjoyed access to cart or walking play, access to challenging pitch and putt practice areas, access to individual or group short-game instruction, all while enjoying individual or group play without the time commitments of a full eighteen-hole course.

However, the Metro and CPOA Boards' decision to reduce play this year to walking only, to eliminate golf support services, to suspend pro shop operations (including tee-time reservations), and to leave residents to essentially fend for themselves in the absence of an organized operation is an enormous disservice to our community.

Furthermore, while we believe that the Short Course, much like the Trailhead, the Equestrian Center, and the Athletic Center, fully justifies ongoing community investment, we also recognize that these amenities do not typically generate sufficient income to cover all operating and maintenance costs. However, given the loss of the Lodge, the homeowners of Kensington Green, and those in the Divide in general, are left with only the Short Course as a community-supported amenity in our area.

For these reasons, we, the members of the Kensington Green HOA Board, are writing to express our disappointment with regard to the drastically-reduced operation of the Short Course this year. Play will clearly suffer, given the present circumstances, and in the face of such a decline, we are concerned about the Metro and CPOA Boards' resolve to return this unique community asset to full operation. We also fear that the Boards' present focus on exploring the feasibility of a costly community center may come, in part, at the expense of restoring the full use and services of the Short Course, or at a minimum that the two might unfairly compete for funding in a zero-sum game. This we cannot support. We firmly believe that cart play and all ancillary golf services must be returned to normal function.

To be clear, the KG Board unanimously believes that resolving the Short Course issues for the benefit of the Cordillera community is of the highest importance, requiring immediate action, and that failure to address the problem may result in irreparable harm to both Kensington Green residents and to the wider Cordillera community. Kensington Green Board urges the Cordillera Boards to return golf services to the extent possible for the 2017 season and to develop a comprehensive plan for 2018 that will return this important community asset to full operation. We believe that such a plan must take into account, well in advance, the potential loss of The Grouse property for pro shop services and cart storage.

We strongly advocate for the following:

1 – Adopting the original Troon proposal for the 2017 season, which would make use of paving to allow for parking, a mini-house for the pro shop functions such as tee-time reservations and a base for the restoration of the usual golf services, and cart play.

2 - Negotiating a long-term lease or sale with Wind Rose Holdings, with Troon as third-party contractor, to take on full responsibility for the Short Course beginning with the 2018 season. Golf management is obviously a core competency of Troon and it is our understanding they have informally expressed interest in this asset. While the details would have to be determined, we believe, that at a minimum, the course must remain a premier short course, that any subsidy from the CPOA in the interim should not exceed the current net investment the community already makes each year, and that homeowners, in perpetuity, would continue to enjoy free play while walking the course, or pay a modest fee for cart rental, with no additional costs.

In closing, under present circumstances, this exceptional asset is kept from contributing fully to the quality of Cordillera living and to the natural enhancement of property values that a premier short course surely adds to a golf-centered community like ours. And every day that passes without a solution for the 2017 season and beyond only increases the potential harm to the fifty-seven Kensington Green homeowners, and to the Cordillera community.

Respectfully,

A handwritten signature in black ink, appearing to read 'M. Dodson', with a long horizontal flourish extending to the right.

Milt Dodson
President, Kensington Green HOA Board

Special Projects and Updates

Community Center Planning Process/Feasibility Study

March 27, 2017 - Prompted by recent events and community discussions about desired amenities and facilities, the boards commenced a strategic planning process in March beginning with a tour of recreational and club facilities in the valley.

Boards toured athletic club facilities in Gypsum, Arrowhead and Singletree. Facilities were:

- Gypsum Recreation Center – a fitness center featuring free weights, cardio, fitness class room, spin room, community room, indoor track, gymnastics, basketball and indoor pool with waterslide. Gypsum Recreation Center is open to the public. Tour was led by Jeff Shroll, Gypsum Town Manager and Scott Ruff, WECMRD Manager.
- Alpine Club at Arrowhead – a 20,000 square foot clubhouse for members only. Facilities include a fitness center and spa, slope side clubhouse with ski valet services and lockers, heated swimming pool and hot tub. Nadine Davis, club director, led the tour.
- Sonnenalp Club at Singletree – a private club featuring golf, health and wellness facility, access to ski services and a restaurant. Shaun Evans, director of health and fitness, led the tour.

March 28, 2017 - A strategic planning session was held March 28, after a half-day tour of other recreation and community facilities in the valley on March 27. The planning session focused on objectives to enhance the vibrancy and vitality of the community.

As a result of the session, both boards unanimously decided to initiate a planning and development process for a centralized community center that would serve as a multi-use, focal point at the entrance of our community. We anticipate a robust, fast paced and engaging process that builds on the strategic initiatives the boards and communities have developed previously and simultaneously anticipates the needs and interest of the current and new homeowners in Cordillera for generations to come.

April 4, 2017 - Email sent to the community announcing the community center planning process.

April 6, 2017 - Joe Helminski, Trevor Broersma and Rachel Oys met with Todd Goulding, Goulding Development Advisors to talk about the project, process and immediate next steps.

April 10, 2017 - A request for qualifications for a consultant to assist CMD/CPOA with land planning for a new community center. Scope will include identification of potential sites, feasibility analysis, board and community presentations and coordination with ownership and their consultants. Submissions were due April 21, 2017.

April 14, 2017 - Joe Helminski, Trevor Broersma and Rachel Oys hosted a site visit for interested firms. Davis Partnership and Barker Rinker Seacat participated in the site visit.

April 21, 2017 - Three firms submitted proposals: Oz Architecture, Davis Partnership and Barker Rinker Seacat.

April 24, 2017 - Joe Helminski, Trevor Broersma, Rachel Oys and Todd Goulding met and reviewed the three submissions. All three were invited for an interview.

April 26, 2017 - Joe Helminski, Trevor Broersma, Rachel Oys and Todd Goulding hosted interviews with the three firms. Davis Partnership was unanimously selected as the firm to engage for the master planning process. Schematic design will be determined by boards this fall.

April 28, 2017 - Board meeting approving the selection of Goulding Development Advisors to serve as the owner's representative/project manager and Davis Partnership to serve as the architect firm for the master planning and schematic design. A general contractor (GC) interview and selection process via Request for Proposal occurred in May. The GC will assist with pricing, scheduling and feasibility.

May 16, 2017 - Board meeting with introductions to Davis Partnership. Review of planning process, initial discussions about programming, similar communities/facilities and next steps.

May 17, 2017 - Email sent to the community with potential objectives, initial ideas for programming and services and key deliverables for the project team.

May 22, 2017 - RFQ for General Contract for cost estimating issued and posted.

May 24, 2017 - Board meeting with discussion of programming elements, potential sites and architectural concepts.

May 26, 2017 - Community Center planning process update sent via Cordillera Connection with summary of the process to date.

May 27, 2017. - Email sent to Cordillera Equestrian Center boarders.

May 31, 2017 - Three proposals submitted from RA Nelson, Evans Chaffee Construction Group and Shaw Construction.

June 5, 2017 - General contractor interviews held with all three companies. Shaw Construction was selected.

June 16, 2017 - Post card mailed to property owners sharing information and key objectives.

Feasibility Study Cost Estimates

May 1 – September 30, 2017

\$40,000	Goulding Development Advisors
\$113,000	Davis Partnership Master Planning/Conceptual
\$62,000	Davis Partnership Schematic Design (potential costs if determined by boards this fall)

\$25,000	General Contractor
\$25,000	Geotechnical Surveys
\$15,000	Reimbursables
\$280,000	Total

Next Steps

June 23, 2017- Post card will be mailed to the community and information will be included in the Cordillera Connection asking for input.

Conceptual plans will be shared during Community Day July 3 at the TimberHearth and during Community Center Open Houses July 6 and July 7 at the Cordillera Café. Poster boards and comment boxes will be available at the Post Office and ACC. All information is also available on the website at www.CordilleraLiving.com/CommunityCenter. Send feedback to input@cordilleraMetro.org

Call for Nominations

The Cordillera Property Owners Association is seeking nominations of property owners to be candidates for the position of director on the Association's Board of Directors. Any Cordillera property owner may nominate himself or herself as a candidate for director by personally delivering or mailing the Nomination Form to the CPOA offices.

The CPOA Board of Directors election will take place at the CPOA Annual Meeting. There are two open positions. For a copy of the Nomination Form and other information about the 2017 CPOA Election, please click the links below, visit www.cordilleraliving.com or come to the administration building at 408 Carterville Road.

Contact Executive Coordinator Tracy Stowell at 970-926-1923 or tstowell@cordilleraMetro.org.

Radar/Message Board Trailer



Staff have researched traffic radar/messaging trailers as one strategy for calming traffic in Cordillera. Staff explored options used by Bachelor Gulch, Beaver Creek, Eagle County Sheriff’s Department, CDOT and Avon Police Department as well as researched products available from Express Toll, All Traffic Solutions, Traffic Signal Controls, Work Area Protection and Wanco. The system is mobile, solar powered and wireless and has a radar system, message board and a high quality camera system.



Traffic Solutions and Wanco offer traffic calming trailers with multiple functions that are required. Pricing for these units which include maintenance and warranties start at approximately \$45,000 dollars for a base model and can range up to \$57,000 dollars depending on accessories and options. Information will continue to be gathered from other companies and will be shared with the board as it becomes available.

Records Retention

A community paper-shredding day was held April 6. Paper Wise had their shredding truck at the administration building for two hours for property owners to drop off any confidential paper recycling. There was 512 gallons of paper waste recycled from property owners and from district files that met the retention requirement and were no longer needed.

Information Technology

- Mitchell and Company replaced and installed 10 new computers for the following: ACC, finance director, Aubrey Lewis, post office, Stacey Worley, Dominique Jones, DRB, CPA/finance, Joanne Kelly and Bill Wentworth.
- A new firewall was installed at the ACC and the Trailhead. This along with upgraded internet service from Comcast has increased the bandwidth for both buildings.
- The equestrian center was rewired during the remodel to install a new switch and to add additional outlets and network ports to the manager's office.
- During the Ranch gate and Divide gate remodels, new switches will be installed, internet cables and power will be rewired and new equipment racks installed. New computers and monitors will be budgeted for 2018.

Summer Meetings and Events

June 27	New Homeowner Reception 4:30 p.m. and Summer Wine Tasting 5:30 - p.m., Trailhead
June 30	Sounds of Summer Concert featuring Hardscrabble, 5:30 – 8:30 p.m., Bearcat Stables
July 3	Community Day/Community Center Open House, 4 – 8 p.m., Timberhearth
July 4	Vail Gondola Club Fourth of July Barbeque immediately after the parade
July 6	Community Center Planning Open House, 3 – 5 p.m., Cordillera Café
July 7	Community Center Planning Open House, 9 – 11 a.m., Cordillera Café
July 10	Board Meeting, 1 – 3 p.m., Cordillera Café
August 3	Board Meeting, 1 – 3 p.m., Cordillera Café
August 16	Sounds of Summer Concert featuring the Hazel Miller Band, 5:30 – 8:30 p.m., Bearcat Stables

August 18	Board Meeting/Annual Meeting/CPOA Election, 3 – 5 p.m., Edwards Interfaith Chapel
September 22	Board Meeting, 8:30 a.m. – 2:30 p.m., Cordillera Café
September 23	Horsin' Around Day, Cordillera Equestrian Center 2 - 5:30 p.m.
October 4	Board Meeting, 8:30 a.m. – 10:30 a.m., Cordillera Cafe

Human Resources

Anniversaries

April

- 1 year: Bob Roman, Public Safety
- 1 year: Cheryl Sawtelle, Recreation
- 1 year: Jaime Walker, Communications
- 2 years: Rachel Oys, Administration
- 4 years: Fred Scheim, Community Operations
- 11 years: Bill Morris, Public Safety
- 15 years: Shay Cahill, Administration
- 21 years: Salvador Garcia, Community Operations

May

- 1 year: Tracy Stowell, Administration
- 1 year: Kurt Mulson, Public Safety
- 1 year: Mira Jolliff, Equestrian Center
- 11 years: Antonio Garcia, Community Operations
- 16 years: Ray Wolfe, Public Safety

June

- 1 year: Briony Hunn, Recreation
- 1 year: Margaret Olle, Recreation
- 2 years: Bob Norris, Public Safety
- 2 years: Teri Herwig, Public Safety
- 4 years: Aida Soto, Community Operations

New Hires

April

- Benjamin Seifreid, Equestrian Center

May

- Alicia Widmark, Public Safety
- Kathryn Sepulveda, Public Safety
- Katherine Fehring, Recreation
- Olivia Soukup, Recreation
- Jesus Dozal, Recreation
- Andrew Coyner, Recreation
- Chad Cunningham, Recreation
- Julia Coyner, Recreation
- Dylan Barker, Recreation
- Jennifer McDermott, Recreation

- Katie Coyne, Recreation
- Christian Apps, Recreation
- Laura Burke, Recreation

Open Positions

Full-time

- Barn Hand
- Mechanic II
- Finance Director

Part-time

- Barn Hand

Seasonal

- Healthy Forest Technician

Committees

Recognition

The Recognition and Engagement Committee met March 9 to discuss upcoming events including highway cleanup, department luncheons and employee events for the summer. The annual Community Pride Highway Cleanup was held May 6.

The Recognition committee launched a new program beginning May 1, 2017, with peer to peer recognition in the form of “Bird Bucks.” As employees see other employees doing extraordinary work, they can recognize their peer with a Bird Buck. Each employee is eligible to hand out two “Bird Bucks” each year. Bird Bucks can be redeemed for a \$10 gift card to Starbucks, Wendy’s, Marko’s, Subway or Smiling Moose.

Congratulations to the following employees who have received Bird Bucks and have redeemed a gift card for \$10 in the last two months.

- John Gulick, public safety – Smiling Moose
- Cody Calcaterra, equestrian center – Wendy’s
- Wolfgang Opel, facilities – Smiling Moose
- Manny Rodriquez, facilities – Starbucks
- Stacey Worley, administration – Starbucks
- Mirra Jolliff, equestrian center – Smiling Moose (twice)

Safety

The safety committee is working with the Colorado Special District Association (CSDA) to get assistance and direction for the safety committee. During this process, staff learned of a safety grant program that can be used to reimburse up to 50 percent of purchases which improve safety or reduce risk for the organization. As a result, the following purchases were made:

- Ice cleats for departments to use next winter, reimbursed \$590.57
- Reflectors for community operations, reimbursed \$140.68
- Safety cones, reimbursed \$263.20
- Safety vests, reimbursed \$150.80

The safety committee also launched the Safety/Facilities Suggestion Box Program May 1, 2017, whereby the Cordillera team can provide suggestions on safety or facility concerns throughout our community. All relevant comments are entered in monthly drawing to receive a \$25 City Market gift card.

Training and Career Development

Bill Wentworth attended the Colorado Wildland Fire Conference in April 2017. The Colorado Wildland Fire Conference provides an atmosphere for professionals, policy makers and landowners to have solutions-oriented discussions about creating communities in Colorado that are adapted to wildfire. The framework for this year's conference was to "move from awareness to action, messaging to mitigation and words to work." The conference provided an opportunity to share knowledge and expertise about reducing a community's vulnerability to wildfire.

Aubrey Lewis, John Gulick and Bill Morris are completing the Vail Centre Community Leadership Academy within the next month. Stacey Worley is enrolled in the next session of starting June 27. The course runs June through December

Workers' Compensation

Currently there are four open claims in community operations.

Monthly Staff Meetings

Staff meetings were held May 16 and May 18 to accommodate all work schedules.

- Tracy and Berniece reviewed the following topics:
 - Open positions – Mechanic II, Barn Hand, Healthy Forest Tech
 - Safety/Facilities suggestion box reminder
 - Bird Bucks
 - Farewell to Cody Calcaterra BBQ May 23
 - Recognition committee – summer planning of events
 - Employee handout of information
 - Cordy Camp
 - Project updates
 - Summer events
 - Employee email migration from Constant Contact to Civic Plus
 - Fire extinguisher training led by the Eagle River Fire Protection District Engine 15 crew

Announcements

The Equestrian Center Manager recruitment process consisted of the following:

- Posting Timeframe: April 4-18, 2017.
- Posting on the following websites: cordilleraliving.com, Vail Daily/Indeed, Vail Valley Partnership, equine association and network
- Application Review: April 19-20, 2017 by Rachel Oys and Berniece Gutierrez
- First Interviews: April 24-28, 2017 by Rachel Oys, Berniece Gutierrez and Trevor Broersma
- Second Interviews: May 1-5, 2017 by Trevor Broersma, Joe Helminski and Berniece Gutierrez; multiple boarders were invited but not available to participate

The District received 26 inquiries, 19 applications and interviewed seven candidates. From the seven candidates, three were invited back for a second interview.

Shana Devins from Mountain Valley Horse Rescue and Cody Calcaterra, conducted a test with the top three candidates. All candidates were asked to groom, pick feet, take rectal temperature and vitals, worm and simulate vaccinating a horse. Candidates were also asked to catch two horses in the corral, leading them simultaneously, in and out of the gate and navigating them through appealing green grass without letting them stop to eat.

Dominique Jones was selected to be the new equestrian center manager. Dominique started riding horses as a child and earned multiple ribbons through the Intercollegiate Horse Show Association. Dominique has guided trail rides and worked for several different outfitting operations in addition to owning and training multiple successful show horses, several of which are currently part of her lesson program. Dominique managed the Cordillera Equestrian Center for five years and has helped in the interim as a barn hand. In 2011, Dominique started Stone Circle Stables and worked as a part-time veterinary technician. She is a Certified Horsemanship Association Certified riding instructor in English, Jumping and Western Disciplines.

Performance Evaluations

Employee performance evaluation midyear reviews are in progress and will be completed by all departments by the end of June 2017.

Communications

Website

Since the migration in February, updates to the website occur daily. Updates since March include:

- posting of agendas and minutes,
- calendar updates,
- news flash announcements,
- creation of vehicle registration and other community forms,
- job positions,
- DRB guidelines and documents postings,
- Cordy Camp content and documents,
- hiking, open house, ponds & river parcel, trail maps, election and community center page updates,
- seasonal image updates and
- revisions to the employee list, among others.

The communications plan emphasizes the goal to drive traffic to the website as a centralized source of information. “Cordillera Connection,” advertisements and other forms of communication direct people to the website for further information.

To help familiarize the community with the features of the website, three open houses will be held throughout the summer at the Cordillera Café.

- June 26 at 2:30 p.m.,
- July 12 at 10 a.m., and
- Aug. 3 at noon.

Notify Me

Built-in website functionality includes the ability for users to subscribe to email and/or text message notifications. An email list migration from the existing service, Constant Contact, to the website was scheduled to occur Wednesday, May 31. However, out of an abundance of caution and to ensure there is no gaps in communication, it was decided to postpone the migration until later in the year when public comment on the community center project is complete.

Meanwhile, website users can still subscribe to receive emails from other topic-specific lists such as Event Calendar, Job Postings, Bid Postings and Agendas Center.

In addition to having the ability for users to self-subscribe to the content they are most interested, centralizing the distribution of content to multiple channels from one location reduces the changes of error and gaps in communication.

ABDI GateAccess.net

ABDI GateAccess.net provides an up-to-date community directory. There is an access portal to GateAccess.net on the home page under “Directory and Property Owner Portal.” When logged in, community members can update their information while also being able to view their neighbors’ contact information. All property owners have access GateAccess.net, but only those who opt to share their information will have it included in the directory.

A postcard was designed and sent to all property owners at their mailing address of record in the ABDI database the week of April 24. Some property owners do not have current information in ABDI and thus must call the administration offices to update their primary phone number before they can gain access to the directory. Each property has its own unique password generated by the ABDI database. Since the mailing, staff receives phone calls daily from property owners seeking their username or assistance in logging in to the system.

Since the mailing, 111 different addresses logged in to GateAccess.net at least once in the last 30 days, 78 of which registered in the Directory. Below is a breakdown of the operations performed once property owners logged in:

Source Table	Action	Total
Contact Info	Update	116
Emergency	Delete	1
Emergency	Insert	30
Emergency	Update	26
Event Guest	Insert	6
Guests	Insert	47
Guests	Update	9
Login Info	Update	59

News	Insert	1
Pets	Delete	1
Pets	Insert	30
Pets	Update	6
Vacation	Delete	1
Vacation	Insert	5

*as of May 30, 2017

Reminders to log in to GateAccess and opt in to the Directory will be sent throughout the summer via “Cordillera Connection.”

In addition, a second post card will be mailed July 3 week reminding property owners to log into the system and update their information. Communication Manager Jaime Walker will periodically be at the Café/Post Office to provide instruction to community members on how to navigate the website and GateAccess.net.

Communications since March 23

- Five “Cordillera Connection” newsletters were sent with an average of 57.4 percent open rate and an 8.4 percent click through rate.
- One Lodge Update was sent. The open rate was 70 percent with a 7 percent click through rate.
- Twelve general announcement flashes were sent on a variety of topics including: two letters from the board president, notice of special meetings, open house procedures, watermain break, special wine tasting and river closing to name a few.
- Ongoing social media updates continue.
- Welcome to summer letter from Judy and Ed for Cordillera Spirit

Advertising

- Collage Creative designed an ad for “Vail/Beaver Creek Magazine” summer edition. The magazine will be out around June 15. Copies of the magazine will be distributed at the post office and administration building.
- Collage Creative designed an ad for “BravoVail!” 2017 summer program.
- Collage Creative designed the May, June and July “Cordillera Spirit” advertisements.
- Staff executed an eight-week radio buy with KZYR to promote Cordy Camp, Hardscrabble and Hazel Miller concerts as well as Horsin Around Day. A brand awareness sponsorship contract with KUNC is being finalized to run during Morning Edition throughout the summer; the sponsorship will feature the Cordillera lifestyle.
- The sponsorship of the Eagle County Fair and Rodeo includes several media impressions, logo placements and two banners will be placed outside the rodeo grounds with one being within the arena during the event.

Events

- Hardscrabble Band will perform June 30 with the Hazel Miller Band performing Aug. 16. Both concerts will be held at Bearcat Stables with the Crazy Wagon providing food for the Hardscrabble concert; a food vendor for the Hazel Miller concert is being identified.

- Promotional efforts are underway for the events including listings on the Vail Valley Partnership event website, Facebook events page(s), poster distribution, advertising in “Cordillera Spirit,” radio ads, and a press release on each event to be sent to the Vail Daily within a week of the event date.
- Planning is underway to volunteer at the Eagle County Fair and Rodeo in addition to the sponsorship.
- VVP day was canceled due to the lack of response from The Club and from Bearcat.
- **Save the Date 2017 Events!**
 - June 27: New Homeowner Reception and Community Wine Tasting
 - June 30: Sounds of Summer Concert featuring Hardscrabble
 - July 2: Community Day
 - July 4: VGC BBQ
 - Aug. 16: Sounds of Summer with the Hazel Miller Band
 - Sept. 23: Horsin Around Day

New Homeowner Program

To date, 18 new homeowner packets, with a welcome letter and gift, were sent to new property owners. In addition, Rachel Oys, general manager, has reached out by phone to the homeowners whom we have contact information.

The new homeowner reception is scheduled for June 27 at 4:30 p.m. immediately preceding the Community Wine Tasting at the Trailhead. The reception is an opportunity for new homeowners to meet the boards, management team and learn about community programs before enjoying an evening with their neighbors at the wine tasting.

Communication Plans

Community center communications plan is being drafted to guild community outreach on the project.

A Crisis Communication Plan was drafted after researching other plans; it includes sections of the Eagle County’s Emergency Operations Plan and recommendations from ReComm Global on managing the media. A “go kit” is being prepared in advance of the event season only to be implemented when need arises.

Miscellaneous

- Board portraits were taken March 24 with makeup pictures May 26. The portraits are being used on the website, television monitors and other uses as identified.
- Fresh content is consistently being loaded to the SmartSigns2Go television monitors throughout the community. Recent slides include Aubrey’s community hikes and directions for accessing the directory.
- Anne Clarke with Marchetti & Weaver was asked to explore the possibility of Cordillera Valley Club sharing the cost of the video camera and live stream of the Valley course. The CVC board declined to make any contribution toward funding the webcam.
- Graphic Design: The summer hiking maps were reordered; newly designed Cordillera envelopes and notecards were also ordered. Collage Creative fixed corrupted business

card files so that new business cards can be ordered when needed; a new collateral piece for Vail Gondola Club is in development.

- Archiving Constant Contact email communication since 2013 per Colorado Special District Retention policy is ongoing.

Recreation

Management Team Report

Vail Gondola Club

Annual Survey

2016/2017 Survey Summary – 37 members responded (Very Satisfied = 5, Very unsatisfied=1)

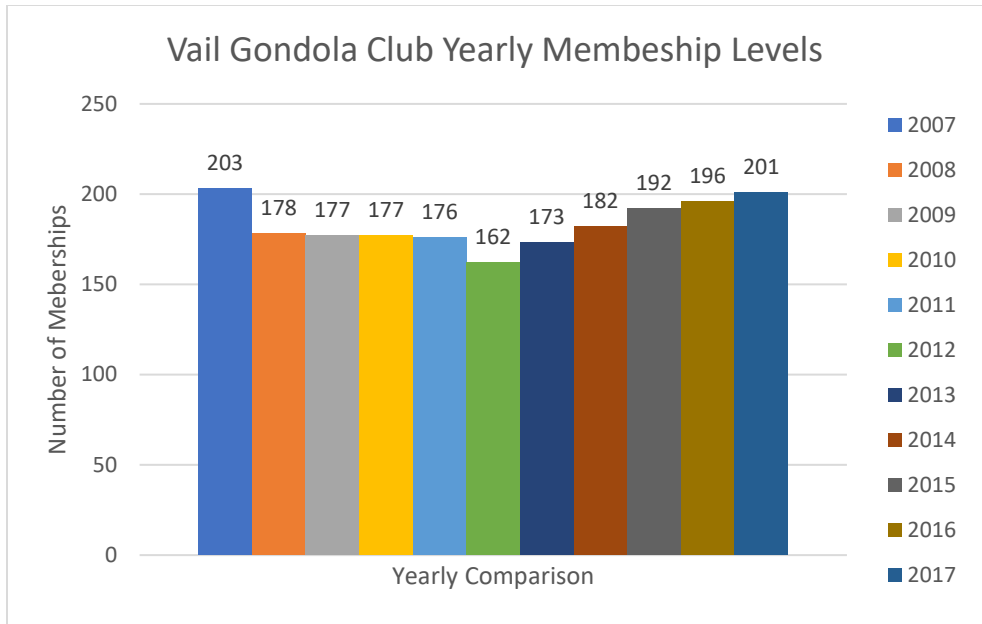
- Professionalism, knowledge, friendless of staff – 5/5
- Service and quality of breakfast and après services – 4.7/5
- Overall cleanliness and comfort of club atmosphere - 4.8/5
- Club provides a warm and inviting atmosphere – 4.9/5
- Cleanliness and comfort of facility, care given to equipment and assistance and knowledge of staff were identified as priorities.
- Ninety-five percent of respondents saw the club as highly valuable to their ski and snowboarding experience, 5 percent saw it as valuable.
- All respondents would recommend the Vail Gondola Club to other property owners, friends or colleagues.
- One hundred percent of members who registered a guest locker for family or friend were very satisfied with the level of service provided for their guests.

End of season Events

- Pink Vail: Saturday, March 25. Team Vail Gondola Club raised over \$4,000 in 2017 and has raised over \$50,000 over the past five seasons.
- Ski and Tee: Saturday, April 22, 9:30 a.m. at the Vail Gondola Club; 2 p.m. Shot Gun at the Valley Club

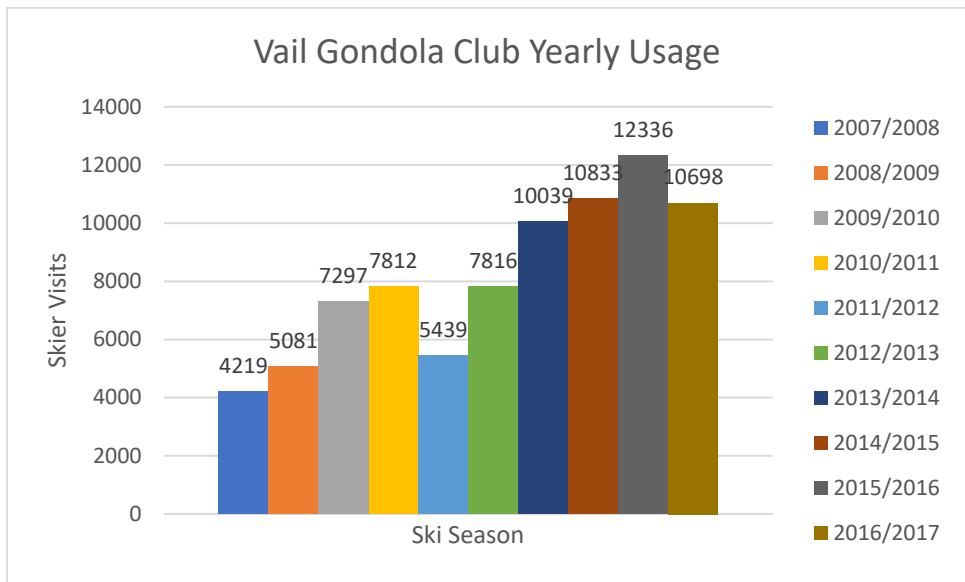
Membership Status (As of 6/5/17)

- Memberships sold 2016 - 17, resignations - 10
- Memberships sold 2017 - 1, resignations - 5
- Current members - 201
- CPOA/CVCPOA members – 65 percent
- Total revenue generating units – 198
- Memberships available – 4



Usage

- Overall 2016/2017 usage was down 13 percent when compared to 2015/2016. This decrease in usage was due to poor snow conditions and a decrease in lodge use.



Athletic Center

Hours

Open seven days a week to residents and owners, the ACC provides attendant assistance from 7 a.m. to 5 p.m. Weight machines, fitness class studio, locker rooms, steam rooms and the pool/spa are also available unattended from 5 to 7 a.m. and from 5 to 11 p.m. with a proximity/key card.

Upgraded Equipment

The cardio room upgrade at The Athletic Center at Cordillera (ACC) was completed in February. Renovations include fresh paint, new flooring and new-state-of-the-art Life Fitness cardio equipment, as well as enhanced Wi-Fi capability throughout the building. New equipment list includes (4) treadmills, (2) elliptical cross trainers, (1) powermill stair machine, (1) flexStrider, (2) recumbent bikes, (2) upright bikes, (1) rowing machine and (1) IC7 indoor cycle. Additional dumbbell weights and functional training equipment were also added.

Fitness Classes

Currently the ACC offers eight weekly complimentary fitness classes including yoga, hydro cycling, Basi Pilates, Fit Ball and Total Tone. Additional classes will be added late June to accommodate the influx in class participants.

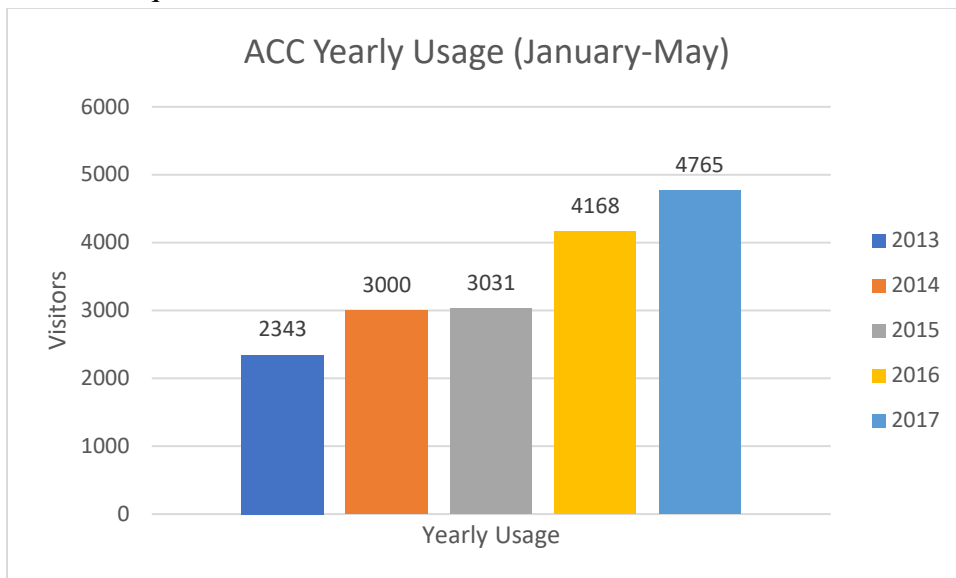
Pickleball Court Upgrades

Crack repair and resurfacing of the pickleball court will be completed the week of June 26. In addition, new pickleball nets were added.

Drop-in pickleball is Monday, Saturday and Sunday 9 a.m. to 11 a.m. as well as Tuesday and Thursday 3 p.m. to 5 p.m. Tennis racquets, pickleball paddles and balls available by request.

Usage

- January through May usage was up 14 percent when compared to 2016.
- Overall usage was up 44 percent when comparing 2015 to 2016. There were over 12,000 unique visits in 2016.



Cordy Camp/Trailhead Pool Complex

Camp Dates

- Registration opened April 17, 2017.
- Camp is offered Monday through Friday, May 30, through Aug. 15, 2017 for children ages 5 to 12.
- Camp attendees are offered a wide variety of outdoor and educational activities including professional golf, tennis and swimming instruction, sports, hiking, fishing, games, arts and crafts, educational field trips and adventure days.

Rates

\$40 Property Owners/Residents, \$50 Non-Property Owners (\$10 drop in rate).

Staff Training/Requirements

- Camp Director, Keegan Duffy completed 40 hours of pre-camp training which included course work in the following: School Age Child Care Licensing, Mixed-Age Groups in Early Childhood Programs, Child Care Administration, Conferencing with Parents, Outdoors Safety and Lifeguard Certification.
- Assistant Recreation Manager, Aubrey Lewis completed course work in Child Care Immunization, School Age Child Care Licensing, Guidance Strategies, Medication Administration and Lifeguard Certification. Aubrey will oversee all daily Camp and Trailhead operations.
- All staff members completed 15 hours of pre-camp state required training which included: Counselor Handbook/Staff Expectations, Parent Handbook/Rules and Regulations, NAEYC Code of Ethical Conduct, Emergency Action Plan and Procedures, Federal Emergency Management Agency, Recognizing Child Abuse/Neglect, Standard Precautions, Social/Emotional Development, Building Safety and Hazardous Materials, CPR/First Aid certification.

Camp Licensing/Inspections

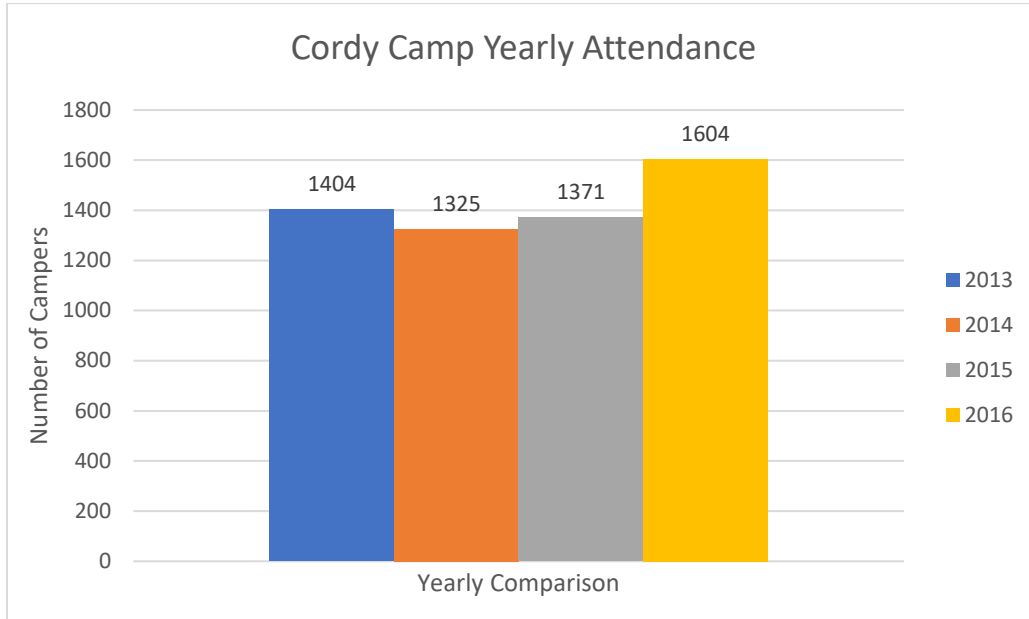
- Colorado Department of Human Services Childcare License was renewed February 2017.
- State Fire, Colorado Health and Human Services and Colorado Office of Child Care inspections were completed in May and June.
- State required Radon Test was conducted with Overall Environmental Protection Agency (EPA) Protocol average for this testing period was 1.5 pCi/l which is below the EPA recommended maximum of 4.0 pCi/l.

Advertising

- KSKE-FM, KCCH-FM and KZYR-FM Radio ads
- Vail Daily Summer Camp Insert
- Flyer/Signage distribution to local schools
- Email blast to previous camp attendees
- Cordillera Connection/Spirt

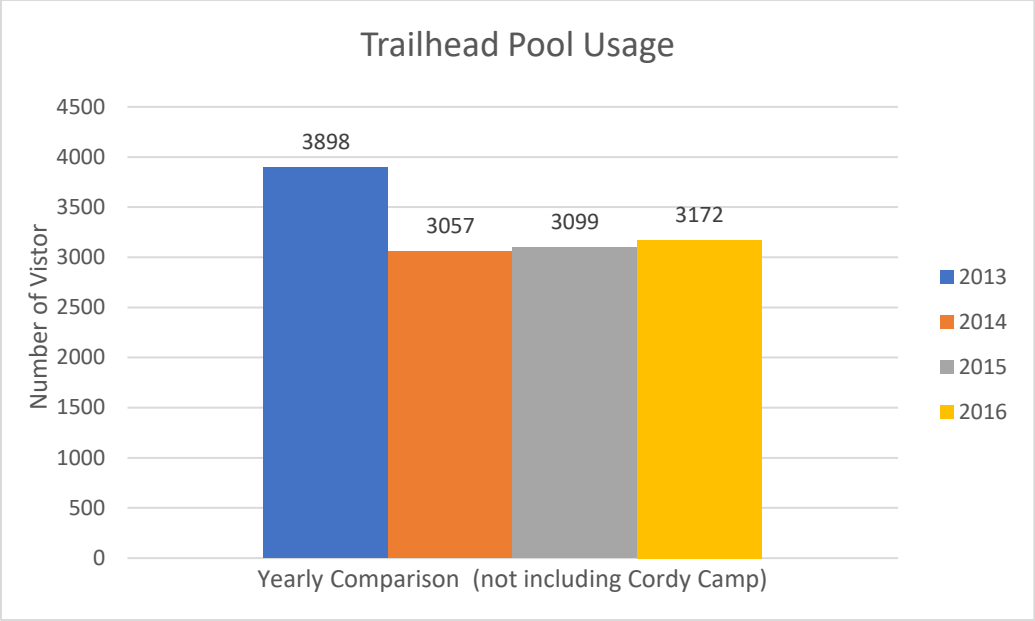
Camp Attendance

During the summer of 2016 the camp average 28 campers per day. Over the last two seasons attendance is split nearly even between resident and nonresident campers.



Trailhead Pool

- The pool complex is open daily from 11 a.m. to 7 p.m., Saturday, May 27, through Monday, Sept. 4.
- Lifeguards will be on duty during pool hours of operation.
- Children age 12 and under should be under adult supervision while using Trailhead facilities.



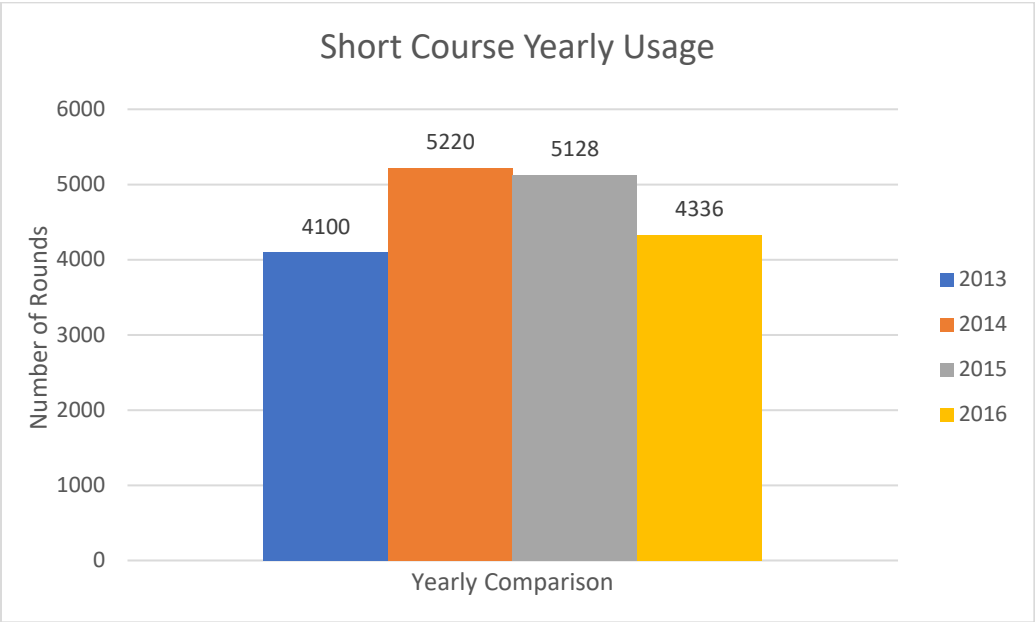
Short Course

Information and Schedule

- Opening Day was Friday, May 19.
- Closing Day is Sunday, Oct. 8.
- Course will be closed Wednesdays for maintenance.
- Course is open to Cordillera Property Owners, their guests and Club at Cordillera members only. Parking is available on Kensington Court.

Usage/Rounds

Annually there are between 1,450-1,650 property owner rounds.



Summer Community Event Calendar

Cordillera Metro District staff is offering enrichment events to supplement the robust schedules of the Club at Cordillera, Bearcat Stables and valley wide organizations. Highlights include concerts, wine tastings, CPR classes, dinners, equestrian, hiking, golf and fly-fishing clinics, community day, Independence Day events and more. A full schedule is available at cordilleraliving.com.

Art Classes

Class Schedule

- Thursdays: Oil Painting 101 5:30 - 8:30 p.m.
- Saturdays: Oil Painting Open Studio 9 a.m. – noon.
- Location: Cordillera Café.
- Instructor: Mio Cirkovic.
- Contact: 970-376-3184 or miojcir@yahoo.com.

Operations

Management Team Report

Projects

- New carpet was installed in the administration and operations buildings.
- Weed spraying around the CMD/CPOA properties will take place starting the first week of June, followed by a second treatment of weed spraying in mid-August.
- The gatehouses at the Ranch and Divide will be remodeled in the first two weeks of June. The remodel will consist of new flooring, countertops, cabinets, AC/Heat unit, vanity and a toilet in the restroom. All walls will be painted as well as all lighting converted to LED.
- The short course maintenance facility and Divide gatehouse exteriors as well as the Divide entrance wall have all been painted. The project came in \$400 over budget due to more stucco damage on the entrance wall than anticipated.
- The road program for 2017 began in May starting with the overlay of Fenno Drive from the beginning of Fenno at Squaw Creek to the Ranch gatehouse. The overlay will consist of 2-inches of new asphalt over the current roadway, and it will also level areas that have settled over time. The areas that need leveling will receive an additional 2-to 4-inches of asphalt. Later in July, overlay work will begin on Kicking Horse and Summit Trail.
- Low sewer manhole covers throughout the community were raised and leveled.
- In 2016, McDowell Engineering completed a traffic calming assessment. The study recommended slowing traffic by installing a roundabout at Fenno and Club Cottage Drive. A temporary roundabout was installed the first week of June to test speed-calming effects over the summer. It consists of a raised asphalt roundabout with new painted lane-lines on the road. The temporary roundabout allows for large delivery trucks to drive over it to access the golf course.
- Road striping and parking lot striping throughout the community will take place the week of June 5.

- A speed bump on Fenno near the Trailhead facility has been installed; the Cordillera Way speed bump will be installed late June.
- The Athletic Center shower remodel will be completed the week of June 12. The remodel consists of new tile and fixtures in both men's and women's shower areas.
- The Athletic Center pool was closed May 30 and May 31 for routine maintenance.
- The trailer parking lots are being updated by leveling the parking ground, creating taller berms, graveling the parking areas and creating new entrances that will have gates. The project will be completed by June 23.

Fleet

- The car wash hours were extended for the summer season, Monday through Friday, 6 to 10 p.m. and Saturday and Sunday, 8 to 8 p.m.
- A new air compressor, metal band saw and metal chop saw were installed in the operations building. These new tools are being used to repair equipment after a long winter of snow removal.
- Fleet is working with Western Star to build a new plow truck; it is included in the 2017 budget. Delivery is expected in November.

Trails

- All trails are open and are in great condition.
- All the picnic tables were replaced with new metal picnic tables throughout the property.
- Staff is researching new signage options for all trails on the property. Current signage is wood wrapped metal signs on wood posts. Staff is researching metal signs on metal posts that will not need yearly maintenance.

Equestrian Center

- Installation of indoor horse waterers is complete.
- The breakroom and office renovation is complete. New flooring, lighting, cabinets and drywall were installed.
- New footing options for the indoor footing replacement project are being researched. The footing replacement along with new wall boards will be complete by end of July.
- Operations worked with Holy Cross and Wattsup LED to find new lighting options for the equestrian center. Wattsup LED will cost \$29 after a \$100 rebate from Holy Cross. The monthly cost savings is projected to be around \$500.
- Operations began fence repair around the equestrian paddocks and arenas.
- Operations is currently looking for a new place to dispose of the equestrian centers manure. Currently manure is being taken to the landfill.
- Two accidents occurred at the barn. An accident debrief was held with staff and trainers to review response and protocols.
- 32 horses are being boarded at the barn (11 of which are property owner horses).

River Parcel and Ponds

- All water-feature pumps are in operation.
- Granada Glenn aeration pump has seized and will be repaired before winter.

- Nick began the annual river clean up.
- New picnic tables were placed at the river beats.
- The fishing ponds at Granada Glenn and Bearden will be stocked by June 7.
- Red Draw pond and park underwent a major clean up by the trail staff. Irrigation repairs are currently being made with the painting of the pavilion occurring by the end of July.

Public Safety and DRB

Management Team Report

Incident Reports

During the months of March through May, public safety responded to 124 calls ranging from alarms (fire, intrusion, low temp and water flow), animal incidents, gate incident, property damage, gas leak, homeowner assists, vehicle assist, medical and DRB site contacts.

March 12, public safety was notified of a water detection alarm at 511 Black Bear Trail at 12:22 a.m. The residence was unlit and vacant. Before Eagle River Fire Protection District (ERFPD) was dispatched, patrol walked around the house to investigate. The location of the alarm came from the mud room/laundry. Patrol noticed through the window a bottle liquid soap that was knocked over and was leaking on the floor. The property manager was notified and ERFPD did not respond. The property manager arrived the next morning to clean the mess and reset the alarm.

April 15, public safety was dispatched to a water leak by 2485 and 2457 Fenno Drive. Upon investigation, water was found coming out of a broken water line belonging to golf course maintenance. Water was traveling down Fenno Drive and into property owner's driveways. Patrol reported that water was not getting into homes. Golf course maintenance turned the water off and made repairs.

May 9, public safety was notified by an employee of the barn that a woman had fallen off her horse in the outdoor arena. Public safety dispatch called 911. ERFPD, public safety patrol and an ambulance responded. Patrol and emergency services arrived on scene to find the patient lying on the ground at the entrance of the outdoor arena. The patient was conscious, alert and was able to recall the event. She was complaining of head, neck and back pain. Paramedics stabilized the patient and transported her to the hospital, non-emergent. ERFPD and public safety patrol cleared the call.

May 15, public safety was notified of a woman who fell from her horse and was hurt. The woman was on a trail ride behind the equestrian center, heading toward Grey Hawk. When arriving on scene, public safety patrol along with ERFPD found that access to the patient was difficult. ERFPD crew members hiked up to the patient with their equipment. When Eagle County Paramedic Services (ECPS) arrived, the public safety director loaded the ambulance crew and equipment in the patrol vehicle and was able to drive up the trail to gain access to the patient. The patient was stabilized and taken down to the ambulance then transported to Vail Valley Medical Center. All agencies involved demonstrated exceptional team work to safely get the patient the medical care needed.

May 18, the public safety director and patrol responded to 65 Rodeo Drive for a lost puppy. Upon arrival, the owner was upset and stated he just adopted a puppy and did not realize when he opened the front door the puppy was right behind him and darted outside. The owner had already been looking for about 30 minutes. Golf course maintenance along with numerous homeowners on the Ranch called the gates to report seeing a puppy running on the golf course by the Fairways and on Red Tail Ridge. After two hours of searching the public safety director and patrol cornered the puppy at the bottom of Red Draw in Mr. Shriners driveway. The puppy was reunited with her owners and they were extremely grateful for public safety's help.

Construction Regulations

The construction season is here and work on job sites has increased. Property owners and public safety patrols have noticed workers trying to work late without notification and approval. Public safety has addressed these violations by educating contractors of the construction policy.

From the DRB Design Guidelines

7.02.16 Construction Hours & Noise

Construction Activities shall be limited to the following hours of operation:

Monday through Friday: 7:30 a.m. to 5:30 p.m.

Saturday: 9 a.m. to 5 p.m.

Entrance to work site for the purpose of set-up only, is permitted one half hour prior to hours of operation. (M-F 7 a.m.) During the half-hour set-up, the operation of heavy equipment, compressors, impact tools, or any activity that creates noise; shall be prohibited. At no time shall contractors, sub-contractors or laborers park and wait at the gatehouses before 7:00 a.m. No construction related activities or work vehicles are allowed on premises after 6 p.m. That Saturday work hours are 9 a.m. to 5 p.m. (through the gate at 9 a.m. and out by 5 p.m.). The use of large trucks and heavy equipment are prohibited on Saturdays. No work on Holidays and Sundays. These Holidays include: New Year's Day, Easter, Memorial Day, July 4, Labor Day, Thanksgiving and Christmas.

NOTE: Exceptions for construction activity outside the construction hours may be granted from Cordillera Public Safety Director. The owner or contractor must contact the Public Safety Director for approval.

At all times, each Owner shall use reasonable efforts to minimize external noise resulting from Construction Activity. No loud music shall be permitted.

Pet Policy

Property owners and public safety patrol have noticed numerous occasions of off-leash dogs roaming the community. Public safety has responded to calls and has educated owners of the community' pets policy. On a few occasions animal control was notified.

From Cordillera's Planned Unit Development Control Document:

Section 1.13 Impact Control. *The following impact restrictions apply:*

- t. *Dog Control. All dogs within the development property shall be subject to the Cordillera Wildlife Mitigation Agreements and the following rules:*
 - a. *Dogs may not at any time be permitted to roam unattended or uncontrolled beyond its owner's property line;*

- b. *All lots on which dogs reside must be provided with a fenced or enclosed area which will limit dogs' movement from the site. Fence or enclosure to be subject to Design Review Board approval;*
- c. *When not on owner's property, dogs must be secured on a leash of no more than 12 feet in length and under the direct control of its owner or authorized representative; and*
- d. *No more than two dogs are permitted on any lot in Cordillera. Offspring less than six months in age shall be the only exception to this rule.*

Healthy Forest

The grouping of properties for wildfire inspections were originally placed in groups according to the neighborhood hazard rating. Anchor Point determined the hazard ratings during their inspections of vegetation and terrain. The neighborhoods were then divided into five groups with the most hazardous areas being inspected and mitigated first. There have been two full cycles of inspections, going through all five groups of properties, with this year beginning the third cycle.

Property inspections consider the fuels that exist in the Home Ignition Zone (HIZ). The three zones that are examined are the first 30 feet from the drip edge of the structure (zone 1), the area 100' to 150' from the drip edge depending upon terrain (zone 2), and then from the end of zone 2 to 210' or the property line (zone 3), whichever comes first. The overall concept is to go from only removing dead vegetation in zone 3 to thinning and removal of dead vegetation in zone 2 to removing all ladder fuels and to have adequate spacing between plants and the drip edge in zone 1. The desire is to make the fire a low burning ground fire by the time it gets to the structure.

The Healthy Forest program sent out the inspection letters to the residences at the beginning of April. The inspections will start this month on the properties listed in the letter below. Inspections on open space are underway and the hazardous vegetation is being removed.

April 3, 2017

Dear Cordillera Property Owner,

In 2006, the Cordillera Property Owners Association (CPOA) began efforts to address wildfire hazards throughout the community. At the end of 2011 all private properties had addressed their wildfire mitigation issues. In 2012 Cordillera started the maintenance cycle of the program utilizing the same five-year schedule that was used for initial work; every property will be inspected on a five-year cycle to assure wildfire mitigation is maintained. The neighborhoods listed below are scheduled for inspection for maintenance of their wildfire mitigation work this summer of 2017. Property owners in these areas who have not maintained this work should do so this summer.

Experts advise that the two most important considerations in protecting a structure's ability to survive a wildfire are the defensible space around the home and the roofing material. Defensible space refers to a property owner's efforts to manage the vegetation around their home to minimize the dangers from fire. In

other words, the less there is to burn the less heat that there is to transfer to your home. Embers from fires travel long distances and land on the ground and roofs. Combustible debris and roofing material can catch fire and ignite the home. While the weather cannot be predicted, or controlled, there is much property owners can do to make their properties more fire resistant.

When weather permits, during the months of April and May, Public Safety Staff will be walking properties to evaluate any work needed to be done for compliance.

*Requirements for maintenance are the same as they were for the original mitigation. It is in the best interest of both the property owners and the community to address the wildfire concerns. **For detailed information regarding wildfire mitigation contact Bill Wentworth, Cordillera Healthy Forest Project Manager, at 970-306-3632 or bwentworth@cordillerametro.org.***

Important Note: Effective 2009 thru 2024, the State of Colorado allows property owners filing Colorado tax returns to deduct up to \$2,500 for costs incurred for wildfire mitigation.

***NEIGHBORHOODS DUE FOR RECERTIFICATION IN SUMMER OF 2017
(WILL BE INSPECTED FOR MAINTENANCE IN 2017)***

Saddle Ridge – Very High

- *Outer Saddle Ridge (422 to 680)*

The Timbers and Fairways – Very High

- *Timber Trail*
- *West Timber Draw*
- *East Timber Draw*

Red Draw and Peregrine – Very High

- *Peregrine*
- *Red Draw (to Redtail)*
- *Fenno (2524 – 2808)*

Douglas-fir Beetle

Three Douglas-fir trees in front of the Trailhead building that were dying and could be a hazard to owners and guests were recently felled with an additional two more to be removed soon. Don McDracken and Matt Schlitz of the Colorado State Forest Service, inspected the dying trees and determined it was due to the Douglas-fir Beetle. They have noticed an increase in activity of the fir beetle locally and suggested implementing a mitigation strategy which staff is in the process of developing. Below is a brief description from the Colorado State Forest Service of the Douglas-fir beetle:

Douglas-fir beetle usually kills only small groups of trees, but during major outbreaks groups of 100 or more infested trees are not unusual. Infested trees may occur on a landscape-scale across multiple drainages during outbreaks.

- ***Adult males*** are stout, cylindrical beetles less than ¼-inch (4-6 mm) long, or smaller than a grain of rice. The head and midsection are black and the wing covers are typically reddish-brown.
- ***Adult females*** typically initiate an attack on new host trees, and mating then occurs near the entrance hole bored through the bark.
- ***Larvae*** are white, C-shaped, legless grubs with an amber colored head capsule.

Symptoms of Infestation

Outbreaks tend to be associated with mature Douglas-fir forests, especially following extended periods of below normal precipitation. The most apparent indicators of Douglas-fir beetle infestation are small groups of dead and dying Douglas-fir trees. When a tree is dying from Douglas-fir beetle, its needles fade from green to red-brown before starting to drop off. Fading foliage occurs about one year after trees have been attacked, typically after adult beetles have emerged. Other symptoms of Douglas-fir beetle infestation may include:

- The presence of reddish-brown boring dust around the base of trees and within the cracks and crevices of the bark.
- Streaming resin along the main trunk (not always present), usually white and/or clear in appearance.
- Vertically oriented galleries under the bark, with alternating larval side galleries.
- Woodpecker damage, where the birds have stripped portions of the bark from infested trees in search of larvae, leaving accumulations of bark at the base of trees.
- Exit holes on the bark surface, after the adult beetles emerge from infested trees.

Management Options

Ongoing management of Douglas-fir forests is the most effective long-term strategy for reducing tree losses from Douglas-fir beetle. Thinning overly dense stands of trees, to reduce the competition between trees, is the most successful forest management strategy to promote tree vigor. Options for management include:

1. Remove infested trees and slash, wind-thrown trees susceptible to Douglas-fir beetle infestation, Trees already infested by other insects and diseases, excess numbers of older trees, as the beetles most frequently attack the largest trees first.

2. Utilize packets containing the pheromone Methylcyclohexanone (MCH) disrupt the attraction of incoming beetles and can be used to reduce attacks on Douglas-fir trees.
3. The use of insecticides has proven effective in preventing Douglas-fir beetle infestation. Certain formulations of carbaryl and pyrethroids that are registered and have been tested for effectiveness are the primary insecticide sprays used to help reduce the likelihood of attacks on individual trees.
4. Solar treatments can be used to reduce Douglas-fir beetle populations in infested stands. These treatments involve felling infested trees and stacking cut logs in an area with full sun before covering them with clear plastic. The solar treatment of infested trees creates conditions unsuitable for survival of Douglas-fir beetles, forcing them to either relocate or die.
5. Trap trees serve as traps for recently emerged, adult beetles. After the trap trees become infested with beetles, trees are removed and destroyed, usually during the fall or winter, while all of the Douglas-fir beetles are still inside.

Open Houses

In April, communication was sent via email to all realtors listing properties in Cordillera, to the Vail Board of Realtors and to property owners regarding the modified open house process. The official transition date was May 26, 2017, which gave ample time for the realtors to get Cordillera approved signage made, if needed.

RE: Cordillera Open Houses

Dear Realtors,

Cordillera Metro District (CMD) is pleased to announce new open house procedures. Effective May 26, 2017, open houses will be permitted from 11:00 a.m. to 7:00 p.m. daily with no restrictions on the days of the week. Unlike in the past, Realtors, not Cordillera Public Safety, are responsible for placing and removing the signs. Realtors are required to use the approved signs (requirements are outlined below) and contact the Divide Gate House with 24-hour notice giving day, time and address of the event. The Divide Gate House email is: dividegate@cordillerametro.org. Open House procedures including days and times are subject to change in the future.

All other guidelines pertaining to open houses in Cordillera remain in effect. Sale yard signs are still not permitted.

CMD has approximately 30 signs with arrows that are available for purchase for \$ 50 on a first come, first serve basis. Please contact Kirk Pliske to purchase the signs. Checks should be made out to Cordillera Metro District.

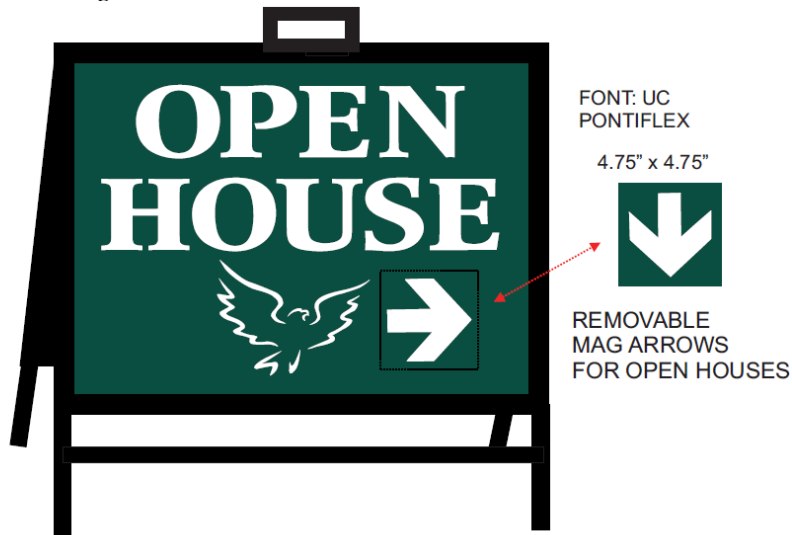
Please contact Kirk Pliske, public safety director, at 970-569-6261 or kpliske@cordillerametro.org with any questions.

Sign Template Requirements are as follows:

Color: Green PMS 3305C

Dimensions: 18 inches high by 24 inches wide Steel Panel Digital Print PMS 3305C

Logo: If not using Sign Design in Eagle Vail, please contact Cordillera Metro District for the logo.



Gates

All gates mechanisms in the community—Divide, Ranch and CVC—will be updated and replaced in coming weeks.

Cordillera Wildlife

Bears have been active throughout the community for a few months. On numerous occasions bears have tried to get into the dumpster at the ACC. Communication is ongoing reminding residents to use bear resistant trash cans and follow the community's policy regarding the allowed hours in which trash containers can be placed curbside: no earlier than 7 a.m. and removed by 7 p.m. the evening of trash pickup.

Education and Training

Bill Wentworth, who oversees the healthy forest program, attended the Colorado Wildland Fire Conference in Pueblo in April. The mission statement of the conference is "Moving from Awareness to Action, Messaging to Mitigation and Words to Work." The information acquired at the Conference allows staff to stay up to date on innovative research, case studies and actions to create fire adapted communities.

COLORADO WILDLAND FIRE CONFERENCE 2017

The Colorado Wildland Fire Conference provides an atmosphere for professionals, policy makers and landowners to have solutions-oriented discussions about creating communities in Colorado that are adapted to wildfire.

The framework for this years' conference was to "move from awareness to action, messaging to mitigation and words to work." It provided an opportunity to share knowledge and expertise about reducing a communities' vulnerability to wildfire.

Some of the best "break out" sessions at this years' conference had titles such as:

- *Fire-wise landscaping: An opportunity to turn the first thirty feet into a fire-wise, water-wise and pollinator/people friendly space. (The first thirty feet from the structure is the most critical in terms of "knocking a fire down", to lessen the severity of the fire when it gets to the structure.) Here in Cordillera we are faced with convincing property owners that they can have a pleasant appearing landscape and still be fire-wise. Irene Shonle spoke extensively about plants and landscaping do's and don'ts of landscaping in the HIZ. Irene is the Director of Extension in Gilpin County and has been working with mountain residents on forestry/fire and gardening issues for over fifteen years.*
- *Retro-fits to Prevent Structure Ignition. Things that can be done to lessen the chance of a fires' ability to ignite a structure. Things like using 1/8" screening in attic vents and using steel mesh window screens rather than plastic or fiberglass. Keith Worley presented this session. Keith has served as the lead for the Waldo Canyon Fire FAC Assessment Team and the Black Forest fire Assessment Report to the Governor's Office. He's a former NFPA Fire-wise Community Advisor for CO, TX, NM, UT, KS, NE and WY. Keith has written 12 CWPPs, manages multiple Fire-wise Community programs, and assists homeowners with their insurance companies.*
- *Does Homeowner Mitigation Work? Comparing the results from the Fourmile Canyon and Cold Springs Fires. This presentation came from the results of first hand inspections of the structures that burned and the ones that survived these devastating fires. The speaker for this was Jim Webster. Jim is the Wildfire Partners Program Coordinator in boulder County's Land Use Department. He developed this nationally recognized, public-private model in collaboration with over 35 partners. He wrote Boulder County's CWPP. Jim has designed and implemented innovative, multi-disciplinary natural resource initiatives for more than 25 years. He received his M.S. in Environmental Management from Duke University.*

FYI

Notices and updates on road construction and the gate replacements were communicated via Cordillera Connection and posted on the website. The communication urged slower speeds, caution and patience while traveling in the construction zones.

Design Review Board

Buildout Analysis

Buildout Analysis					
Neighborhood	Total Units Allowed *	Completed	Review Process	Under Construction	% Buildout**
Divide (minus 60 Lodge)	202	164	0	4	81 percent
Ranch	400	315	1	3	79 percent
Summit	248	98	0	5	40 percent
Totals (PUD 910)	850	577	1	12	68 percent

* 910 is total density allowed by the current PUD

** Does not include properties under construction

Under Construction	
Divide	Status
220 Casteel	exterior materials
270 Cordillera Way	Final inspection
322 Granada Glen	Framing - ILC
465 Little Andorra	Framing - ILC

Ranch	Status
2623 Fenno	Final inspection
832 Forest Trail	Framing
205 Elk Springs Tr	Sitework

Summit	Status
1282 Gore Trail	Framing - ILC
49 Lady Belle Way	Framing ILC
96 Lady Belle Way	Framing ILC

Territories	Status
7 Territories	framing - ILC
19 Territories	Sitework

Review Process	
Divide	Status

Ranch	Status
121 Elk Springs Tr	HOLD
166 Peregrine Dr	Sketch 3.14.17 D

Summit	Status

Territories	Status

Design Review Board

Gene Shanahan – Chairperson
David Staat – Board Member
Lee Hegner - Board Member
Judy LaSpada - Board Member
Henry Reed - Board Member

Dennis Moran – Alternate Board Member
Eric Jung -Alternate Board Member
Millie Aldrich – DRB Administrator
Paul Miller - Architect Director
Scott Sones - Landscape Arch. Dir.

Feb. 14, 2017 DRB Agenda
Administrative Offices, 408 Carterville Road

All times are approximate and subject to change

8:30 a.m. Call to order

Approval of January Minutes
Review Agenda - Project overview

9:45 a.m. O'Connor Residence – 594 Winchester Trail – Final Review
Applicant: Kyle Webb – K.H. Webb Architects

10:30 a.m. M.L.W.S. Residence – 205 Elk Springs Trail – Sketch Review #4 / Variance
Request
Applicant: Michael Lauterbach, owner

11:15 a.m. Cunningham Residence – 166 Peregrine – Sketch Review #3
Applicant: Brent Alm – Architect, Grant & Susie Cunningham / owners

Staff Approvals – 0

Single Family Construction Starts - 0

Single Family Final Inspection – 1
810 Cordillera Way – renovation

Staff Updates

1562 Red Draw – Combine lots 20 & 21 update
Active Construction Sites / Build-out Analysis

Compliance Officer Updates

Other Business

12:45 p.m. Adjourn

Design Review Board - Minutes
Tuesday, 14, February 2017
408 Carterville Road, Cordillera, Colorado

ATTENDANCE

Members Present	Gene Shanahan Chair David Staat, Board Member Lee Hegner, Board Member Judy LaSpada – Board Member Henry Reed – Board Member Eric Jung – Alternate Board Member
Members Absent	Dennis Moran – Alternate Board Member
Others present:	Millie Aldrich - DRB Administrator Paul Miller – DRB Architectural Consultant

CALL TO ORDER

8:35 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Declaration was noted for the record a quorum was present for the purpose of doing business of the Cordillera Design Review Board.

DISCLOSURE MATTERS – Eric Jung has a conflict of interest and removed himself during the discussion of 1562 Red Draw – Combine lots 20 & 21.

APPROVAL OF AGENDA –DRB unanimously approved the agenda.

APPROVAL OF MINUTES – Minutes from Jan. 17, 2016 approved, moved by Hegner second by Staat all in favor.

PUBLIC INPUT –

Jennifer & Charlie Hays resident at 218 Peregrine, Laura Louise & Anric Blatt residents at 138 Peregrine, Chuck Perrin resident at 165 Peregrine all have several concerns with the proposed design for 166 Peregrine such as: site disturbance, size of the house compared to size of lot, two driveway cuts off Peregrine, four garage bays, four story appearance on east elevation, tower element, roof top hot tub deck, commercial appearance on east elevation, large amount of glass and amount of light pollution.

DRB ACTION ITEM –

1. O’Connor Residence – 594 Winchester Trail

9:50 a.m.

Review: Final

Present: Kyler Webb / KH Webb Architects

Final – Approved with comments. See memo located on Page 3

2. M.L.W.S. Residence – 205 Elk Springs

10:35 a.m.

Review: Sketch

Present: Mike Lauterbach

Sketch – Approved with comments. (See memo located in Page 5)

3. Cunningham Residence – 166 Peregrine

11:16 a.m.

Review: Sketch

Present: Brent Alm – Architect, Grant Cunningham – Owner (via telephone)

Sketch – Denied. See memo located on Page 6

STAFF APPROVALS – 0

FINAL INSPECTION - 1

- 810 Cordillera Way - renovation

ADMINISTRATIVE UPDATES

- Active Construction Sites
- Owner Eric Jung, 1562 Red Draw would like to combine his lots 20 & 21 and amend the building envelope
 - The Cordillera Open Space which was sold to the previous owner must remain as open space.
 - Wetlands is indicated on lots 20 & 21 and must be avoided.
 - Owner is presently modifying building envelope to create a caretaker unit on previous lot 20 property.
 - Owner to provide email or letter from ERWSD that ERWSD requirements have been satisfied

OTHER BUSINESS

ADJOURNMENT

12:38 p.m.

There being no further information before the Cordillera Design Review Board, the meeting was adjourned.

Design Review Board –	Staff Memorandum	Date: 2/14/2017
Applicant:	O’Connor Residence	
Location:	594 Winchester Trail / Lot 19 Territories	
Representative:	Kyle Webb – K.H. Webb architects	
DRB Coordinator:	Millie Aldrich	
Review:	Final	

Project Overview

The O'Connor Residence is a new residence located at 594 Winchester Trail / lot 19, Territories. The site is 35.331 acres. The proposed residence is 4,564 square feet, guest house 930 square feet and garage 1027 square feet, per drawing set 1/26/17. The O'Connor Residence is being reviewed for Final and is subjected to the Summit / Territories Design Guidelines.

Board Comments:

SITE PLAN

- Existing tree line on survey to be verified
 - Avoid disturbing existing aspen grove with grading and improvements.
- Quantity of aspens may be reduced, but extend existing aspen grove around the northeast section of property.
- Provide engineered septic design, coordinate with site and landscape plan.
- Boulder retaining walls greater than 4 feet require engineered design.
- The water line is for fire suppression only. Territory lots are on well water, provide well location and / or well house.
- Gravel is not an acceptable drive material.
 - Chip seal would be acceptable to continue the same look as the existing road.
- Modify L.O.D. around transformer and phone pedestal to include trees and revegetation.
- Clarify the 5' inflammable barrier along the outside of any structure.
 - Permanently irrigated beds are acceptable within the 5' zone.
- Clarify sod roof vegetation
- Entry Gate must be wood, match house.
 - Additional information needed on the entry gate, operating access.
 - EMT access

ARCHITECTURAL

- An all metal roof is acceptable with secondary sod roofs
 - Metal roof will be rusted cor-ten.
 - All metal roof requires a variance.
- Knox box location on plan and elevation.
- 4.03.06 Windows – “Window arrangements should be designed in proportion to the structure and form of the building and should adhere to a traditional rectangular pattern in keeping with the overall design them.” Trapezoid windows and other unusual shape and size windows are generally not encouraged.
 - Gable end window wall requires a variance.
- Summit roof overhangs 5.03.02 / 5.04.02, overhangs which are 36” deep minimum are preferred, and should be supported by sturdy, exposed rafters and other structural members.
 - Roofs on the eave edge have zero overhangs and requires a variance.
- The roof eave profile is very thick and there is no expression of structure. “Fascias constructed of multiple layers of wood shall also be incorporated into the design of roofs. If rafter tails are exposed, narrow fascia materials may be used.” 4.03.4A
- Building Height

- A delineation of proposed and existing grades is not complete in the drawing provided A105. Odd and even foot intervals are shown on the building height plan whereas the topographic survey is showing only 2' contour intervals. Where did contour 8505 come from/ It appears that contour 8504 is mislabeled, making the building height at calculation point #4 35'-9."
- Plan is difficult to read.
- Roofs
 - Maximum allowable pitch for a primary roof plane is 8:12, proposed is 10:12.
 - Roof pitch requires a variance.
- Flat Roofs
 - Close to one-third of the roof forms are expressed as flat roofs:
 - "with the exception of small flat roof sections, the pitch of secondary roofs shall be at least 3:12... Flat roofs are not permitted as primary roof form."
 - Flat sod roofs with a variance will be allowed as a secondary roof.
- Details
 - Need clarification on roof edge details A5.04

General Comments:

Approved with comments and variance application and fee of \$500 required.

Design Review Board - Staff Memorandum

Date: 2/14/2017

Applicant: Elk Spring Trail Residence
Location: 205 Elk Spring Trail / Lot 15, Filing 7
Representative: Michael Lauterbach
DRB Coordinator: Millie Aldrich
Review: Sketch

Project Overview

The Elk Spring Trail Residence is a new residence located 205 Elk Spring Trail / Lot 15, Filing 7. The site is 2.432 acres. The proposed residence is 4,116 square feet, per drawing set 1/26/17. The Elk Spring Trail Residence is being reviewed for Sketch and is subject to the Ranch Design Guidelines.

Board Comments:

Site and Landscape Plan

Site Plan:

- Show location for address marker, provide detail and lighting cut sheets
- Provide stamp survey. Coordinate existing trees to be removed with site and landscape plans.
- The driveway grading needs some refinements
 - Lowering the garage floor an additional 18"-24" will help the driveway
 - Reduce double boulder wall retaining wall and help to save the existing evergreen
- Parking area has a 10 percent cross slope

Landscape Plan:

- The following plants do not appear on the Fire Wise list of acceptable plants within 30 feet of the structure and should be replaced unless irrigated.
 - Mountain Snowberry
 - White Snowberry
 - Feather Reed Grass
- No irrigation calculation is provided, permanent or temporary.
 - Indicate rain sensor
- No plant material is proposed in the bench of the retaining walls below the hammerhead. The walls should be softened by vegetation.
- Several deciduous trees, south of the house are proposed to remain on the Landscape Plan but do not appear on the Site Plan, coordinate.

Architectural

- Metal roofing should be used as an accent to the main roofing material. Section 4.03.04E
 - All metal roof requires a variance / deviation from Design Guidelines
 - Corrugated cor-ten roof, natural weathered.
- Metal siding is listed as a prohibited material for use as exterior siding. Section 4.03.05H
 - Metal siding would requires a variance / deviation from Design Guidelines
 - Corrugated cor-ten siding, match roof, natural weathered.
- Height Calculation are incorrect, revise grade elevations.

General Comments

- A deviation from the Design Guidelines requires a variance application and fee of \$500,
 - applicant has submitted and paid.
- Board will accept all metal corrugated cor-ten roof and corrugated cor-ten accent siding.

Sketch –Approved with comments

Design Review Board – Staff Memorandum		Date: 2/14/2017
Applicant:	Cunningham Residence	
Location:	166 Peregrine / Lot 6- Filing 17	
Representative:	Brent Alm, Architect / Grant Cunningham, Owner	
DRB Coordinator:	Millie Aldrich	
Review:	Sketch	

Project Overview

The Cunningham Residence is a new residence located at 166 Peregrine / lot 6 filing 17. The site is 1.57 acres. The proposed residence is 7,615 square feet, Storage / Mechanical 1,375 square feet, Garage 900 square feet per drawing set 1/6/17. The Cunningham Residence is being reviewed for Sketch and is subjected to the Ranch Design Guidelines.

Board Comments:

GENERAL –

4.01.00. *“The design style for the Ranch is based upon the heritage of its location in the mountains of the American West. The romantic yet elegantly rustic lodges like the Old Faithful Lodge at Yellowstone, Timberline at Mt. Hood and the alpine shelters and lodges of Glacier Nation Park establish the context of this design theme. This western heritage is further defined by the simple, direct, yet picturesque ranch buildings still seen on the lower mountain slopes and valleys of Western Colorado.*

While the design style has its origin in the early, rustic mountain structures of the American West, the overall design goal for the Ranch is to create innovative structures and architectural solutions which respond to current lifestyles and incorporate up-to-date building technology. The intent is not to mimic the false fronts of cowboy towns, recreate rustic lodges or reproduce simple log cabins. Rather, design solutions should advance an architecture which responds to its location and respects its regional heritage.

The architectural style expresses a direct use of natural materials which are an outgrowth of their setting and which have an appropriate scale to the surrounding mountains. Massive stone abutments, large timber trusses and heavy log framing are examples of materials typically associated with this theme.”

SITE PLAN / LANDSCAPE PLAN –

- 4.02.04A *“The underlying goal of site planning guidelines is for all buildings, structures and site improvements to be integrated with the natural features of a site. Building form, orientation and massing should respond to natural landforms, drainage patterns, topography, vegetation, views and sun exposure. Buildings should step with the site, accomplishing level changes through a composition of forms rather than extensive site grading. Building forms and roof lines should relate to the site contours and surrounding land forms. Exposed building profiles atop ridge lines and harsh angular forms which are in contrast to natural slopes should be avoided.”*
 - The massing of the house is inconsistent with the intent and language of the Design Guidelines.
- There are significant issues which need to be solved at a basic level. The approach to the development of the house seems to be maximizing the available area within the Building Envelope with a disregard for site conditions and little regard for the Design Guidelines.
- The submittal proposes the complete elimination of the existing vegetation and berm across most of the street frontage along Peregrine drive due to the second driveway cut.
- 4.02.07A *“Garages shall have no more than three bays.”*
 - There are two driveways and four garage bays proposed in this design. Direction was provided at the last review to minimize the impact / visibility of the second drive using Grass-Crete or similar treatment. This submittal shows the second drive to be the same material as the primary drive.
 - The Metro District stores snow on the outside edge of the curved road where the proposed second drive is located and will be problematic for the District.
 - The proposed second drive is in a blind spot with no turnaround space and vehicles will be backing into the District road.

- Direction was provided at the last review to minimize the impact / visibility of the second garage by concealing it within the material expression. This garage bay is shown to be the same as the primary garage doors.
- The dog run requires significant disturbance to the site. This disturbance occurs adjacent to the southern property boundary and there is no significant planting proposed to mitigate this disturbance. The grass and retaining area should be reduced and the drainage swale should be allowed to continue flowing around this area. The notation of taking all the drainage from south side of the home and adjacent hillside into an area drain has the potential of becoming extremely problematic.
- The drainage pattern from the southwest corner of the garage to the north needs to be reconfigured to flow properly.
- Minimize the limits of construction disturbance along south side of home.
- The landscape plan is minimalist for such a large structure; significantly more plantings will be required.
 - Additional and significant tree plantings should be provided along the southern property line.

ARCHITECTURAL

- 4.03.05A *“Residential buildings shall be based upon a central rectilinear massing with simple forms added to create scale, and to allow from the adaptation to natural landforms. The underlying rectilinear form should have the visual impression of growing out of the site.”* The overall expression of forms does not feel like a unified design composition. And, there is still no sense of a primary form which has been added on to over time.
 - The overall expression of forms does not feel like a unified design composition. There is still no sense of a primary form which has been added on to over time. The distinct variation in character between the adjacent elevations (north / east) at the bedroom area is problematic.
- 4.03.03 *“building height and massing shall be designed in relationship to the characteristics of each site and in all cases buildings shall be designed with a low-profile understated appearance.”*
 - The east elevation appears massive.
- In the previous review, there was much discussion regarding the need for the home design to respond more closely with the design guidelines and the overall massing of this design is still of great concern. The east facing façade is massive, and along with the fenestration, it appears more of a commercial building than a ranch-character residence.
- 4.03.03 Roof height calculations, appear to be in conformance, except for the guard rail for the upper deck.
- 4.03.03B *“Low-Level one to two story building mass is encouraged.”*
- 4.03.03E *“Building forms should step with the existing natural contours of the site and be designed to nestle into existing terrain.”*
- 4.03.04 *Roofs B.* The majority of roof forms are expressed as 3:12 pitch, with a small percentage expressed as 8:12 pitch which is the minimum standard for primary roof forms. There is still no sense of the primary building mass to which secondary formal

elements have been added. Significant improvements have been made, but the design still lacks an underlying primary building form.

- 4.03.05. *“Acceptable exterior wall materials include stone and wood. Stone shall be used as an expression of mass; heavy timber or log framing may be used to express structural form; wood siding may be used for exterior sheathing’ and board trim may be used for detail areas such as fascia, eave, corner and window trim. IN all cases, the use of exterior wall materials shall accurately convey the structural integrity of the residence.”*
 - The design guidelines suggest the use of natural materials and the strip stone veneer product does not provide the impression of a supportive mass.
- Roof expression on the north elevation (master bath / closet) appear unresolved and unrelated to the massing.
- The tower feels over-scaled and appears unrelated in scale to everything but the (still) overly massive scale of the eastern wall.
- The fenestration on the tower is out of proportion with the expression of structure. With the amount of glazing proposed, the amount of light output would be disturbing to neighbors.
- The window pattern at the craft room could be better expressed to reinforce the change in massing associated with the roof forms.
- Given the formality of the west entry elevation, the entry door should be centered on the gable roof form. The framework for this element is not clearly understood by the information provide on the drawings. As shown, it does not appear to be detailed consistently with other elements shown.

General Comments:

The previous review, there was much discussion regarding the need for the home design to respond more closely with the design guidelines and the overall massing of this design is still of great concerns. The east facing façade is massive, unbroken and along with the fenestration, it appears more as a commercial building than a ranch-character residence. The Board feels this is not a workable plan for the site or the Ranch Design Guidelines.

Sketch – Denied

Project Review History:

Sept. 13 - Pre-Design - no vote

Oct. 11 - Sketch – Denied

Dec. 13 – Sketch – Tabled

Design Review Board

Gene Shanahan – Chairperson
David Staat – Board Member
Lee Hegner - Board Member
Judy LaSpada - Board Member
Henry Reed - Board Member

Dennis Moran – Alternate Board Member
Eric Jung -Alternate Board Member
Millie Aldrich – DRB Administrator
Paul Miller - Architect Director
Scott Sones - Landscape Arch. Dir.

March 14, 2017, DRB Agenda
Administrative Offices, 408 Carterville Road

All times are approximate and subject to change

8:30 a.m.

Call to order

Approval of January Minutes
Review Agenda - Project overview

9:15 a.m.

Cunningham Residence – 166 Peregrine – Sketch Review #4
Applicant: Brent Alm – Architect, Grant & Susie Cunningham / owners

Staff Approvals – 1

241 Saddle Ridge Road - deck rail

Single Family Construction Starts - 0

Single Family Final Inspection – 0

Staff Updates

Active Construction Sites / Build-out Analysis

Compliance Officer Updates

Other Business

10:45 a.m. Adjourn

Design Review Board - Minutes

Tuesday, 14, March 2017

408 Carterville Road, Cordillera, Colorado

ATTENDANCE

Members Present

Gene Shanahan Chair
David Staat, Board Member
Lee Hegner, Board Member
Eric Jung – Board Member

Members Absent

Judy LaSpada – Board Member
Henry Reed – Board Member
Dennis Moran – Alternate Board Member

Others present:

Millie Aldrich - DRB Administrator

Paul Miller – DRB Architectural Consultant
Ed Shriner – CPOA President (9:15-11:45)

CALL TO ORDER

8:36 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Declaration was noted for the record a quorum was present for the purpose of doing business of the Cordillera Design Review Board.

DISCLOSURE MATTERS – Eric Jung has a conflict of interest and removed himself during the discussion of 1562 Red Draw – Combine lots 20 & 21.

APPROVAL OF AGENDA –DRB unanimously approved the agenda.

APPROVAL OF MINUTES – Minutes from Feb. 14, 2017 approved, moved by Hegner second by Jung all in favor.

PUBLIC INPUT –

Jennifer Hays resident at 218 Peregrine, Chuck Perrin resident at 165 Peregrine, David and Tracey Bentley resident at 123 Peregrine all have several concerns with the proposed design for 166 Peregrine such as: site disturbance, size of the house compared to size of lot, two driveway cuts off Peregrine, four garage bays, four story appearance on east elevation, tower element, roof top deck, commercial appearance on east elevation, large amount of glass and amount of light pollution.

DRB ACTION ITEM –

4. Cunningham Residence – 166 Peregrine

11:16 a.m.

Review: Sketch

Present: Brent Alm – Architect, Grant Cunningham – Owner, Jim Stovall – Attorney

Sketch – Denied. See memo located on Page 3

STAFF APPROVALS – 1

241 Saddle Ridge – Bearcat, deck railing

FINAL INSPECTION - 0

ADMINISTRATIVE UPDATES

- Active Construction Sites
- Buildout analysis

OTHER BUSINESS

ADJOURNMENT

11:45 a.m.

There being no further information before the Cordillera Design Review Board, the meeting was adjourned.

Design Review Board – Staff Memorandum	Date: 3/14/2017
Applicant:	Cunningham Residence
Location:	166 Peregrine / Lot 6- Filing 17
Representative:	Brent Alm, Architect / Grant Cunningham, Owner / Jim Stovall, Attorney
DRB Coordinator:	Millie Aldrich
Review:	Sketch

Project Overview

The Cunningham Residence is a new residence located at 166 Peregrine / lot 6 filing 17. The site is 1.57 acres. The proposed residence is 7,615 square feet, Storage / Mechanical 1,375 square feet, Garage 900 square feet per drawing set 3/6/17. The Cunningham Residence is being reviewed for Sketch and is subjected to the Ranch Design Guidelines.

Board Comments:

GENERAL –

The design that has been submitted for Sketch Review does not respond adequately to the Board’s concerns and comments provided at the previous reviews with respect to the character of the design and it’s conformance to the spirit of the Ranch Design Guidelines.

4.01.00. The Ranch Design Guidelines *“The design style for the Ranch is based upon the heritage of its location in the mountains of the American West. The romantic yet elegantly rustic lodges like the Old Faithful Lodge at Yellowstone, Timberline at Mt. Hood and the alpine shelters and lodges of Glacier Nation Park establish the context of this design theme. This western heritage is further defined by the simple, direct, yet picturesque ranch buildings still seen on the lower mountain slopes and valleys of Western Colorado.*

While the design style has its origin in the early, rustic mountain structures of the American West, the overall design goal for the Ranch is to create innovative structures and architectural solutions which respond to current lifestyles and incorporate up-to-date building technology. The intent is not to mimic the false fronts of cowboy towns, recreate rustic lodges or reproduce simple log cabins. Rather, design solutions should advance an architecture which responds to its location and respects its regional heritage.

The architectural style expresses a direct use of natural materials which are an outgrowth of their setting and which have an appropriate scale to the surrounding mountains. Massive stone abutments, large timber trusses and heavy log framing are examples of materials typically associated with this theme.”

SITE PLAN / LANDSCAPE PLAN –

- **4.02.01 Site Planning Guidelines - A** “Generally, buildings should be sited to maximize the attributes of a site while minimizing the disturbance of the site’s natural features.”
 - This submittal proposes the complete elimination of the existing vegetation and berm across most of the street frontage along Peregrine drive due to the second driveway cut.

- **4.02.04 Building Siting - A** *“The underlying goal of site planning guidelines is for all buildings, structures and site improvements to be integrated with the natural features of a site. Building form, orientation and massing should respond to natural landforms, drainage patterns, topography, vegetation, views and sun exposure. Buildings should step with the site, accomplishing level changes through a composition of forms rather than extensive site grading. Building forms and roof lines should relate to the site contours and surrounding land forms. Exposed building profiles atop ridge lines and harsh angular forms which are in contrast to natural slopes should be avoided.”*
 - The massing of the house is inconsistent with the intent and language of the Design Guidelines. **No change from previous review 2.14.17.**
 - There are significant issues which need to be solved at a basic level. The approach to the development of the house seems to be maximizing the available area within the Building Envelope with a disregard for site conditions and little regard for the Design Guidelines. **No change from previous review 2.14.17.**
 - The dog run requires significant disturbance to the site. This disturbance occurs adjacent to the southern property boundary and there is no significant planting proposed to mitigate this disturbance. The grass and retaining area should be reduced and the drainage swale should be allowed to continue flowing around this area. The notation of taking all the drainage from south side of the home and adjacent hillside into an area drain has the potential of becoming extremely problematic. **No change from previous review 2.14.17.**
 - The drainage pattern from the southwest corner of the garage to the north needs to be reconfigured to flow properly.
 - Minimize limits of disturbance along the south side of home.
- **4.02.07 Parking and Garages - A** *“Garages shall have no more than three bays.... With a maximum aggregate footprint of 950 SF.”*
 - There are two driveways and four garage bays proposed in this design.
- **4.02.14 Improvements in the Right-of-Way** *‘All request for driveway cuts, driveways, retaining walls, landscaping, berms, address markers, fences, light bollards, and any other work or construction of any kind in the Right-of-Way must be submitted to the District for a permit. Final disposition of all requests shall be made by the District Board only.’*
 - The Metro District stores snow on the outside edge of the curved road where the proposed second drive is located and will be problematic for the District.
 - The proposed second drive is in a blind spot with no turnaround space and vehicles will be backing into the District road.
 - The property line is not edge of road but approximately 15-18 feet from edge of road. The proposed second driveway is on Metro property and Metro 50 ft. Right-of-Way
- **4.04.04 Manicured Landscape Area - A** *“Planting should frame views, provide privacy, anchor the corners of the structure, buffer prevailing winds and offer seasonal interest.”*
 - The landscape plan is minimalist for such a large structure; significantly more plantings will be required. **No change from previous review 2.14.17.**

- Additional and significant tree plantings should be provided along the southern property line.

ARCHITECTURAL

- **4.03.02 Building Size** *“If the ground floor space is higher than 7 feet and/or has egress, it will be considered habitable square footage.”*
 - The lowest level is 10 ft. above grade which gives the appearance of another level.
 - Foundation drawings have not been submitted, however several past project when realized the height and additional square footage the owner converts previous crawl space into finished basement. Owner prefer not to fill in the crawl space when the footing are at a lower elevation and turn the crawlspace into useable space.
 - Stepping the building with the topography would minimize the 10 ft. wall.
- **4.03.03 Building Height** *“building height and massing shall be designed in relationship to the characteristics of each site and in all cases buildings shall be designed with a low-profile understated appearance.”*
 - The east elevation appears massive.
- **4.03.03 Building Height A** *“Building scale should be reinforced by varied building heights, off-sets in building elevations, well-proportioned fenestration, decks and balconies, and architectural detailing.”*
 - The tower feels over-scaled and appears unrelated in scale to everything but the (still) overly massive scale of the eastern wall.
- **4.03.03 Building Height B** *“Low-Level one to two story building mass is encouraged.”*
 - In the previous review, there was much discussion regarding the need for the home design to respond more closely with the design guidelines and the overall massing of this design is still of great concern. The east facing façade is massive, and along with the fenestration, it appears more of a commercial building than a ranch-character residence.
- **4.03.03 Building Height E** *“Building forms should step with the existing natural contours of the site and be designed to nestle into existing terrain.”*
 - The longest dimension of the house approximately 117 ft. does not step and runs perpendicular to the existing contours.
- **4.03.03 Building Height** Roof height calculations
 - The roof height elevation #10 is taken from the floor elevation of the roof deck. An accessible roof top deck requires a minimum 36” guardrail. When the guardrail is included in the roof height calculation, then the maximum allowable height of 35 feet is exceeded.
- **4.03.04 Roofs** *“A simple pattern of primary and secondary roof forms, dormers, and a limited palette of materials and colors are the primary design objective for roofs”*
- **4.03.04 Form A** *“For shed roofs, no more than 40 percent of the total roof may be designed as a single-plane.”*
 - The garage is an all shed roof.

- **4.03.04 Pitch – B** *“Primary roof structures should have a minimum pitch of 8:12 and a maximum pitch of 12:12... With the exception of small flat roof sections, the pitch of secondary roofs shall be at least 3:12.”*
 - The majority of roof forms are expressed as 3:12 pitch approximately 62 percent, with 30 percent expressed as 8:12 pitch, 2 percent as 6:12 pitch and 6 percent flat roof. There is still no sense of the primary building mass to which secondary formal elements have been added. Significant improvements have been made, but the design still lacks an underlying primary building form.
- **4.03.05 Exterior Wall Materials** *“Acceptable exterior wall materials include stone and wood. Stone shall be used as an expression of mass; heavy timber or log framing may be used to express structural form; wood siding may be used for exterior sheathing’ and board trim may be used for detail areas such as fascia, eave, corner and window trim. In all cases, the use of exterior wall materials shall accurately convey the structural integrity of the residence.”*
 - The design guidelines suggest the use of natural materials and the strip stone veneer product does not provide the impression of a supportive mass.
 - ◆ Architect clarified in the meeting the stone would be 6”-8” tall, 36” long and 4”-6” width, not the strip stone veneer as suggested in the exterior materials rendering.
 - The framework of the west entry elevation is not clearly understood by the information provided on the drawing. As shown, it does not appear to be detailed consistently with other elements shown. All other gable roof forms provide expressed timber purlins and knee braces – this element should be consistent with those.
- **4.03.06 Windows and Doors - A** *“Window arrangements should be designed in proportion to the structure and form of the building and should adhere to a traditional rectangular pattern in keeping with the overall design theme.”*
 - The newly added gable dormers located at the Master bedroom and bath, along with the reduced proportion of glazing relative to wall area is a step in the right direction. Though now, the rest of the elevation is architecturally in conflict with the expression. If the rest of the elevation were revised to be consistent with this latest revision, there would be less conflict with the intent of the Design Guidelines.
 - The fenestration on the tower is out of proportion with the expression of structure. With the amount of glazing proposed, the amount of light output would be disturbing to neighbors.

General Comments:

The previous review, there was much discussion regarding the need for the home design to respond more closely with the design guidelines and the overall massing of this design is still of great concerns. The overall expression of forms does not feel like a unified design composition. There is still no sense of a primary form which has been added on to over time. There have been several changes made to the skin of the building but the floor plan and site planning have yet to be resolved from the September 13th pre-design meeting. The Board feels this is not a workable plan for the site or the Ranch Design Guidelines.

Architect wanted his 2.22.17 response memo sent to the DRB members.

- 3.14.17 DRB coordinator forwarded email from Brent Alm, architect which included: response memo 2.22.17 and pdf sketch 1.3.17

Sketch – Denied

Project Review History:

Sept. 13 - Pre-Design - no vote

Oct. 11 – Sketch 1 – Denied

Dec. 13 – Sketch 2 – Tabled

Feb. 14 – Sketch 3 - Denied

Feb. 22 – Sketch Submittal no changes were made from Feb. 14 Sketch 3, submittal rejected by DRB Coordinator.

- Architect response memo 2.22.17 was not re-submitted with March 6 & 8 Submittal, not circulated to Board prior to meeting.

March 6 - Sketch Submittal for March 14 DRB meeting (Architect response letter 3.6.17, drawings)

March 8 - Sketch Submittal for March 14 DRB meeting (3D rendering)

March 14 – Sketch 4 – Denied

Design Review Board

Gene Shanahan – Chairperson

David Staat – Board Member

Lee Hegner - Board Member

Judy LaSpada - Board Member

Henry Reed - Board Member

Dennis Moran – Alternate Board Member

Eric Jung -Alternate Board Member

Millie Aldrich – DRB Administrator

Paul Miller - Architect Director

Scott Sones - Landscape Arch. Dir.

April 11, 2017, DRB Agenda
Administrative Offices, 408 Carterville Road

All times are approximate and subject to change

8:30 a.m. Call to order

Approval of March Minutes

Review Agenda - Project overview

9:15 a.m. M.L.W.S. Residence – 205 Elk Springs Trail – Final Review
Applicant: Michael Lauterbach, owner

Staff Updates

Cunningham Residence – 166 Peregrine – CPOA appeal

- Reasons for Denial

Active Construction Sites / Build-out Analysis
Construction Schedule

Staff Approvals – 4

O’Connor Residence – 594 Winchester Trail - Technical Review

Bearcat HOA – 7 new color schemes – Final Review

Marshall Residence – 1223 Red Draw – new roof – Final Review

Dunlap Residence – 658 Saddle Ridge – landscape fence – Final Review

Single Family Construction Starts - 0

Single Family Final Inspection – 0

Compliance Officer Updates

Other Business

10:30 a.m. Adjourn

Design Review Board - Minutes

Tuesday, 11, April 2017

408 Carterville Road, Cordillera, Colorado

ATTENDANCE

Members Present

Gene Shanahan Chair

David Staat, Board Member

Lee Hegner, Board Member

Henry Reed – Board Member 10:30 – 11:35

Members Absent

Judy LaSpada – Board Member

Dennis Moran – Alternate Board Member

Eric Jung – Alternate Board Member

Others present:

Millie Aldrich - DRB Administrator

Paul Miller – DRB Architectural Consultant

Rachel Oys -Cordillera General Manager 8:45 – 9:05

CALL TO ORDER

8:34 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Declaration was noted for the record a quorum was present for the purpose of doing business of the Cordillera Design Review Board.

DISCLOSURE MATTERS – No conflicts of interest were noted.

APPROVAL OF AGENDA –DRB unanimously approved the agenda.

APPROVAL OF MINUTES – Minutes from March 14, 2017, approved, moved by Hegner second by Staat all in favor.

PUBLIC INPUT – No public input was noted.

DRB ACTION ITEM –

5. M.L.W.S. Residence – 205 Elk Springs
9:20 a.m.

Review: Final

Present: Mike Lauterbach

Final – Approved with comments. (See memo located in Page 2)

ADMINISTRATIVE UPDATES

- Review reasons for denial from previous minutes of the Cunningham Residence
- Active Construction Sites

STAFF APPROVALS – 4

O’Connor Residence – 594 Winchester Trail - Technical Review

Bearcat HOA – 7 new color schemes – Final Review

Marshall Residence – 1223 Red Draw – new roof – Final Review

Dunlap Residence – 658 Saddle Ridge – landscape fence – Final Review

FINAL INSPECTION - 0

OTHER BUSINESS

ADJOURNMENT

11:35 a.m.

There being no further information before the Cordillera Design Review Board, the meeting was adjourned.

Design Review Board - Staff Memorandum Date: 4/11/2017

Applicant: **Elk Spring Trail Residence**
Location: **205 Elk Spring Trail / Lot 15, Filing 7**
Representative: **Michael Lauterbach**
 DRB Coordinator: Millie Aldrich
Review: **Final**

Project Overview

The Elk Spring Trail Residence is a new residence located 205 Elk Spring Trail / Lot 15, Filing 7. The site is 2.432 acres. The proposed residence is 4,116 square feet, per drawing set 4/20/17. The Elk Spring Trail Residence is being reviewed for Sketch and is subject to the Ranch Design Guidelines.

Board Comments:

Site Plan:

- The grading at the driveway is still problematic - at the location between the garage and the entry walk, the slope is shown to be 16.6 percent. The leader on the drawing says it is 3 percent slope, which is clearly inaccurate and misleading. Lowering the garage doors as previously suggested would solve this problem.
 - Lower garage floor minimum 6”

- Widen entry walk where it meets the arrival patio
- Railings will be required at the entry walk steps – provide detail.
- Proposed grading at the area east of the parking spot exceeds 2:1 slope.
- The boulder retaining below the back-up area is shown to be 4’-6”, which will require engineering, or revision to be less than 4’ high.
- Provide spot elevations at the area drain inlet/outlets.
 - There is an inlet in the window well of the lower level Living Room and an outlet on the East side of the drive. Provide a rim elevation for the inlet and an invert elevation for the outlet. What size is the culvert for that window well? The invert for that culvert is located above the 28 proposed contour. The drive elevation in line with that culvert is approx. 28.2’, it is unlikely that the culvert can be located below that elevation due to the culvert size, drive thickness, subgrade and cover. Clarify.
 - Drainage culvert between the entry walk landing and Guest Parking area. No rim or invert elevation have been provided.
- The address marker detail provided does not appear to be in character with the design of the home.
- A window well is not provided in the grading plan for the window to the garage, near the entry.
 - Omit window
- Show location for address marker, provide detail and lighting cut sheets
 - Address marker should be the character of the house, use a combination of steel and wood
- Fire wise guidelines use a 30ft offset from the roof or decks, not foundation. Revise Site and Landscape plans.

Construction Management Plan:

- Provide detail for the Erosion Control Fence.
- Provide methods for mitigating mud from tracking onto Elk Spring Trail.
- Show an Erosion Log at inlet to drive culvert
- Show erosion control wattles or silt fence along contours above the drive to mitigate mud runoff

Landscape Plan:

- Adjust defensible space to 30ft., see comment above.
- Provide Fire Wise methods for preventing ladder fuels from generating on existing conifer trees. 10 ft should be clear of vegetation.
- Clarify width of the gravel border around the house.
- Northwest corner of the house (master bath) is very close to the property line to the lot to the West. More tall screening should be provided.

Architectural:

- Metal roofing should be used as an accent to the main roofing material. Section 4.03.04E
 - Corrugated cor-ten roof, natural weathered.
 - All metal roof received variance / deviation from Design Guidelines

- Metal siding is listed as a prohibited material for use as exterior siding. Section 4.03.05H
 - Corrugated cor-ten siding, match roof, natural weathered.
 - Metal siding received a variance / deviation from Design Guidelines
- Height Calculation are incorrect, revise grade elevations.
- Locate fireplace exhaust flu on back side of chimney.
- Any roof vents not able to be in chimney must be located on back side of roof, painted to match roof color, maximum 3 vents
- Partial elevation on Section AA, Sheet 7, is drawn incorrectly.
- Detail 1, Roof Eave – the exposed rafter tail size is not provided.
- Details 5, 6, 7 – window trim at steel siding – shall have 1 ½” steel trim surround.
- Detail 8, Deck Railing – horizontal elements appear too “tacked on” and not well integrated into the “railing system.”
 - Horizontal railing must be integrated between vertical supports
- Detail 11, Window sill in stone – shown as steel, would look better as stone
- Detail 12, Stone at grade – Stone veneer shall terminate below proposed grade.
- Detail 15, Metal Base – provide base flashing
- Meter enclosure will have 3x siding to match the house.

General Comments:

Final –Approved with comments