

STATE OF COLORADO)
COUNTY OF EAGLE) SS.

AGENDA

CMD and CPOA Regular Board Meetings

February 16, 2018

9:00 a.m.

408 Carterville Road, Cordillera CO 81632

Board of Directors

Cordillera Metro District (CMD): Judith McBride, President | Robert Egan, Treasurer | David Davies, Vice President | David Bentley, Secretary | Kitty George, Assistant Treasurer/Assistant Secretary

Cordillera Property Owners Association (CPOA): Ed Shriner, President | Mike Grier, Vice President | Rick Smith, Treasurer | Larry Brooks, Secretary | Jerri More, Assistant Treasurer/Assistant Secretary

| Time | Item | Presenter | Page Number |
|------------|--|--------------------|-------------|
| 9:00 a.m. | CMD Board Meeting Call to Order | McBride | |
| | Declaration of Quorum/Director Qualifications/Disclosure Matters | | |
| | Approval of Agenda | | |
| | Approval of Consent Agenda Items (Action Requested: Approve of December 15, 2017 Meeting Minutes) | | 3 |
| 9:10 a.m. | CMD Executive Session | Pogue | |
| | Executive session pursuant to Section 24-6-402(4)(b), C.R.S. (CMD) for the purpose of receiving legal advice regarding Grisoni offer to purchase CMD property with the intent to request county approval on vacating lot line, Territory Trail and the litigation filed by CSMN. | | |
| 10:00 a.m. | CPOA Meeting Call to Order | Shriner | |
| | Declaration of Quorum/Director Qualifications/Disclosure Matters | | |
| | Approval of Agenda | | |
| | Approval of Consent Agenda Items (Action Requested: Approve December 15, 2017 Meeting Minutes) | | 32 |
| 10:10 a.m. | Public Comment | McBride Shriner | |
| | The boards welcome public engagement in a variety of ways. Public comment is dedicated time of up to 20 minutes for the public to speak to items listed on the meeting's agenda and other topics. Each speaker may be provided up to three minutes to speak. | | |
| 10:30 a.m. | Joint Agenda Items for Boards Discussion and Direction | | |
| | Amended 2018 CMD and CPOA Service Agreement (Action Requested: Oys Adopt Amended Agreement) | | 40 |
| | Draft Community Survey | Birjulin | 41 |

| Time | Item | Presenter | Page Number |
|------------|--|---------------------|-------------|
| | Community Engagement and Committees | Oys | 43 |
| | General Manager Performance Evaluation Process and Timeline | McBride Shriner | |
| | Management Team Report | Oys | 69 |
| 12:00 p.m. | CMD Agenda Items for Board Discussion and Direction | | |
| | Public Safety Service Model | Pliske Kelley | |
| 12:20 p.m. | CPOA Agenda Items for Board Discussion and Direction | | |
| | Healthy Forest Resolution (Action Requested: Adopt Resolution) | Pliske Wentworth | 44 |
| | Vail Gondola Club Lease (Action Requested: Approve Lease Renewal Effective August 2018) | Oys | 50 |
| | Short Course Ponds and Water Feature Repairs (Action Requested: Approve Capital Expenditure for fall 2018) | Broersma | 55 |
| | Trailhead Pool Assessment | Broersma OLC | 55 |
| 1:30 p.m. | CMD Adjourn | McBride | |
| 1:30 p.m. | CPOA Executive Session | Pogue | |
| | Executive session pursuant to Section 38-33.3-308(4)(b), C.R.S. (CPOA) for the purpose to receive legal advice from general counsel and special litigation counsel with respect to pending litigation filed by CSMN. | | |
| 2:30 p.m. | CPOA Adjourn | Shriner | |

NOTICE IS HEREBY GIVEN that the Boards of Directors of the Cordillera Metropolitan District and Cordillera Property Owners Association of the, Eagle County, Colorado will hold a meeting. These meetings are open to the public.

| | |
|-----------------------|--|
| 2018 Meeting Schedule | March 16, April 20, May 18, June 15, July 20 (to be changed), August 17, September 2, October 19, November 16, December 21 Note: All meetings are scheduled to begin at 9 a.m. in the large conference room of the Cordillera Administration Building at 408 Carterville Road, Cordillera, CO. Meetings will be cancelled when there are no time sensitive or substantive topics for Board discussion. Visit www.CordilleraLiving.com/agendacenter for all meeting agendas, packets and minutes. |
|-----------------------|--|

BY ORDER OF THE DISTRICT
/s/ Judy McBride, President

BY ORDER OF THE ASSOCIATION
/s/ Ed Shriner, President

CORDILLERA METROPOLITAN DISTRICT
REGULAR BOARD MEETING MINUTES
FRIDAY, DECEMBER 15, 2017
408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Regular Meeting of the Board of Directors of the Cordillera Metropolitan District (CMD) was called and held Friday, December 15, 2017 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Judy McBride, President
David Davies, Vice President
Bob Egan, Treasurer
David Bentley, Secretary
Kitty George, Assistant Treasurer/Assistant Secretary

ALSO PRESENT

CPOA Board Members: Ed Shriner, Michael Grier, Jerri More, Rick Smith (via phone) and Larry Brooks (via phone) joined after executive session.

OTHERS PRESENT

Rachel Oys, general manager; Alan Pogue, legal counsel. Jaime Walker, communications manager; Tracy Stowell, executive coordinator; Joe Helminski, recreation director; Kirk Pliske, public safety director; Erin McCuskey, human resource manager; Stephanie Juneau, CFO Systems; and Andrew Larson, CFO Systems. Members of the public: Russ Schmeiser, Barbara Benson, Cassie Gray, John Seltzer, Jane Roberts, Tom Bishop and Patrick Wilhelm joined after executive session.

CALL TO ORDER

Director McBride called to order the Regular Meeting of the Cordillera Metropolitan District at 8:31 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS

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

APPROVAL OF AGENDA

December 15, 2017 Regular Meeting Agenda

Director Egan moved to approve the December 15, 2017 Regular Meeting Agenda with the addition of the discussion of fishing rights and management of same for 2018. Seconded by Director Davies.

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

Approved the December 15, 2017 Regular Meeting Agenda.

EXECUTIVE SESSION

8:32 a.m. Director Egan and Director Davies moved to enter Executive Session. Pursuant to Section 24-6-402(4)(b), C.R.S. for the purpose of receiving legal advice regarding Grisoni offer to purchase CMD property with the intent to request county approval on vacating lot line and to receive legal advice from general counsel and special litigation counsel with respect to pending litigation filed by CSMN.

9:59 a.m. Director Bentley and Director Davies moved to conclude the Executive Session.

Present: Rachel Oys and Alan Pogue and Lisa Mickley was present for the CSMN discussion.

No action was taken in executive session.

APPROVAL OF CONSENT AGENDA ITEMS

October 24 Special Meeting Minutes

November 6 Special Meeting Minutes

Director Egan moved to approve the October 24 and November 6, 2017, Special Meeting Minutes. Seconded by Director George.

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

Approved the October 24 and November 6, 2017 Special Meeting Minutes.

PUBLIC INPUT

Russ Schmeiser noted the wine tasting hosted by the CPOA was a nice affair and a benefit to Cordillera residents. He inquired about the funding request for the Benson appeal for \$100,000. He appreciated the community survey on the topic and the results that support contributing to the effort. He stated that the Benson and CPOA appeals are different cases. The CPOA appeal refers to the decision of the Board of County Commissioners. The Benson appeal argues the validity of the 2009 PUD because of lack of proper notice when it went through the County process. He showed a real estate ad for the Grouse on the Green which stated that the land had many uses including a heliport; he pointed out that the 2009 PUD broadened the uses. He urged the Board to put the funding request on the agenda in the near future.

Director Shriner confirmed that the topic can be put on the agenda. He also explained the heliport is an allowed use on CPOA land not the parcel where the Grouse is located.

Barbara Benson echoed Russ's point. She further mentioned that the new lawsuit brought by CSMN should be seen as a scare tactic.

Cassi Gray is concerned about the amenity loss on the Divide.

Jane Roberts noted that CPOA Director More proposed a new welcome committee at the October meeting. Jane will be meeting with Jaime Walker in January to establish the committee. Director George volunteered to be on the committee.

Tom Bishop sits on the Kensington Board of Directors and was present to support the position of the Kensington Board.

Patrick Wilhelm represented the Kensington Board of Directors and was present to discuss the Short Course.

CMD AND CPOA JOINT ITEMS

Short Course Ponds and Water Feature

Patrick Wilhelm presented data on the Short Course water leak, noting that since the end of the golf season nearly 300,000 gallons of water were lost from the irrigation ponds, which is almost an acre foot. The pond was at six feet and has dropped to two feet. The leak in the upper pond and spillways lose almost 25,000 gallons a day. Fixing the ponds will reduce the annual water cost paid to Wind Rose—approximately \$33,000 per year—potentially saving \$2000-\$5000 annually. The \$33,000 is the full cost of delivery of 42-acre feet. The boards may not need the full 42-acre feet if the ponds were fixed.

Mr. Wilhelm continued by noting that Wind Rose does not want to be wasteful or negatively impact the environment. If the decision was made not to fix the leaks, the empty ponds would need to be repurposed so as not to pose a liability and environmental concerns. Kensington Green authorized and budgeted \$34,000 to fix the leaks, even though the ponds and spillways are not owned by Kensington. The \$34,000 would be used for re-landscaping. He also suggested using a portion of the District's water fund for the project.

CPOA Director Shriner noted that he, Director Bentley and Trevor Broersma, operations director, met with the Kensington Board after the October board meeting. Landscaping was brought up during the meeting when line items costs were discussed and landscaping was estimated to cost \$34,000.

General Manager Oys explained that during the budget meetings, staff presented \$350,000 as the total projected cost for the project and kept it as a placeholder in the CPOA budget for further board discussion.

Legal Counsel Pogue, explained that the perspective shared in the Harvey Curtis & Associates letter (attached) was that the water features and ponds are public amenities and therefore the Metro District could use the water fund to fix them. There have been discussions with the Eagle River Water and Sanitation District and the Water Authority on how the water fund could be used in the next three years. Some of the items on the Water District's list are more important to the community than others.

Director McBride agreed pointing out that there was approximately \$1.8 million in the fund some of which should be used to provide for community needs particularly the fire delivery system for the Summit neighborhood.

Director Egan explained that legally, the Metro District is not directly responsible to pay for any of the items on the Water District's list of improvements. However, if the Metro District wanted to expedite a project, the money could be used. Legal Counsel Pogue concurred.

CPOA Director Shriner proposed that the CPOA pay for the cost to repair of the lower pond since it directly affects the Short Course. The rest of the project is aesthetics and a Kensington Green amenity. He asked if the Metro District could participate. He suggested that perhaps the Boards should consider the Short Course becoming a CMD asset as the asset might function as a tax benefit under CMD. He noted that the Boards were aware of the leak last year and postponed work.

Both CPOA Director Shriner and General Manager Oys noted that it is not cost effective to do the project in phases or in fragments because the mobilization fee is expensive.

Director McBride asked why the CPOA should not pay for the whole project, given that there is a placeholder in their budget for it.

CPOA Director Shriner responded that it is a very expensive project for one portion of the community. There is a belief that the water fund has to be used for water projects; learning that this might not be the case allows the money to be used for the repairs. The CMD can expend funds for the benefit of the whole community, regardless from what fund. The question is whether this project benefits the whole community or just Kensington.

Director McBride remarked that it is reasonable to consider whether or not fixing the water feature for Kensington is a qualified public purpose. If the Boards decide it is a public purpose, then the water fund money could probably be used. However, careful consideration should be given to using this money in a way that does not benefit the whole community. If the growth continues in the Summit neighborhood, most of the fund will be needed for the water/fire delivery system which will benefit all. She contended that since the CPOA has the money for the pond repair, and the ponds and water feature are on CPOA property, CPOA should fund the project.

Director Davies questioned the cost and if the quote is reliable. Pointing out that there are ways to pay for the project other than through the water fund. He would like an opinion from an attorney that the ponds and water feature are a public amenity and qualify for water funds. He also asked the representatives of the Kensington Green board if their contribution was allocated in their budget and if their dues were increased for the contribution. Patrick Wilhelm responded that the Kensington contribution was from their general fund and that there was not an assessment for the \$34,000 contribution.

Director Bentley suggested that that fixing the ponds and water feature are necessary to protecting property values.

Director McBride suggested the Board consider amending the CMD budget in order to contribute without using water fund money. She was opposed to using water fund money to pay for the project. She proposed to make adjustments to the Service Agreement with CPOA.

CPOA Director Smith contended that CPOA should shoulder the responsibility and that it is appropriate for CMD to participate in the interest of the community. He believes the Kensington contribution amount is reasonable. Directors Bentley and George concurred.

Director Egan offered that the underlying questions are whether the golf course should remain and if the boards want to continue to spend \$100,000 per year to operate it. To this CPOA Directors Shriner, Smith and Grier asserted that the course is a community amenity and should not be eliminated. The job of the Boards is to protect property values which necessitates maintaining and improving community assets. CPOA Director Grier further made the point that when the cost is amortized, it is reasonable expense and a relatively low cost to keep the amenity.

Director Bentley moved to have CMD share the cost to repair the short course ponds and water feature with CPOA capping the CMD contribution at \$150,000.

Director McBride amended the motion. She moved to have the CMD agree to amend the 2018 service agreement to decrease CPOA's contribution by \$150,000. Seconded by Director Davies.

Upon motion duly made and seconded, the Board voted three to one in favor of the motion; Director Egan opposed. Director George recused herself noting her ownership status at Kensington and her position on the Kensington board.

Approved amending the 2018 service agreement to decrease CPOA's contribution by \$150,000.

JOINT CMD AND CPOA AGENDA ITEMS

2018 Meeting Schedule

It was decided by both boards to hold meetings on the third Friday of each month beginning at 9 a.m. Special attention shall be paid to when The Club at Cordillera's member/member tournament is scheduled as to not conflict.

Director Davies moved to hold CMD board meetings the third Friday of each month beginning at 9 a.m. Seconded by Director Bentley.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the 2018 meeting schedule: the third Friday of each month beginning at 9 a.m.

Management Team Report

With the decision to hold meetings monthly, management team reports will be provided to board members the Monday before the meeting.

General Manager Oys introduced new members of the Cordillera staff: Erin McCuskey is the human resource manager, Carol Perea is the post office assistant, and Stephanie Juneau with CFO Systems has been helping in the finance department.

Although not in the management team report, staff is concerned about the feasibility of creating an ice rink this year. The high-season for the rink is the week between Christmas and new year with a full season being four to five weeks. It takes about two weeks of consistently below freezing temperatures and snow to produce the ice. Given the warm temperatures and lack of snow, staff is running out of time for it to be ready for high-season. General Manager Oys asked

for permission that staff make a decision about whether or not to have an ice rink. This request was granted.

CPOA Director Shriner briefly mentioned the idea of Cordillera managing its own trash service. He also pointed out that he has a different number for the RETA, \$1,362,000 not counting vacant lots. CFO Systems has helped to collect the delinquencies which has been a problem for years. He noted that the public safety report described a disturbing confrontation between a property owner and a bicyclist, where the homeowner was threatened with a gun. Public Safety Director Kirk Pliske pointed out that in a situation like this, property owners should call 911 and the Sheriff's office will respond along with Cordillera Public Safety.

CMD ITEMS

Approval of 2017 Budget Amendment

Director McBride opened the public hearing on the CMD's 2017 Budget Amendment.

General Manager Oys presented the 2017 budget amendment (attached).

Financial Consultant Steve Thompson described the equestrian center fund transfer. Even though the Cordillera Equestrian Center fund was closed in 2016, the fund balance was not transferred to the general fund until 1/1/2017 after the adoption of the 2017 budget; therefore, there has to be an appropriated expenditure on the balance sheet in governmental accounting.

General Manager Oys discussed the changes in budgeted health insurance costs for 2017. The workers comp increased to \$112,975. Workers comp is based on a three-year aggregate and the district is seeing costs decrease; currently there are no workers comp claims.

Director McBride closed the public hearing on the 2017 Budget Amendment

Director Egan moved to approve the 2017 Budget Amendment. Seconded by Director Davies. Upon motion duly made and seconded, the board voted unanimously. **Approved** the 2017 Budget Amendment.

2017 Audit Engagement with McMahan and Associates

General Manager Oys asked to retain McMahan and Associates for the annual audit.

Director Davies moved to approve the 2017 Audit Engagement with McMahan and Associates. Seconded by Director Egan. Upon motion duly made and seconded, the Board voted unanimously. **Approved** the 2017 Audit Engagement with McMahan and Associates.

Annual Administrative Matters Resolution

This is the resolution that gives the authority to staff and to legal counsel to execute the day to day operations of the Metro District.

Director Egan moved to approve the Administrative Matter Resolution. Seconded by Director Davies. Upon motion duly made and seconded, the Board voted unanimously. **Approved** the 2017 Administrative Matters Resolution.

2018 Election Resolution

This resolution is calling the 2018 election. Staff will prepare for the election for three seats.

Director Egan moved to approve the 2018 Election Resolution. Seconded by Director Bentley.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the 2018 Election Resolution.

ADJOURNMENT

Director Davies moved to adjourn the Regular Meeting of the Cordillera Metropolitan District. Seconded by Director Egan.

Upon motion duly made and seconded, the Board voted unanimously to **Adjourn** the Regular Meeting of the Cordillera Metropolitan District at 12:35 p.m. Friday, December 15, 2017.

Respectfully submitted

Jaime Walker
Communications Manager

HARVEY W. CURTIS

& ASSOCIATES

ATTORNEYS AT LAW

8310 South Valley Highway, Suite 230
Englewood, Colorado 80112

(303) 292-1144

Facsimile (303) 292-1764

email: firm@curtis-law.com

Of Counsel:

Christina A. Fflis

Harvey W. Curtis

David L. Kueter

December 11, 2017

David Bentley, et al.
Cordillera Metropolitan District
408 Carterville Road
Cordillera, CO 81632

RE: Repair of Ponds at Kensington Green

Dear Mr. Bentley and Other Board Members:

I am writing this letter at the request of the Kensington Green Homeowners' Association regarding repairs needed at the ponds located on Kensington Green. The ponds are owned by the Cordillera Property Owners Association and serve as water features for the Short Course and as amenities for the neighborhood. There are no water rights decreed for the ponds. According to Kensington Green HOA board, the Cordillera Property Association has funds which will help repair the ponds so the ponds will have reduced leaking and hold water, but the repairs need additional funding which Kensington Green Homeowners' Association is requesting from the Cordillera Metropolitan District. I have been asked to write this letter as a water lawyer to express an opinion as to whether this is a valid use of the Metropolitan District's funds. If the Metropolitan District Board finds that the ponds are an amenity for the enjoyment of all Cordillera Metropolitan District citizens, then my opinion that these repairs of amenities are a valid use of funds within the purposes of the Metropolitan District which I reviewed on the Metropolitan District's website. There are no water rights decreed to the ponds, so no water right protection is being gained by this action. The Short Course is owned by the Cordillera Property Owners Association, according to Kensington Green HOA board. The Short Course is provided water from Wind Rose pursuant to an agreement with the Cordillera Property Owners Association. A portion of this water is used to fill the ponds, and having leaking ponds requires purchasing more water to keep the ponds full. Therefore, my opinion is that the Metropolitan District can fund a portion of the rehabilitation of the ponds as amenities for District residents.

Sincerely,

Harvey W. Curtis

HWC/sev

**CERTIFIED COPY OF RESOLUTION
CORDILLERA METROPOLITAN DISTRICT
2018 ANNUAL ADMINISTRATIVE MATTERS RESOLUTION**

At a regular meeting of the Board of Directors of Cordillera Metropolitan District (the "District"), Eagle County, Colorado, held at 8:30 a.m. on Friday, the 15th day of December 2017, at 0408 Carterville Road, Cordillera, Eagle County, Colorado, there were present:

Judith G. McBride – President and Chairman
David Davies – Vice President
Robert Egan – Treasurer
David Bentley – Secretary
Kitty George – Assistant Secretary/Assistant Treasurer

Also in attendance were:

Ed Shriner, Larry Brooks, Michael Grier, Jerri More, Rick Smith, Directors of Cordillera Property Owners Association; Rachel Oys, Tracy Stowell, Jamie Walker, Cordillera Metropolitan District; Alan D. Pogue, Esq., Icenogle Seaver Pogue, P.C.; and members of the general public. _____

Director _____ introduced and moved for the adoption of the following Resolution:

RESOLUTION

WHEREAS, the District's Board of Directors (the "Board") are required to perform certain administrative obligations during each calendar year to comply with certain statutory requirements, as further described below, and to assure the efficient operations of the District; and

WHEREAS, the Board desires to set forth such obligations herein and to designate, where applicable, the appropriate person or person(s) to perform such obligations on behalf of the District; and

WHEREAS, the Board further desires to acknowledge and ratify herein certain actions and outstanding obligations of the District.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF CORDILLERA METROPOLITAN DISTRICT HEREBY RESOLVES AS FOLLOWS:

1. The Board directs the consultants to prepare and file either an accurate map, as specified by the Colorado Division of Local Government (the "Division"), or a notice that the District's boundaries have not changed since the filing of the last District map, with the Division, the Eagle County ("County") Clerk and Recorder and Eagle County Assessor on or before January 1, 2018, as required by Section 32-1-306, C.R.S.

2. Pursuant to Section 24-32-116(3)(b), C.R.S, the Board directs legal counsel to update the Division with any of the following information previously provided to the Division, in the event such information changes: (i) the official name of the District; (ii) the principal address and mailing address of the District; (iii) the name of the District's agent; and (iv) the mailing address of the District's agent.

3. The Board directs legal counsel to prepare, no more than sixty days prior to and not later than January 15, 2018, the District's annual transparency notice containing the information set forth in Section 32-1-809(1), C.R.S., and to provide such notice to the eligible electors of the District in one of the manners set forth in Section 32-1-809(2), C.R.S. In addition, legal counsel is directed to file a copy of the notice with the Eagle County Board of County Commissioners, the Eagle County Assessor, the Eagle County Treasurer, the Eagle County Clerk and Recorder's Office, and the Division as set forth in Section 32-1-104(2), C.R.S. A copy of the notice shall be made available for public inspection at the principal business office of the District.

4. The Board directs the District's accountant to submit a proposed 2019 budget for the District to the Board by October 15, 2018, to schedule a public hearing on the proposed budget, prepare a final budget, and budget resolution, including certification of mill levies and amendments to the budget if necessary; to certify the mill levy to Eagle County on or before December 15, 2018; and to file the approved budget and amendments thereto with the proper governmental entities in accordance with the Local Government Budget Law of Colorado, Sections 29-1-101 to 29-1-115, C.R.S.

5. In the event additional real property is included into the boundaries of the District in the future, the District authorizes legal counsel to record the special district public disclosure document and a map of the new boundaries of the District concurrently with the recording of the order for inclusion in the Eagle County Clerk and Recorder's office, in accordance with Section 32-1-104.8(2), C.R.S.

6. The Board directs legal counsel to notify the Eagle County Board of County Commissioners of any alteration or revision of the proposed schedule of debt issuance set forth in the financial plan attached to the District's Service Plan, as required by Section 32-1-202(2)(b), C.R.S.

7. For any nonrated public securities issued by the District, the Board directs the District accountant to prepare and file with the Division on or before March 1, 2018, an annual information report with respect to any of the District's nonrated public securities which are outstanding as of the end of the District's fiscal year in accordance with Sections 11-58-105, C.R.S.

8. The Board hereby authorizes the District's accountant to prepare and file an Audit Exemption and Resolution for approval of Audit Exemption with the State Auditor by March 31, 2018, as required by Section 29-1-604, C.R.S.; or, if required by Section 29-1-603, C.R.S., the Board authorizes that an audit of the financial statements be prepared and submitted to the Board before June 30, 2018, and filed with the State Auditor by July 31, 2018.

9. The Board directs its staff to prepare the Unclaimed Property Act report and forward the report to the State Treasurer by November 1, 2018 if there is property presumed abandoned and subject to custody as unclaimed property, in accordance with Section 38-13-110, C.R.S.

10. The Board directs District staff to prepare and submit any continuing annual disclosure report required to be filed pursuant to a continuing disclosure agreement, in accordance with the Securities Exchange Commission Rule 15c2-12.

11. The Board authorizes legal counsel, District Finance and the District Manager to take all actions required to comply with the terms and provisions of that certain Loan Agreement, dated December 3, 2012 (the "2012 Loan") between the District and U.S. Bank National Association including, but not limited to, the reporting requirements set forth in Section 5.07 therein. The Board also authorizes District Finance and the District Manager to take all actions required to comply with the Post-Issuance Compliance Procedures for the District's General Obligation Refunding Bonds, Series 2015. In addition, the Board authorizes legal counsel, District Finance and the District Manager to take all actions required to comply with the terms and provisions of that certain 2017A Loan Agreement dated September 12, 2017 ("2017A Loan") including, but not limited to, the reporting requirements set forth in Section 5.07 therein and that certain 2017B Loan Agreement dated September 12, 2017 ("2017B Loan") including, but not limited to, the reporting requirements set forth in Section 5.07 therein.

12. The Board designates the Secretary of the District as the official custodian of "public records," as such term is used in Section 24-72-202(2), C.R.S. Public records may also be maintained at the office of Icenogle Seaver Pogue, P.C. and the District's office.

13. The Board directs legal counsel to advise it on the requirements of the Fair Campaign Practices Act §1-45-101 *et seq.*, C.R.S., when applicable.

14. The Board directs that all legal notices shall be published in accordance with Section 32-1-103(15), C.R.S., in a paper of general circulation within the boundaries of the District, or in the vicinity of the District if none is circulated within the District including, but not limited to, the *Vail Daily* and the *Eagle Valley Enterprise*.

15. The Board determines that each director shall not receive compensation for services as directors in accordance with Section 32-1-902(3)(a), C.R.S.

16. The Board hereby determines that each member of the Board shall execute an Affidavit of Qualification of Director at such time the member is either elected or appointed to the Board. Such forms shall be retained in the District's files. Section 32-1-103(5), C.R.S. sets forth the qualifications required. Pursuant to § 32-1-901, C.R.S., the Board directs legal counsel to prepare, administer and file an oath of office and a certificate of appointment, if applicable, and procure a surety bond for each Director, and to file copies of each with the Clerk of the Court and with the Division.

17. The Board extends the current indemnification resolution, adopted by the Board on January 15, 2007, to allow the resolution to continue in effect as written.

18. Pursuant to Section 32-1-1101.5, C.R.S., the Board directs legal counsel to certify the results of special district ballot issue elections to incur general obligation indebtedness by certified mail to the Eagle County Board of County Commissioners and to file a copy of the certification with the Colorado Division of Securities within forty-five days after the election. Furthermore, whenever the District authorizes or incurs a general obligation debt, the Board authorizes legal counsel to record notice of such action and a description of such debt, in a form prescribed by the Division, in the Eagle County Clerk and Recorder's office within thirty days after authorizing or incurring the debt in accordance with Section 32-1-1604, C.R.S. Furthermore, whenever the District incurs general obligation debt, the Board directs legal counsel to submit a copy of the recorded notice to the Eagle County Board of County Commissioners within thirty days after incurring the debt in accordance with Section 32-1-1101.5(1), C.R.S.

19. The Board directs legal counsel to prepare and file an application for a quinquennial finding of reasonable diligence with the Eagle County Board of County Commissioners, if requested, in accordance with Section 32-1-1101.5(1.5)&(2), C.R.S.

20. The Board directs legal counsel to prepare and file the special district annual report in accordance with the District's Service Plan and Section 32-1-207(3)(c), C.R.S.

21. The Board directs legal counsel to file, when applicable, with the Secretary of State and at least 72 hours prior to a meeting of the Board, certain conflicts of interest disclosures at such times that said disclosures are provided to legal counsel by board members, in accordance with Sections 32-1-902(3)(b) and 18-8-308, C.R.S. Annually, legal counsel shall request that each Board member submit updated information regarding actual or potential conflicts of interest. If any. Additionally, at the beginning of every term, legal counsel shall request that each Board member submit information regarding actual or potential conflicts of interest, if any.

22. The District is currently a member of the Special District Association ("SDA"), and insured through the Colorado Special Districts Property and Liability Pool. The Board directs the District Manager to pay the annual SDA membership dues and insurance premiums in a timely manner. The Board and District staff will biannually review all insurance policies and coverage in effect to determine appropriate insurance coverage is maintained.

23. Pursuant to Section 24-6-402(2)(c), C.R.S. and the Amended and Restated Meeting Resolution adopted by the Board on December 15, 2017, the Board hereby designates the Cordillera Post Office as the location where notices of regular and special meetings of the Board shall be posted no less than twenty-four hours prior to said meetings of the Board.

24. The Board has reviewed the minutes from January 31, 2017 through November 6, 2017 meetings of the Board, which minutes are attached hereto as Exhibit A. The Board, being fully advised of the premises, hereby ratifies and affirms each and every action of the Board taken at said meetings.

25. Pursuant to § 24-6-402(2)(d.5)(II)(E), C.R.S., the Board hereby declares that all electronic recordings of executive sessions shall be retained for purposes of the Colorado Open Meetings Law for ninety (90) days after the date of the executive session. The Board further directs the custodian of the electronic recordings of the executive session to systematically delete all such recordings made for purposes of the Colorado Open Meetings Law at its earliest convenience after the ninetieth (90th) day after the date of the executive session.

26. The District hereby acknowledges, agrees and declares that the District's policy for the deposit of public funds shall be made in accordance with the Public Deposit Protection Act (§§ 11-10.5-101 et. seq., C.R.S.). As provided therein, the District's official custodian may deposit public funds in any bank which has been designated by the Colorado Banking Board as an eligible public depository. For purposes of this paragraph, "official custodian" means a designee with plenary authority including control over public funds of a public unit which the official custodian is appointed to serve. The District hereby designates the District's accountant as its official custodian over public deposits.


27. The Board hereby authorizes the District's General Manager to execute, on behalf of the District, any and all easement agreements pursuant to which the District is accepting or acquiring easements in favor of the District, and any and all agreements for routine maintenance, emergency repairs, and other service-related agreements.

(Signatures Begin on the Next Page.)

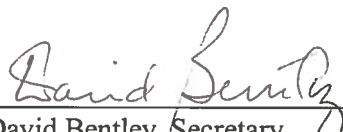
Whereupon, the motion to adopt this resolution was seconded by Director _____ and upon vote, unanimously carried. The Chairman declared the motion carried and so ordered.

ADOPTED AND APPROVED THIS 15th DAY OF DECEMBER, 2017.

CORDILLERA METROPOLITAN DISTRICT

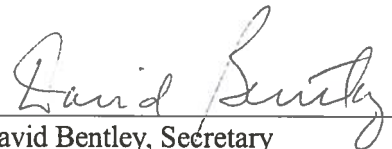

By: Judith G. McBride
Its: President

ATTEST:

By: 
David Bentley, Secretary

I, David Bentley, Secretary of the Board of Directors of Cordillera Metropolitan District, do hereby certify that the annexed and foregoing Resolution is a true copy from the Records of the proceedings of the Board of said District, on file with Icenogle Seaver Pogue, P.C., general counsel to the District.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the District, at Eagle County, Colorado, this 15th day of December, 2017.


David Bentley, Secretary

(SEAL)

EXHIBIT A

**Minutes from the
January 31, 2017 through November 6, 2017
Meetings of the Board**

**RESOLUTION OF
THE BOARD OF DIRECTORS OF
CORDILLERA METROPOLITAN DISTRICT
2018 REGULAR SPECIAL DISTRICT ELECTION RESOLUTION**

WHEREAS, Cordillera Metropolitan District (the “District”) was organized pursuant to Section 32-1-101 *et seq.*, C.R.S. of the Special District Act (the “Act”); and

WHEREAS, the Board of Directors (the “Board”) for the District consists of five directors’ offices; and

WHEREAS, at the next regular special district election scheduled to be held on May 8, 2018 (the “Election”), three directors’ offices will be up for election; and

WHEREAS, the Board desires to call the Election for voters to elect three directors to the Board to each serve a four-year term; and

WHEREAS, the Board desires to set forth the procedures for conducting the Election in accordance with the provisions of the Act, the Colorado Local Government Election Code, Sections 1-13.5-101, *et seq.*, C.R.S. (the “Code”), and all provisions of the Uniform Election Code of 1992 not in conflict with the Code except as otherwise provided in Section 1-13.5-106(2), C.R.S.; and

WHEREAS, pursuant to Section 32-1-804(1), C.R.S., the Board shall govern the conduct of the Election and render all interpretations and make all decisions as to controversies or other matters arising in conducting the Election; and

WHEREAS, pursuant to Section 32-1-804(2), C.R.S., all powers granted by the Board by Part 8, Article 1 of Title 32, for the conduct of regular or special elections may be exercised in the absence of the Board by the secretary or by an assistant secretary appointed by the Board, and the person named by the Board who is responsible for the conducting of the election shall be the designated election official; and

WHEREAS, pursuant to Section 1-13.5-108(1), C.R.S., the designated election official named by the Board shall render all interpretations and shall make all initial decisions as to controversies or other matters arising in operation of the Code; and

WHEREAS, for purposes of the Election, the Board desires to appoint an assistant secretary, who shall be the designated election official for the Election and exercise all powers granted by the Board for the conduct of the Election, and to appoint an assistant designated election official to assist the designated election official with his or her duties.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CORDILLERA METROPOLITAN DISTRICT THAT:

1. The Board hereby calls a regular election of the eligible electors of the District to be held on May 8, 2018 between the hours of 7:00 A.M. and 7:00 P.M. pursuant to and in accordance with the Act, Code, and other applicable laws, for voters to elect three directors to the Board to serve a four-year term each.. Such Election shall be conducted as an independent mail ballot election pursuant to Section 1-13.5-1101 *et seq.*, C.R.S. and all other relevant provisions of the Code.

2. Pursuant to Section 32-1-804(2), C.R.S., the Board hereby appoints Stacie L. Pacheco of the Cordillera Metropolitan District as Assistant Secretary to the District for purposes of the Election, who shall be the Designated Election Official for the Election. Stacie Pacheco of the law firm Icenogle Seaver Pogue, P.C. is hereby appointed the Assistant Designated Election Official and shall assist the Designated Election Official with her duties for the Election. The Designated Election Official shall act as the primary contact with the Eagle County Clerk and Recorder's office and shall be primarily responsible for ensuring the proper conduct of the Election including, but not limited to, appointing election judges as necessary, appointing the Board of Canvassers, arranging for the required notices of the election and printing of ballots, and directing that all other appropriate actions be accomplished. The Board hereby directs General Counsel to oversee the general conduct of the Election.

3. Pursuant to Section 1-13.5-303, C.R.S., any person who desires to be a candidate for the office of director in the District must file a self-nomination and acceptance form or letter, signed by the candidate and by an eligible elector of the State as a witness to the signature of the candidate, with the Designated Election Official no later than 3:00 P.M. on March 2, 2018. On the date of signing the self-nomination and acceptance form or letter a candidate for director shall be an eligible elector of the District. Pursuant to Section 32-1-103(5), C.R.S., an "eligible elector" means a person who, at the designated time or event, is registered to vote in the State of Colorado and (i) who is a resident of the special district; or (ii) who, or whose spouse or civil union partner, owns taxable real or personal property situated within the boundaries of the special district, whether said person resides within the special district or not. A person who is obligated to pay taxes under a contract to purchase taxable property situated within the boundaries of the special district is considered an "owner" for purposes of this definition. Self-nomination and acceptance forms are available at the Designated Election Official's office located at 4725 South Monaco Street, Suite 360, Denver, Colorado 80237.

4. Pursuant to Section 1-13.5-1002(1)(b), C.R.S., applications for absentee voter's ballots may be filed with the Designated Election Official's office, between the hours of 8:00 a.m. and 5:00 p.m., until the close of business on the Friday immediately preceding the Election (May 4, 2018).

5. Pursuant to Sections 1-13.5-513(1)&(6), C.R.S., the Board hereby authorizes and directs the Designated Election Official to cancel the Election and declare the candidates elected if, at the close of business on the sixty-third day before the Election (March 6, 2018), there are not more candidates for director than offices to be filled, including candidates filing affidavits of intent to be write-in candidates, and so long as the only ballot questions are for the election of candidates. The Board further authorizes and directs the Designated Election Official to file cancellation notices with the Eagle County Clerk and Recorder's Office and with the Colorado

Division of Local Government, to post notice of the cancellation in the office of the Designated Election Official, and to provide notice by publication of the cancellation of the election. The Designated Election Official also shall notify the candidates that the Election was cancelled and that they were elected by acclamation.


6. The District shall be responsible for the payment of any and all costs associated with the conduct of the Election, including its cancellation, if necessary.

7. This Resolution shall take effect on the date and at the time of its adoption.

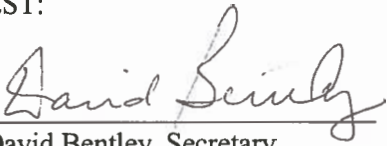
(Signatures Begin on Next Page.)

ADOPTED AND APPROVED THIS 15th DAY OF DECEMBER, 2017.

CORDILLERA METROPOLITAN DISTRICT


By: Judith McBride
Its: President

ATTEST:

By: 
David Bentley, Secretary

From: [Rachel Oys](#)
To: [Jaime Walker](#); [Tracy Stowell](#)
Subject: Fwd: Public Input for 12/15/17 CMD and CPOA Board Meetings - Cordillera Back Road Discussion
Date: Thursday, December 14, 2017 4:24:00 PM

Sent from my iPhone

Begin forwarded message:

From: <Neel.Lemon@BakerBotts.com>
Date: December 14, 2017 at 4:01:53 PM MST
To: <Edward.shriner@gmail.com>, <brucenjudy1@gmail.com>, <roys@cordillerametro.org>, <apogue@isp-law.com>
Cc: <rhaynes@haynesdevco.com>, <raskew@sqpartners.com>, <kurt@launchliving.com>, <Neel.Lemon@BakerBotts.com>
Subject: Public Input for 12/15/17 CMD and CPOA Board Meetings - Cordillera Back Road Discussion

Hello All.

This communication relates to the Cordillera Back Road topic referenced in the Manager's Report included in the published meeting materials for the upcoming 12/15/17 meetings of the CMD and CPOA boards.

Please include this communication as part of the official community input concerning this topic in the minutes for the 12/15/17 meetings. Also, please take this input into consideration if this topic is discussed in either the public or executive session portions of those meetings.

I will dial into the meetings, but will not be able to attend in person. Therefore, my ability to verbalize this input must be through this email communication since telephonic input cannot be accommodated through the "listen only" mode of the meeting access number.

Thank you for all that you do on behalf of the Cordillera community.

Neel Lemon
31 Stag Gulch Court
Cordillera, Colorado 81632
214-226-6954 – cell
neel.lemon@bakerbotts.com

As you know, I am part of a group of Cordillera property owners that believes that the so-called "Territory Road" that runs from Cordillera's back gate in the Territories to Brush Creek Road at the bottom of the hill should be opened for seasonal ingress/egress from May 1 through September 30 of each year (in addition to year round ingress/egress for emergency purposes). My reasons are noted below. As a Cordillera property owner, I believe that the CMD board has a duty to further pursue this concept on our behalf.

- The goal is improved property values to sell vacant lots and the existing

inventory of homes for sale by providing alternative access to the extremely remote areas of Cordillera.

- This will generate additional RETA revenue and additional CPOA dues.
- The County should be in favor of opening the back road since it will generate increased property valuations and therefore increased property tax payments to support the County.
- And, easier access to Eagle will generate additional dollars spent in Eagle and generate additional sales tax revenue for the City of Eagle and Eagle County.
- Traffic volume over the road is not expected to be excessive since the number of residents in the Summit/Territories is limited.
- Once the road is improved for emergency access (as it needs to be for safety and liability purposes and to comply with CMD's already existing agreement with BLM), then allowing seasonal access is not a big change.
- The road does not need to be paved. It only needs to be improved with grading, gravel and tin horns in some areas. Existing Cordillera staff can handle this work with existing Cordillera equipment and resources. The goal is an upgrade at the lowest possible cost. It doesn't need to cost millions of dollars and it is suggested that the board update the prior cost estimate for this type of project.
- BLM has now indicated that they would permit seasonal and emergency access. This pleasant outcome was unexpected, but presents an opportunity to get this done with some additional effort.
- The County's position that no right of access exists in favor of Cordillera is completely contrary to the extensive historical record that has already been documented by CMD counsel (as well as the property owner group using its own funding). Experienced legal counsel believes that a historical easement for vehicular traffic can be easily proved.
- The County has already inferentially admitted that the road exists by allowing CMD to construct gates to prevent access. If there isn't a road, then why the need for gates and boulders restricting access.
- My property owner group is willing to provide constructive man power and support to this effort and, if necessary, some monetary resources to pursue this with the County.
- No one wants further expensive litigation with the County, but merely taking the County's word that Cordillera doesn't have any rights to open the road (or that no road ever existed) is completely inaccurate and needs

to be rebutted and tested.

- This can be accomplished by having the CMD and the property owners group work together to pursue and achieve a good result.
- Here are the asks of the CMD board by the property owners group:

<!--[if !supportLists]-->• <!--[endif]-->**CMD should write a letter to the governing bodies in Eagle County (i.e., County Commissioners, Eagle Mayor, Eagle City Counsel, Eagle County Open Space, etc.) requesting a formal meeting to discuss seasonal access rights. The letter should outline in summary fashion why we want this access (with a particular emphasis of the benefits to the County from a financial point of view (as noted above)). The letter should also summarize why we believe that the historical record proves up our right to that access. The letter should also request that the County delay finalizing the open space conversation easement process until this meeting can take place and these issues can be resolved.**

<!--[if !supportLists]-->• <!--[endif]-->**In the alternative, the property owner group can write the letter with the support of CMD.**

Confidentiality Notice:

The information contained in this email and any attachments is intended only for the recipient[s] listed above and may be privileged and confidential. Any dissemination, copying, or use of or reliance upon such information by or to anyone other than the recipient[s] listed above is prohibited. If you have received this message in error, please notify the sender immediately at the email address above and destroy any and all copies of this message.

RE: Update on Back Road Issue

Dear CPOA and CMD Board Members:

It is our understanding that recently Rachel and Alan meet with a local representative of the BLM about the back road issues. We also understand that in that meeting the BLM representative indicated that they would consider more than just emergency access but also seasonal access. Apparently, the representative didn't see any apparent reasons they would not support this if the County also approved it.

As we all know the County is currently only willing to consider emergency access along this route. The total length of the proposed road improvement is 1.5 miles. However, less than a third of this road is on the County property they just bought (Hardscrable Ranch). The remainder of the 1.5 miles is on BLM land. We (meaning Neel Lemon, Ron Askew, Kurt Rhoden, and Ron Haynes) as well as Alan Pogue have had extensive title searches done regarding this road. The County has not done that nor do we think they have that information at this time.

We have learned that this road has been in existence and called out as such on many documents for a very long time. One document in particular dated 1922 refers to this specific road as a "road." That is 95 years ago. Any reasonable person would think that the road had to have existed before this particular document was created and recorded. Additionally, the 1936 State Highway Map of Eagle County refers to this road as Trail Gulch Road.

Specs:

Attached are a couple of pictures of the current Trail Gulch Road now known as Territories Trail Road (CR-8A) taken from the lower gate that show the road in its current condition. There is also a picture of the gravel road that extends from the lower gate to Brush Creek Road. We are proposing that Cordillera grade the road from the Territories to the lower gate and apply gravel in order to match the existing road that extends to Brush Creek Road. We believe this would be adequate for emergency access and would be consistent with the existing road. This type of road would also be relatively inexpensive to construct and maintain.

Operational Plan:

We are proposing that the road would be open to vehicular travel for both emergency and seasonal (from May 1 to September 30 of each year) traffic. The other 7 months of the year it would be closed to vehicular travel, other than for emergency access.

It is also important to understand that the CMD signed an agreement with BLM back in 2005 that said that CMD would operate and maintain this road for emergency access. You can see from one of the pictures that only a jeep could creep through this road in its present condition. Not to mention the fact that as we all know this road for many years was booby-trapped. From a construction standpoint we are only asking that the CMD honor its existing agreement to make improvements such that the road would be passable by a car during May through September, which is the same minimum standard for emergency access.

Based on the work recently done by Cordillera personnel to create a new road from Squaw Creek Road to the horse paddocks at the equestrian center, it would appear that existing Cordillera staff has both the expertise and the equipment necessary to update the road. Therefore, there would be no additional expense to Cordillera beyond the cost of new roadbed materials and grading. We already own the equipment and are already paying the personnel. Even if we are not successful in securing the County's support to open the road as noted above, Cordillera still needs to take the steps necessary to make the road truly passable by vehicles for emergency purposes. Failure to do so could create future liability issues for the community in the event of a catastrophic fire in the Summit and Ranch areas.

Since most of this road is on BLM land and the BLM is willing to open this road for emergency and seasonal vehicular traffic we believe Cordillera should propose a sit down meeting with the County to lay out the title work we have uncovered and have an open discussion about opening this road for emergency and seasonal access prior to recording their proposed conservation easement.

Regards,


Ron Haynes

Cc Neel Lemon, Ron Askew, and Kurt Rhoden



Existing Road. One can easily see that it is not being maintained for emergency access today.



Back road lower gate.



Gravel road that extends from the "back road" lower gate to Brush Creek Road.

**RESOLUTION OF THE BOARD OF DIRECTORS OF
CORDILLERA METROPOLITAN DISTRICT**

A RESOLUTION APPROVING AN AMENDMENT TO CORDILLERA METROPOLITAN
DISTRICT'S ADOPTED BUDGET FOR FISCAL YEAR 2017

WHEREAS, on October 21, 2016, Cordillera Metropolitan District (the "District") adopted an annual budget for fiscal year 2017 ("2017 Adopted Budget"); and

WHEREAS, pursuant to the 2017 Adopted Budget, the District appropriated the amount of \$1,242,037 in its Capital Projects Fund, on March 24, 2017 this budget was amended to \$1,327,137 and actual expenditures are anticipated to exceed the amended budgeted amounts by \$50,000 for the District; and

WHEREAS, pursuant to the 2017 Adopted Budget, the District did not appropriate any amount in its Equestrian Center Fund (since the funds operations were included in the General Fund for 2017) for the District; and actual expenditures are anticipated to exceed the budgeted amounts by \$146,868 for the District; and

WHEREAS, pursuant to the 2017 Adopted Budget, the District appropriated the amount of \$4,645,294 in its General Fund and actual expenditures are anticipated to exceed the budgeted amounts by \$111,000 for the District;

WHEREAS, the District desires to amend its 2017 Adopted Budget to appropriate funds for these additional expenditures as set forth herein; and

WHEREAS, due and proper notice of the date and time of the District's hearing on the proposed amendment to the District's 2017 Adopted Budget was published on December 7, 2017, in *The Vail Daily* and *Eagle Valley Enterprise*; and

WHEREAS, a public hearing on the proposed amendment to the 2017 Adopted Budget was opened on Friday, December 15, 2017, at a regular meeting of the Board of Directors, at which time any objections of the electors of the District were considered.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CORDILLERA METROPOLITAN DISTRICT OF EAGLE COUNTY, COLORADO, AS FOLLOWS:

1. The Board of Directors hereby adopts the amended 2017 budget for its Capital Projects Fund and General Fund, as set forth in Exhibit A attached hereto ("Amended 2017 Budget"), which Amended 2017 Budget appropriates available revenues in the following referenced funds:

a. Capital Projects Fund. Available revenues in the Capital Projects Fund are hereby appropriated in the following amount to pay for expenditures identified in the Amended 2017 Budget:

2017 Amended Budget: \$ 1,327,137

Amendment to 2017 Adopted Budget: \$ 1,377,137

b. Equestrian Center Fund. Available revenues in the General Fund are hereby reappropriated in the following amounts to pay for expenditures identified in the Amended 2017 Adopted Budget for the General Fund:

2017 Adopted Budget: \$ 0

Amendment to 2017 Adopted Budget: \$ 146,868

c. General Fund. Available revenues in the General Fund are hereby reappropriated in the following amounts to pay for expenditures identified in the Amended 2017 Adopted Budget for the General Fund:

2017 Adopted Budget: \$ 4,645,294

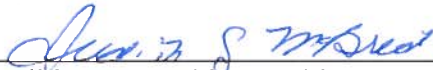
Amendment to 2017 Adopted Budget: \$ 4,756,294

2. The adoption of the Amended 2017 Budget reflects a balanced budget as required by State law.

3. This Resolution shall take effect on the date and at the time of its adoption.
(Signatures begin on next page.)

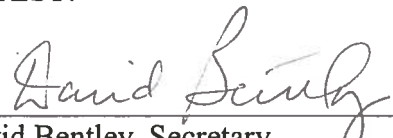
ADOPTED THIS 15TH DAY OF DECEMBER, 2017.

CORDILLERA METROPOLITAN DISTRICT



Judith G. McBride, President

ATTEST:



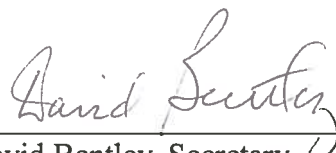
David Bentley, Secretary

STATE OF COLORADO
COUNTY OF EAGLE
CORDILLERA METROPOLITAN DISTRICT

I, David Bentley, hereby certify that I am a Director and the duly elected and qualified Secretary of Cordillera Metropolitan District, and that the foregoing constitutes a true and correct copy of the record of proceedings of the Board of Directors of said District, heard and approved at a regular meeting of the Board of Directors of Cordillera Metropolitan District held on Friday, December 15, 2017, at 8:30 a.m., at 0408 Carterville Road, in Cordillera, Colorado, as recorded in the official record of the proceedings of the District, insofar as said proceedings relate to the public hearing on and adoption of the amendment to the District's 2017 Adopted Budget; that said proceedings were duly had and taken; that the meeting was duly held; and that the persons were present at the meeting as therein shown.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of the District this 15th day of December, 2017.

(S E A L)



David Bentley, Secretary

EXHIBIT A

AMENDED BUDGET FOR FISCAL YEAR 2017

| | Original Budget | Amended Budget | Increased Budget |
|--|--------------------|-------------------|------------------------------------|
| General Fund | | | |
| Health Insurance | \$299,625 | \$378,000 | \$78,375 |
| Workers Comp | \$80,350 | \$112,975 | \$32,625 |
| | | | <u>\$111,000</u> |
| Equestrian Center Fund | | | |
| Transfer to General Fund | \$0 | \$146,868 | <u>\$146,868</u> |
| Capital Projects Fund | | | |
| Community Operations Building Foundation Repair | \$0 | \$50,000 | <u>\$50,000</u> <u>\$50,000</u> |

CORDILLERA PROPERTY OWNERS ASSOCIATION
SPECIAL BOARD MEETING MINUTES
FRIDAY, DECEMBER 15, 2017
408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Special Meeting of the Board of Directors of the Cordillera Property Owners Association (CPOA) was called and held Friday, December 15, 2017 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Ed Shriner, President
Michael Grier, Vice President
Jerri More, Assistant Treasurer/Assistant Secretary

Via phone: Larry Brooks, Secretary
Rick Smith, Treasurer

ALSO PRESENT

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

OTHERS PRESENT

Rachel Oys, general manager; Alan Pogue, legal counsel; Jaime Walker, communications manager; Tracy Stowell, executive coordinator; Joe Helminski, recreation director; Kirk Pliske, public safety director; Erin McCuskey, human resource manager; Stephanie Juneau, CFO Systems; and Andrew Larson, CFO Systems. Members of the public: Russ Schmeiser, Barbara Benson, Cassie Gray, John Seltzer, Jane Roberts, Tom Bishop and Patrick Wilhelm.

CALL TO ORDER

Director Shriner called to order the Special Meeting of the Cordillera Property Owners Association at 10:02 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS

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 regular meeting at least 72 hours in advance. No conflicts of interest were noted.

APPROVAL OF AGENDA

December 15, 2017 Special Meeting Agenda

Director Shriner requested that the fishing parcel and The Club at Cordillera participation in the parcel be added to the agenda.

Director More moved to approve the December 15, 2017 Special Meeting Agenda with the addition of the fishing parcel as a topic. Seconded by Director Brooks.

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

Approved the December 15, 2017 Regular Meeting Agenda.

APPROVAL OF CONSENT AGENDA ITEMS

October 24 Special Meeting Minutes

Director Shriner requested that the minutes henceforth reflect who from the public is in attendance at the meeting, noting that community members asked for more detailed minutes over the summer.

Director Brooks moved to approve the October 24, 2017, Special Meeting Minutes. Seconded by Director Smith.

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

Approved the October 24, 2017 Special Meeting Minutes with noted changes.

November 6 Special Meeting Minutes

Director Smith moved to approve the November 6, 2017, Special Meeting Minutes. Seconded by Director Brooks.

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

Approved the November 6, 2017 Special Meeting Minutes.

November 30 Special Meeting Minutes

Director More moved to approve the November 30, 2017, Special Meeting Minutes. Seconded by Director Smith.

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

Approved the November 30, 2017 Special Meeting Minutes.

PUBLIC INPUT

Russ Schmeiser noted the wine tasting hosted by the CPOA was a nice affair and a benefit to Cordillera residents. He inquired about the funding request for the Benson appeal for \$100,000. He appreciated the community survey on the topic and the results that support contributing to the effort. He stated that the Benson and CPOA appeals are different cases. The CPOA appeal refers to the decision of the Board of County Commissioners. The Benson appeal argues the validity of the 2009 PUD because of lack of proper notice when it went through the County process. He showed a real estate ad for the Grouse on the Green which stated that the land had many uses including a heliport; he pointed out that the 2009 PUD broadened the uses. He urged the Board to put the funding request on the agenda in the near future.

Director Shriner confirmed that the topic can be put on the agenda. He also explained the heliport is an allowed use on CPOA land not the parcel where the Grouse is located.

Barbara Benson echoed Russ's point.

Cassi Gray is concerned about the amenity loss on the Divide.

Jane Roberts noted that Director More proposed a new welcome committee at the October meeting. Jane will be meeting with Jaime Walker in January to establish the committee. Director George volunteered to be on the committee.

Tom Bishop sits on the Kensington Board of Directors and was present to support the position of the Kensington Board.

Patrick Wilhelm represented the Kensington Board of Directors and was present to discuss the Short Course.

CMD AND CPOA JOINT ITEMS

Short Course Ponds and Water Feature

Patrick Wilhelm presented data on the Short Course water leak, noting that since the end of the golf season nearly 300,000 gallons of water were lost from the irrigation ponds, which is almost an acre foot. The pond was at six feet and has dropped to two feet. The leak in the upper pond and spillways lose almost 25,000 gallons a day. Fixing the ponds will reduce the annual water cost paid to Wind Rose—approximately \$33,000 per year—potentially saving \$2000-\$5000 annually. The \$33,000 is the full cost of delivery of 42-acre feet. The boards may not need the full 42-acre feet if the ponds were fixed.

Mr. Wilhelm continued by noting that Wind Rose does not want to be wasteful or negatively impact the environment. If the decision was made not to fix the leaks, the empty ponds would need to be repurposed so as not to pose a liability and environmental concerns. Kensington Green authorized and budgeted \$34,000 to fix the leaks, even though the ponds and spillways are not owned by Kensington. The \$34,000 would be used for re-landscaping. He also suggested using a portion of the District's water fund for the project.

Director Shriner noted that he, CMD Director Bentley and Trevor Broersma, operations director, met with the Kensington Board after the October board meeting. Landscaping was brought up during the meeting when line items costs were discussed and landscaping was estimated to cost \$34,000.

General Manager Oys explained that during the budget meetings, staff presented \$350,000 as the total projected cost for the project and kept it as a placeholder in the budget for further board discussion.

Legal Counsel Pogue, explained that the perspective shared in the Harvey Curtis & Associates letter (attached) was that the water features and ponds are public amenities and therefore the Metro District could use the water fund to fix them. There have been discussions with the Eagle River Water and Sanitation District and the Water Authority on how the water fund could be used in the next three years. Some of the items on the Water District's list are more important to the community than others.

CMD Director McBride agreed pointing out that there was approximately \$1.8 million in the fund some of which should be used to provide for community needs particularly the fire delivery system for the Summit neighborhood.

CMD Director Egan explained that legally, the Metro District is not directly responsible to pay for any of the items on the Water District's list of improvements. However, if the Metro District wanted to expedite a project, the money could be used. Legal Counsel Pogue concurred.

Director Shriner proposed that the CPOA pay for the cost to repair of the lower pond since it directly affects the Short Course. The rest of the project is aesthetics and a Kensington Green amenity. He asked if the Metro District could participate with the water fund. He suggested that perhaps the Boards should consider the Short Course becoming a CMD liability as the asset might function as a tax benefit under CMD. He noted that the Boards were aware of the leak last year and postponed work.

Both Director Shriner and General Manager Oys noted that it is not cost effective to do the project in phases or in fragments because the mobilization fee is expensive.

CMD Director McBride asked why the CPOA should not pay for the whole project, given that there is a placeholder in their budget for it.

Director Shriner responded that it is a very expensive project for one portion of the community. There is a belief that the water fund has to be used for water projects; learning that this might not be the case allows the money to be used for the repairs. The CMD can expend funds for the benefit of the whole community, regardless from what fund. The question is whether this project benefits the whole community or just Kensington.

CMD Director McBride remarked that it is reasonable to consider whether or not fixing the water feature for Kensington is a qualified public purpose. If the Boards decide it is a public purpose, then the water fund money could probably be used. However, careful consideration should be given to using this money in a way that does not benefit the whole community. If the growth continues in the Summit neighborhood, most of the fund will be needed for the water/fire delivery system which would benefit all. She contended that since the CPOA has the money for the repairs, and the ponds and water feature are on CPOA property, CPOA should fund the project.

CMD Director Davies questioned the cost and if the quote is reliable. Pointing out that there are ways to pay for the project other than through the water fund. He would like an opinion from an attorney that the ponds and water feature are a public amenity and qualify for water funds. He also asked the representatives of the Kensington Green board if their contribution was allocated in their budget and if their dues were increased for the contribution. Patrick Wilhelm responded that the Kensington contribution was from their general fund and that there was not an assessment for the \$34,000 contribution.

CMD Director Bentley suggested that that fixing the ponds and water feature are necessary to protecting property values.

CMD Director McBride suggested the Board consider amending the CMD budget in order to contribute without using water fund money. She was opposed to using water fund money to pay for the project. She proposed to make adjustments to the Service Agreement with CPOA.

Director Smith contended that CPOA should shoulder the responsibility and that it is appropriate for CMD to participate in the interest of the community. He believes the Kensington contribution amount is reasonable. CMD Directors Bentley and George concurred.

CMD Director Egan offered that the underlying questions are whether the golf course should remain and if the Boards want to continue to spend \$100,000 per year to operate it. To this Directors Shriner, Smith and Grier asserted that the course is a community amenity and should not be eliminated. The job of the board is to protect property values which necessitates maintaining and improving community assets. Director Grier further made the point that when the cost is amortized, it is reasonable expense and a relatively low cost to keep the amenity.

Director Shriner moved to have the CPOA spend the money necessary to repair the ponds and tributaries of the Short Course ponds and water feature as outlined in the 2018 budget with Kensington contributing a minimum of \$34,000. Seconded by Director More.

Upon motion duly made and seconded, the Board voted unanimously. Director Grier recused himself noting his ownership status at Kensington. **Approved** spending money to repair the ponds and tributaries of the Short Course as outlined in the 2018 budget.

2018 Meeting Schedule

It was decided by both boards to hold meetings on the third Friday of each month beginning at 9 a.m. Special attention shall be paid to when The Club at Cordillera's member/member tournament is scheduled as to not conflict.

Director Grier moved to hold CPOA board meetings the third Friday of each month beginning at 9 a.m. Seconded by Director More.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the 2018 meeting schedule: the third Friday of each month beginning at 9 a.m.

Management Team Report

With the decision to hold meetings monthly, management team reports will be provided to board members the Monday before the meeting.

General Manager Oys introduced new members of the Cordillera staff: Erin McCuskey is the human resource manager, Carol Perea is the post office assistant, and Stephanie Juneau with CFO Systems has been helping in the finance department.

Although not in the management team report, staff is concerned about the feasibility of creating an ice rink this year. The high-season for the rink is the week between Christmas and new year with a full season being four to five weeks. It takes about two weeks of consistently below freezing temperatures and snow to produce the ice. Given the warm temperatures and lack of snow, staff is running out of time for it to be ready for high-season. General Manager Oys asked

for permission that staff make a decision about whether or not to have an ice rink. This request was granted.

Director Shriner briefly mentioned the idea of Cordillera managing its own trash service. He also pointed out that he has a different number for the RETA, \$1,362,000 not counting vacant lots. CFO Systems has helped to collect the delinquencies which has been a problem for years. He noted that the public safety report described a disturbing confrontation between a property owner and a bicyclist, where the homeowner was threatened with a gun. Public Safety Director Kirk Pliske pointed out that in a situation like this, property owners should call 911 and the Sheriff's office will respond along with Cordillera Public Safety.

CPOA ITEMS

Fishing Parcel and The Club at Cordillera Participation

Director Shriner explained that CMD owns the water on 1.5 miles on the Eagle River and CPOA manages it. The Club at Cordillera uses the parcel for its members at a cost of \$500 per member. In years past, the \$500 was collected by the fishing management company but it was not remitted back to the CPOA. In 2017, only five Club members, who were not CPOA members, used the river. He noted that some members of the CMD board want to revoke the Club's rights to use the parcel while members of the CPOA board wish to see more participation with the Club.

CMD Director McBride contended that fishing on private water is a much higher value than \$500 and the right to use the fishing parcel should be for people who have purchased property in Cordillera. She believes that it is a service to the Club to allow them to use the parcel; she proposed to charge \$1000 per member. She pointed out that the real problem for the river parcel is use, especially during high season, noting that rivers can be over fished. During high-use periods, the beats should be for property owners first, so she suggested a three-day in advance reservation requirement for Club members.

Director More thought the three-day reservation was too onerous especially for people making plans during their vacation.

Director Shriner explained that the two CPOA Bearden ponds are fed by the Grand Ditch, which is owned by The Club without charge. He emphasized good relations with The Club as a high priority.

Director Smith moved to allow Club members access to the water for \$750, citing that the number of Club members who use the parcels is immaterial.

Director Shriner amended the motion. He moved to continue to allow The Club at Cordillera members to use the fishing parcels for a \$500 fee per member. Seconded by Director More.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** to allow The Club at Cordillera members to use the fishing parcels for a \$500 fee.

Approval of 2017 Audit Engagement with McMahan and Associates

Director Grier moved to approve the 2017 Audit Engagement with McMahan and Associates. Seconded by Director More.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the 2017 Audit Engagement with McMahan and Associates.

EXECUTIVE SESSION

11:58 a.m. Director More moved and Director Grier seconded to enter Executive Session, pursuant to Section 38-33.3-308(4)(b), C.R.S. for the purpose of receiving legal advice from general counsel and special litigation counsel with respect to pending litigation filed by CSMN.

2:10 p.m. Director Grier and Director More moved to conclude the Executive Session.

Present: Alan Pogue, Miles Buckingham and Kevin Perez.

No action was taken in executive session.

ADJOURNMENT

Director More moved to adjourn the Regular Meeting of the Cordillera Property Owners Association. Seconded by Director Grier.

Upon motion duly made and seconded, the Board voted unanimously to **Adjourn** the Regular Meeting of the Cordillera Property Owners Association at 2:10 p.m. Friday, December 15, 2017.

Respectfully submitted,

Jaime Walker
Communications Manager

HARVEY W. CURTIS

& ASSOCIATES

ATTORNEYS AT LAW

8310 South Valley Highway, Suite 230
Englewood, Colorado 80112

(303) 292-1144

Facsimile (303) 292-1764

email: firm@curtis-law.com

Of Counsel:

Christina A. Fflis

Harvey W. Curtis

David L. Kueter

December 11, 2017

David Bentley, et al.
Cordillera Metropolitan District
408 Carterville Road
Cordillera, CO 81632

RE: Repair of Ponds at Kensington Green

Dear Mr. Bentley and Other Board Members:

I am writing this letter at the request of the Kensington Green Homeowners' Association regarding repairs needed at the ponds located on Kensington Green. The ponds are owned by the Cordillera Property Owners Association and serve as water features for the Short Course and as amenities for the neighborhood. There are no water rights decreed for the ponds. According to Kensington Green HOA board, the Cordillera Property Association has funds which will help repair the ponds so the ponds will have reduced leaking and hold water, but the repairs need additional funding which Kensington Green Homeowners' Association is requesting from the Cordillera Metropolitan District. I have been asked to write this letter as a water lawyer to express an opinion as to whether this is a valid use of the Metropolitan District's funds. If the Metropolitan District Board finds that the ponds are an amenity for the enjoyment of all Cordillera Metropolitan District citizens, then my opinion that these repairs of amenities are a valid use of funds within the purposes of the Metropolitan District which I reviewed on the Metropolitan District's website. There are no water rights decreed to the ponds, so no water right protection is being gained by this action. The Short Course is owned by the Cordillera Property Owners Association, according to Kensington Green HOA board. The Short Course is provided water from Wind Rose pursuant to an agreement with the Cordillera Property Owners Association. A portion of this water is used to fill the ponds, and having leaking ponds requires purchasing more water to keep the ponds full. Therefore, my opinion is that the Metropolitan District can fund a portion of the rehabilitation of the ponds as amenities for District residents.

Sincerely,



Harvey W. Curtis

HWC/sev

Amended 2018 CMD and CPOA Service Agreement

AMENDMENT TO 2018 SERVICES AGREEMENT

THIS AMENDMENT TO 2018 SERVICES AGREEMENT (the “Amendment”) is made effective this ____ day of February 2018, by and between CORDILLERA METROPOLITAN DISTRICT, a quasi-municipal corporation and political subdivision of the State of Colorado (the “District”), and the CORDILLERA PROPERTY OWNERS ASSOCIATION, INC., a Colorado non-profit corporation (the “Association”), collectively, the “Parties.”

RECITALS

WHEREAS, the District and the Association entered into that certain 2018 Services Agreement, effective as of January 1, 2018, pursuant to which the District provides certain Services to the Association on the terms and conditions set forth therein (the “Agreement”); and

WHEREAS, capitalized terms used and not otherwise defined in this Amendment shall have the meanings ascribed to them in the Agreement; and

WHEREAS, the Association has requested to reduce the amount of compensation paid to the District for performance of the Services by \$150,000 in order to apply such funds to address certain immediate needs of the Association; and

WHEREAS, pursuant to Paragraph 14 of the Agreement, no amendments or modifications of the Agreement shall be binding unless evidenced in writing and signed by and on behalf of the Parties; and

WHEREAS, the Parties desire to amend the Agreement to reflect a reduction in the compensation paid by the Association to the District for the Services.

NOW THEREFORE, in consideration of the terms, conditions and compensation set forth below, the Parties hereto agree as follows:

1. **Compensation and Payment.** The Parties agree to reduce the compensation paid by the Association to the District for the performance of the Services by One Hundred Fifty Thousand Dollars (\$150,000.00). The District shall amend its annual budget for fiscal year 2018 accordingly and will make such supplemental appropriations as may be required. The three remaining quarterly payments to be made by the Association pursuant to Paragraph 3 of the Agreement shall be reduced proportionately to account for the decrease in compensation provided for herein.

2. Entire Agreement. The Agreement and this Amendment contain the entire agreement between the Parties and supersede any and all prior agreements, proposals, negotiations and representations pertaining to the performance of the Services. Except as modified in this Amendment, the terms and conditions set forth in the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment as of the respective dates set forth below, to become effective as of the day and year set forth in the first page hereof.

Community Survey

Cordillera conducted a survey of residents in 2013 to gauge interest, engagement and opinions of a wide variety of amenities, services and activities that are offered. Approximately 140 of the 850 residents completed the community survey in 2013.

The Cordillera Metro District (CMD) and Cordillera Property Owners Association (CPOA) boards retained Andrej Birjulin of Confluence Research and Training to assess the community's attitudes and preferences toward various existing amenities and services as well as toward those that are being considered for the future. They are seeking property owner input for the purpose of continuously improving community services and amenity offerings. Specific areas of work for conducting the community survey include refining the survey's purpose and scope, updating the survey protocol, developing and implementing the data collection methodology, data management and cleaning, assessing results, and reporting and dissemination. Each area of work is articulated in greater detail below, followed by timeline details.

Refining Survey Scope and Purpose and Updating Survey Protocol

- Meet with the Management Team to refine scope and purpose of the survey. Cordillera already provided a set of priority domains to include in the survey and some additions are anticipated, such as global satisfaction with quality of life in the community and an importance/performance assessment of existing amenities and services.
- Use the provided set of questions and prior survey effort to develop a survey protocol that incorporates committee recommendations, performance of items from the previous administration, and to reflect best practices used in community feedback efforts. The draft set of questions that were provided were converted to formats that meet high measurement standards to enable a wide variety of analytic frameworks and better understand differences between resident population sub-groups (e.g., primary versus secondary homeowners).
- Pilot test the survey protocol and use the results to make final adjustments.

Developing and Implementing Data Collection Methodology

- Work with the Survey Committee to develop data collection strategies that increase both the overall number of respondents completing the survey as well as the representativeness of the final sample.

- Includes electronic survey portal (Survey Monkey) and making hardcopies of the survey available. Invitation postcards will likely be utilized and other methods to invite community members to complete the survey will be explored (e.g., at community forums).
- The electronic survey portal will be open a minimum five weeks, with a reminder postcard recommended at about two weeks after the initial card is sent. This may be adjusted as needed based on weekly monitoring of participation.

Data Management and Cleaning and Assessing Results

- Data entry for any paper copies that are received.
- Clean and process the raw data so that it can be exported into the Statistical Package for the Social Sciences (SPSS).
- Comprehensive descriptive statistics to be generated and examined for all individual survey items. Additional composite scores will be created as needed. Items will be cross tabulated across key subpopulations/demographics present in the data (e.g., type of residents, length of residency in the community, etc.) as appropriate. Inferential statistics (i.e., t-tests, analysis of variance and regression) will be used as needed and as appropriate to examine differences between subpopulations/demographic characteristics.
- Open-ended comments will be examined and a limited theme analysis will be conducted, if supported by the data.

Reporting and Dissemination

- Findings will be integrated into a PowerPoint presentation and also a summary of findings in MS Word. Dissemination will include in person presentation to Committee Members, the Cordillera Boards and other constituent groups that are identified.
- An interim presentation to the Boards would be given based on preliminary results as needed.
- Color graphics, charts and other visually compelling displays will be incorporated to the greatest extent possible.
- Artifacts of statistical analyses that are conducted to support key findings will be included as Appendices to the main reporting products.

The following deliverables will be provided to Cordillera during the course of this project.

- Data Files and Output Tables: The databases with the three administrations of the Community Survey line-by-line data will be provided in both SPSS and Excel. Additionally, PDF and/or Excel versions of all output tables and charts generated by SPSS during the course of the analytic work will be provided for future reference.
- PowerPoint Presentation and a Summary of Findings: The final report will also be provided electronically in Microsoft Word/PowerPoint as well as Adobe PDF format. PDF files ensure that the intended formatting will be preserved regardless of the individual printer that is used.

| Project Area | Timeline |
|--|---|
| Refining Survey Scope and Developing Survey Protocol | December-January |
| Developing and Implementing Data Collection Methodology | Ongoing |
| Board of Directors Review and Comment | February 11-16 |
| Survey Pilot (Strategic Planning Group) | February 19-28 |
| Refine Survey Based on Feedback | February 28-March 2 |
| Community Communications Email Flash Postcard Mailing Cordillera Connection Cordillera Connection Email Flash | March 5 March 5 March 16 March 30 April 2 |
| Survey Portal Open | March 5- April 5 |
| Data Management and Cleaning and Assessing Results | April 5-18 |
| Reporting and Dissemination | April 20 (Board Meeting) |

Note: Schedule subject to change.

Community Engagement

Director Shriner is proposing to host monthly coffee meetings for the community. The primary objective is to host informal gathering for community members to talk with CMD and CPOA board members one-on-one about current community issues and happenings.

It is recommended that the meetings are held monthly, the Tuesday following a board meeting at the Cordillera Café. Proposed dates for 2018 are as follows: March 20, April 24, May 22, June 19, July 24, August 21, September 25, October 23 and November 20 from 8:30-9: 30 a.m.

Cordillera Committees

Treasurer's

- Presidents and Treasurers
- Once a month
- Review financials
- Provide input
- Monitor trends and anomalies
- Assist with answering questions and addressing concerns

Design Review Board

- Gene Shanahan; Lee Hegner; Judy LaSpada; Henry Reed; Eric Jung; Dennis Moran
- Meet monthly
- Appointed by CPOA Board
- Facilitate and ensure compliance with the DRB guidelines

Wildfire and Healthy Forest

- Ellen Mitchell; Nancy Alexander; Nick Kuich; Joyce Evans
- Meets 1-2 times a year
- Reviews spring project list
- Reviews summer completed tasks

Vail Gondola Club

- Jonathan Haerter; Ron Askew; Gordon McLean; David Bentley
- Meets annually (as needed)
- Offer recommendations for financial, operational and relevant programming
- Cooperate in the implementation of the yearly budget

Fly Fishing Committee

- Judy McBride; Ed Shriner and Rick Smith
- Meets quarterly (as needed)
- Provide direction and guidance to administration for fishing management

New Home Owner Welcome Committee

- Jane Roberts
- Details forthcoming

Strategic Planning Committee

- Bruce Baumgartner; Enrique Grisoni; Lois Bruce; Jay Tobin; Brian Jessen; Chris Cumming; Ted Eubank; Bill Stephenson; Jerri More; Brian Watkins; Melissa Murphy; Robert Donovan; Ron Haynes; Brian Watkins; Charlene Koegel; Dennis Moran; John Warren
- Details forthcoming

Healthy Forest Resolution

Healthy Forest staff recommends altering the “Cordillera Property Owners amended Wildfire Mitigation Resolution” of 2014 to better define the “Hazard Tree” definition to clarify that a Hazard Tree includes trees infected with harmful insects and to specify actions that can be taken by the Metro District. This action is necessary to protect all private properties and open space within Cordillera.

CORDILLERA PROPERTY OWNERS ASSOCIATION

A RESOLUTION APPROVING AN AMENDMENT TO THE AMENDED AND RESTATED WILDFIRE MITIGATION RESOLUTION

WHEREAS, on March 29, 2007, the Cordillera Property Owners Association (“the Association”) adopted a Wildfire Mitigation Resolution which set forth mandatory wildfire mitigation regulations to protect the homes and property of Cordillera Property Owners (“Owners”) from wildfires, as amended and restated on March 16, 2009 (the “Prior Wildfire Mitigation Resolution”); and

WHEREAS, the Association amended and restated the Prior Wildfire Mitigation Resolution on April 18, 2014 pursuant to the “Amended and Restated Wildfire Mitigation Resolution,” having determined that initial concerns regarding wildfire mitigation had been addressed on privately owned properties such that the community should be now in a maintenance stage; and

WHEREAS, the Association feels that continuation of a wildfire mitigation program is in the best interest of the safety of the Cordillera Community; and

WHEREAS, the Association desires to amend the Amended and Restated Wildfire Mitigation Resolution as provided herein to address additional concerns regarding wildfire mitigation.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE CORDILLERA PROPERTY OWNERS ASSOCIATION HEREBY AMENDS THE AMENDED AND RESTATED WILDFIRE MITIGATION RESOLUTION AS FOLLOWS:

1. Section 2 of the Amended and Restated Wildfire Resolution is hereby deleted and replaced in its entirety with the following:

Hazard Trees: A “Hazard Tree” shall be any species or variety of tree which is dead, substantially dead, and/or insect infested and determined to be either a wildfire fuel hazard, a safety hazard, and/or an insect infestation threat to other trees, people, or improvements.

- a. Owners of properties with Hazard Trees shall be notified in writing, as provided in Section 9 hereof, and shall have thirty (30) days, or such other time as is

specified in the written notice, to mitigate the Hazard Tree(s) by removal or to submit written proof of intent to mitigate, which may include, without limitation, a contract with an appropriate vendor. Notwithstanding the foregoing, insect-infested trees must be removed by a specific time of year. Each species may be slightly different; therefore, the removal date will be determined by the Association's Healthy Forest Coordinator and/or the Director of Public Safety and will be stated in the written notice.

- b. If the Owner cannot or does not remove the Hazard Tree(s) by the specified removal date or commence mitigation in accordance with subparagraph 2.a., the Association shall be authorized to remove the tree and bill the cost thereof to the Owner, as provided in Section 9.
2. Section 9 of the Amended and Restated Wildfire Resolution is hereby deleted and replaced in its entirety with the following:

Failure to Comply: The initial written notice required pursuant to Section 1 and Section 2 hereof will be handled as a "First Notice" and request to cure in the manner provided in the Association's Second Amended and Restated Resolution Regarding Covenant and Rule Enforcement Policy, as may be amended from time to time (the "Policy"). In the event an Owner fails to comply with the First Notice, a "Second Notice" will be sent in the manner provided in the Policy, which shall contain a written estimate of the costs to mitigate and shall state that Owner has thirty (30) days to respond. If the Owner fails to respond or comply, the Association may proceed to mitigate the issue and charge all costs associated therewith, including staff and legal fees, to the Owner. Unpaid charges will be managed in accordance with the Association's Policy for the Collection of Unpaid Assessments, as the same may be amended from time to time.

However, if the Association determines that action must be taken within a specified or shorter period of time, the initial written notice shall state the same and shall indicate the date by which action to mitigate must be taken or evidence of intent to mitigate must be provided. If the Owner cannot or does not mitigate or provide evidence of intent to mitigate as requested, the Association shall promptly provide a written estimate of the costs to mitigate and shall permit Owner no less than five (5) days to respond, unless immediate action is required. If the Owner fails to respond within the stated time, the Association may proceed to mitigate the issue and charge all costs associated therewith, including staff and legal fees, to the Owner.

3. Section 10 of the Amended and Restated Wildfire Resolution is hereby deleted in its entirety.
4. Except as specifically amended hereby, all other sections and provisions of the Amended and Restated Wildfire Resolution shall remain unchanged and in full force and effect.
5. This resolution shall take effect on the date and time of its adoption.

CORDILLERA PROPERTY OWNERS ASSOCIATION

AMENDED AND RESTATED WILDFIRE MITIGATION RESOLUTION

WHEREAS, on March 29, 2007, the Cordillera Property Owners Association (“the Association”) adopted a Wildfire Mitigation Resolution which set forth mandatory wildfire mitigation regulations to protect the homes and property of Cordillera Property Owners (“Owners”) from wildfires; and on March 16, 2009 adopted an Amended and Restated Wildfire Mitigation Resolution (collectively referred to herein as the “Wildfire Mitigation Resolution”) and

WHEREAS, the Association has determined that initial concerns regarding wildfire mitigation have been addressed on privately owned properties, as specified in the Wildfire Mitigation Resolution, such that the community should be now in a maintenance stage.

WHEREAS, the Association feels that continuation of a modified Wildfire Mitigation program is in the best interest of the safety of the Community.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE CORDILLERA PROPERTY OWNERS ASSOCIATION HEREBY ADOPTS THE FOLLOWING AMENDED AND RESTATED WILDFIRE MITIGATION RESOLUTION:

1. Mitigation Required: Owners shall be required to maintain wildfire vegetation management on their properties according to standards specified by the Colorado State Forest Service (CSFS). Properties shall be inspected by the Association on a five year cycle, based on neighborhoods, according to the schedule attached hereto as Exhibit A.
 - a. Owners of Properties found out of compliance shall be notified in writing that they are not in compliance and shall have thirty (30) days to either mitigate the issues or to submit written proof of intent to mitigate such as a contract with an appropriate vendor.
2. Hazard Trees: A hazard tree shall be any species or variety of tree which is dead or substantially dead and determined to be either a wildfire fuel hazard and/or a safety hazard to people or improvements.
 - a. Owners of Properties with Hazard Trees shall be notified in writing about the hazard trees and shall have thirty (30) days to either mitigate the issue or to submit written proof of intent to mitigate such as a contract with an appropriate vendor.
3. Burning: Open burning of slash and debris shall be prohibited unless specifically approved by the General Manager of the Association. Burning may be approved when normal means of disposal of slash and debris are not applicable due to location and/or terrain, as determined by the General Manager in his discretion.

- a. Approval to openly burn slash and debris shall be contingent on approvals from Eagle County and the Eagle River Fire Protection District. The Association, through the General Manager or by Board action may revoke authorization at any time and for any reason.
4. Fire Bans: The General Manager may ban open fires when at his discretion weather and fuel moisture conditions present a safety concern for the community. This decision is not dependent on the presence of other fire bans. A fire ban will include any open fire in fire rings, fire pans, charcoal grills and fireworks.
5. Mitigation Standards: Mitigation shall comply with specifications from the Eagle County Wildfire Regulations and the Colorado State Forest Service (Exhibit B) and the Cordillera Design Review Board (“Cordillera DRB”) for Zones 1, 2 and 3.
 - a. Cordillera requires that parcels of size three acres or less shall be required to mitigate to the property lines. Parcels over three acres shall be required to mitigate a distance of 210 feet from all decks and overhangs.
 - b. Zone 1 in Cordillera shall be twenty (20) feet.
 - i. Zone 1, on downhill slopes below homes, may be increased to thirty feet (30’), at the discretion of the Healthy Forest Coordinator, when slopes or vegetation create additional hazards.
6. Vacant Lots: Vacant lots shall be mitigated to Zone 3 standards. Parcels of size three acres or less shall mitigate the entire property, including the building envelope. Parcels over three acres shall be required to mitigate a distance of 210 feet from the center of the building envelope.
7. Hazards to Adjacent Structures: If the vegetation on a property presents a wildfire hazard for a structure on an adjacent property, the Association’s Healthy Forest Coordinator may require the owner of the property presenting the hazard to mitigate the hazard to the standards of Zone 2.
8. Landscaping at Homes Built Prior to 2004: It is recognized that this resolution affects homes built prior to the Eagle County Wildfire Regulations (April 2004) and that the landscaping for these homes, particularly the landscaping in Zone 1, was permitted by the Cordillera DRB, yet is contrary to current regulations. Zone 1 is the most important part of the wildfire mitigation program when it comes to protecting the home and fire fighters. When conducting hazard assessments for the purpose of this Resolution, the Association shall advise property owners about landscaping done prior to 2004 and provide the Owner with recommendations, BUT the owner shall not be required to remove this landscaping.
 - a. In the event the exterior or landscaping of same property, in whole or in part, is remodeled in a DRB reviewed and approved project, the entire defensible space shall come under compliance with the regulations.
9. Failure to Comply: In the event an owner fails to comply with the written notice required in section 1 or 2 the Association may issue a violation notice. This notice

and any other notices will be handled in accordance with the Association's then current Policy Regarding Covenant and Rule Enforcement. For the purpose of complying with this resolution, written documentation showing commitment with a contractor to address the violation will be considered a remedy unless the owner fails to address the violation as specified in the agreement.

10. Right to Mitigate: Failure to comply with written notices as specified in number 9 may result in the Association, or a contractor of the Association's choice, mitigate the hazard(s). Before entering upon the property to mitigate the issue the Association shall supply to the owner a written estimate of the costs. The owner will have thirty days to respond. The Association will charge the Owner with ALL costs associated with this mitigation, including any staff and legal fees. Unpaid charges will be managed according to the Associations collection policy. .

11. Inspections: The Association has authority to enter upon the Owner's property to conduct inspections. The Association, will periodically conduct inspections of Cordillera properties within neighborhoods or when observations from staff or other owners necessitate inspections of such properties. Staff will periodically conduct inspection of individual properties within neighborhoods or when observations from staff or other owners necessitate inspections of individual properties.

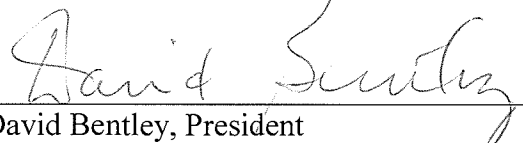
12. Hazard Ratings: Cordillera Public Safety will maintain a list of hazard ratings for each property in Cordillera. Ratings will be calculated using the Eagle County rating form so that all properties are rated using the same system.

13. Prior Resolution: This resolution supersedes and replaces in its entirety the Wildfire Mitigation Resolution, as defined above.

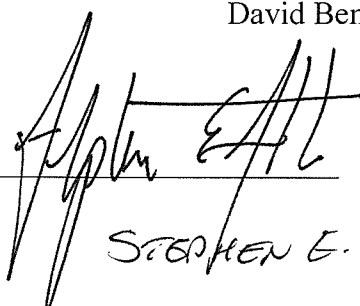
14. Effective Date: This resolution shall take effect thirty days following the date and time of its adoption, unless disapproved by a vote of the Association's Membership within thirty days following the date of adoption of this resolution.

ADOPTED AND APPROVED THIS 18th DAY OF April. 2014.

CORDILLERA PROPERTY OWNERS ASSOCIATION



David Bentley, President

ATTEST: 

STEPHEN E. SMITH, SECRETARY

Vista Bahn Building Lease Extension

The Cordillera Property Owners Association (CPOA) entered into a commercial lease September 6, 2006 with Remonov & Company, INC. now Vista Bahn Building LLC. The CPOA leases the third floor of the Vista Bahn building, located at 298 Hanson Ranch Road, Vail, Colorado. The CPOA operates Cordillera's Vail Gondola Club (private ski club) in the 3656-square foot space. The initial extension period of the lease commenced Jan. 1, 2010, and shall terminate Aug. 31, 2018. Between 180 days and 210 days before the expiration of the initial extension period, written notice needs to be provided to exercise the right to further extend the lease for an additional extension period of five years. This is the first of three additional five-year extension periods for which the right to renew has been reserved. This right was secured through payment of \$100,000 over a three-year period between 2011 and 2013 as well as other considerations. The 2010 lease agreement is included.

It should be noted that the Cordillera Vail Gondola Club is fully self-funded, including the repayment of prefunded startup expenses in 2006, repaid in 2007. Revenues have also exceeded expenditures over the clubs eleven-year duration in excess of \$600,000. The club membership levels and financial position are strong.

Staff Recommendation

Staff recommends exercising the right to further extend the lease of the Vista Bahn Building third floor by providing written notice to Vista Bahn Building LLC. This would be the first of three additional five-year extension periods available.

2018 Draft Letter- Intent to Extend Lease

February 16, 2018

Vista Bahn Building, LLC

P.O. Box 1888

Edwards, CO 81632

RE: Vista Bahn Building, third floor, located at 298 Hansen Ranch Road, Vail, Colorado.

Vista Bahn Building, LLC,

The Cordillera Property Owners Association is formally notifying you that it is exercising its right to further extend the lease for an additional five years (the "First Additional Extension period"), as specified in the 2010 Addendum to Commercial Lease Agreement enclosed.

This notice is given to you in accordance with paragraph 2.c. of the lease that permits tenant to further extend lease.

2010 ADDENDUM TO COMMERCIAL LEASE AGREEMENT

This 2010 ADDENDUM TO COMMERCIAL LEASE AGREEMENT (“Lease Addendum”) is made and entered into this 24th day of September, 2010 by and between REMONOV & COMPANY, INC., a Colorado corporation (“Landlord”) and CORDILLERA PROPERTY OWNERS ASSOCIATION, INC., a Colorado non-profit corporation (“Tenant”). Landlord and Tenant are collectively referred to herein as “Parties.”

RECITALS

WHEREAS, Landlord and Tenant entered into that certain Commercial Lease (the “Lease”) dated September 6, 2006, which Lease has subsequently been amended and may, in the future, be further amended from time to time; and

WHEREAS, pursuant to the Lease, Landlord leases to Tenant the third floor (the “Premises”) in the building known as the Vista Bahn Building, located at 298 Hansen Ranch Road, Vail, Colorado; and

WHEREAS, the Premises consists of approximately 3656 square feet of rentable area, which Tenant operates as a social ski club facility; and

WHEREAS, the Parties desire to enter into this Lease Addendum for the purpose of setting forth certain modifications relating to, among other things as set forth more fully herein, the term of the Lease and the Base Rent for any extensions of the Lease. All capitalized terms not otherwise defined herein shall have the meaning given them in the Lease, as subsequently amended.

NOW, THEREFORE, in consideration of the terms, covenants, and conditions set forth below Landlord and Tenant hereby agree as follows:

AGREEMENT

1. Section 1.a of the Lease is hereby stricken in its entirety and replaced with the following:

a. Initial Term. The Parties acknowledge that pursuant to the Lease, the Initial Term, as defined therein, shall be deemed to have concluded as of December 31, 2010.

2. Sections 1.b and 1.c of the Lease are hereby stricken in their entirety and replaced with the following:

b. Extension Period. The Extension Period of the Lease shall commence on January 1, 2010, and shall terminate on August 31, 2018, unless sooner terminated pursuant to the terms of the Lease, as the same may be subsequently amended from time to time by the Parties. Throughout the term of the Extension Period the Lease shall

remain in full force and effect and shall be enforceable by the Parties pursuant to its terms, as the same currently exist or may be amended in the future from time to time.

Base Rent during the Extension Period shall be as follows:

- i. January 1, 2011 through December 31, 2011—\$250,809.49.
- ii. January 1, 2012 through December 31, 2012—\$258,333.77.
- iii. January 1, 2013 through December 31, 2013—\$266,083.78.
- iv. January 1, 2014 through December 31, 2014—\$274,066.29.
- v. January 1, 2015 through December 31, 2015—\$282,288.27.
- vi. January 1, 2016 through December 31, 2016—\$290,756.91.
- vii. January 1, 2017 through December 31, 2017—\$299,479.61.
- viii. January 1, 2018 through August 31, 2018—\$308,463.99, which amount shall be prorated for the eight month period concluding on August 31, 2018.

c. Additional Extension Period(s). Tenant may submit, between 180 days and 210 days prior to the expiration of the Extension Period, written notice to Landlord of Tenant's exercise of its right to further extend the Lease for an additional five years (the "First Additional Extension Period"). Base Rent during the First Additional Extension Period shall be adjusted from the Base Rent for the final month of the Extension Period by an annual increase of three percent.

Tenant may submit, between 180 days and 210 days prior to the expiration of the First Additional Extension Period, written notice to Landlord of Tenant's exercise of its right to further extend the Lease for an additional five years (the "Second Additional Extension Period"). Base Rent during the Second Additional Extension Period shall be adjusted from the Base Rent for the final month of the First Additional Extension Period by an annual increase of three percent.

Tenant may submit, between 180 days and 210 days prior to the expiration of the Second Additional Extension Period, written notice to Landlord of Tenant's exercise of its right to further extend the Lease for an additional five years (the "Third Additional Extension Period"). Base Rent during the Third Additional Extension Period shall be adjusted from the Base Rent for the final month of the Second Additional Extension Period by an annual increase of three percent.

During the First, Second and Third Additional Extension Period(s), all of the terms, covenants, and conditions of the Lease shall remain in full force and effect. In the event Tenant does not exercise its right to extend the term of the Lease for any Additional Extension Period, the Lease shall terminate and be of no further force and effect upon expiration of the Extension Period or applicable Additional Extension Period.

3. Section 2.a of the Lease is hereby stricken in its entirety and replaced with the following:

a. Base Rent. From and after January 1, 2011, the commencement of the Extension Period, Tenant shall pay Landlord as base rent (“Base Rent”) for the Premises the amounts set forth in Section 2.b.i-viii., as set forth above.

Base Rent shall be payable on the first day of January, 2011, and on the first day of each succeeding month during the Extension Period and the Additional Extension Period, if exercised by Tenant, in the amount equal to 1/12th of the Base Rent for the applicable lease year. Base Rent shall be apportioned for any fraction of a month during the term of the Lease, including the Extension Period and the Additional Extension Period, if exercised by Tenant.

4. As additional consideration for this Lease Addendum, Tenant agrees to compensate Landlord, in addition to any Base Rent due and owing under the Lease, in the amount of \$100,000, according to the following payment schedule:

- a. Payment of \$33,333.34 due on or before January 10, 2011
- b. Payment of \$33,333.33 due on or before January 10, 2012
- c. Payment of \$33,333.33 due on or before January 10, 2013

All payments made by Tenant to Landlord pursuant to this Section 5 shall be non-refundable and shall be available for use by Landlord in Landlord’s sole discretion.

5. The Parties acknowledge that a portion of the consideration for the Lease included the payment by Tenant to Landlord of \$30,000 for the anticipated costs of the conversion of Landlord’s membership in The Club at Cordillera from a right-to-use membership to an equity membership. The Parties further acknowledge that the conversion of The Club at Cordillera to an equity club was not consummated as originally anticipated at the time of entering into the Lease. As additional consideration for this Lease Addendum, the Parties agree that the Landlord shall be entitled to retain the full \$30,000 previously remitted for use in Landlord’s sole discretion, such amounts to be non-refundable to Tenant.

6. As additional consideration for this Lease Addendum, Tenant agrees to compensate Landlord in the amount of \$7,000; which amount represents an estimate of the balance of Landlord’s outstanding dues for calendar year 2010 associated with Landlord’s membership in The Club at Cordillera.


8. Except as otherwise modified herein, all other provisions of the Lease, as previously amended, shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Lease Addendum as of the date first written above.

[SIGNATURES BEGIN ON NEXT PAGE]

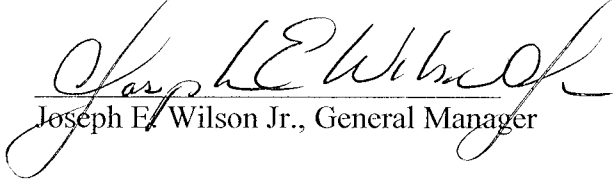
LANDLORD

REMONOV & COMPANY, INC.


Richard A. Mueller, President

TENANT

CORDILLERA PROPERTY OWNERS
ASSOCIATION, INC.


Joseph E. Wilson Jr., General Manager

Short Course Ponds and Water Feature

A \$350,000 capital improvement line was included in the 2018 CPOA budget for improvements to the Short Course Ponds and Water Feature.

A scope of work is being drafted with Alliance Gold to complete the improvements in fall 2018.

Budget:

| | | |
|--|-----------|---|
| Streams (4) | \$72,930 | |
| Lake #1 | \$25,670 | |
| Lake #2 | \$33,438 | |
| Lake #3 | \$26,436 | |
| Lake #4 (irrigation lake) | \$122,795 | Includes deepening and widening the pond for additional water storage |
| Pipe replacement under cart path at hole six | \$15,500 | |
| Cart path work | \$5,000 | This is concrete only, labor is from our staff prepping and smoothing |
| Labor | \$24,000 | Estimated 10 days |
| Sod | \$10,000 | |
| | | |
| Total | \$335,769 | |
| \$350,000 requested for total project estimate and contingency; Kensington to cover \$30,000 for landscaping | | |

Trailhead Pool Assessment

Working with the staff, the design team of OLC Aquatics and Norris Design (landscape architecture) completed the assessment and cost estimating effort to repair and improve the existing outdoor pools and associated aquatic equipment at the Trailhead facility. In addition, OLC developed additional design schematics that could improve and expand the current offerings at the Trailhead. OLC's assessment and schematic designs are provided for Board and community discussion.



December 12, 2017

Trevor Broersma
Operations Director
Cordillera Metropolitan District
Cordillera Property Owners Association
408 Carterville Road, Cordillera CO 81632
Office Phone: 970.569.6275
Cell Phone: 970.406.0004
Fax: 970.926.5577
tbroersma@cordillera metro.org
Cordilleraliving.com

OHLSON LAVOIE
COLLABORATIVE

1401 ZUNI STREET
SUITE 102
DENVER, COLORADO
80204
T: 303.294.9244
F: 303.294.9440
www.olc designs.com

Re: Site visit on November 28th, 2017 for assessment of existing outdoor pools and spa

OLC was able to make a site visit to assess the current condition of the pools and spa with Robert Morgan from Aquatic Chemical Solutions (ACS) who is a pool contractor and was able to assist in the cost opinion for the quick assessment. What we focused on are the condition of the shells and the existing equipment per our initial discussions from our previous visits. In this quick assessment we were able to spend some time examining those items and came up with the results on what to consider either to change, add, or adjust. We will also look at the priority to see what should be done now or what can be saved and reused to help with the budget.

We were able to assess all the pools to verify the following: finish, concrete substructure, and any visible affected areas on the shell where there could have been some movement due to freeze thaw, expansion movement of natural ground, chemical balance, or even due to the salt system added. There has been some movement in each pool whether the deck is moving into the top of the shell or grade shifting behind it. There is also some evidence of flaking in the shell finish that is showing up in the pool. These items are examples that were assessed for the shells and will be addressed in the following write up.

The larger pool has had the deck behind it move into the back side of the top of wall so when the deck moves it moves toward the pool shell and there isn't sufficient perimeter protection to prevent the deck from cracking the pool wall. The joint is not thick enough to protect the wall from behind and since the top of the wall is mostly concrete mound and possibly poured on top of the wall there is no way it can handle the deck pushing on the back side and eventually cracking it. The pool shell also has the rusting in the finish where the contractor placed the rebar too close to the finish. There are some areas that have the rebar exposed and with a salt water system it will rust quickly. The shell is also flaking off the aggregate possibly due to the bonding of the pool or the salt system looking for salts in the finish. Though aside the rust areas, finish flaking, exposed plumbing from the floor cleaning system, and perimeter wall cracking, the shell still looks to be in good shape. After talking with Robert from ACS, he agrees that the rust areas can be patched and old floor cleaning system can be removed so not have leaking problems. The wall can be shaped to have a regular coping on it and not have the round top. So at least the shell can be salvaged and reused. We can also remove and cap all the exposed old floor plumbing that if not correctly addressed can freeze and crack the shell. We have also listed in this document other things that need to be addressed to make sure you will have a long lasting pool.

The kid's pool is the pool that has been leaking due to broken pipes and it will be taken out but we have looked at and considering that the pool should have a zero entry added to make sure the age group that the kid's pool is used to having is also included in the renovation. We have looked at adding a zero entry at the west side of the pool and adjust that west side of the existing area to slope the floor gradually just before the location of the bridge. There is plenty of run to make this happen and increase the size of the pool to include that area. The system will need to be addressed at some point to make sure it is within the requirements of the code.

The shell to the spa is a different story and we found multiple cracks in the shell and one in particular where it looks like there have been patches in the skimmer over the years. The crack at the skimmer is larger than the others and it may have had some leaking in the wall for some time. The cracks vary in size and rather than try to trace all the cracks and patch them all as a

ARCHITECTURE
AQUATICS
INTERIORS
TECHNOLOGY

temporary fix we would recommend changing the shell for the spa. Usually if there has been not more than a couple of cracks it can be doable to fix but the amount of cracks seem to be more than five which usually means that there is more movement in the spa shell than the pool for some reason. The shell also doesn't meet code by: only having one skimmer and needs to have two; the drain distances are ok but question the sump to meet the Virginia Graeme Baker Law; the step riser heights are more than 10" and the bench is really deep where the water level will be at the nose of most or mid-face. So rather than adjust the existing shell it would be just as easy to reconstruct the shell and address the problems listed that will be a constant fix year to year. The system for the spa also looks to be too small as there is only a 1 hp pump and a small filter. With the volume being 3300 gallons the pump can only handle around 75 gpm @ 60' tdh where the turnover time would be 44 minutes. The spa by code needs to have a 30 minute turnover. The system has to run at 110 gpm as a minimum to make the 30 minute turnover. In changing the spa the system will need to be addressed to make sure it is within the code requirements.

Overall there have been some good news in the renovation considerations and the equipment is something that will need to be updated and some of the items can be reused but some are either too small or just need to be more efficient. The following is what we have found in the shell, equipment, deck, and other areas:

Site Notes:

A. The Pool:

1. Reuse the shell and re-plaster it. Using the crushed marble finish for both pools to longer lasting finish. Patch exposed rebar prior to plaster.
2. Build up the round top wall and prepare it to receive a poured in place coping. Assume to use a reddish brown color but more brown as a deduct alternate and pavers as base. The reason for the pavers being base bid is so that if there is movement in the ground, pavers are easier to replace than poured concrete.
3. Install a zero entry area in the west side to be about a 400-500 sf area for zero entry. Slope the floor from the bridge area to the west to the new added area. The slope would be gradual of 1/12 maximum.
4. Re-bond the shell to find the rebar for the shell on the back side of it and run a loop around it to complete the bond.
5. Replace the slide with a newer slide that may be themed and drop into the east side of the pool where it is 3.5ft. The slide will be at least the same size.
6. The bridge we probably need to keep or construct a new one where they won't be forced to dunk their heads and possibly hit their head under it.
7. Remove and patch the floor wash system plumbing.
8. We need to have to redo the equipment also depending on how the zero entry works. They are currently around 5.5 hours with the two pumps that are on there. If the volume is less than 70,000 gallons by bringing up the west side with a zero entry we may be ok. There are 2-2 hp pumps with around 106 gpm each and there are 2-TR-100C on the system. Assume that we will have to adjust that and put in some allowance to change that filter system no matter what and the plumbing to it to bring it up to code.
9. We will also bring up the size of the salt system to at least a 7.5# system. Reuse the PPM meter that reads the salt content in the water. Provide a new chemical controller system on pool to be priced by ACS.
10. In the change of the salt system with liquid chlorine back up or increase the size of the chlorinator.
11. Provide flow meter that doesn't clog. Typically when using salt systems the paddle type work better and last longer.

B. The Kids Pool:

1. The kid's pool is gone for the project and it will be taken out along with the equipment. This will free up more room in the equipment room that will be added.

C. The Spa:

1. The shell looks to be in bad shape and various cracks in it. We would recommend the shell be redone and re-plumbed at the shell. The new shape should be a kidney or round shape to get the best bang for your buck that can be done quickly and inexpensively.
2. We would have to consider the plumbing size for circulation to meet the new circulation rate of 30 minutes which it doesn't meet currently.
3. Re-bond the spa shell to make sure it is protected from the salt system.

4. We need to resize the pump to at least a 2 hp with a tr140 filter at 110 gpm. The current system doesn't meet code if 3300 gallons and 1 hp with a tr60 filter. With 3300 gallons it needs to be at 110 gpm with a 30 min turnover. We need to redo that system but still use the jet pumps and plumbing if we can.
 5. The three jet pumps combined can handle at least 420 gpm for the jet system capacity. That means we can have about 27 jets maximum on the new shell.
 6. We would assume the spa not be over 120 sf so we can reuse the jet pumps and just use one tr140c filter. This size will also be sufficient for the number of jets that we are going to have for the new shell.
 7. We need to use the pool's 5# salt system on the whirlpool that will be reused and also reuse the PPM meter that reads the content of salt in the water.
 8. Provide a new chemical controller and ACS to price.
 9. Change the salt system as mentioned in #7 with a liquid chlorine back up or increase the size of the chlorinator.
- D. Pool Equipment Bunker:
1. Reuse the bunker for new equipment. We can make some room by taking out the kid's pool equipment and moving things closer together.
 2. Replumb the room and provide the correct line sizes for circulation.
 3. Provide a backwash tank large enough to backwash the filters correctly and that slowly drains into the sump system on the north side of the bunker. It will be located outside and screen.
 4. Verify that heating system is sufficient for new size of pool. There are only 2-291,000 btuh boilers that feed the heat to both systems that we are keeping. For the spa if 120 sf the 200,000 btuh exchanger should be ok if used for the pool season. The output for the pool is about 2/3 of what we would size it to be. If it was an 800,000 btuh heater then now it can recover faster to the pool. We will look at some options on what we can do there and have ACS price it.
 5. The heat exchangers need to be looked at to see if they are still good. We may look at a larger system with one heater instead of two.
 6. The venting needs to be looked at too because it is too close to the walking area and under the 10ft requirement from the walking space to the vent exhaust.
- E. Pool deck:
1. Remove all of the deck and bring it up with a drainage system on the deck to daylight out to the north side. The pavers will be the base of what will be designed for the project and colored concrete as a deduct alternate for the deck.
 2. Remove the kid's pool and adjust the deck as needed to make more room for layout space.
 3. Remove planting area just south of the pool that has built up stone that is stacked and create more deck toward the building. There may need to be a retention wall to hold back the possible grade of the deck at the side walk near the building.
 4. Move the fence back in the south and north side to create more pool deck. Keep fence near fire pit or move fire pit east and create a new location for layout space.
 5. Adjust the elevation of the deck to meet the backside of the pool perimeter and provide drainage to daylight out to the north.
 6. Adjust the grabrails on the deck for the ladders and make sure the bonding is complete for them.

If you have any questions please feel free to give us a call or email to address any concerns you may have. Thank you for your review and we hope to hear from you soon.

Thanks,



Aldo C. Coronado
OLC Aquatics



Aquatic Chemical Solutions, Inc.
PO Box 17865 Denver, CO 80217
Robert- Phone: 303-908-6591
Email: robert@acsrm.com
Matt- Phone: 303-263-2222
Email: matt@acsrm.com

CORDILLERA TRAILHEAD POOL

Tuesday December 12, 2017

Pool: CORDILLERA TRAILHEAD POOL

Aquatic Chemical Solutions, Inc. has looked at the Cordillera Trailhead Pool with Aldo Coronado with OLC. We have come up with some budgetary pricing for the recommendations from OLC. I have broken it out in some general areas per the recommendations.

The Pool:

- Cut down the top to flatten it out, install pins and reshape to accommodate for the new coping
- Install a 6" waterline tile to help transition the new plaster to the new coping
- Patch the rebar rusting
- Re-plaster the pool in a tan colored CL Industries Hydrazzo plaster
- Cut and re-work the wall in the old slide section to accommodate for the new zero entry
- Chip out the floor cleaning system, patch and fill in the old heads to be plastered over with new plaster
- Redo the bonding grid to the pool- Including: pool shell, handrails, lights, and anything within 5 foot of the pool shell.
- Pressure test the plumbing to and from the pool
- Remove the old slide
- Install a new slide tower and slide into the east side of the pool (Option for theming)
- Re-plumb the pool equipment room with larger plumbing, new filters, larger Chlorking salt generator, New Stenner pump for Bleach backup, install a new flow meter, and a new ProMinent DCM2 Chemical controller
- Add a couple of steps on each side of the bridge to raise to support and to raise the slide up so that you can get under the bridge easily.
- Options for some different water features in the new zero entry

Hot Tub:

- Remove the existing hot tub shell
- Increase the size of the hot tub and re-shape
- Re-plumb using the existing 3- jet pumps and the circulation plumbing
- Allotment for new plumbing to equipment vault as needed
- Re-do the bonding grid for the hot tub
- New lighting for the new hot tub
- New decking around the hot tub to match around the pool

Baby Pool:

- Remove the existing shell
- Cap the plumbing
- Re-work the deck to fill-in

Decking:

- Remove the existing concrete
- Re-work the grade to accommodate the higher grade for the new coping
- Install a new paver system incorporating the rock accents that are currently in the existing deck
- Per square foot price to increase the deck (TBD with owner on new size)
- Add some new deck drains to be daylighted down the hill
- Proper bonding grid with an equipotential grid around the pool
- Alternate for Concrete decking

Equipment Room:

- Remove the old baby pool equipment
- Option for new Heater system with a new Raypak (or Lochinvar) Hi-Efficiency heater (97% efficient), new plumbing with a new tank, circulation system, new controls, and new heat exchangers
- New backwash tank

BUDGETARY PRICING:

- **Pool work: \$295,650.00**
- **Optional zero entry features- \$25,000-40,000**
- **Hot Tub removal and new tub- \$88,750.00**
- **Baby Pool removal- \$10,000**
- **Decking for pavers approximately 6600 square feet- \$329,000**
- **Concrete Deck approximately 6600 square feet- \$260,000**
- **Equipment room work removal of baby pool equipment and tank- \$7,200**
- **Heater system replacement- \$71,380.00**

Robert Morgan
Vice-President- Aquatic Chemical Solutions, Inc.



February 7, 2018

Cordillera Metropolitan District
Cordillera Property Owners Association
408 Carterville Road, Cordillera CO 81632
Office Phone: 970.569.6275
Cell Phone: 970.406.0004
Fax: 970.926.5577
tbroersma@cordillera metro.org
Cordilleraliving.com

OHLSON LAVOIE
COLLABORATIVE

RE: Trailhead Facility Outdoor Pool Renovation Options
Executive Summary

1401 Zuni St., Ste. 102
DENVER, COLORADO
80204

Dear Board Members,

T: 303.294.9244

F: 303.294.9440

www.olc designs.com

Working with the staff at the Metropolitan District and Property Owners Association, the design team of OLC Aquatics and Norris Design (landscape architecture) has completed the assessment and cost estimating effort to repair and improve the existing outdoor pools and associated aquatic equipment at the Trailhead facility. In addition, we have developed additional design options that will improve and expand the current offerings at the Center.

Basic Repair Work

The repair and basic improvements of what currently exists at the Trailhead Facility is being called "Base Option One". This option is to simply repair existing systems that have been neglected over the past years and restore them to working and maintainable order. The size and shape of the pools will change slightly, but the perimeter of the pool deck will remain the same size and shape. In a nutshell, the proposal includes:

1. Repairing the coping, patching and re-plastering the Main Pool shell.
2. Removing the old Baby Pool, and expanding the Main Pool to include a zero-depth entry with play features for toddlers and kids.
3. Replacing the water slide with a new slide.
4. Rebuilding the whirlpool spa on the pool deck, next to the Main Pool.
5. Replacing the concrete pool deck with stone masonry pavers.

Please refer to the attached Site Plan, written assessment and site notes for a detailed description of the repair work and the reasons for it. Keep in mind that there are many variables in play with a renovation project such as this, so many assumptions have to be made in order to develop an appropriate budget for the work. The final cost of the project will vary, depending upon many factors including but not limited to the final design solution, time frame of execution, and the general state of the construction market in the Valley.

Budgetary pricing of the construction work was provided by Aquatic Chemical Solutions, Inc, a very reputable aquatic construction firm that OLC has extensive experience with in performing renovation projects such as this. Their detailed description and pricing, including an alternate for concrete pool decking, is attached as well.

Expansion Projects

The expansion projects have been labeled "Schematic Two" and "Schematic Three". Schematic Two includes expanding the pool deck significantly, nearly doubling it in size, and adding pool-side amenities such as a covered outdoor kitchen, fire pit, and shade structures. Schematic Two also includes a complete overhaul of the playground, converting it into a Nature Play Playground with new forts, boulders, log steppers and crawls. A new and improved ADA access to the pool and playground round out the features included in Schematic Two.

Schematic Three includes a complete re-build of the Main Pool, converting it into a shape that will accommodate two exercise swimming lap lanes, each 6' wide and 25 yards long.

ARCHITECTURE
AQUATICS
INTERIORS
TECHNOLOGY

Each of these options is intended to be additive. That is, Schematic One must take place prior to Schematic Two, and Schematic Three is anticipated to be added to Schematic One and Two. A summary of the anticipated Project Budget Estimates is included on page two of the cost estimate sheets.

Next Steps

The next step in this process is for the Board to provide input on the three schemes (or all of them) are deemed to be acceptable for presentation to the property owners of Cordillera. OLC and Norris Design will present these options in public forums, in effect taking these out to the property owners to gauge their interest in funding the project(s).

If there are any questions or comments about the information provided, please don't hesitate to reach out to me. Thank you and we look forward to working with you on this exciting project.

Sincerely,



Robert L. McDonald, Senior Principal, Ohlson Lavoie Collaborative

CORDILLERA TRAILHEAD AMENITY CENTER

BASE Schematic ONE

Thursday, February 08, 2018
Schematic Cost Estimate

409 Main Street, Suite 207
P.O. Box 2320
Frisco, CO 80443
P 970.485.4478
www.norris-design.com



POOL CONSTRUCTION & AMENITIES

| Item | Estimated Costs |
|--------------------------------------|-----------------|
| Main Pool repairs | \$295,650.00 |
| Zero-depth Entry Play Feature budget | \$40,000.00 |
| Hot Tub Replacement | \$88,750.00 |
| Baby Pool removal | \$10,000.00 |
| Decking for pavers | \$329,000.00 |
| Removal of Baby Pool Equipment | \$7,200.00 |
| Heating System Replacement | \$71,400.00 |
| Landscaping & Retaining Walls | \$30,000.00 |
| Perimeter Fence | \$40,000.00 |

Subtotal "Hard" Costs \$912,000.00

Other Work ("Soft" Cost Budget)

| | |
|--|--------------|
| Design & Engineering | \$84,000.00 |
| Construction Materials Testing & Inspections | \$10,000.00 |
| Performance and Payment Bonds | \$16,000.00 |
| Furniture, Fixtures & Equipment | \$60,000.00 |
| Contingency | \$100,000.00 |

Subtotal "Soft" Costs \$270,000.00

Total Project Budget Estimate \$1,182,000.00

CORDILLERA TRAILHEAD AMENITY CENTER

Schematic 2

Thursday, February 08, 2018
Schematic Cost Estimate

409 Main Street, Suite 207
P.O. Box 2320
Frisco, CO 80443
P 970.485.4478
www.norris-design.com



LANDSCAPE & AMENITIES

| Item | Estimated Costs |
|--|-----------------|
| Landscape Budget (additional trees, planting bed, irrigation and trees) | \$50,000.00 |
| Main Entry Pavers | \$80,000.00 |
| Pool Deck Extra Hardscape (Extra Pool Deck, Trails, Steps, Walls, etc.) | \$225,000.00 |
| Pool Deck Structures | \$140,000.00 |
| Outdoor Amenity Space (Fire Pit, Outdoor Kitchen and Trellis) | \$130,000.00 |
| Relocation and Extension of Pool Fence | \$20,000.00 |
| ADA Pathway Pavers | \$65,000.00 |
| Playground Pathway Pavers | \$30,000.00 |
| Playground (Modifying existing space, replacing soft surface, removing existing playground features, installing 6+ new features) | \$175,000.00 |
| Soft Costs | \$75,000.00 |
| Contingency | \$50,000.00 |
| Project Budget Estimate \$1,040,000.00 | |

CORDILLERA TRAILHEAD AMENITY CENTER

Schematic 3

Thursday, February 08, 2018
Schematic Cost Estimate

409 Main Street, Suite 207
P.O. Box 2320
Frisco, CO 80443
P 970.485.4478
www.norris-design.com



EXPAND POOL FOR EXERCISE LANES

| Item | Estimated Costs |
|---|-----------------|
| Utilities | \$16,000.00 |
| New, Expanded Pool | \$277,000.00 |
| Maintenance & Safety Equipment | \$28,500.00 |
| Soft Costs | \$38,000.00 |
| Contingency | \$20,000.00 |
| Project Budget Estimate \$379,500.00 | |

PROJECT BUDGET ESTIMATE SUMMARY

| | |
|---|-----------------------|
| Base Schematic 1 | \$1,182,000.00 |
| Schematic 2 | \$1,040,000.00 |
| Subtotal, Schematic 1 & 2 | \$2,222,000.00 |
| Schematic 3 | \$379,500.00 |
| Subtotal, Schematic 1, 2 & 3 | \$2,601,500.00 |

BASE BID ILLUSTRATIVE SITE PLAN - OPTION 1



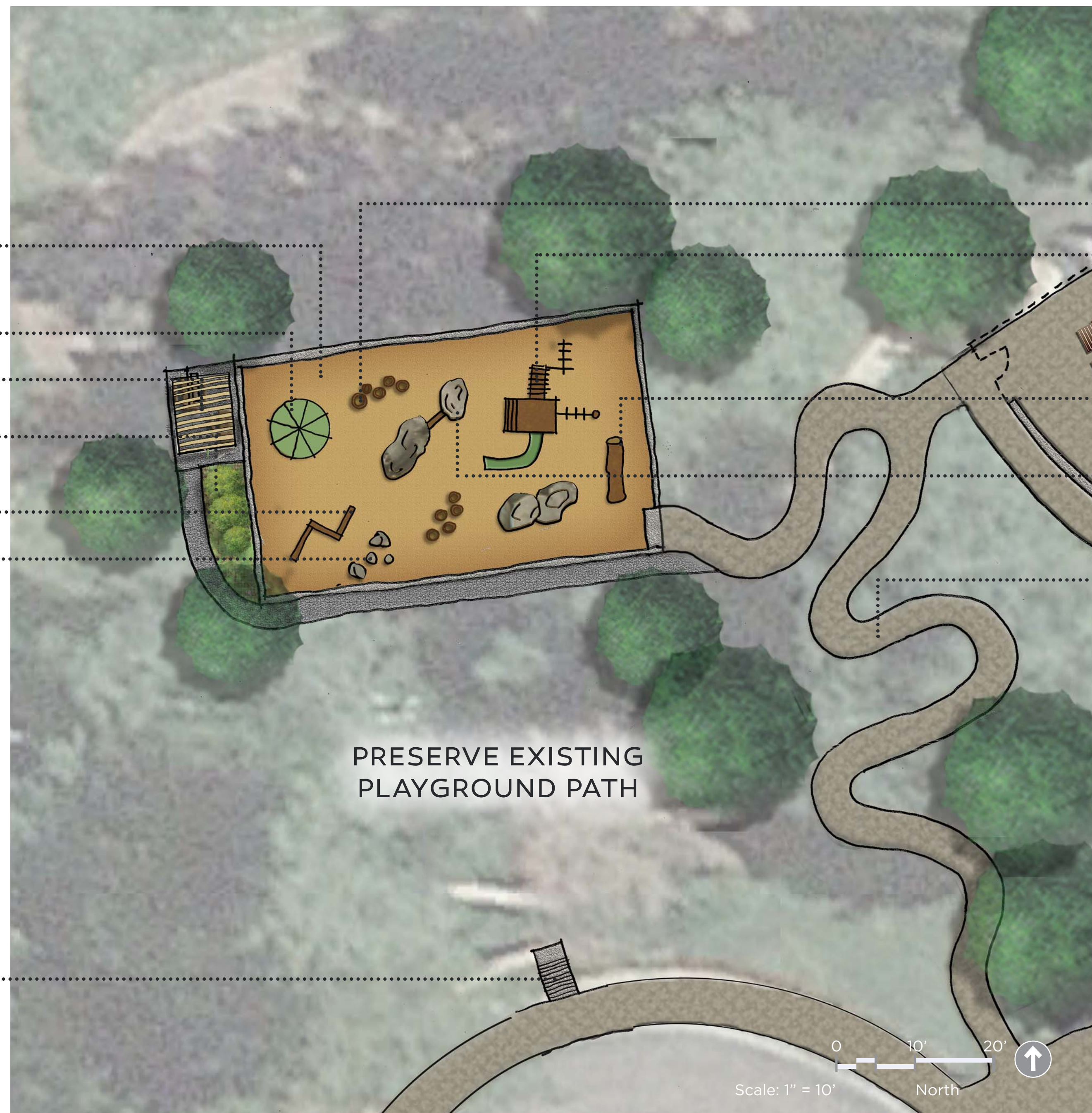
SCHEMATIC DESIGN ILLUSTRATIVE SITE PLAN - OPTION 2



NEW NATURE PLAY

- FIBAR PLAY
- SOFT SURFACE
- TEE-PEE FORT
- PICNIC AREA
- LANDSCAPE BED
- LOG CRAWL
- BOULDER SCRAMBLE

- LOG STEPPERS
- MAIN PLAYGROUND FORT FEATURE WITH SLIDE
- LOG WALK
- BOULDER CLIMBERS
- ADA ROUTE TO PLAYGROUND AND POOL



PRESERVE EXISTING STAIR



COOK & SHADE



FIRE



PAVE



Information Technology

Upcoming projects for 2018 include:

- Replacing six desktop and two laptop computers,
- Installing large monitors to replace the projector in the Board Room,
- Installing a Kiosk/iPads for property owner information updates,
- Installing a wireless access points for the Divide and Ranch gate houses,
- Installing a terminal server at administration building for VPN access, and
- Mounting televisions, camera monitors and new computers in the Divide and Ranch gate houses.

Post Office

An annual audit of the post office was completed. The audit examined the facility, processes and stamp inventory which resulted in a decision to transition to using a metered machine for all parcels in lieu of using stamps in late February. This will save staff and customer time for parcel transactions and will result in less accounting errors on daily reconciliations.

A post office box audit is underway. There are approximately eight property owners who do not have a post office box in Cordillera. The Cordillera Post Office was registered with the U.S. Postal Service with boxes pre-assigned according to Cordillera addresses on file with the county. Over the years, as homes were built, property addresses changed due to driveway-street locations. The new property addresses were registered with the county but the addresses do not match the assigned post office boxes. Once the audit is complete, staff will move a limited amount of post office boxes to accommodate the existing eight and any future amended addresses. In the meantime, those eight property owners have been given the option to open a post office box in Edwards, to use their original street address in Cordillera or to have their mail sent to 360 Carterville Road (Cordillera Post Office address) where it will be held for their pick up.

Finance

The finance department continues to complete day-to-day activities such as processing payroll, accounts payable, accounts receivable, etc. while implementing process-improvements such as cash receipting and purchasing. CFO Systems (Andrew Larson and Stephanie Juneau) were retained in 2017 to provide accounting services and to improve accounting processes and systems. With assistance from Tracy Stowell and Cynthia Aguilar, the finance team is working to complete year-end and prepare for audit.

Treasurer's Meeting

A Treasurer's Meeting was held Feb. 7, with both board presidents, treasurers, CFO Systems and Rachel Oys.

Year-End

The year-end accounting work required to close out 2017 and to generate properly reviewed Dec. 31, 2017, trial balances for the auditors is underway. CFO Systems, Tracy and Cynthia are identifying and completing various year-end tasks to prepare the year-end trial balance financial statements. This effort includes:

- Completing bank reconciliations for Q417;
- Completing credit card account reconciliations Q417;
- Reconciling the CMD/CPOA due-to/due-from accounts;
- Completing year-end billing for various customers;
- Obtaining and reconciling investment statements;
- Adjusting year-end accruals;
- Reviewing year-end financials;
- Recording bond refinancing entries;
- Capitalizing and depreciating capital assets;
- Reconciling APS Lockbox; and
- Reconciling payroll accounts.

Audit

The CMD/CPOA audit fieldwork is currently being scheduled with McMahan & Associates in the spring.

2017 RETA

January \$(37,495)

February \$52,696

March \$191,740

April \$88,500

May \$102,200

June \$118,150

July \$0

August \$0

September \$185,200

October \$495,850

November \$102,200

December \$128,000

Total \$1,427,040

Note: Revenue Accrual for 2016 revenue recorded in 2017; projected RETA revenue for 2017 was \$1,250,000

Delinquent Accounts

Staff is working with Steve Thompson and Jerry Oliver of Porterfield and Associates on the collection process for delinquent accounts. Thus far the effort has resulted in 42 out of 76 delinquent property owners paying past due assessments of \$189,067 collected and a remaining balance of \$327,716 still outstanding. Jerry Oliver will send final notices to property owners with delinquent accounts.

2018 Annual CPOA Assessments Due

The collection policy that was entered into in August 2017 states that assessments are due and payable on January 31. It further states that a 10 percent late fee shall be imposed on any owner who fails to pay the applicable assessment within 30 days of the due date, which would mean 30 days after January 31. The first notice of delinquency shall be sent via US Mail and certified mail when the assessment becomes more than 45 days delinquent, which would be around March 15 of each year. Thus far 463 dues payments have been collected through January 2: 44 online or 9.5 percent.

CYMA / Accounting Software

The accounting system, CYMA, is currently running CYMA2014, which is no longer supported. Annual updates have not been completed. An update to CYMA2017 is scheduled for February 2018. In the future, it may be beneficial to review other accounting systems such as New World Systems or AccuFund and conduct a needs-assessment with more actionable financial and budget reporting.

Human Resources

Anniversaries

January:

- Chris Sturt-Dilley, Equestrian Center – 1 year
- Mike Hyslop, Community Operations – 2 years
- Trevor Broersma, Community Operations – 2 years
- John Gulick, Public Safety – 8 years

February:

- Chris Comroe, Equestrian Center – 1 year
- Senta Schleder, Recreation – 1 year
- Glenn Tomasko, Community Operations – 11 years

Hiring

Clint Forstrom started Jan. 24 with the community operations team as the assistant project manager. Clint has an extensive background of project management, having spent the last 15 years managing high-end golf course properties as well as renovating luxury golf courses coast-to-coast. Most recently Clint was the superintendent at the Cordillera Valley Club and spent the previous five years managing a golf course in his hometown of Fairmont, Minnesota. Earlier in his career, Clint spent three years developing the golf course at Brightwater Club in Gypsum. In his spare time, you will find him playing hockey (including helping his home team win the southern Minnesota pond hockey championships), hiking, rafting and playing with his black lab Lucy.

Britany Damery is a barn hand the Equestrian Center. She relocated from Denver to pursue her passion for horses and hopes to work toward being a trainer.

Enrique Gallegos is working for public safety on the weekends. He grew up in the valley and is familiar with Cordillera having been on the flower crew during high school.

Open Positions

- Full Time – 2 open positions: Athletic Center Coordinator and Public Safety Officer
- Part Time – Equestrian Center Barn Hand

Recognition

In January three staff members received Bird Bucks, CMD's peer-to-peer recognition platform:

- Bob Norris, public safety, for successful investigation of damage to CVC property.
- Lorenzo Martinez, public safety, for successful investigation of damage to CVC property.
- Salvador Garcia, community operations, for assisting with repairs to the ACC building.

Training and Career Development

Jaime Walker, communications manager, is enrolled in the Vail Center's Community Leadership Academy.

Communications

Website

A yearly content and functionality audit is underway. Updates as a result of the audit included:

- Creating an address update form,
- Posting construction rules per DRB guidelines
- Posting Divide and Ranch DRB guidelines,
- Revisions to community operations pages: river parcel & pond management, road maintenance, snow removal, trails management and vegetation management,
- Revisions to public safety pages: alarms, pet policy, fire protection systems, gate access, healthy forests, sign policy, parking, road impact fees, RV & trail storage, speeding, transponder application, trash removal, vehicle assistance, wildfire preparedness and wildlife,
- Revisions to the CMD and CPOA pages,
- Redirecting links on the home page buttons to more frequently visited pages,
- Revising the fishing/ponds pages and publishing the updated 2018 Fishing Rules & Regulations,
- Publishing an election page with nomination form,
- Posting of agendas and minutes,
- Updating the 2018 calendar to include known events, classes and activities,
- Including all "Cordillera Connection" and "Flash" content in the Latest News,
- Posting Job positions,
- Revisions to the employee list, among others.

Communications

- Four "Cordillera Connection" newsletters were sent with an average of 59.6 percent open rate.

- Six general announcement Flashes were sent. Topics included: ice rink closure, announcing a new fishing outfitter and dues reminder. The open rate was 55 percent.
- Ongoing social media updates continue.
- Cordillera's 2017 Annual Report which highlighted the results achieved though the many quality programs and services was distributed via email Jan. 5, 2018 with a link to a FlippingBook PDF. It had a 64 percent open rate and a 34 percent click through rate.

Advertising

- Contracted with "Vail/Beaver Creek Magazine" to advertise in the three 2018 issues. Collage Creative previously designed an ad which was rerun in the midwinter edition and will be out in stands soon. Copies of the magazine are distributed to the post office, administration building and at the Vail Gondola Club.
- Ann Schimmel, owner and publisher of "Cordillera Spirit," shared that she will be closing the magazine as of March. A suitable buyer of the magazine did not materialize. CPOA has an ad in the last issue.

Events

Staff contacted four bands to perform at the Sounds of Summer Concert Series; Tiny Barge will perform July 13 and Mark Powell and Lariat will perform on August 3. Staff will be partnering with Bearcat Stables as the concert venue again this summer.

Collateral

- Identified and purchased Community Day 2018 giveaways.

New Homeowner

The Cordillera Property Owners Association will proactively outreach to new property owner/members again in 2018. The new property owner welcome packet was updated with current information. It is sent to new property owners, along with a gift, when a warrantee deed is received.

Land Title offered to include a Cordillera contact information form in their closing documents. Henceforth, when staff returns the HOA Status Request letter to the title company, the Public Safety Release and the Communication & Directory forms will also be included.

Staff is coordinating with Jane Roberts who is spearheading a new homeowner welcome committee. On a monthly basis, a report will be sent to Mrs. Roberts with the name of new property owners and their Cordillera address. She will then coordinate with the committee for a neighbor to welcome new owners. Speaking points, developed by staff, about the community will be provided to the volunteers.

A new homeowner welcome reception will be planned for this summer. It will likely be in conjunction with the summer wine tasting event at the Trailhead again this year. Additionally, a coffee will be held at the Cordillera Café, Wednesday, July 18, for new owners who are unable to attend the wine tasting.

Marketing

- Solicited proposals from four communication/marketing/PR firms. Webb Strategic, Markit Creative, Avocet and Cotton and Company are expected to submit proposals for brand management, strategic communications and marketing. Proposals will be reviewed and discussed at the board meeting in March meeting.

Recreation

Management Team Report

Vail Gondola Club

2017/2018 Ski Season Dates

- Vail Mountain opened for the season Wednesday, Nov. 22, and is scheduled to remain open through Sunday, April 15.
- The Vail Gondola Club opened for the 2017/2018 ski season Monday, Nov. 13, beginning its 11th full ski season. The club is open daily to members and their guests from 8 a.m. to 5 p.m.

Usage

- During the month of January, the club averaged 78 skiers per day down 3 percent from 2017.
- Dec. 25 through Dec. 31 the club averaged 143 skiers per day.
- Overall usage November through January in 2017/2018 is down 19 percent when compared to 2016/2017 due to the lack of snow fall.

Annual Dues

There were no annual dues increases for the 2017/2018 ski season, this is the fifth year in a row with no increase. The annual dues rate for Cordillera property owners is \$3,050 and for non Cordillera property owners it is \$3,300. Members were invoiced Tuesday, Nov. 21, and payments can now be made online at cordilleraliving.com. The club initiation fee is \$10,000 and is nonrefundable.

Activities/Events

- Pray for Snow Apres Party was held Friday, Dec. 15.
- Annual Superbowl Party was held Sunday, Feb. 4.
- Pink Vail Party is scheduled for Saturday, March 24.
- Members Ski Day, Wednesdays, January through March.

Cordillera Branding

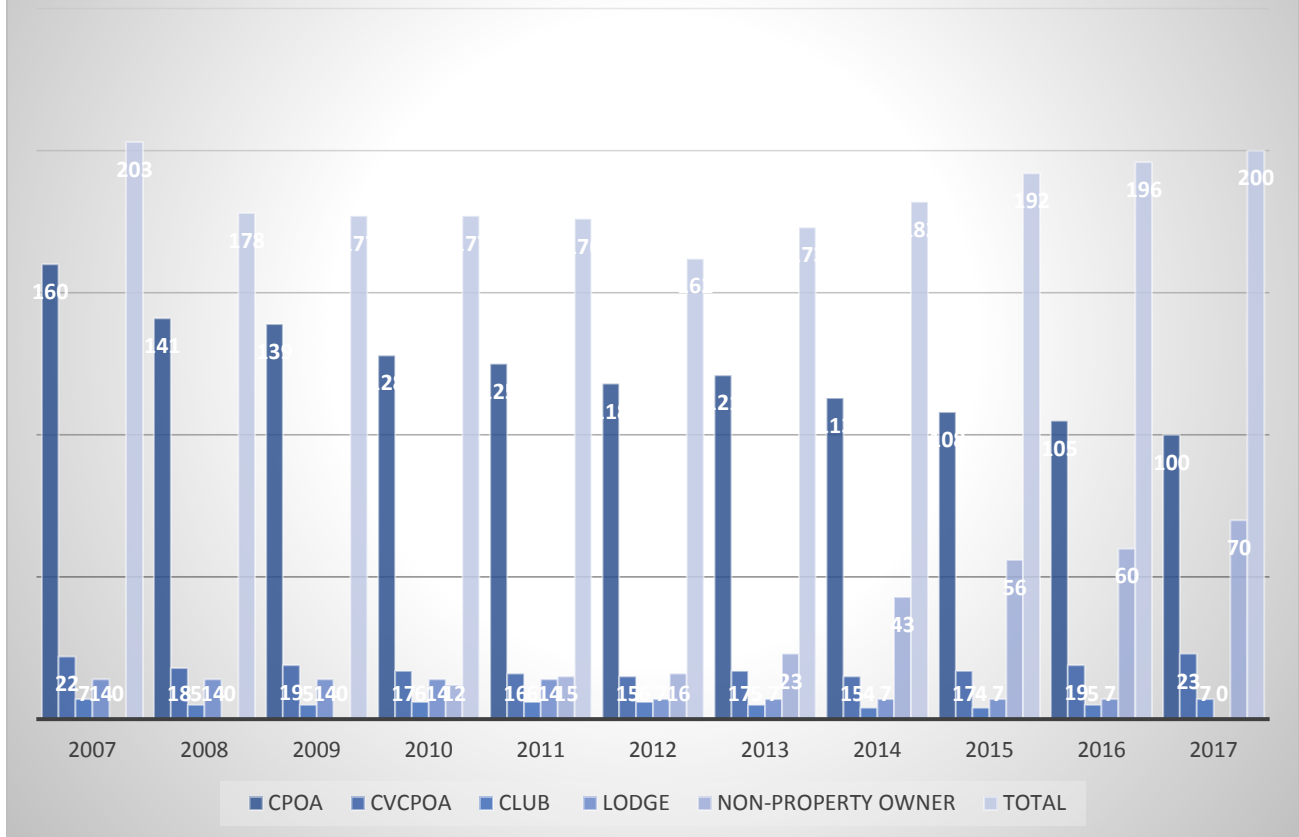
Cordillera branding has long been encompassed within Cordillera's Vail Gondola Club. Most recently the name was added to exterior signage and the interior door of the Vail Village location as can be seen below. Other items within the club that either display the Cordillera bird or word are rugs, staff uniforms, brochures, hats, live television monitor, sunscreen, wineglasses, magazine ads, business cards, invoices and letterhead.



Membership Status (As of 2/1/18)

- Memberships sold 2016 – 17, resignations – 10
- Memberships sold 2017 – 12, resignations – 6
- Current members – 200
- Total revenue generating units – 198
- 1 family lease
- Memberships available – 4

Vail Gondola Club Memberships by Type



Athletic Center

Hours

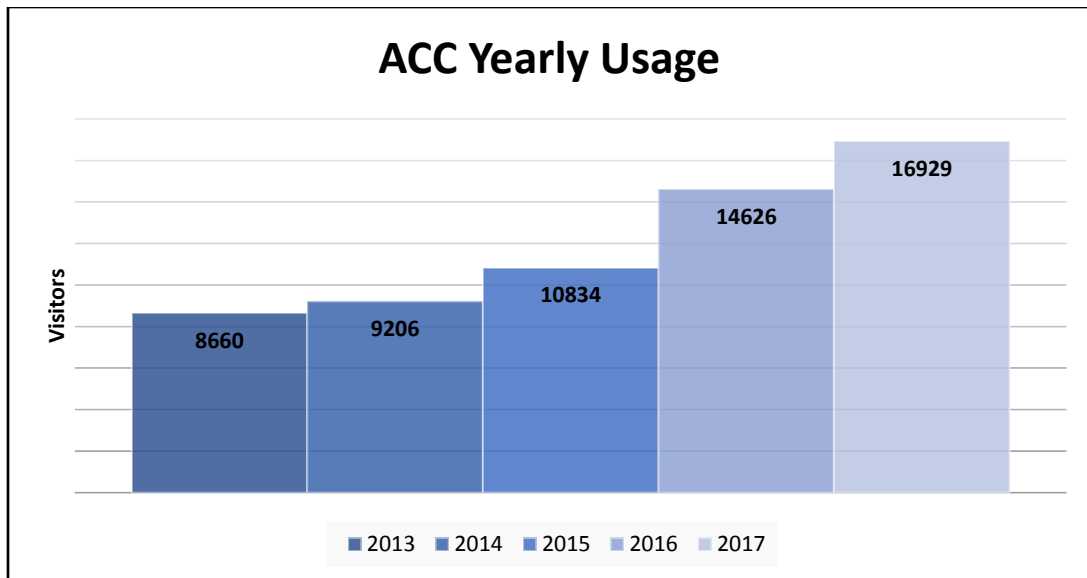
Open seven days a week to residents and owners, the ACC provides attendant assistance from 7 a.m. to 5 p.m. Weight machines, fitness class studio, locker rooms, steam rooms and the pool/spa are also available unattended from 5 to 7 a.m. and from 5 to 11 p.m. with a proximity/key card.

Fitness Classes

Currently the Athletic Center offers nine weekly complimentary fitness classes including yoga, hydro cycling, tai chi, basi Pilates, fit ball and arms-to-abs. Yoga and Tai Chi classes are currently being held at the Trailhead.

Usage

- January 2018 experienced nearly 1,300 users, our busiest January to date.
- Overall usage was up 16 percent when comparing 2017 to 2016. There were nearly 17,000 unique visits in 2017.



Operations *Management Team Report*

Use of Salt

Cordillera historically used a salt/sand mix which has varied from a 50 percent salt mix to a 10 percent salt mix in 2017. Last year the operations department received numerous complaints about slick roads. To address these concerns, the salt content was increased to 20 percent in 2018 which is lower than the 30 percent mix used for the previous seven years. Bachelor Gulch and Beaver Creek metro districts also use the same 20 percent mix as Cordillera. The state uses 10 percent salt mix in conjunction with magnesium chloride; the county only uses a 10 percent salt mix. Additionally, in 2018 operations is experimenting with the use of magnesium chloride, a nontoxic liquid deicing and anti-icing solution. It is being applied at both gatehouses and the Equestrian Center, on Carterville Road, on The Summit Trail by the fire station and on Territory Trail. Tests are proving effective in these low sun areas that stay frozen and slick for extended periods.

Projects

- Over 100 properties in the upper Ranch and Summit neighborhoods were identified as having extensive weed infestations. A plan is being developed to notify these homeowners of weed mitigation requirements.
- New boilers were installed in the ACC. The project was complete on time and within budget. Also, emergency stairs were installed for access to the heating system above the pool. Half of this project was paid for by a safety grant from the Special District Liability Pool.
- New holiday lights were installed at both gate houses. This is done every three to four years but this installation occurred in the fifth year.

- All mechanical rooms at the ACC and Trailhead were updated with a fresh coat of paint on the walls and the floors.
- Staff is in the process of staining all of the trim at the ACC; once this is completed, staff will begin touch up at the Trailhead.

Fleet

- Car wash hours were extended for the winter season to Monday – Friday 5 p.m. – 10 p.m. and Saturday – Sunday 8 a.m. – 8 p.m.
- The fleet team finished testing carbide-cutting edges for our plows, and will switch the entire fleet over to them.
- Fleet installed all new LED back up lights on all large plow trucks for better visibility for our drivers.
- All the approved 2018 capital equipment was ordered and is being built. Delivery of the plow trucks is expected late February.

Trails

- Winter trails in the Territories were marked with new blue trail marking poles.
- All trails are open and grooming is weather dependent.
- Staff began grooming the short course winter loops. With more snow, Territories and El Mirador can be groomed.

Equestrian Center

- The operations staff trained the CEC staff on how to use the Bobcat Toolcat with the snow blower to save hours of clean up time around the paddocks during snow storms.
- All horses have now tested negative for the Coronavirus and all normal barn operations have resumed.
- Two new boarders joined the Equestrian Center.

| | |
|--------------|----|
| Stall | 16 |
| Paddock FC | 13 |
| Paddock PC | 3 |
| Total Horses | 32 |

| | |
|--------------------|----|
| Property Owner | 8 |
| Non Property Owner | 20 |

- Boarding Agreement renewal is in process for 2018.

River Parcel and Ponds

- Vail Valley Anglers was selected to manage the fly fishing program. Staff will work with VVA to identify ways to improve access to Cordillera’s section of the Eagle river.
- All water feature pumps are winterized.
- Granada Glenn aeration pump was repaired and has been turned on.
- Clean up of the walking paths along the river parcel is ongoing by cutting back the overgrown brush, fixing stairs and removing trip hazards.

Incident Reports

Jan. 1, 2018, through Jan. 30, 2018, public safety responded to 69 calls ranging from alarms, (fire, intrusion, low temperature and motion) vehicle assists, traffic accidents, parking issues, animal issues, gas leaks, water leaks, medicals, noise complaints, homeowner assists, trash violations, vehicle escorts and a suspicious vehicle.

On Jan. 5, public safety received a call from a homeowner at 136 Saddle Ridge. The caller reported an injured ermine in his garage that would not leave. Public Safety Officer Bill Wentworth responded to the call and was able to safely capture the ermine; however, it died before it could be released.

On Jan. 11, public safety viewed three males in the hot tub at the ACC drinking beer via the security camera system. Public safety patrol responded to the ACC and advised the individuals of the no-alcohol rule in the hot tub. Patrol stayed on scene while the individuals took the alcohol back to their vehicle. Public safety patrol cleared the call and the gates continued to monitor the camera systems at the ACC.

Healthy Forest

In 2018, fire mitigation projects include:

- Clean up along open space at the bottom of Granada Glen, Cordillera Way and the removal of fuels around power line poles.
- Work will continue between the bottom edge of the clear cut area and Black Bear Trail at the Ranch.
- Ladder fuel reduction and removal of dead trees on Elk Woods open space and also along Fenno below the Ranch gate.
- Fuel maintenance on both sides of Webb Peak and the removal of ladder fuels from Settlers Loop to above the Summit golf maintenance facility.
- Finish the fire break on both sides of Git-a-long Trail and cut back new growth on the thinning project below Kimberwick and Pritchel Place.

Douglas Fir Beetle

The inventory of properties in Cordillera that have Douglas-fir trees was completed and Healthy Forests is in the process of contacting the owners in the target area. The target area includes Peregrine Drive, Red Tail Ridge, Fenno Drive, Red Draw, Forest Trail and Black Bear Trail. The properties within the target area will be treated with the MCH packets either by the owners or by the State Forest Service. The treatment consists of merely attaching the packets to the Douglas-fir trees before the beetle's flight in the spring.

The trees at the Trailhead will also be sprayed as an extra precaution even though the Forest Service has observed that the application of the MCH packets is successful by itself.

The property owners outside the target area will not be required to treat their trees, but enough packets will be ordered for any property owner to purchase if they want to treat their trees as a precaution. The Healthy Forest staff believes that most owners with Douglas-fir trees on their property will want to treat them.

All Douglas-fir, open space trees will be treated with the MCH packets within the target area. Open space Douglas-fir trees outside the target area will be treated along the private properties that are populated with Douglas-fir.

Design Review Board

| Buildout Analysis 1.9.18 | | | | | | |
|---------------------------------|-----------------------|----------------------|------------------|---------------|---------------------|-------------------------|
| Neighborhood | Total Allowed* | Actual ** | Completed | Review | Construction | % Buildout** |
| Divide-minus 60 Lodge | 202 | 195 | 165 | 0 | 3 | 85% |
| Ranch | 400 | 394 | 317 | 1 | 1 | 80% |
| Summit | 248 | 241 | 100 | 2 | 4 | 41% |
| Totals (PUD 910) | 850 | 830 | 582 | 3 | 8 | 70% |

* 850 + 60 = 910 Total density allowed by the current PUD

** Includes lots that have been combine. Does not include properties under construction

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

| Review Process | |
|-----------------------|--------|
| Divide | Status |
| | |

| Ranch | Status |
|--------------------|---------------|
| 205 Elk Springs Tr | Framing - ILC |

| Ranch | | Status |
|------------------|------------------|--------|
| 166 Peregrine Dr | Sketch 3.14.17 D | |

| Summit | Status |
|---------------------|------------------|
| 1282 Gore Trail | Final inspection |
| 96 Lady Belle Way | Final inspection |
| 722 Granite Springs | Excavation |

| Summit | | Status |
|-----------------|--------------------|--------|
| 84 Martingale | Pre-design 6.13.17 | |
| 1596 Gore Trail | Sketch 12.12.17 | |

| Territories | Status |
|--------------------|---------------|
| 19 Territories | Framing - ILC |

| Territories | | Status |
|--------------------|--|--------|
| | | |

DRB Agendas & Minutes

Nov. 14, 2017

Design Review Board - Minutes
Tuesday, Nov. 14, 2017,
408 Cartersville Road, Cordillera, Colorado

ATTENDANCE

Members Present Gene Shanahan - Chair
 Lee Hegner – Board Member
 David Staat - Board Member

Members Absent Henry Reed - Board Member
 Judy LaSpada - Board Member
 Eric Jung – Alt. Board Member
 Dennis Moran – Alt. Board Member

Others present: Millie Aldrich - DRB Administrator
 Paul Miller - DRB Architectural Consultant
 Kirk Pliske – Public Safety Director
 Ed Shriner – CPOA (10:20 – 10:45)

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 – No conflicts of interest were noted.

APPROVAL OF AGENDA –DRB unanimously approved the agenda.

APPROVAL OF MINUTES – Minutes from Sept. 12, 2017, approved, moved by Hegner second by Staat all in favor.

PUBLIC INPUT – No public input was noted.

DRB ACTION ITEM –

1. Feinberg Residence Addition – 5 Stag Gulch Ct

9:20 a.m.

Review: Final

Present: Chad Salter - RMT Architect

Approved with conditions. (See memo located in Page 3)

- Add corner columns to frame the windows in the bathroom
- Submit Variance Application and fee of \$500 for the 2:12 roof pitch
- Increase size of cricket between gables to improve drainage

2. Smith Residence Porte Cochere **10:03 a.m.**
 Review: Final
 Present: Maggie Fitzgerald Architect, Mark Smith - Owner
Approved with conditions.
- The 8:12 section of roof ties into existing gable, approximately 5 percent of the roof area. Applicant may use wood shakes to match existing that are Fire Treated and Class A system. In 5-6 years when the roof needs to be reroofed a synthetic product is required.
 - Verify copper accent roof.
 - Provide snow retention on the roof
3. Cumming Residence Garage Addition – 21 Pikes Way **9:45 a.m.**
 Review: Final
 Present: Brennen Fitzgerald Architect- Turnipseed
Approved with conditions. (See memo located in pages 4-5)
- Provide driveway hammerhead turnaround
 - Verify roof: reroof house with synthetic / Staff approval or match wood shake provide % of roof / Board approval required
 - Application fee \$700 garage addition
4. Pattee Residence – 1282 Gore Trail **10 a.m.**
 Compliance: revisions to approved plans without approval
 Present: Millie Aldrich - DRB Administrator
Denied.
- Deck rail balusters: rebar is not per approved plans and not permitted as a railing material.
 - Exterior light fixtures not per approved plans, not approved because of light pollution.
 - Applicant is in violation of the Cordillera Rules and Regulations: Failure to Submit Exterior Modifications:
 - First notice request to cure - Board Denied substitutes to approved plans
 - Second notice: \$1,000
 - Third notice: \$2,000
5. More Residence – 223 Saddle Ridge Loop **10:15 a.m.**
 Compliance: Projects started without approval
 Present: Millie Aldrich - DRB Administrator
Approved with conditions.
- Roof structure approximately 22”x54”
 - Application fee \$200 / double = \$400

STAFF APPROVALS 13 (September - November)

Pennock Residence – 96 Bearcat Point – New Roof - Final – DRB approved
 Holley Residence – 273 Bearden Rd – Hot Tub / patio – Final – DRB approved

Saxby Residence – 12 Stag Gulch Ct – Deck Rail – Final – DRB approved
Farley Residence – 78 Bluegrass Ct – New Roof – Final – HOA / DRB approved
Jung Residence – 1562/1510 Red Draw – Vacate Lot Line / Amend BE - Final – DRB/CPOA approved
Chandler Residence – 50 Penncross – New Roof – Final – HOA / DRB approved
Smith Residence – 1187 Gore Trail – Landscape / Driveway / Lts – Final – DRB approved
Craig Residence – 520 Black Bear – Entry stairs / landscape / hot tub – Final – DRB approved
Donoho Residence – 541 Saddle Ridge Rd – Landscape / Fence / Sculpture – Final – DRB approved
O’Kelly Residence – 722 Granite Springs Trail – Technical – DRB approved
Miller Residence – 232 Golden Bear Dr. – New Septic / Leach Field – Final – DRB approved
Foley Residence – 88 Cimarron Trail – New Roof – Final – HOA / DRB approved
Reilly Residence – 96 Lady Belle – add window, patio revision – DRB approved

SINGLE FAMILY CONSTRUCTION STARTS – 1

722 Granite Springs Trail – O’Kelly Residence

SINGLE FAMILY INSPECTIONS – 4

117 Norgaard Way – Final Landscape, Remaining Compliance deposit request for release
49 Lady Belle – Final, Compliance deposit request for release
44 El Mirrador – Final, Compliance deposit request for release
155 Granada Hill – Final Landscape, Remaining Compliance deposit request for release

ADMINISTRATIVE UPDATES

- Active Construction Sites
- Build-out Analysis: 9 under construction / 4 review process

COMPLIANCE OFFICER UPDATES

McCarty Residence – 322 Granada Glen
Compliance: revisions to approved plans without approval
Present: Millie Aldrich - DRB Administrator

Approved with conditions.

- Leach field has been moved from approved location, which is encroaching into a utility easement.
- ERWSD has review existing water main to leach field is approximately 25ft. They are ok with the current distance.
- Easement encroachment agreement required to be signed by the property owner that says if the leach field has to be removed from the utility easement, the property owner is responsible for the costs to relocate. The encroachment agreement will be filed with Eagle County.

- Applicant is in violation of the Cordillera Rules and Regulations: Failure to Submit Exterior Modifications:
 - First notice request to cure – Owner does not wish to relocate
 - Second notice: \$1,000 Fine to be deducted from Compliance Deposit

ADJOURNMENT

10:45 a.m.

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

Dec. 12, 2017

**Design Review Board
Dec. 12, 2017, DRB Agenda
Administrative Offices, 408 Carterville Road**

| | |
|--|--|
| 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. |
|--|--|

All times are approximate and subject to change

8:30 a.m. Call to order

Approval of November Minutes
 Review Agenda - Project overview

9:20 a.m. Dolan Residence – 1596 Gore Trail – Sketch Review
 Applicant: Shepherd Resources – Ryan Wolffe

10 a.m. 205 Elk Springs – Compliance
 Applicant: Mike Lauterbach

Staff Approvals – 2 (November)

Heitmann Residence – 2486 Fenno – Landscape / patio improvements - Final – DRB approved

Bishop Residence – 271 Eagles Glen – deck addition – Final – HOA / DRB approved

Single Family Construction Starts – 0

Single Family Final Inspection – 0

Staff Updates

Active Construction Sites / Build-out Analysis

Construction Schedule
Revenue / Expense 2017

Compliance Officer Updates

Other Business

11 a.m. Adjourn

Design Review Board - Minutes
Tuesday, Dec. 12, 2017,
408 Carterville Road, Cordillera, Colorado

ATTENDANCE

| | |
|-----------------|---|
| Members Present | Gene Shanahan – Chair Board Member Henry Reed - Board Member David Staat - Board Member |
| Members Absent | Judy LaSpada - Board Member Lee Hegner – Board Member Dennis Moran – alt Board Member Eric Jung – alt Board Member |
| Others present: | Millie Aldrich - DRB Administrator Paul Miller - DRB Architectural Consultant Kirk Pliske – Public Safety Director |

CALL TO ORDER

8:45 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 Nov. 14, 2017, approved, moved by Staat second by Reed all in favor.

PUBLIC INPUT – No public input was noted.

DRB ACTION ITEM –

6. Dolan Residence – 1596 Gore Trail

9:20 a.m.

Review: Sketch

Present: Shepherd Resources, Ryan Wolffe, Adam Harrison Architect

Sketch – approved with conditions. (See memo located in Page 3)

7. 205 Elk Springs Residence

10:05 a.m.

Compliance: revisions to approved plans without approval

Present: Mike Lauterbach

Revised drawings will be submitted by Jan. 2, 2018.

- Identify all revisions
- All sheets must be revised that are affected

ADMINISTRATIVE UPDATES

- Active Construction Sites
- Build-out Analysis: 8 under construction / 3 review process
- 2017 DRB revenue / expense

STAFF APPROVALS – 2

Heitmann Residence – 2486 Fenno – Landscape / patio improvements - Final – DRB approved

Bishop Residence – 271 Eagles Glen – deck addition – Final – HOA / DRB approved

FINAL INSPECTION – 0

COMPLIANCE OFFICER UPDATES

- 220 Casteel: Millie to provide a construction update after site visit.
- 205 Elk Springs: Mike Lauterbach will resubmit drawings in 3 weeks, Jan. 2, 2018, with all revisions.
- Stag Gulch log structure: Millie to send letter to owner

ADJOURNMENT

11:20 a.m.

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

| | | |
|---|---|-------------------------|
| Design Review Board - Staff Memorandum | | Date: 12/12/2017 |
| Applicant: | Dolan Residence | |
| Location: | 1596 Gore Trail / Lot 5, Block 1, Filing 34 | |
| Representative: | Ryan Wolffe / Adam Harrison – Shepherd Resources | |
| | DRB Coordinator: Millie Aldrich | |
| Review: | Sketch | |

Project Overview

The Dolan Residence is a new residence located 1596 Gore Trial / Lot 5, Block 1, Filing 34. The site is 3.910 acres. The proposed residence is 5,979 square feet, per drawing set 12/12/17. The Dolan Residence is being reviewed for Sketch and is subject to the Summit Design Guidelines.

Board Comments:

Site Plan:

- Coordinate site plan with architectural plans

- Roof structure at garage appears to exceed 18” projection into building envelope
- Floor plans show it does not exceed 18” beyond the building envelope
- Identify meter enclosure location
- Provide erosion control detail on steep hillside slope greater than 40%
- Connect berm with Metro approval
- 7ft wall for back patio / hot tub
 - Additional 5ft railing, identify material and height
 - Additional landscape to soften the tall wall
 - Board to accept the wall due to the steep topography
- Planting key: caliber, height, shrub type must be identified on plan
- Dog run identify elevation and material
- Include defensible space on back side
 - Cordillera is now 30 ft.
- Widen driveway for vehicular maneuvering and guest parking
- Include snow storage
- Defined edge of perennials at entry other areas organic boarder
 - Use boulders to define edge
- Identify irrigation, calculations
- Flat roofs
 - Identify material / irrigation
- Include more spot elevations on site plan
- Driveway, address markers and landscape to be reviewed with Metro District.

Architectural:

- Roof overhangs must be a minimum of 24”, 4.03.04-A
- Roof form
 - Approximately 1/3 of the overall roof area is flat roof, this must be a secondary element, currently reads as the primary roof form, 4.03.04-B, reduce amount of flat roof. If flat must be sod roof, requires DRB variance
 - Metal 1:12 roof at living room, 3:12 is the minimum
 - Include lines of dormer walls below on roof plan
- Structural expression should be consistent on all sides of the home
- Asymmetrical cantilever at master
 - Creating a 6” overhang
 - Massive cantilever and bay extension appear to be unresolved with the expression of supporting structure.
- Trapezoidal windows require a DRB variance
- Exceeds height limit
 - Architect has resolved height

General Comments:

Approved with comments.

Jan. 9, 2018,

**Design Review Board
Jan. 9, 2018, DRB Agenda
Administrative Offices, 408 Carterville Road**

Gene Shanahan – Chairperson
Member

Dennis Moran – Alternate Board

David Staat – Board Member

Eric Jung -Alternate Board Member

Lee Hegner - Board Member

Millie Aldrich – DRB Administrator

Judy LaSpada - Board Member

Paul Miller - Architect Director

Henry Reed - Board Member

Scott Sones - Landscape Arch. Dir.

All times are approximate and subject to change

8:30 a.m. Leaving from Administrative office

Site Visits:

8:50 a.m. 205 Elk Springs Trail – changes to approved plans

10 a.m. Call to order

Approval of December Minutes

Review Agenda - Project overview

10:30 a.m. 205 Elk Springs – Compliance

Applicant: Mike Lauterbach

10:50 a.m. Warmth Residence – 37 Stag Gulch – Window Revisions

Applicant: Beth Levine Architect

Staff Approvals – 5

Cumming Residence – 21 Pikes Way – Building Envelope amendment - Final – DRB approved

O’Connor Residence – 594 Winchester Trail – Building Envelope / Lot vacate – Final – DRB approved

More Residence – 223 Saddle Ridge Rd – roof structure – Final – HOA / DRB approved

Weisser Residence - 130 / 160 Elk Springs Trail – second driveway entrance – Final – DRB denied

Dozois Residence – 271 Eagles Glen Road – deck addition – Final – HOA / DRB approved

Single Family Construction Starts – 0

Single Family Final Inspection – 0

Staff Updates

Active Construction Sites / Build-out Analysis

Construction Schedule

Revenue / Expense 2017

Compliance Officer Updates

Other Business

11:20 a.m. Adjourn