

STATE OF COLORADO )  
COUNTY OF EAGLE ) SS.

# AGENDA

## CMD and CPOA Regular Board Meetings

March 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 | Vacant, 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.	<b>CMD Board Meeting Call to Order</b>	McBride	
	Declaration of Quorum/Director Qualifications/Disclosure Matters		
	Approval of Agenda		
	Approval of Consent Agenda Items (Action Requested: Approve of February 16, 2018 Meeting Minutes)		3
9:05 a.m.	<b>CPOA Meeting Call to Order</b>	Shriner	
	Declaration of Quorum/Director Qualifications/Disclosure Matters		
	Approval of Agenda		
	Approval of Consent Agenda Items (Action Requested: Approve February 16, 2018 Meeting Minutes)		12
9:10 a.m.	<b>Public Comment</b>	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.		
9:30 a.m.	<b>Joint Agenda Items for Boards Discussion and Direction</b>		
	Management Team Report	Oys	52
9:45 a.m.	<b>CMD Agenda Items for Board Discussion and Direction</b>		
	Review Financial Statements	Oys	27
10:00 a.m.	<b>CPOA Agenda Items for Board Discussion and Direction</b>		
	Review Financial Statements	Oys	40
	Marketing	Walker	49
	Athletic Center Operations, Repairs and Capital Improvements	Helminski	49
	Design Review Board Fees	More	51
10:45 a.m.	<b>Executive Session</b>	Pogue	

Time	Item	Presenter	Page Number
	Executive session pursuant to Section 24-6-402(4)(b), C.R.S. (CMD) and Section 38-33.3-308(4)(b), C.R.S. (CPOA) for the purpose of receiving legal advice regarding Grisoni offer to request county approval on vacating lot line and pursuant to Section 24-6-402(4)(f)(I), C.R.S., to discuss personnel matters (CMD), and pursuant to Section 38-33.3-308(4)(a), C.R.S., to discuss matters pertaining to agents or employees of the association. (CPOA).		
11:45 a.m.	<b>Adjourn</b>	McBride 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	<p>April 20, May 18, June 15, July 20 (to be changed), August 17, September 21, October 19, November 16 and December 21</p> <p>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 <a href="http://www.CordilleraLiving.com/agendacenter">www.CordilleraLiving.com/agendacenter</a> for all meeting agendas, packets and minutes.</p>
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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, FEBRUARY 16, 2018  
408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Regular Meeting of the Board of Directors of the Cordillera Metropolitan District (CMD) was called and held Friday, February 16, 2018 in accordance with the applicable statutes of the State of Colorado.

**ATTENDANCE**

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

Via Telephone: David Davies, Vice President

**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; Kirk Pliske, public safety director; Trevor Broersma, operations director and Erin McCuskey, human resource manager. Members of the public: Ron Askew, Lois Bruce, Steve Hauk and Nancy Brady joined after executive session.

**CALL TO ORDER**

Director McBride called to order the Regular Meeting of the Cordillera Metropolitan District at 9:02 a.m.

**DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS**

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

**EXECUTIVE SESSION**

9:03 a.m. Director Egan and Director George moved to enter into 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, Alan Pogue and Lisa Mickley were present for the CSMN discussion.

No action was taken in executive session.

### **APPROVAL OF AGENDA**

#### **February 16, 2018 Regular Meeting Agenda**

Director McBride added Territory Trail access through Hardscrabble Ranch Open Space and options for the trash and recycling facility to CMD topics; the use of the lower barn for the Eagle Valley Community Rummage Sale, short-term rentals and roof construction standards for fire safety were added for CPOA discussion on the agenda. Director McBride moved to approve the February 16, 2018 Regular Meeting Agenda with the added topics. Seconded by Director Egan.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the February 16, 2018 Regular Meeting Agenda.

### **APPROVAL OF CONSENT AGENDA ITEMS**

#### **December 15, 2017 Regular Meeting Minutes**

Director Egan requested that the minutes reflect that the Short Course costs \$400,000 per year to operate, not \$100,000.

Director McBride moved to approve the December 15, 2017 minutes. Seconded by Director Egan.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the December 15, 2017 Regular Meeting Minutes.

### **PUBLIC INPUT**

Ron Askew raised the topic of access from Hardscrabble Ranch Open Space to Territory Trail. He noted that the group that he represents wants a road for seasonal access and have hired a lawyer to research historical use. The group was disappointed with the Eagle County Board of County Commissioners (BOCC) response letter to their request for consideration. He stressed that the request was made in order to increase property values in the Territory neighborhood. He requested that the CMD board ask for a meeting with the BOCC. He further requested that the CMD not void any rights to future use of the road through formal action.

Director McBride pointed out that the land on which the road exists is part of the Hardscrabble Ranch Open Space agreement which is a top priority to the BOCC. She explained even if the BOCC was to grant access, even for seasonal use, there would be significant cost to improve and maintain the road. She asked Mr. Askew if his group would be interested in a road improvement district to pay for it. She commented that CMD is not in a financial position to fund such an expensive project and the community is unlikely to approve a bond issue to fund the improvements. Alternatively, she further asserted that the value of open space also contributes to property values.

CPOA Director More asked if the road was an emergency road. To which CPOA Director Shriner explained that there is an agreement in place that allows emergency access through Diamond Star Ranch.

Steve Houk explained that he uses both the fishing rights and the Short Course frequently. He praised the new operating system with the new fishing program manager, Vail Valley Anglers, pointing out that the online booking system was a huge improvement as is the way parking passes are obtained. He would like to see a similar system with the Short Course in the summer with online tee times. He further requested that homeowners and their house guest be able to use the Course after obtaining a tag at the administration office. He noted everyone should pay for a cart.

CPOA Director Shriner shared a comment from David Staat. David and his wife are against the Hardscrabble Ranch Open Space road access.

### **CMD AND CPOA JOINT ITEMS**

#### **Amended 2018 CMD and CPOA Service Agreement**

General Manager Oys outlined the Amended Service Agreement.

Director Egan moved to approve the Amended Service Agreement. Seconded by Director McBride.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** 2018 CMD and CPOA Service Agreement.

#### **Community Engagement and Committees**

General Manager Oys explained that in an effort to provide opportunities for community engagement, the Boards will host a monthly coffee meeting.

CPOA Shriner explained that he is willing to attend coffee meetings so community members who cannot attend a board meeting can talk with a board member. He thought it would be adequate to have one or two board members at each meeting.

Director Bentley shared that he thought the opportunity sends a great message to the community that the Boards are approachable.

CPOA Director More offered the idea that the meetings could be held at the TimberHearth where coffee is available for members; CMD/CPOA could then reimburse The Club at Cordillera for any nonmembers who attend.

To this CPOA Director Shriner explained that the CPOA and CMD have several amenities that should be used and that the Boards should not impose on Troon. He would like to see the meeting location remain the same throughout the year.

CPOA Director Shriner shared that he attended the Strategic Planning Committee meeting earlier in the week. He feels it is important for them to operate autonomously. There are several people on the committee who have strategic planning experience.

Director McBride suggested that a representative of The Club at Cordillera be invited to be on the Strategic Planning Committee as a major stakeholder in the community.

#### **Draft Community Survey**

The last community survey was completed in 2013. Last summer there were requests from community members to complete another survey. Andrej Birjulin of Confluence Research and Training, LLC. was contracted to conduct the survey because of his local experience conducting surveys for both public and private entities in the valley. Most recently he worked with EagleVail Metro District, The Terrace in Eagle, SOS Outreach and the Eagle County School District.

The objectives of survey design are to provide the Boards strategic direction for Cordillera and track changes over time as well as give the community a chance to provide feedback on amenities and services. Several drafts were vetted by the management team and the Board is currently providing feedback. A pilot version will be tested by the Strategic Planning Committee to gather their feedback before a final version is sent to the entire community around March 5. It will be open for four to five weeks depending on the response rate. A presentation of the preliminary results will be in April with the full report available in May.

Director McBride questioned if the length of time the survey will be open is too long. Andrej Birjulin responded that keeping the survey open even for a few responses helps because it represents more members of the community. The survey response rate will be monitored with reminders sent at strategic times. General Manager Oys also mentioned that past surveys needed two to three weeks for property owners to respond in sufficient numbers.

CPOA Director Smith noted that the survey is long. He asked if people were to start answering questions, then stop, could they resume where they left the survey?

This initiated a conversation about accessing the survey, if it could be on paper and the number of people per property that would be allowed to take the survey. Andrej Birjulin explained that allowing respondents to enter the survey more than once requires a unique login; however, a login may make it confusing for people who are not tech savvy. Also, logins can easily be misplaced. Logins are not necessary as responses can be filtered during the data review process. Paper submissions maybe too difficult to accurately collect the data.

CPOA Director Smith articulated reasons for allowing both spouses to complete the survey rather than restricting the survey to one response per property; he noted that spouses often disagree or have different experiences.

Director Bentley agreed noting that collecting two responses is not an additional burden and the intent is to collect as many responses as possible. He stressed that the survey is not a vote.

CPOA Director More disagreed; she thought responses should be limited to one per property explaining that one spouse would complete it more than once.

CPOA Director Grier shared a concern that there are questions about assessments that would be paid per property not per person. He questioned how meaningful the responses would be for these questions.

Other board members from both CMD and CPOA supported the option for two responses per property, particularly noting difference in opinions between spouses.

Andrej Birjulin set the goal of having a 60 percent response rate. Anything below 40 percent might not be representative of the community.

Director Bentley explained that he believed that offering the \$150 gift certificate seems like a bounty and he was not comfortable using it. To this Mr. Birjulin explained that incentives are helpful but not necessary.

Director McBride agreed with Director Bentley noting that people in this community are not going to respond to a \$150 gift. If it is offered in a fun way, then it might be appropriate.

Director McBride offered that the two boards should commit to calling members of the community in order to increase the response rate. CPOA Director More shared that the Strategic Planning Committee also committed to calling people to encourage participation.

### **General Manager Performance Evaluation Process and Timeline**

CPOA Director Shriner shared the general manager review process. Each board member will have the opportunity to provide feedback on the general manager's performance and then all comments will be compiled. The two Board presidents will conduct the formal evaluation.

### **Management Team Report**

General Manager Oys highlighted community operations use of salt for winter roads and asked Community Operations Director Trevor Broersma to discuss current practices.

Broersma explained that he researched the use of salt/cinders/magnesium chloride in other districts. Beaver Creek and Eagle County use a 10 salt percent mix; Vail uses a magnesium chloride mix. In 2017 the Metro District reduced the salt/cinder mix to 10 percent salt. This year they used a 20 percent mix which they are finding to be more effective and cost efficient. Regarding concerns of dog exposure to the salt/magnesium chloride, significant amounts would need to be ingested to for it to be lethal.

Director McBride noted it is important to wipe off a dog's paws when they enter the house to mitigate exposure; otherwise dog owners can use Musher's Secret or paw covers.

Director Egan asked about the laptop replacements. To this General Manager Oys explained that this is the second half of the replacements with 12 being replaced this year.

CPOA Director Shriner did not recall changing the annual assessment deadline to January 31 but did agree to eliminating the \$300 prepay discount. He complimented staff on their efforts to collect delinquent accounts. Legal Counsel Jerry Oliver will identify the account that will be foreclosed upon and the inactive/dead accounts which will then necessitate a loss account.

General Manager Oys also complimented staff, particularly Tracy Stowell, on this effort. Tracy was recently promoted to Administrative Manager.

CPOA Director Shriner explained that Cordillera Spirit will be discontinued. He explained that in order for staff to run the magazine it would require a full-time position. Many of the advertisers are now advertising in other similar magazines.

Director McBride reminded the Boards and staff that a business plan to purchase and use horses at the equestrian center was discussed during the budget process. A business plan has not been brought forth, yet a decision should be made soon in order to purchase the horses in time for summer use. General Manager Oys explained that the equestrian center staff was dealing with the virus until recently and a plan should be ready by March.

CPOA Director Shriner pointed out a description in the public safety report of several individuals at the Athletic Center pool drinking beer. He noted this is not the first time this type of behavior has been captured on camera.

### **Roof Construction Standards**

CPOA Director More shared her concern about cedar shake roofs in the community. She asked if there was a way to encourage people to replace their roofs with other materials than cedar shake.

Public Safety Director Kirk Pliske explained that this was already a part of the communication efforts in the healthy forest program. Insurance companies also incentivize properties to replace the roofs with other material.

Director Egan shared that he had the fire department assess his house. Due to the location on a hill and within close distance to trees, his property was still considered high risk even after mitigation.

Both Public Safety Director Pliske and CPOA Director Smith noted that the more efforts a homeowner can take to mitigate fire risk the safer the home is likely to be and perhaps the better chances of reduced insurance premiums.

### **Eagle County Rummage Sale**

CPOA Director Shriner explained that the facility in Minturn where the Eagle Valley Community Rummage Sale was held for the last 40 years is no longer available. He proposed offering the use of the lower barn at the equestrian center for the month of July. This could be an opportunity to do something positive and get some good publicity.

Directors Egan and McBride noted that there are a lot of challenges to hosting this size of an event like parking, the number of people, security, insurance, July is a busy month in the community, impact to residents, etc.

Director Bentley agreed with Director Shriner that the publicity would be good for Cordillera.

General Manager Oys will contact Eagle Valley Community Fund, the organizers of the event.

### **Short-Term Rentals**



CPOA Director Shriner explained that there have been a few complaints about short-term rentals. He explained that short term rentals can be a major concern for neighbors, urging the CMD and CPOA to address this for the community. He noted that renters have a tendency to be more of a drain on the infrastructure than the homeowners. Vail's short-term regulations go into effect March 1. They require a license, which has an associated charge and a sales tax could be imposed.

General Manager Oys has contacted a consulting group that tracks short-term rentals. They conducted a quick assessment and found 40 homes in Cordillera in VRBO that are regularly rented for an average of \$1,000 per night.

Director Egan asked if short-term rentals can be prohibited. To this Legal Counsel Pogue explained that rentals could be restricted in the Covenants, but they cannot be prohibited outright. However, the Metro District could implement a sales tax and licensing could be imposed.

CPOA Director Smith shared that Hawaii has regulations on VRBO and have imposed a transient accommodations tax that generates huge revenue for the state.

Director McBride noted that the next election where sales tax could be on the ballot would be in May or November. The question is whether enough sales tax could be collected to justify the expense of collection. How much goods and services could be taxed?

Legal Counsel Pogue explained that the sales tax would be on anything that is subject to Colorado sales tax. Short term rentals are a taxable event; furthermore, the Colorado Department of Revenue would need to be notified to collect the sales tax and remit it back to the District.

Directors McBride and Egan asked if the Lodge/rehab facility would be subject to the tax. To this Counsel Pogue explained that the lodging portion is taxable.

Director Bentley identified that the hurdle would be getting a sales tax to be passed by the voters.

CPOA Director Grier predicted that control of short term rentals would not come from a tax; rather, the tax should be a revenue generator.

## **CMD ITEMS**

### **Hardscrabble Ranch Open Space**

Legal Counsel Pogue addressed the topic of the Territory Trail access. He explained that it would be fairly easy to establish a subdistrict to fund the road improvement. Legal counsel opinion from last summer is that there is a prescriptive easement. The homeowners have historical use of the road but the Metro District does not; however, there are gaps in historical use when the road was not used at all.

Director Bentley does not want to discourage the group from seeking their own relief with the County. He asked what the CMD would do beyond what has already been done.

General Manager Oys pointed out that although the CMD has received a letter from the BOCC declining a meeting, it is worth asking again with a more personal approach.

Both Directors McBride and Egan noted that Mr. Askew mentioned a detour that goes around the Hardscrabble Ranch property, which is different from what has been asked before.

Legal Counsel Pogue pointed out that if the BOCC refuses a meeting, then the CMD could go to the BLM to request seasonal access rather than just emergency access. However, this would require further research.

### **Public Safety Service Model**

General Manager Oys addressed the public safety service model. Homeowners have inquired about public safety services in response to the homicide in Pilgrim Downs. Additionally, CVC has requested a proposal for 24-hour coverage. Information will be brought before the Boards in March or April.

General Manager Oys, Public Safety Director Pliske and Human Resource Manager McClusky will be meeting with the Sheriff in the coming week; topics will include staff and the community training and home security information.

Several members of the management team met with the Eagle County Emergency Operations Manager and are planning a table-top exercise around a wildland fire including a mock evacuation. Ready, Set, Go will be included into the training which ties into the wildfire mitigation program for homeowners.

General Manager Oys also raised the safety concern of staff at the gates. In evaluating emergency protocols, there is an element of risk for staff at the gates. The staff are welcoming and friendly but this puts them at risk especially with an active shooter.

Director Egan noted that the roads in Cordillera are public roads and therefore we cannot keep the public from using them.

Legal Counsel Pogue explained that there is a remaining debt balance on the roads that matures in 2022. At that point the roads could be transferred to CPOA and become private. The County already considers them private. Once in CPOA control, the community would have more ability to keep the public out.

### **Trash and Recycling**

Director Bentley acknowledged that the recycling facility is difficult to manage: contractors use it, it is difficult for homeowners to access the dumpsters, it is heavily used (by someone), etc. He shared pictures of a Boulder facility that has stairs leading to the dumpster which makes dumping trash/recycling easier and safer. He also asked if signs could be posted noting that there are cameras and warning that unauthorized use of the facility could result in denial of access to the community.

CPOA Director Grier shared that he had a similar experience at another property. Posting a sign warning of cameras seems to solve the problem.

General Manager Oys shared that she has contacted Eagle County landfill to get a quote on new dumpsters that are easier to use. Staff will talk with Boulder and with Honeywagon about retrofitting the existing dumpsters for stair access.

**ADJOURNMENT**

Director Egan moved to adjourn the Regular Meeting of the Cordillera Metro District. Seconded by Director McBride. Upon motion duly made and seconded, the Board unanimously agreed to **Adjourn** the Regular Meeting of the Cordillera Metro District at 2:10 p.m. Friday, February 16, 2018.

Respectfully submitted

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Jaime Walker  
Communications Manager

DRAFT

CORDILLERA PROPERTY OWNERS ASSOCIATION  
REGULAR BOARD MEETING MINUTES  
FRIDAY, FEBRUARY 16, 2018  
408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Regular Meeting of the Board of Directors of the Cordillera Property Owners Association (CPOA) was called and held Friday, February 16, 2018 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 (via telephone), Bob Egan, Kitty George, David Bentley.

**OTHERS PRESENT**

Rachel Oys, general manager; Alan Pogue, legal counsel; Jaime Walker, communications manager; Tracy Stowell, executive coordinator; Kirk Pliske, public safety director; Trevor Broersma, operations director and Erin McCuskey, human resource manager; Bob McDonald from OLC; John Birkey from Norris Design; Members of the public: Ron Askew, Lois Bruce, Steve Hauk and Nancy Brady.

**CALL TO ORDER**

Director Shriner called to order the Regular 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**

**February 16, 2018 Regular Meeting Agenda**

Director Shriner added the use of the lower barn for the Eagle Valley Community Rummage Sale and short-term rentals to the agenda. Director More added roof construction standards for fire safety for joint discussion on the agenda. Director Grier moved to approve the February 16, 2018 Regular Meeting Agenda with the added topics. Seconded by Smith.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the February 16, 2018 Regular Meeting Agenda with the above changes.

### **APPROVAL OF CONCENT AGENDA**

Director Shriner requested that the minutes reflect that the Short Course costs \$400,000 per year to operate, not \$100,000, that the Short Course could become a CMD “asset” not a “liability,” and that the fishing parcel is 1.2 miles on the Eagle River not 1.5 miles.

Director More moved to approve the December 15, 2017 minutes with the changes noted above. Seconded by Director Smith.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the December 15, 2017 Regular Meeting Minutes.

### **PUBLIC INPUT**

Ron Askew raised the topic of access from Hardscrabble Road to Territory Trail. He noted that the group that he represents wants a road for seasonal access and have hired a lawyer to research historical use. The group was disappointed with the Eagle County Board of County Commissioners (BOCC) response letter to their request for consideration. He stressed that the request was made in order to increase property values in the Territory neighborhood. He requested that the CMD board ask for a meeting with the BOCC. He further requested that the CMD not void any rights to future use of the road through formal action.

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Director Shriner shared a comment from David Staat. David and his wife are against the Hardscrabble Ranch Open Space access.

### **CMD AND CPOA JOINT ITEMS**

### **Amended 2018 CMD and CPOA Service Agreement**

General Manager Oys outlined the Amended Service Agreement.

Director Smith moved to approve the Amended Service Agreement. Seconded by Director Grier.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** 2018 CMD and CPOA Service Agreement.

### **Community Engagement and Committees**

General Manager Oys explained that in an effort to provide opportunities for community engagement, the Boards will host a monthly coffee meeting.

Director Shriner explained that he is willing to attend coffee meetings so community members who cannot attend a board meeting can talk with a board member. He thought it would be adequate to have one or two board members at each meeting.

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CPOA Director More offered the idea that the meetings could be held at the TimberHearth where coffee is available for members; CMD/CPOA could then reimburse The Club at Cordillera for any nonmembers who attend.

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### **Draft Community Survey**

The last community survey was completed in 2013. Last summer there were requests from community members to complete another survey. Andrej Birjulin of Confluence Research and Training, LLC. was contracted to conduct the survey because of his local experience conducting surveys for both public and private entities in the valley. Most recently he worked with EagleVail Metro District, The Terrace in Eagle, SOS Outreach and the Eagle County School District.

The objectives of survey design are to provide the Boards strategic direction for Cordillera and track changes over time as well as give the community a chance to provide feedback on amenities and services. Several drafts were vetted by the management team and the Board is currently providing feedback. A pilot version will be tested by the Strategic Planning Committee to gather their feedback before a final version is sent to the entire community around March 5. It

will be open for four to five weeks depending on the response rate. A presentation of the preliminary results will be in April with the full report available in May.

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Director More disagreed; she thought responses should be limited to one per property explaining that one spouse would complete it more than once.

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### **Management Team Report**

General Manager Oys highlighted community operations use of salt for winter roads and asked Community Operations Director Trevor Broersma to discuss current practices.

Broersma explained that he researched the use of salt/cinders/magnesium chloride in other districts. Beaver Creek and Eagle County use a 10 percent salt mix; Vail uses a magnesium chloride mix. In 2017 the Metro District reduced the salt/cinder mix to 10 percent salt. This year they used a 20 percent mix which they are finding to be more effective and cost efficient. Regarding concerns of dog exposure to the salt/magnesium chloride, significant amounts would need to be ingested to for it to be lethal.

CMD Director McBride noted it is important to wipe off a dog's paws when they enter the house to mitigate exposure; otherwise dog owners can use Musher's Secret or paw covers.

CMD Director Egan asked about the laptop replacements. To this General Manager Oys explained that this is the second half of the replacements with 12 being replaced this year.

Director Shriner did not recall changing the annual assessment deadline to January 31 but did agree to eliminating the \$300 prepay discount. He complemented staff on their efforts to collect delinquent accounts. Legal Counsel Jerry Oliver will identify the account that will be foreclosed upon and the inactive/dead accounts will then necessitate a loss account.

General Manager Oys also complemented staff, particularly Tracy Stowell, on this effort. Tracy was recently promoted to Office Manager.

Director Shriner explained that Cordillera Spirit will be discontinued. He explained that in order for staff to run the magazine it would require a full-time position. Many of the advertisers are now advertising in other similar magazines.

CMD Director McBride reminded the Boards and staff that a business plan to purchase and use horses at the equestrian center was discussed during the budget process. A business plan has not been brought forth, yet a decision should be made soon in order to purchase the horses in time for summer use. General Manager Oys explained that the equestrian center staff was dealing with the virus until recently and a plan should be ready by March.



Director Shriner pointed out the description in the public safety report of several individuals at the Athletic Center pool drinking beer. He noted this is not the first time this type of behavior has been captured on camera.

### **Roof Construction Standards**

Director More shared her concern about cedar shake roofs in the community. She asked if there was a way to encourage people to replace their roofs materials other than cedar shake.

Public Safety Director Kirk Pliske explained that this was already a part of the communication efforts in the healthy forest program. Insurance companies also incentivize properties to replace the roofs with other material.

CMD Director Egan shared that he had the fire department assess his house. Due to the location on a hill and within close distance to trees, his property was still considered high risk even after mitigation.

Both Public Safety Director Pliske and Director Smith noted that the more efforts a homeowner can take to mitigate fire risk the safer the home is likely to be and perhaps the better chances of reduced insurance premiums.

### **Eagle County Rummage Sale**

Director Shriner explained that the facility in Minturn where the Eagle Valley Community Rummage Sale was for the last 40 years is no longer available. He proposed offering the use of the lower barn at the equestrian center for the month of July. This could be an opportunity to do something positive and get some good publicity.

CMD Directors Egan and McBride noted that there are a lot of challenges to hosting this size of an event like parking, the number of people, security, insurance, July is a busy month in the community, impact to residents, etc.

CMD Director Bentley agreed with Director Shriner that the publicity would be good for Cordillera.

General Manager Oys will contact Eagle Valley Community Fund, the organizers of the event.

### **Short-Term Rentals**

Director Shriner explained that there have been a few complaints about short-term rentals. He explained that short term rentals can be a major concern for neighbors, urging the CMD and CPOA address this for the community. He noted that renters have a tendency to be more of a drain on the infrastructure than the homeowners. Vail's short-term regulations go into effect March 1. They require a license, which has an associated charge and a sales tax could be imposed.

General Manager Oys has contacted a consulting group that tracks short-term rentals. They conducted a quick assessment and found 40 homes in Cordillera in VRBO that are regularly rented for an average of \$1,000 per night.

CMD Director Egan asked if short-term rentals can be prohibited. To this Legal Counsel Pogue explained that rentals could be restricted in the Covenants, but they cannot be prohibited outright. However, the Metro District could implement a sales tax and licensing could be imposed.

Director Smith shared that Hawaii has regulations on VRBO and have imposed a transient accommodations tax that generates huge revenue for the state.

CMD Director McBride noted that the next election where sales tax could be on the ballot would be in May or November. The question is whether enough sales tax could be collected to justify the expense of collection. How much goods and services could be taxed?

Legal Counsel Pogue explained that the sales tax would be on anything that is subject to Colorado sales tax. Short term rentals are a taxable event; furthermore, the Colorado Department of Revenue would need to be notified to collect the sales tax and remit it back to the District.

CMD Directors McBride and Egan asked if the Lodge/rehab facility would be subject to the tax. To this Counsel Pogue explained that the lodging portion is taxable.

CMD Director Bentley identified that the hurdle would be getting a sales tax to be passed by the voters.

Director Grier predicted that control of short term rentals would not come from a tax; rather, the tax should be a revenue generator.

## **CPOA ITEMS**

### **Healthy Forest Resolution**

Legal Counsel Pogue explained that there are several resolutions that allow for the management of forest and trees on private property, one of which allows for the imposition of a fine. General Manager Oys shared that the fine schedule was updated last year.

Director Smith moved to approve the Health Forest Resolution amending the amended and restate wildfire mitigation resolution. 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. Owners are to mitigate or remove the hazard tree; if the owner does not remove the hazard tree, the Association is authorized to remove the tree and bill the owner. Seconded by Director Grier.

Upon motion duly made and seconded, the Board voted unanimously to approve the Healthy Forest Resolution. **Approved** the Healthy Forest Resolution.

### **Vail Gondola Club Lease**

Director Shriner explained that the lease was negotiated years ago. The lease extension expires at the end of February.

Director Smith moved to notify the property owner of CPOA's intent to extend the Vail Gondola Club Lease. Seconded by Director More. Director Shriner amended the motion to authorize General Manager Rachel Oys to sign the lease.

Upon motion duly made and seconded, the Board voted unanimously to extend the Vail Gondola Club lease. **Approved** the Vail Gondola Club Lease Effective August 2018.

### **Short Course Ponds and Water Feature Repairs**

Director Smith moved to spend up to \$350,000 to repair the Short Course ponds and water feature. Seconded by Director More.

Upon motion duly made and seconded, the board voted four to zero to approve spending \$350,000 on the Short Course ponds and water feature repair. Director Grier abstained citing his ownership in Kensington Green and his position on its home owners association board.

**Approved** spending \$350,000 to repair the Short Course ponds and water feature.

### **Trailhead Pool Assessment**

General Manager Oys introduced Bob McDonald and John Birkey from Norris Design to discuss the Trailhead facility outdoor pool renovation options and associated costs. She directed the Board to provide feedback and direction that will guide further work. Decisions and a vote on the project were not expected at this time.

Community Operations Director Broersma shared that OLC assessed the facility in the late fall of 2017 including the pool safety and mechanics.

Mr. McDonald explained that during the assessment of the pool they found that there had been movement, the shell finish is flaking and rebar and plumbing is exposed, but the shell is salvageable; it does not need to be rebuilt. The baby pool is leaking severely and is not salvageable. They recommend removal and replacement. The whirlpool spa has multiple cracks in the shell and is leaking, so replacement is recommended.

He and Mr. Birkey outlined three proposals and their associated costs. Noting that option one only brings the current facility up to code.

Director More and CMD Director George asked what the current lifespan of the existing facility is and when is the repair needed.

Mr. McDonald shared that it is dependent on operations and resources needed to keep it running. Operations Director Broersma shared that his team already has repaired several problems areas and continue to patch any new problems that occur.

Director Shriner explained that the project would not be considered until 2019 as it is not in the 2018 budget. The project may require the closure of the facility for an entire summer.

Director Grier asked if there are ADA requirements. Mr. McDonald said that the hot tub needs a lift or a bench. If a zero-entry pool was built, that would satisfy the requirement.

Director More asked if there are savings for doing both option one and two simultaneously. She also asked what the expenses are for the next five years and if they exceeded or were less than the cost of doing option one. Mr. McDonald affirmed that the proposed prices were based on doing option one and two at the same time. Director Broersma explained that it would cost more to continue fixing and patching problems than doing option one.

CMD Director Bentley noted that water decks are for warm resorts. This pool is at a high elevation and in a cooler climate so this should be factored into the design.

Director Grier asked about the level of confidence in the construction estimates. To this Mr. McDonald and Mr. Birkey explained that they are fairly accurate but do not include price escalations. They have not gone to bid, but they are based on historical data and other projects.

Director Shriner would like to see the results from the survey before making a decision.

Operations Director Broersma urged a timely decision as the shell is failing which is causing the pumps to fail. His team will continue to make repairs as long as possible.

General Manager Oys explained that time is needed to do the formal design work and take the project to market for bid which could be in July or August.

### **EXECUTIVE SESSION**

2:16 p.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.

Director More departed at 2:43 p.m.

3:26 p.m. Director Brooks and Director Smith moved to conclude the Executive Session.

Present: Alan Pogue, Miles Buckingham and Kevin Perez.  
No action was taken in executive session.

### **ADJOURNMENT**

Director Smith 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 2:26 p.m. Friday, February 16, 2018.

Respectfully submitted,

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Jaime Walker  
Communications Manager

BASE BID ILLUSTRATIVE SITE PLAN - OPTION 1



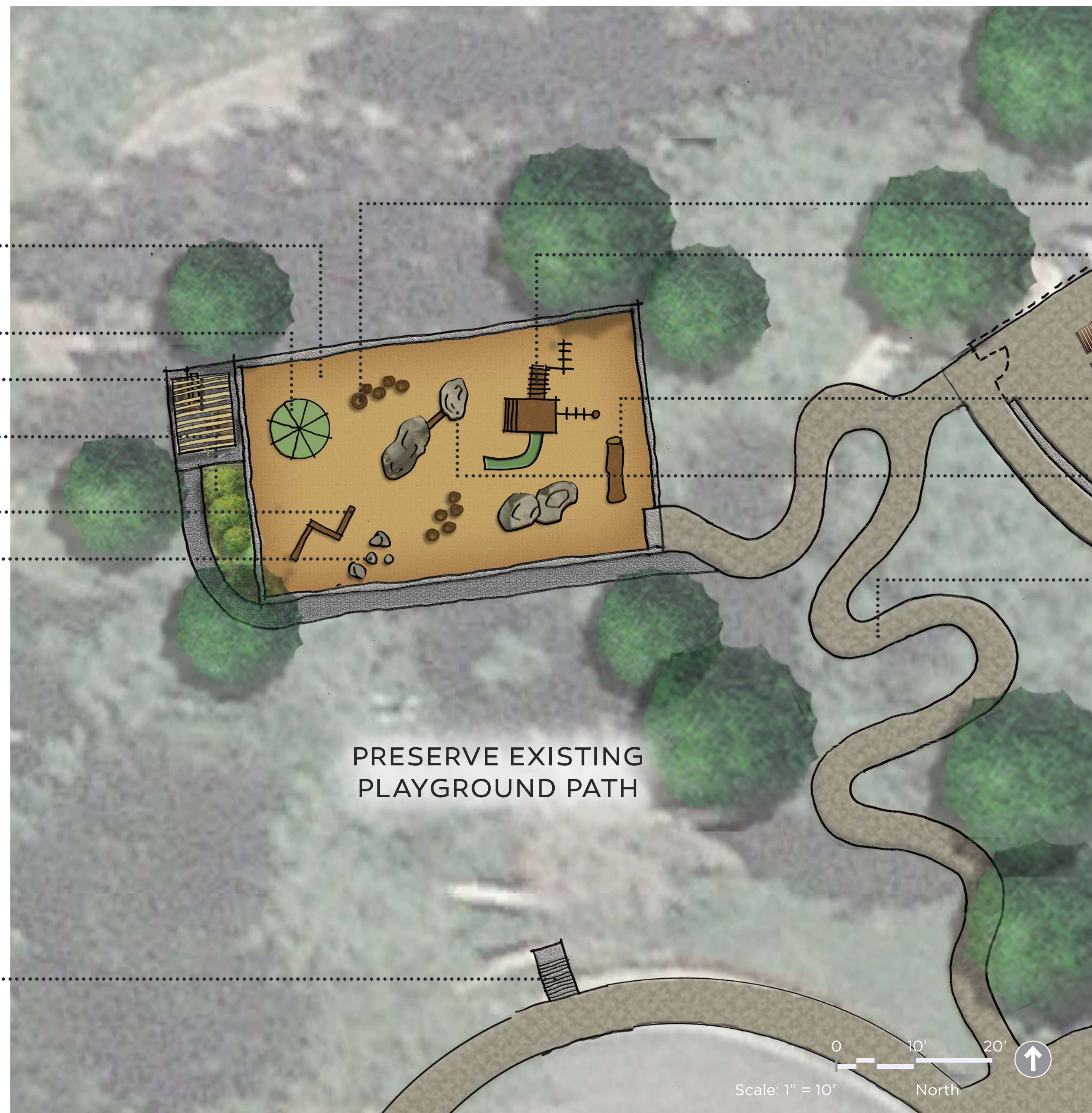
SCHEMATIC DESIGN ILLUSTRATIVE SITE PLAN - OPTION 2



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



COOK & SHADE



FIRE



PAVE





# CORDILLERA TRAILHEAD AMENITY CENTER

BASE OPTION 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

OPTION 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

OPTION 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 Option 1	\$1,182,000.00
Option 2	\$1,040,000.00
<b>Subtotal, Options 1 &amp; 2</b>	<b>\$2,222,000.00</b>
Option 3	\$379,500.00
<b>Subtotal, Options 1, 2 &amp; 3</b>	<b>\$2,601,500.00</b>

**Cordillera Metro District**  
**Schedule of Revenue & Expenditures and Changes in Fund Balance**  
**2017 Actual and 2018 Approved Budget**

	12/31/2016 Audited Fund Bal	2017 Actual Unaudited				12/31/2017 Fund Bal	2018 Approved Budget				12/31/2018 Projected Fund Bal
		Revenues	Expenditures	Transfers In/Out	Increase (Decrease) Fund Bal		Revenues	Expenditures	Transfers In/(Out)	Increase (Decrease) Fund Bal	
<b>CMD</b>											
General or Operating Fund	1,957,343	5,839,936	(4,646,739)	(1,182,000)	11,197	1,968,540	6,124,580	(4,912,705)	(1,292,000)	(80,125)	1,888,415
Water Enterprise Fund	2,076,152	105,871	0	0	105,871	2,182,023	0	0	0	0	2,182,023
Capital Projects Fund	272,046	10,937	(1,376,700)	1,182,000	(183,763)	88,283	0	(1,335,477)	1,292,000	(43,477)	44,806
CMD - Debt Service Fund	162,897	1,702,651	(2,079,249)	223,101	(153,496)	9,401	1,691,211	(2,059,916)	325,926	(42,779)	(33,379)
CMMD - Debt Service Fund	95,740	793,001	(1,005,520)	176,899	(35,620)	60,120	794,361	(1,001,836)	126,899	(80,576)	(20,456)
CMD - Debt Service Reserve Fund	167,825	771	0	0	771	168,596	0	0	(52,825)	(52,825)	115,771
	4,732,003	8,453,166	(9,108,206)	400,000	(255,040)	4,476,963	8,610,152	(9,309,934)	400,000	(299,782)	4,177,181

Cordillera Metropolitan District (Consolidated)  
 General Fund  
 Statement of Revenues and Expenditures  
 Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Final Budget	YTD Actual Through 12/31/2017	Actual vs. Original Budget		2018 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
<b>Revenues</b>						
Property Taxes - Net	3,532,940	3,740,160	3,725,010	(15,151)	99.6%	3,945,869
Specific Ownership Taxes - Operating	289,558	227,000	319,937	92,937	140.9%	280,000
CPOA Administration Fees	1,190,923	1,093,447	1,116,666	23,219	102.1%	1,093,673
Interest Income Operating	25,967	6,406	43,738	37,332	682.8%	25,000
CVC Public Safety Revenue	248,636	295,854	271,728	(24,126)	91.8%	313,009
Public Safety Revenue	40,258	33,950	22,314	(11,636)	65.7%	33,950
Equestrian Center		373,256	318,682	(54,574)	85.4%	401,564
Other Revenue	43,898	75,515	21,862	(53,653)	29.0%	31,515
<b>Total Revenues</b>	<b>5,372,179</b>	<b>5,845,588</b>	<b>5,839,936</b>	<b>48,922</b>	<b>99.9%</b>	<b>6,124,580</b>
<b>Expenditures</b>						
<b>Administrative Expenses</b>						
Administration Wages & Benefits	553,496	589,703	522,812	66,891	88.7%	537,006
Employee Benefits	71,769	127,300	24,098	103,202	18.9%	16,300
Treasurers Fees	106,220	112,205	111,996	209	99.8%	118,376
Audit & Accounting Fees	46,557	39,500	128,819	(89,319)	326.1%	141,500
Insurance-Property/Casualty	65,502	72,839	75,025	(2,186)	103.0%	72,839
Legal-General	258,038	206,000	201,634	4,366	97.9%	206,000
MIS & Computer Fees	45,336	50,925	57,090	(6,165)	112.1%	60,437
Other Operating Expenses	277,753	371,237	362,692	8,545	97.7%	314,341
Utilities	9,812	12,410	4,918	7,492	39.6%	13,000
<b>Subtotal Administrative Expenses</b>	<b>1,434,484</b>	<b>1,582,119</b>	<b>1,489,084</b>	<b>93,035</b>	<b>94.1%</b>	<b>1,479,799</b>
<b>Community Operations</b>						
Community Operation Wages & Benefits	978,289	1,007,221	951,027	56,194	94.4%	1,092,269
Flowers Maintenance	110,969	109,942	109,278	664	99.4%	115,543
Mowing & Irrigation	53,185	53,715	54,053	(338)	100.6%	65,095
Engineering	8,698	11,280	6,492	4,788	57.6%	11,280

Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Final Budget	YTD Actual Through 12/31/2017	Actual vs. Original Budget		2018 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Utilities	72,312	62,946	89,410	(26,464)	142.0%	63,363
Other Operating Expenses	74,238	79,125	84,747	(5,622)	107.1%	94,282
Natural Resource Management	39,607	50,755	50,863	(108)	100.2%	59,475
Roads - Snow & Maint.	119,145	128,779	125,028	3,751	97.1%	131,618
Equipment Maintenance & Repair	210,205	242,640	246,804	(4,164)	101.7%	232,841
Other Recreation Activities	30,444	25,210	32,253	(7,043)	127.9%	25,957
<b>Subtotal Community Operations</b>	<b>1,697,091</b>	<b>1,771,613</b>	<b>1,749,954</b>	<b>21,659</b>	<b>98.8%</b>	<b>1,891,723</b>
<b>Public Safety Expenditures</b>						
Public Safety Wages & Benefits	1,048,959	1,039,352	1,032,135	7,217	99.3%	1,034,687
Public Safety Utilities	15,755	17,694	15,638	2,056	88.4%	18,168
Other Operating Expenses	35,122	37,955	48,530	(10,575)	127.9%	136,099
<b>Subtotal Public Safety Expenditures</b>	<b>1,099,836</b>	<b>1,095,001</b>	<b>1,096,303</b>	<b>(1,302)</b>	<b>100.1%</b>	<b>1,188,954</b>
<b>Equestrian Center Expenses</b>		<b>307,561</b>	<b>311,397</b>	<b>(3,836)</b>	<b>101.2%</b>	352,229
<b>Total Expenditures</b>	<b>4,231,411</b>	<b>4,756,293</b>	<b>4,646,739</b>	<b>109,555</b>		<b>4,912,705</b>
<b>Revenue Over (Under) Expenditures</b>	<b>1,140,768</b>	<b>1,089,295</b>	<b>1,193,197</b>	<b>158,476</b>		<b>1,211,875</b>
Transfer to Capital Projects Fund	(1,250,000)	(1,182,000)	(1,182,000)	0	100.0%	(1,292,000)
<b>Total Other Financing Sources (Uses)</b>	<b>(1,250,000)</b>	<b>(1,182,000)</b>	<b>(1,182,000)</b>	<b>0</b>		<b>(1,292,000)</b>
Change in Fund Balance	(109,232)	(92,705)	11,197	158,476		(80,125)
Beginning Fund Balance	2,066,575	1,957,343	1,957,343	0		2,159,453
<b>Ending Fund Balance</b>	<b>1,957,343</b>	<b>1,864,638</b>	<b>1,968,541</b>	<b>158,476</b>		<b>2,079,328</b>

Cordillera Metropolitan District (Consolidated)  
 Operating/Contractual Obligations Fund  
 Statement of Revenues and Expenditures  
 Actual 2016, Final Budget 2017, Actual 2017, Budget 2018  
 December 31, 2017

	2016 Actual 12/31/2016	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Original Budget	Percent 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	% Spent			
<b>Revenues</b>								
Property Taxes Operating	3,532,940	3,740,160	3,725,010	(15,151)	99.6%	3,945,869	5.5%	205,709
<b>Net Property Tax Revenue</b>	<b>3,532,940</b>	<b>3,740,160</b>	<b>3,725,010</b>	<b>(15,151)</b>	<b>99.6%</b>	<b>3,945,869</b>	<b>5.5%</b>	<b>205,709</b>
<b>Specific Ownership Taxes - Operating</b>	<b>289,558</b>	<b>227,000</b>	<b>319,937</b>	<b>92,937</b>	<b>140.9%</b>	<b>280,000</b>	<b>23.3%</b>	<b>53,000</b>
<b>CPOA Administration Fees</b>	<b>1,190,923</b>	<b>1,093,447</b>	<b>1,116,666</b>	<b>23,219</b>	<b>102.1%</b>	<b>1,093,673</b>	<b>0.0%</b>	<b>226</b>
<b>Interest Income Operating</b>	<b>25,967</b>	<b>6,406</b>	<b>43,738</b>	<b>37,332</b>	<b>682.8%</b>	<b>25,000</b>	<b>290.3%</b>	<b>18,594</b>
<b>CVC Public Safety</b>	<b>248,636</b>	<b>295,854</b>	<b>271,728</b>	<b>(24,126)</b>	<b>91.8%</b>	<b>313,009</b>	<b>5.8%</b>	<b>17,155</b>
<b>Equestrian Center Revenue</b>		<b>373,256</b>	<b>318,682</b>	<b>(54,574)</b>	<b>85.4%</b>	<b>401,564</b>	<b>7.6%</b>	<b>28,308</b>
<b>Other Revenue</b>								
Sewer Lift Revenue	16,738	19,426	9,296	(10,130)	47.9%	19,426	0.0%	0
Lottery Proceeds	1,541	1,600	893	(707)	55.8%	1,600	0.0%	0
Holy Cross Refunds	7,547	10,000	3,313	(6,687)	33.1%	10,000	0.0%	0
Internal Service Revenue	1,539	44,000	286	(43,714)	0.6%	-	-100.0%	(44,000)
Other Revenue	16,532	489	8,074	7,585	1651.2%	489	0.0%	0
<b>Subtotal Other Revenue</b>	<b>43,898</b>	<b>75,515</b>	<b>21,862</b>	<b>(53,653)</b>	<b>29.0%</b>	<b>31,515</b>	<b>-58.3%</b>	<b>(44,000)</b>
Public Safety Revenue								
Transponders Revenue	13,155	12,000	12,810	810	106.8%	12,000	0.0%	0
Road Impact Fees	5,183	2,000	5,064	3,064	253.2%	2,000	0.0%	0
Escort Fees	0	150	0	(150)	0.0%	150	0.0%	0
Trailer Storage Fees	21,920	19,800	4,440	(15,360)	22.4%	19,800	0.0%	0
<b>Subtotal Public Safety Revenue</b>	<b>40,258</b>	<b>33,950</b>	<b>22,314</b>	<b>(11,636)</b>	<b>65.7%</b>	<b>33,950</b>	<b>0.0%</b>	<b>0</b>
<b>Total Revenues</b>	<b>5,372,179</b>	<b>5,845,588</b>	<b>5,839,936</b>	<b>(5,652)</b>	<b>99.9%</b>	<b>6,124,580</b>	<b>4.8%</b>	<b>278,992</b>
<b>Expenditures</b>								
<b>Admin Wages &amp; Benefits</b>								
Administration Wages	474,199	502,535	445,182	57,353	88.6%	446,244	-11.2%	(56,291)
Administration Overtime	(2,720)	2,500	(0)	2,500	0.0%	6,000	140.0%	3,500
Administration Benefits	82,018	84,668	77,630	7,038	91.7%	84,762	0.1%	94
<b>Subtotal Admin Wages &amp; Benefits</b>	<b>553,496</b>	<b>589,703</b>	<b>522,812</b>	<b>66,891</b>	<b>88.7%</b>	<b>537,006</b>	<b>-8.9%</b>	<b>(52,697)</b>
<b>CMD Employee Benefits</b>								
Medicare & State Unemployment	75,941	39,368	38,619	749	98.1%	37,359	-5.1%	(2,009)
Retirement Plan ER Share-401 (a)	161,192	168,333	157,401	10,932	93.5%	159,744	-5.1%	(8,589)
Retirement Plan ER Share-457	11,859	16,300	11,494	4,806	70.5%	16,300	0.0%	0
Workers Compensation	93,629	112,975	112,822	153	99.9%	116,409	3.0%	3,434
Wellness Program		19,600	0	19,600	0.0%	17,600	-10.2%	(2,000)
Life & Disability Insurance		20,665	0	20,665	0.0%	18,702	-9.5%	(1,963)
Health Insurance Premiums	362,328	378,000	342,672	35,328	90.7%	475,986	25.9%	307,986
Benefits Allocated	(633,181)	(627,941)	(638,910)	10,969	101.7%	(825,800)	31.5%	(197,859)

Cordillera Metropolitan District (Consolidated)  
 Operating/Contractual Obligations Fund  
 Statement of Revenues and Expenditures  
 Actual 2016, Final Budget 2017, Actual 2017, Budget 2018  
 December 31, 2017

	2016 Actual 12/31/2016	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Original Budget	Percent 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	% Spent			
<b>Subtotal CMD Employee Benefits</b>	71,769	127,300	24,098	103,202	18.9%	16,300	-87.2%	(111,000)
<b>Treasurers Fees</b>	106,220	112,205	111,996	209	99.8%	118,376	5.5%	6,171
<b>Audit &amp; Accounting Fees</b>	46,557	39,500	128,819	(89,319)	326.1%	141,500	258.2%	102,000
<b>Insurance-Property/Casualty</b>	65,502	72,839	75,025	(2,186)	103.0%	72,839	0.0%	0
<b>Legal-General</b>	258,038	206,000	201,634	4,366	97.9%	206,000	0.0%	0
<b>MIS &amp; Computer Fees</b>	45,336	50,925	57,090	(6,165)	112.1%	60,437	18.7%	9,512
Utilities - Administration	9,812	12,410	4,918	7,492	39.6%	13,000	4.8%	590
Electric	33,411	25,600	38,076	(12,476)	148.7%	27,239	6.4%	1,639
Gas	9,438	11,746	12,649	(903)	107.7%	12,296	4.7%	550
Water	16,629	14,336	24,489	(10,153)	170.8%	14,465	0.9%	129
Trash	12,834	11,264	14,196	(2,932)	126.0%	9,363	-16.9%	(1,901)
<b>Other Admin Operating Expenses</b>								
Board Meeting Expenses	9,685	9,800	11,919	(2,119)	121.6%	11,610	18.5%	1,810
Strategic Initiatives		120,000	148,208	(28,208)	123.5%	20,000	-83.3%	(100,000)
Election Expense	4,172	3,944	3,237	707	82.1%	12,046	205.4%	8,102
Facility Study		2,500	0	2,500	0.0%	2,500	0.0%	0
Community Day		2,500	0	2,500	0.0%	2,500	0.0%	0
Dues & Subscriptions	10,392	12,229	10,564	1,665	86.4%	11,253	-8.0%	(976)
Drug/Alcohol/CDOT Testing	459	2,294	1,037	1,257	45.2%	2,452	6.9%	158
Employee Recruitment	14,207	14,436	14,559	(123)	100.8%	20,913	44.9%	6,477
Safety Program	1,526	3,000	439	2,561	14.6%	3,303	10.1%	303
Benefits Consultant	15,000	15,000	15,000	0	100.0%	15,000	0.0%	0
Employee Morale & Welfare	14,083	33,500	23,327	10,173	69.6%	36,674	9.5%	3,174
HR & Comp Analysis	2		315	(315)			#DIV/0!	0
Seminars & Education	21,977	30,335	28,513	1,822	94.0%	36,000	18.7%	5,665
Background Checks	2,593	1,625	1,441	184	88.7%	1,500	-7.7%	(125)
Payroll Administration	31,700	24,844	19,501	5,343	78.5%	25,613	3.1%	769
Bad Debt Expense	0	-	0	0			#DIV/0!	0
Miscellaneous Office Equipment	26,365	25,670	22,219	3,451	86.6%	42,000	63.6%	16,330
Office Supplies	14,480	17,810	13,671	4,139	76.8%	18,787	5.5%	977
Paying Agent & Bank Fees	4,635	9,688	5,106	4,582	52.7%	9,688	0.0%	0
Postage & Courier	4,464	4,470	4,785	(315)	107.0%	4,470	0.0%	0
Printing	1,653	245	347	(102)	141.4%	925	277.6%	680
Copier Maintenance	6,501	6,227	7,413	(1,186)	119.0%	6,227	0.0%	0
Travel & Entertainment	1,654	2,000	1,978	22	98.9%	2,000	0.0%	0
Communications Expense	61,074	-	0	0		-	#DIV/0!	0
Telephone Expense G&A	31,132	29,120	29,114	6	100.0%	28,880	-0.8%	(240)
<b>Subtotal Other Admin Operating Expenses</b>	277,753	371,237	362,692	8,545	97.7%	314,341	-15.3%	(56,896)
								31
<b>Subtotal Administrative Expenses</b>	1,506,796	1,645,065	1,578,494	66,570	96.0%	1,543,162	-6.2%	(101,903)

Cordillera Metropolitan District (Consolidated)  
 Operating/Contractual Obligations Fund  
 Statement of Revenues and Expenditures  
 Actual 2016, Final Budget 2017, Actual 2017, Budget 2018  
 December 31, 2017

	2016 Actual 12/31/2016	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Original Budget	Percent 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	% Spent			
<b>Community Operations Wages &amp; Benefits</b>								
Community Operation Wages	737,984	758,161	713,658	44,503	94.1%	763,741	0.7%	5,580
Community Operations Overtime	32,493	50,000	39,075	10,925	78.1%	50,000	0.0%	0
Community Operations Benefits	207,811	199,060	198,294	766	99.6%	278,528	39.9%	79,468
<b>Subtotal CommOps Wages &amp; Benefits</b>	<b>978,289</b>	<b>1,007,221</b>	<b>951,027</b>	<b>56,194</b>	<b>94.4%</b>	<b>1,092,269</b>	<b>8.4%</b>	<b>85,048</b>
<b>Flowers Maintenance</b>	<b>110,969</b>	<b>109,942</b>	<b>109,278</b>	<b>664</b>	<b>99.4%</b>	<b>115,543</b>	<b>5.1%</b>	<b>5,601</b>
<b>Mowing &amp; Irrigation</b>	<b>53,185</b>	<b>53,715</b>	<b>54,053</b>	<b>(338)</b>	<b>100.6%</b>	<b>65,095</b>	<b>21.2%</b>	<b>11,380</b>
<b>Engineering</b>	<b>8,698</b>	<b>11,280</b>	<b>6,492</b>	<b>4,788</b>	<b>57.6%</b>	<b>11,280</b>	<b>0.0%</b>	<b>0</b>
<b>Roads - Snow &amp; Maintenance</b>								
Road Shoulders/Drainage Maintenance	476	11,216	10,938	278	97.5%	11,216	0.0%	0
Asphalt Patch/Crack Seal	18,551	29,670	31,379	(1,709)	105.8%	29,759	0.3%	89
Cinders, Gravel, Chemicals	72,862	55,803	52,864	2,939	94.7%	55,803	0.0%	0
Road Maintenance	6,472	9,290	7,446	1,844	80.2%	9,290	0.0%	0
Leased Loader	20,784	22,800	22,400	400	98.2%	25,550	12.1%	2,750
<b>Subtotal Roads - Snow &amp; Maintenance</b>	<b>119,145</b>	<b>128,779</b>	<b>125,028</b>	<b>3,751</b>	<b>97.1%</b>	<b>131,618</b>	<b>2.2%</b>	<b>2,839</b>
<b>CommOps Other Operating Expenses</b>								
Repair & Maintenance-Radios	2,351	-	1,092	(1,092)		1,358	#DIV/0!	1,358
Safety Supplies	1,397	1,720	2,095	(375)	121.8%	1,720	0.0%	0
Uniforms-Community Operations	7,499	9,965	9,446	519	94.8%	9,596	-3.7%	(369)
Street & Holiday Lights	2,369	4,337	4,505	(168)	103.9%	11,480	164.7%	7,143
Street Signage	10,884	12,486	12,660	(174)	101.4%	12,471	-0.1%	(15)
Repairs & Maintenance	19,323	15,884	23,902	(8,018)	150.5%	21,318	34.2%	5,434
Parts & Supplies - Facilities	9,194	10,614	10,649	(35)	100.3%	12,194	14.9%	1,580
Parts & Supplies - Maintenance	4,525	4,693	3,861	832	82.3%	4,719	0.6%	26
Sewer Lift Station Expense	16,697	19,426	16,537	2,889	85.1%	19,426	0.0%	0
<b>Subtotal Other CommOps Operating Expenses</b>	<b>74,238</b>	<b>79,125</b>	<b>84,747</b>	<b>(5,622)</b>	<b>107.1%</b>	<b>94,282</b>	<b>19.2%</b>	<b>15,157</b>
<b>Natural Resource Management</b>								
Tree/Pest Removal	18,362	13,405	13,500	(95)	100.7%	18,275	36.3%	4,870
Mosquito Control	461	1,350	1,400	(50)	103.7%	1,350	0.0%	0
Weed Control	20,785	36,000	35,963	37	99.9%	39,850	10.7%	3,850
<b>Subtotal Natural Resource Management</b>	<b>39,607</b>	<b>50,755</b>	<b>50,863</b>	<b>(108)</b>	<b>100.2%</b>	<b>59,475</b>	<b>17.2%</b>	<b>8,720</b>
<b>Equipment Maintenance &amp; Repair</b>								
Equipment Rental	137	15,070	16,688	(1,618)	110.7%	1,615	-89.3%	(13,455)
Fuels & Fluids	69,580	84,261	78,648	5,613	93.3%	83,494	-0.9%	(767)
Parts & Supplies-Equipment	129,735	128,309	132,165	(3,856)	103.0%	132,732	3.4%	4,423
Major Repairs-Equipment	10,753	15,000	19,303	(4,303)	128.7%	15,000	0.0%	32 0
<b>Subtotal Equipment Maintenance &amp; Repair</b>	<b>210,205</b>	<b>242,640</b>	<b>246,804</b>	<b>(4,164)</b>	<b>101.7%</b>	<b>232,841</b>	<b>-4.0%</b>	<b>(9,799)</b>



Cordillera Metropolitan District (Consolidated)  
 Operating/Contractual Obligations Fund  
 Statement of Revenues and Expenditures  
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 December 31, 2017

	2016 Actual 12/31/2016	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Original Budget	Percent 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	% Spent			
<b>Recreation</b>								
Community Events	2,500	-	0	0		-		
Ski Shuttle Program		-				-		
Community Parks	6,178	2,671	8,985	(6,314)	336.4%	3,118	16.7%	447
Trail Maintenance	3,766	4,539	5,139	(600)	113.2%	4,839	6.6%	300
Nordic Trail Maintenance	18,000	18,000	18,128	(128)	100.7%	18,000	0.0%	0
<b>Subtotal Recreation</b>	<b>30,444</b>	<b>25,210</b>	<b>32,253</b>	<b>(7,043)</b>	<b>127.9%</b>	<b>25,957</b>	<b>3.0%</b>	<b>747</b>
	1,624,779	1,708,667	1,660,544	48,123	97.2%	1,828,360	7.0%	119,693
<b>Public Safety Wages &amp; Benefits</b>								
Public Safety Wages	740,847	789,459	741,013	48,446	93.9%	730,678	-7.4%	(58,781)
Public Safety Overtime	70,411	25,000	52,110	(27,110)	208.4%	25,000	0.0%	0
Public Safety Benefits	237,701	224,893	239,012	(14,119)	106.3%	279,009	24.1%	54,116
<b>Subtotal Public Safety Wages &amp; Benefits</b>	<b>1,048,959</b>	<b>1,039,352</b>	<b>1,032,135</b>	<b>7,217</b>	<b>99.3%</b>	<b>1,034,687</b>	<b>-0.4%</b>	<b>(4,665)</b>
<b>Utilities -Public Safety</b>	15,755	17,694	15,638	2,056	88.4%	18,168	2.7%	474
<b>Other Public Safety Operating Expenses</b>								
Maintenance & Repairs - Gates	3,676	4,850	4,381	469	90.3%	4,738	-2.3%	(112)
Contracted Patrols	0	-	17,248	(17,248)		98,098	NEW	
Supplies-Public Safety	5,868	7,710	5,534	2,176	71.8%	7,410	-3.9%	(300)
Signage	433	750	0	750	0.0%	750	0.0%	0
Sticker Program	1,469	1,490	1,499	(9)	100.6%	1,449	-2.8%	(41)
Transponders/Proximity Cards	15,439	12,159	12,139	20	99.8%	12,159	0.0%	0
Uniforms-Public Safety	8,237	10,996	7,728	3,268	70.3%	11,495	4.5%	499
<b>Subtotal Other Public Safety Opex</b>	<b>35,122</b>	<b>37,955</b>	<b>48,530</b>	<b>(10,575)</b>	<b>127.9%</b>	<b>136,099</b>	<b>258.6%</b>	<b>98,144</b>
<b>Subtotal Public Safety</b>	<b>1,099,836</b>	<b>1,095,001</b>	<b>1,096,303</b>	<b>(1,302)</b>	<b>100.1%</b>	<b>1,188,954</b>	<b>8.6%</b>	<b>93,953</b>
<b>Equestrian Center Expenditures</b>		307,561	311,397	(3,836)	101.2%	352,229	14.5%	44,668
<b>Total Expenditures</b>	<b>4,231,411</b>	<b>4,756,293</b>	<b>4,646,739</b>	<b>109,555</b>	<b>97.7%</b>	<b>4,912,705</b>	<b>3.3%</b>	<b>156,412</b>
<b>Revenue Over (Under) Expenditures</b>	<b>1,140,768</b>	<b>1,089,295</b>	<b>1,193,197</b>	<b>103,903</b>	<b>109.5%</b>	<b>1,211,875</b>	<b>11.3%</b>	<b>122,580</b>

Cordillera Metropolitan District (Consolidated)  
 Debt Service Fund - CMD  
 Statement of Revenues and Expenditures  
 Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
<b>Revenues</b>						
Property Taxes CMD Debt Service	1,750,181	1,683,211	1,679,357	(3,854)	100%	1,683,211
Tap Fee Revenue	12,494		11,066	11,066		
CMD Debt Service Interest	8,950	883	12,228	11,345	1385%	8,000
<b>Total Revenues</b>	<b>1,771,626</b>	<b>1,684,094</b>	<b>1,702,651</b>	<b>18,557</b>	<b>101%</b>	<b>1,691,211</b>
<b>Expenditures</b>						
Treasurers Fees CMD DS	52,589	50,496	50,475	22	100%	50,496
Debt Service	2,038,675	2,036,022	2,028,774	7,248	100%	2,009,420
<b>Total Expenditures</b>	<b>2,091,264</b>	<b>2,086,518</b>	<b>2,079,249</b>	<b>7,270</b>	<b>100%</b>	<b>2,059,916</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(319,638)</b>	<b>(402,424)</b>	<b>(376,597)</b>	<b>25,827</b>	<b>94%</b>	<b>(368,705)</b>
Transfer from CPOA	333,157	223,101	223,101	0	100%	273,101
Transfer from Reserve Fund		76,896		(76,896)		52,825
<b>Total Other Financing Sources (Uses)</b>	<b>333,157</b>	<b>299,997</b>	<b>223,101</b>	<b>(76,896)</b>	<b>74%</b>	<b>325,926</b>
<b>Change in Fund Balance</b>	<b>13,519</b>	<b>(102,427)</b>	<b>(153,496)</b>	<b>(51,069)</b>	<b>150%</b>	<b>(42,779)</b>
Beginning Fund Balance	149,378	162,897	162,897	0	100%	67,586
<b>Ending Fund Balance</b>	<b>162,897</b>	<b>60,469</b>	<b>9,400</b>	<b>(51,069)</b>	<b>16%</b>	<b>24,807</b>
Assessed Valuation	66,284,440	80,935,260				76,940,470
Mills Levied	25.740	20.797				21.877

Cordillera Metropolitan District (Consolidated)  
 Debt Service Fund - CMMMD  
 Statement of Revenues and Expenditures  
 Actual 2016, Original Budget & Projected Actual 2017, Budget 2018

	2016 Actual	2017 Original Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
<b>Revenues</b>						
Property Taxes CMMD Debt Service	771,895	794,161	785,630	(8,531)	99%	794,161
Tap Fee Revenue	24,106		0	0		
CMMD Debt Service Interest	6,037	200	7,371	7,171	3685%	200
<b>Total Revenues</b>	<b>802,038</b>	<b>794,361</b>	<b>793,001</b>	<b>(1,360)</b>	<b>100%</b>	<b>794,361</b>
<b>Expenditures</b>						
Treasurers Fees CMMD DS	23,273	23,825	23,653	172	99%	23,825
Total Debt Service	863,348	985,491	981,866	3,625	100%	978,011
<b>Total Expenditures</b>	<b>886,621</b>	<b>1,009,316</b>	<b>1,005,520</b>	<b>3,796</b>	<b>100%</b>	<b>1,001,836</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(84,583)</b>	<b>(214,955)</b>	<b>(212,519)</b>	<b>2,436</b>	<b>99%</b>	<b>(207,475)</b>
<b>Other Financing Sources (Uses)</b>						
Transfer from CPOA	44,453	176,899	176,899	0	100%	126,899
Transfer from Reserve Fund		38,104		(38,104)		
<b>Total Other Financing Sources (Uses)</b>	<b>44,453</b>	<b>215,003</b>	<b>176,899</b>	<b>(38,104)</b>	<b>82%</b>	<b>126,899</b>
<b>Change in Fund Balance</b>	<b>(40,130)</b>	<b>48</b>	<b>(35,620)</b>	<b>(35,668)</b>	<b>-73946%</b>	<b>(80,576)</b>
Beginning Fund Balance	135,870	95,740	95,740	0	100%	95,788
<b>Ending Fund Balance</b>	<b>95,740</b>	<b>95,788</b>	<b>60,121</b>	<b>(35,668)</b>	<b>63%</b>	<b>15,213</b>
Assessed Valuation	16,221,240	19,146,270				19,929,680
Mills Levied	54.928	41.479				39.848

Cordillera Metropolitan District (Consolidated)  
 Debt Service Fund - 2002 Bond Reserve  
 Statement of Revenues and Expenditures  
 Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Approved Budget
				Variance Favorable Unfavorable	Actual % Received or Spent	
<b>Revenues</b>						
Sinking Fund - Chaveno Interest Income	327		771	771		
Total Revenues	327	0	771	771		0
Transfer From CPOA	22,390		0	0		
Transfer to Debt Service Funds		(115,000)		115,000		(52,825)
<b>Total Other Financing Sources (Uses)</b>	22,390	(115,000)	0	115,000		(52,825)
<b>Revenue Over (Under) Expenditures</b>	22,717	(115,000)	771	115,771		(52,825)
Beginning Fund Balance	145,108	167,825	167,825	0		52,825
<b>Ending Fund Balance</b>	167,825	52,825	168,596	115,771		(0)

Cordillera Metropolitan District (Consolidated)  
 Capital Projects Fund  
 Statement of Revenues and Expenditures  
 Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
<b>Revenues</b>						
Bearcat Stables Improvements	7,550	-	10,937	10,937		-
Cordillera Preservation Found. Donation	0		0			
Sale of Equipment	0		0	0		
<b>Total Revenues</b>	<b>7,550</b>	<b>0</b>	<b>10,937</b>	<b>10,937</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Expenditures</b>						
2016 Projects - Combined	1,179,580					
CommOps Building Foundation Repair		50,000	54,213	(4,213)	108%	40,000
Heavy Equipment Replacement		334,472	336,636	(2,164)	101%	482,800
Areation Pumps						6,500
Trail Signage						5,000
Divide Gatehouse Roof						16,000
Radio Replacement & AEDS						28,000
Admin Windows & Trash Bin Enclosure						13,210
HR Fire Proof Cabinet						5,000
Equestrian Center Painting, Repairs & improvements						54,700
Equestrian Center - Horses						18,000
Eques Ctr Remodel - 2017 Capex		10,000	10,761	(761)	108%	
Admin Carpet - 2017 Capex		23,000	21,441	1,559	93%	
Admin Windows - 2017 Capex		3,000	4,288	(1,288)	143%	
Eques Footing - 2017 Capex		12,090	10,052	2,038	83%	
Road Repair		695,810	696,713	(903)	100%	666,267
Street Light LED - 2017 Capex		35,000	32,976	2,024	94%	
Traffic Calming - 2017 Capex		15,800	14,408	1,392	91%	
Gate Replacement - 2017 Capex		36,000	33,261	2,739	92%	
Call Box Replacement - 2017 Capex		12,000	12,007	(7)	100%	
Radio Replacement - 2017 Capex		18,865	18,134	731	96%	
Rekey Buildings - 2017 Capex		6,000	7,261	(1,261)	121%	
Remodel Gate Houses - 2017 Capex		40,000	40,488	(488)	101%	
Guardrail Replacement - 2017 Capex		85,000	84,060	940	99%	
<b>Total Expenditures</b>	<b>1,179,580</b>	<b>1,377,037</b>	<b>1,376,700</b>	<b>337</b>	<b>100%</b>	<b>1,335,477</b>
	<b>(1,172,029)</b>	<b>(1,377,037)</b>	<b>(1,365,763)</b>	<b>(11,274)</b>	<b>99%</b>	<b>(1,335,477)</b>
Transfer from General Fund	1,250,000	1,182,000	1,182,000	0	100%	1,292,000
<b>Total Other Financing Sources (Uses)</b>	<b>1,250,000</b>	<b>1,182,000</b>	<b>1,182,000</b>	<b>0</b>	<b>100%</b>	<b>1,292,000</b>
<b>Revenue Over (Under) Expenditures</b>	<b>77,971</b>	<b>(195,037)</b>	<b>(183,763)</b>	<b>11,274</b>	<b>94%</b>	<b>(43,477)</b>
Beginning Fund Balance	194,075	272,046	272,046	0	100%	107,312
<b>Ending Fund Balance</b>	<b>272,046</b>	<b>77,009</b>	<b>88,283</b>	<b>11,274</b>	<b>115%</b>	<b>63,835</b>

Cordillera Metropolitan District (Consolidated)  
 Water Enterprise  
 Statement of Revenues and Expenditures  
 Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Original Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Original Budget
				Variance Favorable Unfavorable	Actual % Received or Spent	
<b>Revenues</b>						
Water Usage Fees	254,128	247,000	85,589	(161,411)	35%	-
Water Tap Fees			20,282	20,282		
<b>Total Revenues</b>	<b>254,128</b>	<b>247,000</b>	<b>105,871</b>	<b>(141,129)</b>	<b>43%</b>	<b>0</b>
<b>Revenue Over (Under) Expenditures</b>	254,128	247,000	105,871	(141,129)	43%	0
Beginning Fund Balance	1,822,024	2,076,152	2,076,152	0		2,204,592
<b>Ending Fund Balance</b>	<b>2,076,152</b>	<b>2,323,152</b>	<b>2,182,023</b>	<b>(141,129)</b>		<b>2,204,592</b>

Cordillera Metropolitan District (Consolidated)  
Equestrian Center  
Statement of Revenues and Expenditures  
Actual 2016, Final Budget 2017, Actual 2017, Budget 2018  
December 31, 2017

	2016 Actual	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Original Budget	Percent 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent			
<b>Revenues</b>								
Boarding Stall Revenue	187,394	218,405	194,171	(24,234)	89%	209,430	-4.1%	(8,975)
Paddock Revenue	114,122	150,000	121,599	(28,401)	81%	155,190	3.5%	5,190
Other EQ Ctr Revenue	3,919	4,851	2,912	(1,939)	60%	36,944	661.6%	32,093
<b>Total Revenues</b>	<b>305,435</b>	<b>373,256</b>	<b>318,682</b>	<b>(54,574)</b>	<b>85%</b>	<b>401,564</b>	<b>7.6%</b>	<b>28,308</b>
<b>Expenditures</b>								
Equestrian Center Wages	135,321	134,049	151,204	(17,155)	113%	147,657	10.2%	13,608
Equestrian Center Overtime	6,143	-	4,023	(4,023)		4,000		4,000
Benefits	32,226	36,963	37,905	(942)	103%	56,358	52.5%	19,395
<b>Subtotal Wages &amp; Benefits</b>	<b>173,690</b>	<b>171,012</b>	<b>193,132</b>	<b>(22,120)</b>	<b>113%</b>	<b>208,015</b>	<b>21.6%</b>	<b>37,003</b>
								0
Office Supplies	404	1,469	637	832	43%	1,454	-1.0%	(15)
Advertising	3,989	11,110	7,760	3,350	70%	11,110	0.0%	0
Training	0	290	0	290	0%	-	-100.0%	(290)
Admin Fee (Internal Service Fee)	0	-	0	0		-		0
Bad Debt Expense	0		691					0
Uniforms	1,291	1,686	0	1,686	0%	1,507	-10.6%	(179)
<b>Subtotal Administrative Expenses</b>	<b>5,684</b>	<b>14,555</b>	<b>9,089</b>	<b>6,158</b>	<b>62%</b>	<b>14,071</b>	<b>-3.3%</b>	<b>(484)</b>
Manure Disposal	9,347	6,501	10,810	(4,309)	166%	7,705	18.5%	1,204
Grain	4,660	4,829	3,574	1,255	74%	4,829	0.0%	0
Hay	36,984	43,380	43,376	4	100%	46,720	7.7%	3,340
Footing						7,516	NEW	
Shavings	12,612	13,281	10,434	2,847	79%	17,186	29.4%	3,905
<b>Subtotal Boarding Expenses</b>	<b>63,603</b>	<b>67,991</b>	<b>68,194</b>	<b>(203)</b>	<b>100%</b>	<b>83,956</b>	<b>23.5%</b>	<b>15,965</b>
<b>Maintenance</b>	<b>19,034</b>	<b>24,825</b>	<b>18,216</b>	<b>6,609</b>	<b>73%</b>	<b>18,493</b>	<b>-25.5%</b>	<b>(6,332)</b>
Electric	8,847	11,998	7,763	4,236	65%	10,296	-14.2%	(1,702)
Gas	9,065	12,529	10,812	1,717	86%	12,517	-0.1%	(12)
Trash	792	969	1,324	(355)	137%	997	2.9%	28
Water	2,962	3,682	2,868	814	78%	3,884	5.5%	202
<b>Subtotal Utilities</b>	<b>21,666</b>	<b>29,178</b>	<b>22,767</b>	<b>6,411</b>	<b>78%</b>	<b>27,694</b>	<b>-5.1%</b>	<b>(1,484)</b>
<b>Total Operating Expenses</b>	<b>283,676</b>	<b>307,561</b>	<b>311,397</b>	<b>(3,145)</b>	<b>101%</b>	<b>352,229</b>	<b>14.5%</b>	<b>44,668</b>
<b>Net Operating Revenue</b>	<b>21,758</b>	<b>65,695</b>	<b>7,285</b>	<b>(57,719)</b>	<b>11%</b>	<b>49,335</b>	<b>-24.9%</b>	<b>(16,360)</b>

**Cordillera Property Owners Association**  
**Schedule of Revenue & Expenditures and Changes in Fund Balance**  
**2017 Actual and 2018 Budget**

	12/31/2016	2017 Actual Unaudited			Increase	12/31/2017	2018 Budget			Increase	12/31/2018
	Fund Bal	Revenues	Expenditures	Transfers In/Out	(Decrease) Fund Bal	Fund Bal	Revenues	Expenditures	Transfers In/Out	(Decrease) Fund Bal	Projected Fund Bal
<b>CPOA</b>											
Operating Fund		3,111,050	(3,249,441)	0	(138,391)	(138,391)	3,323,760	(3,565,178)	241,418	0	(138,391)
Capital & Debt Reserve Fund	3,830,563	1,427,040	(794,249)	0	632,791	4,463,354	1,250,000	(1,149,797)	(241,418)	(141,215)	4,322,139
	3,830,563	4,538,090	(4,043,690)	-	494,400	4,324,963	4,573,760	(4,714,975)	-	(141,215)	4,183,748



Cordillera Property Owners Association  
 Operating Fund  
 Statement of Revenue, Expenditures and Changes in Fund Balance  
 Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Final Budget	YTD Actual Through 12/31/2017	Actual vs. Original Budget		2017 Approved Budget	Percent 2018 Budget Over (Under) 2017 Actual	\$ Amount 2018 Budget Over (Under) 2017 Actual
				Variance Favorable (Unfavorable)	Actual % Received or Spent			
<b>Revenues</b>								
Assessments	2,141,300	2,147,200	2,147,300	100	100.0%	2,363,200	10.1%	215,900
Communications Contributions	61,074	0	0	0		0	#DIV/0!	0
DRB Revenue	69,026	62,000	38,579	(23,421)	62.2%	62,000	60.7%	23,421
Community Assets	215,620	86,950	95,907	8,957	110.3%	140,795	46.8%	44,888
Vail Gondola Club Revenue	670,556	644,752	719,626	74,874	111.6%	648,815	-9.8%	(70,811)
Other Revenue	96,324	108,950	109,638	688	100.6%	108,950	-0.6%	(688)
<b>Total Revenues</b>	<b>3,253,900</b>	<b>3,049,852</b>	<b>3,111,050</b>	<b>61,198</b>	<b>102.0%</b>	<b>3,323,760</b>	<b>6.8%</b>	<b>212,710</b>
<b>Expenditures</b>								
<b>Administrative Expenses</b>								
Administration Contract CMD	1,190,923	1,093,447	1,116,666	(23,219)	102.1%	1,093,673	-2.1%	(22,993)
River Parcel Management	26,270	28,525	27,620	905	96.8%	28,560	3.4%	940
DRB Expenses	65,219	67,430	65,144	2,287	96.6%	67,430	3.5%	2,287
Other Operating Expenses	468,681	250,515	322,746	(72,231)	128.8%	253,055	-21.6%	(69,691)
Trash and Recycle Program	125,964	151,308	152,799	(1,491)	101.0%	154,964	1.4%	2,165
Vail Gondola Club	568,608	596,112	585,371	10,741	98.2%	634,446	8.4%	49,075
Community Assets	968,232	922,195	801,633	120,562	86.9%	1,088,356	35.8%	286,723
Communications	235,345	292,768	172,298	120,470	58.9%	247,168	43.5%	74,870
<b>Total Administrative Expenses</b>	<b>3,649,241</b>	<b>3,402,300</b>	<b>3,244,276</b>	<b>158,024</b>	<b>95.4%</b>	<b>3,567,652</b>	<b>10.0%</b>	<b>323,376</b>
Post Office Revenue	43,784	39,356	45,079	(5,723)	114.5%	39,356	-12.7%	(5,723)
Post Office Expenses	42,490	36,879	50,243	(13,364)	136.2%	36,882	-26.6%	(13,361)
<b>Net Post Office Revenue (Expense)</b>	<b>1,294</b>	<b>2,477</b>	<b>(5,165)</b>	<b>7,642</b>		<b>2,474</b>	<b>-147.9%</b>	<b>7,639</b>
<b>Total Expenditures</b>	<b>3,647,947</b>	<b>3,399,823</b>	<b>3,249,441</b>	<b>150,382</b>	<b>95.6%</b>	<b>3,565,178</b>	<b>9.7%</b>	<b>315,737</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(394,048)</b>	<b>(349,971)</b>	<b>(138,391)</b>	<b>211,580</b>		<b>(241,418)</b>	<b>74.4%</b>	<b>(103,027)</b>
Transfer From (To) the Capital & Debt Service Reserve	394,048	349,971		349,971		241,418		
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>(138,391)</b>	<b>(138,391)</b>		<b>0</b>		

CPOA Budget Report - Income Statement  
Staff Report

	2016 Actual	2017 Final Budget	YTD Actual Through 12/31/2017	Actual vs. Original Budget		2018 Original Budget	% 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent			
<b>Revenues</b>								
<b>Assessments</b>	2,366,000	2,371,600	2,363,600	(8,000)	99.7%	2,363,200	0.0%	-
Assessment Discounts	(224,700)	(224,400)	(216,300)	8,100	96.4%		-100.0%	224,400
<b>Net Assessments</b>	2,141,300	2,147,200	2,147,300	100	100.0%	2,363,200	10.5%	224,400
<b>Communications Contributions</b>	61,074	-	0	0		-		-
<b>DRB Review Fees</b>	69,026	62,000	38,579	(23,421)	62.2%	62,000	0.0%	-
<b>Vail Gondola Club</b>	670,556	644,752	719,626	74,874	111.6%	648,815	2.6%	16,695
<b>Community Assets</b>								
<b>Short Course</b>	130,940	-	-	0		50,000	-40.8%	(34,506)
<b>Athletic Center</b>	2,265	1,750	16,627	14,877	950.1%	1,750	-87.0%	(11,750)
<b>Trailhead</b>	82,415	85,200	79,280	(5,920)	93.1%	89,045	12.0%	9,565
<b>Subtotal Community Assets</b>	215,620	86,950	95,907	8,957	110.3%	140,795	-20.7%	(36,691)
<b>Other Revenue</b>								
Interest Income	1,287	1,000	2,798	1,798	279.8%	1,000	0.0%	-
Late Fees,penalty Interest and Other Revenue	38,349	50,000	44,638	(5,362)	89.3%	50,000	0.0%	-
Fishing Program Revenues	500		4,000	4,000			-100.0%	(1,500)
Market & Café Revenue	11,500	13,200	13,200	0	100.0%	13,200	0.0%	-
Fishing & Recreation Contribution	3,608	3,670	3,955	285	107.8%	3,670	0.0%	-
Sales Center Lease	41,080	41,080	41,047	(33)	99.9%	41,080	0.0%	-
<b>Subtotal Other Revenue</b>	96,324	108,950	109,638	688	100.6%	108,950	-1.4%	(1,500)
<b>Total Revenues</b>	<b>3,253,900</b>	<b>3,049,852</b>	<b>3,111,050</b>	<b>61,198</b>	<b>102.0%</b>	<b>3,323,760</b>	<b>6.5%</b>	<b>202,904</b>
<b>Expenses</b>								
<b>Administration Contract CMD</b>	1,190,923	1,093,447	1,116,666	(23,219)	102.1%	1,093,673	0.0%	226
<b>River Parcel &amp; Pond Management</b>	26,270	28,525	27,620	905	96.8%	28,560	0.1%	35
<b>Trash and Recycle Program</b>	125,964	151,308	152,799	(1,491)	101.0%	154,964	2.4%	3,656
<b>Design Review Board Expenses</b>								
Architect Fees	11,657	9,600	8,902	698	92.7%	9,600	0.0%	-
Landscape Architect Fees	4,188	2,070	5,460	(3,390)	263.8%	2,070	0.0%	-
Landscape Architect Fees			0					-
DRB Meeting Expenses	304	660	420	240	63.6%	660	0.0%	-
DRB - Legal Fees	826	4,700	0	4,700	0.0%	4,700	0.0%	-
DRB Administration	48,245	50,400	50,361	39	99.9%	50,400	0.0%	-
<b>Subtotal Design Review Board Expenses</b>	65,219	67,430	65,144	2,287	96.6%	67,430	0.0%	-
<b>Other Operating Expenses</b>								
Insurance Expenses	60,444	62,121	64,188	(2,067)	103.3%	62,121	0.0%	-
Audit/Tax Prep Fees	10,600	9,100	13,530	(4,430)	148.7%	9,100	0.0%	-
Legal Fees - General	228,997	118,700	188,910	(70,210)	159.1%	118,700	0.0%	-
Bad Debt Expense	13,674	-	0	0				-
Bank Charges	0	3,000	180	2,820	6.0%	3,000	0.0%	-
Depreciation Expense	84,664	-	0	0		-		-
Cordillera Post Office & Market - Utilities	23,649	25,467	24,912	555	97.8%	27,638	8.5%	2,171

CPOA Budget Report - Income Statement  
Staff Report

	2016 Actual	2017 Final Budget	YTD Actual Through 12/31/2017	Actual vs. Original Budget		2018 Original Budget	% 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent			
Cafe & Post Office Repairs	161	-	0	0		-		-
Cafe - Coffee & Newspapers	1,161	2,256	1,381	875	61.2%	2,846	26.2%	590
General Store Utilities	9,954	8,726	9,441	(715)	108.2%	9,980	14.4%	1,254
Community Enrichment Events	32,318	19,375	16,135	3,240	83.3%	17,900	-7.6%	(1,475)
Credit Card Discount Fees	2,371	1,400	3,569	(2,169)	254.9%	1,400	0.0%	-
Communications & Website Expense	0	370	0	370	0.0%	370	0.0%	-
Misc. Operating Expenses	688		500	(500)				-
<b>Subtotal - Other Operating Expenses</b>	<b>468,681</b>	<b>250,515</b>	<b>322,746</b>	<b>(72,231)</b>	<b>128.8%</b>	<b>253,055</b>	<b>0.6%</b>	<b>2,540</b>
Post Office Revenues	43,784	39,356	45,079	5,723	114.5%	39,356	0.0%	-
Post Office Operations	42,490	36,879	50,243	(13,364)	136.2%	36,882	0.0%	3
<b>Subtotal - Post Office</b>	<b>(1,294)</b>	<b>(2,477)</b>	<b>5,165</b>	<b>(7,642)</b>	<b>-208.5%</b>	<b>(2,474)</b>	<b>-0.1%</b>	<b>3</b>
<b>Vail Gondola Club Expenses</b>	<b>568,608</b>	<b>596,112</b>	<b>585,371</b>	<b>10,741</b>	<b>98.2%</b>	<b>634,446</b>	<b>6.4%</b>	<b>38,334</b>
<b>Community Assets</b>								
<b>Recreation Management - Wages &amp; Benefits</b>	80,276	64,642	75,177	(10,535)	116.3%	71,484	10.6%	6,842
<b>Short Course</b>	487,843	402,095	243,114	158,981	60.5%	436,509	8.6%	34,414
<b>Athletic Center</b>	229,327	243,407	269,069	(25,662)	110.5%	340,947	40.1%	97,540
<b>Trailhead</b>	170,786	212,051	214,273	(2,222)	101.0%	239,416	12.9%	27,365
<b>Subtotal Community Assets</b>	<b>968,232</b>	<b>922,195</b>	<b>801,633</b>	<b>120,562</b>	<b>86.9%</b>	<b>1,088,356</b>	<b>18.0%</b>	<b>166,161</b>
<b>Communication Expenses</b>								
Program Staff	82,179	115,680	73,464	42,216	63.5%	76,051	-34.3%	(39,629)
Staff Benefits	14,560	23,637	22,208	1,429	94.0%	17,887	-24.3%	(5,750)
Advertising	21,462	42,428	33,894	8,534	79.9%	41,838	-1.4%	(590)
Public Relations	72,332	52,600	9,221	43,379	17.5%	47,400	-9.9%	(5,200)
Collateral	10,532	14,615	7,509	7,106	51.4%	14,378	-1.6%	(237)
Promotions	5,092	27,900	10,468	17,432	37.5%	21,589	-22.6%	(6,311)
Production	1,850	2,683	1,862	821	69.4%	15,920	493.4%	13,237
Web Site	27,338	13,225	13,673	(448)	103.4%	12,105	-8.5%	(1,120)
Creative/Photography	0		0	(0)				-
<b>Subtotal - Communication</b>	<b>235,345</b>	<b>292,768</b>	<b>172,298</b>	<b>120,470</b>	<b>58.9%</b>	<b>247,168</b>	<b>-15.6%</b>	<b>(45,600)</b>
<b>Total Expenditures</b>	<b>3,647,947</b>	<b>3,399,823</b>	<b>3,249,441</b>	<b>(150,382)</b>	<b>95.6%</b>	<b>3,565,178</b>	<b>4.9%</b>	<b>165,355</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(394,048)</b>	<b>(349,971)</b>	<b>(138,391)</b>	<b>211,580</b>	<b>39.5%</b>	<b>(241,418)</b>	<b>-59.8%</b>	<b>359,182</b>
Transfer from (to) the Capital Reserve	394,048	349,971		349,971	0.0%	241,418		
<b>Ending Cash Balance</b>	<b>0</b>	<b>0</b>	<b>(138,391)</b>	<b>(138,391)</b>		<b>0</b>		

Cordillera Property Owners Association  
 Debt Service & Capital Reserve Fund  
 Statement of Revenue, Expenditures and Changes in Fund Balance  
 Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Approved Budget	Percent 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent			
<b>Revenue</b>								
<b>Real Estate Transfer Assessments</b>	1,400,762	1,250,000	1,427,040	177,040	114.2%	1,250,000	0.0%	0
<b>Total Revenues</b>	<b>1,400,762</b>	<b>1,250,000</b>	<b>1,427,040</b>	<b>177,040</b>	<b>114.2%</b>	<b>1,250,000</b>	<b>0.0%</b>	<b>0</b>
<b>Expenditures</b>								
Healthy Forest Program	79,447	66,770	68,494	(1,724)	102.6%	127,000	90.2%	60,230
Engineering	4,882	-	0	0		-		0
Post Office						30,205		
ACC Projects	145,299	161,050	310,794	(149,744)	193.0%	116,382	-27.7%	(44,668)
Trailhead Projects	92,391	296,550	8,411	288,139	2.8%	126,210	-57.4%	(170,340)
Short Course Projects	0	84,000	6,550	77,450	7.8%	350,000	316.7%	266,000
<b>Total Capital Projects</b>	<b>322,018</b>	<b>608,370</b>	<b>394,249</b>	<b>214,121</b>	<b>64.8%</b>	<b>749,797</b>	<b>23.2%</b>	<b>141,427</b>
Debt Service	400,000	400,000	400,000	0	100.0%	400,000	0.0%	0
Working Capital Contribution	(402,525)							
Transfer to (From) CPOA	394,048	349,971		349,971	0.0%	241,418	-59.8%	(359,182)
<b>Total Expenditures</b>	<b>713,540.58</b>	<b>1,358,341</b>	<b>794,249</b>	<b>564,092</b>	<b>58.5%</b>	<b>1,391,215</b>	<b>-6.5%</b>	<b>(97,119)</b>
<b>Revenue Over (Under) Expenditures</b>	<b>687,221</b>	<b>(108,341)</b>	<b>632,791</b>	<b>741,132</b>	<b>-584.1%</b>	<b>(141,215)</b>	<b>-40.7%</b>	<b>97,119</b>
<b>Beginning Available Fund Balance</b>	<b>3,143,343</b>	<b>3,830,564</b>	<b>3,830,564</b>	<b>0</b>	<b>100.0%</b>	<b>3,592,231</b>		
<b>Ending Available Fund Balance</b>	<b>3,830,564</b>	<b>3,722,223</b>	<b>4,463,355</b>	<b>741,132</b>	<b>119.9%</b>	<b>3,451,016</b>		

Cordillera Property Owners Association  
Gondola Club  
Statement of Revenue, Expenditures and Changes in Fund Balance  
Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Approved Budget	Percent 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent			
<b>Revenues</b>								
Membership Revenue	32,250	20,000	87,750	71,750	548.4%	30,000	87.5%	14,000
Membership Dues	616,379	604,102	618,816	17,716	102.9%	595,795	-0.9%	(5,305)
Locker Rental Revenue	13,441	11,250	12,425	(595)	95.4%	13,020	0.0%	0
Seasonal Lease Revenue	8,504	9,400	0	(2,000)	0.0%	10,000	400.0%	8,000
Misc Income	(18)	-	635	635	-	-	-	0
<b>Total Revenues</b>	<b>670,556</b>	<b>644,752</b>	<b>719,626</b>	<b>74,874</b>	<b>111.6%</b>	<b>648,815</b>	<b>2.6%</b>	<b>16,695</b>
<b>Expenses</b>								
Vail Gondola Club Wages	101,982	107,128	106,434	694	99.4%	116,422	8.7%	9,294
Vail Gondola Club Benefits	24,026	20,395	26,459	(2,464)	110.3%	28,012	16.7%	4,017
<b>Wages &amp; Benefits</b>	<b>126,009</b>	<b>127,523</b>	<b>132,893</b>	<b>(1,770)</b>	<b>101.3%</b>	<b>144,434</b>	<b>10.2%</b>	<b>13,311</b>
<b>Lease</b>	<b>290,757</b>	<b>299,479</b>	<b>299,482</b>	<b>(3)</b>	<b>100.0%</b>	<b>308,475</b>	<b>3.0%</b>	<b>8,996</b>
Common Area Maintenance	59,089	62,479	63,368	(889)	101.4%	65,111	4.2%	2,632
Repair & Maintenance	11,582	12,375	11,144	1,231	90.1%	13,460	8.8%	1,085
<b>CAM &amp; Repair &amp; Maint.</b>	<b>70,671</b>	<b>74,854</b>	<b>74,512</b>	<b>342</b>	<b>99.5%</b>	<b>78,571</b>	<b>5.0%</b>	<b>3,717</b>
<b>Depreciation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
Member Entertainment	0	4,500	2,201	(701)	146.7%	4,500	200.0%	3,000
Daily F&B	53,126	54,766	45,497	5,503	89.2%	60,919	19.4%	9,919
<b>Member Expenses</b>	<b>53,126</b>	<b>59,266</b>	<b>47,698</b>	<b>4,802</b>	<b>90.9%</b>	<b>65,419</b>	<b>24.6%</b>	<b>12,919</b>
Vail Gondola Club Marketing/Promo	3,080	6,300	7,611	(1,311)	120.8%	6,300	0.0%	0
Dues & Subscriptions	20	500	62	188	24.8%	250	0.0%	0
Flowers & Decorations	36	300	0	300	0.0%	300	0.0%	0
License, Fees & Permits	341	325	325	0	100.0%	325	0.0%	0
Legal	0	2,500	0	0	-	2,500	-	2,500
Insurance	0	1,400	0	1,400	0.0%	1,400	0.0%	0
Telephone, Cable & Internet	4,274	4,260	3,394	606	84.8%	4,440	11.0%	440
Supplies	10,279	8,716	10,009	(1,293)	114.8%	10,175	16.7%	1,459
Mileage & Parking	8,872	9,304	8,158	642	92.7%	10,607	20.5%	1,807
Uniforms	1,143	1,385	1,227	158	88.6%	1,250	-9.7%	(135)
<b>Other Operating Expense</b>	<b>28,045</b>	<b>34,990</b>	<b>30,786</b>	<b>690</b>	<b>97.8%</b>	<b>37,547</b>	<b>19.3%</b>	<b>6,071</b>
<b>Total Operating Expenses</b>	<b>568,608</b>	<b>596,112</b>	<b>585,371</b>	<b>4,061</b>	<b>99.3%</b>	<b>634,446</b>	<b>7.6%</b>	<b>45,014</b>
<b>Total Expenses</b>	<b>568,608</b>	<b>596,112</b>	<b>585,371</b>	<b>4,061</b>	<b>99.3%</b>	<b>634,446</b>	<b>7.6%</b>	<b>45,014</b>
<b>Revenue Over (Under) Expenditures</b>	<b>101,948</b>	<b>48,640</b>	<b>134,255</b>	<b>85,615</b>	<b>276.0%</b>	<b>14,369</b>	<b>-66.3%</b>	<b>(28,319)</b>

Cordillera Property Owners Association  
Athletic Center  
Statement of Revenue, Expenditures and Changes in Fund Balance  
Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Approved Budget	Percent 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent			
<b>Revenues</b>								
Class Revenue	0	0	0	0		0		
Personal Training Revenue	2,265	1,750	16,627	14,877	123.2%	1,750	-87.04%	(11,750)
<b>Total Revenues</b>	<b>2,265</b>	<b>1,750</b>	<b>16,627</b>	<b>14,877</b>	<b>950.1%</b>	<b>1,750</b>	<b>-87.04%</b>	<b>(11,750)</b>
<b>Expenditures</b>								
Wages	66,023	82,467	74,534	7,933	90.4%	130,407	58.13%	47,940
OT Wages	3,643	0	2,818	(2,818)		5,000		5,000
Benefits	16,070	14,598	16,105	1,070	110.3%	24,561	43.00%	7,386
<b>Wages &amp; Benefits</b>	<b>85,737</b>	<b>97,065</b>	<b>93,457</b>	<b>6,185</b>	<b>96.3%</b>	<b>159,968</b>	<b>60.54%</b>	<b>60,326</b>
Telephone, Cable & Internet	7,666	8,759	9,703	9	110.8%	10,464	7.74%	752
Licenses, Fees & Permits	230	0	204	(204)		0		0
Laundry Expense	16,271	16,596	27,723	(3,723)	167.0%	27,060	12.75%	3,060
Linen	2,403	2,230	2,761	1,309	123.8%	4,684	15.09%	614
Locker Room Supplies	8,160	6,371	9,437	328	148.1%	8,400	-13.98%	(1,365)
Office Supplies	811	700	1,869	(469)	267.0%	1,400	0.00%	0
Uniforms	302	600	507	(110)	84.5%	630	58.69%	233
Pool & Spa Supplies	2,522	3,345	4,905	(605)	146.6%	5,039	17.19%	739
Coffee & Snacks	6,171	5,648	7,290	(290)	129.1%	7,500	7.14%	500
Trash Removal	125	200	607	70	303.5%	1,680	148.15%	1,003
<b>Operating Expenses</b>	<b>44,659</b>	<b>44,449</b>	<b>65,006</b>	<b>(3,685)</b>	<b>146.2%</b>	<b>66,857</b>	<b>9.03%</b>	<b>5,536</b>
				0				
Equipment Maintenance	1,890	2,390	1,042	285	43.6%	2,390	80.11%	1,063
Landscaping	13,197	13,355	15,051	0	112.7%	14,389	-4.40%	(662)
Elevator Maintenance	2,120	2,600	3,187	658	122.6%	3,450	-10.27%	(395)
Parking Lot Maintenance	570	740	570	0	77.0%	740	29.82%	170
Facilities R&M	8,162	10,551	25,103	(12,718)	237.9%	12,455	0.57%	70
Facility Parts & Supplies	2,294	3,214	1,366	1,848	42.5%	5,941	84.85%	2,727
Pool & Spa R&M	13,918	4,212	5,757	0	136.7%	3,802	-33.96%	(1,955)
<b>Repair &amp; Maintenance Expense</b>	<b>42,151</b>	<b>37,062</b>	<b>52,076</b>	<b>(9,927)</b>	<b>140.5%</b>	<b>43,167</b>	<b>2.42%</b>	<b>1,018</b>
				0				
Fitness Supplies	1,024	2,035	1,558	(174)	76.6%	6,275	353.40%	4,891
Fitness Instructions	3,806	4,800	5,038	(550)	105.0%	6,000	33.69%	1,512
<b>Fitness Expenses</b>	<b>4,830</b>	<b>6,835</b>	<b>6,596</b>	<b>(724)</b>	<b>96.5%</b>	<b>12,275</b>	<b>109.04%</b>	<b>6,403</b>
				0				
Electricity	20,744	24,456	20,009	4,447	81.8%	24,648	0.79%	192
Natural Gas	22,553	25,080	22,705	798	90.5%	25,260	7.48%	1,757
Water	8,652	8,460	9,220	(760)	109.0%	8,772	3.69%	312
<b>Utilities</b>	<b>51,949</b>	<b>57,996</b>	<b>51,934</b>	<b>4,485</b>	<b>89.5%</b>	<b>58,680</b>	<b>4.01%</b>	<b>2,261</b>
<b>Total Operating Expenses</b>	<b>229,327</b>	<b>243,407</b>	<b>269,069</b>	<b>(3,666)</b>	<b>110.5%</b>	<b>340,947</b>	<b>28.46%</b>	<b>75,544</b>
<b>Net Operating Revenue (Expense)</b>	<b>(227,062)</b>	<b>(241,657)</b>	<b>(252,442)</b>	<b>(10,785)</b>	<b>104.5%</b>	<b>(339,197)</b>	<b>34.65%</b>	<b>(87,294)</b>
<b>Capital Expenses</b>								
<b>2018 Projects</b>								
Cardio equip flooring paint - 2017 Capex		133,500	134,254	(754)	100.6%	116,382		116,382
Shower Pans - 2017 Capex		17,800	25,100	(7,300)	141.0%			
Building & Pool Boilers			141,213	(141,213)				
Pickle Ball Repair - 2017 Capex		9,750	10,226	(476)	104.9%			
ACC Remodel/Renovation	145,299		0	0				
<b>Total Capital Expenses</b>	<b>145,299</b>	<b>161,050</b>	<b>310,794</b>	<b>(149,744)</b>	<b>99.6%</b>	<b>116,382</b>	<b>-62.71%</b>	<b>(195,689)</b>
<b>Total Expenditures</b>	<b>374,625</b>	<b>404,457</b>	<b>579,863</b>	<b>(153,410)</b>	<b>100.4%</b>	<b>457,329</b>	<b>-20.81%</b>	<b>(120,145)</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(372,360)</b>	<b>(402,707)</b>	<b>(563,236)</b>	<b>738</b>	<b>99.9%</b>	<b>(455,579)</b>	<b>-19.22%</b>	<b>108,395</b>

Cordillera Property Owners Association  
 Trailhead  
 Statement of Revenue, Expenditures and Changes in Fund Balance  
 Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Final Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Approved Budget	Percent 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent			
<b>Revenues</b>								
Cordillera Day Camp Revenue	81,165	83,550	78,220	(5,330)	93.6%	87,395	11.73%	9,175
Facility Fees	750	1,650	810	(840)	49.1%	1,650	30.95%	390
Trailhead Rental	500		250	250				-
<b>Total Revenues</b>	<b>82,415</b>	<b>85,200</b>	<b>79,280</b>	<b>(5,920)</b>	<b>93.1%</b>	<b>89,045</b>	<b>12.03%</b>	<b>9,565</b>
<b>Expenses</b>								
Wages	50,199	78,278	77,295	983	98.7%	84,372	7.79%	6,094
OT Wages	2,398	0	2,484	(2,484)		5,000		5,000
Benefits	5,078	12,497	11,075	1,422	88.6%	16,837	14.51%	2,134
<b>Wages &amp; Benefits</b>	<b>57,676</b>	<b>90,775</b>	<b>90,854</b>	<b>(79)</b>	<b>100.1%</b>	<b>106,209</b>	<b>14.23%</b>	<b>13,228</b>
Telephone, Cable & Internet	3,077	3,299	4,763	(1,464)	144.4%	4,835	11.59%	502
Licenses, Fees & Permits	4,226	4,178	4,868	(690)	116.5%	4,370	-10.21%	(497)
Laundry Expense	6,734	9,000	13,407	(4,407)	149.0%	13,500	0.69%	93
Locker Rooms Supplies	1,165	1,500	1,128	372	75.2%	1,750	55.00%	621
Linen	644	2,140	2,022	118	94.5%	2,975	47.13%	953
Office Supplies	555	1,775	1,698	77	95.7%	5,025	195.76%	3,326
Uniforms	1,155	1,240	1,078	162	86.9%	1,320	22.45%	242
Pool & Spa Supplies	1,785	5,673	4,557	1,116	80.3%	5,536	21.48%	979
Landscaping	17,137	20,784	21,075	(291)	101.4%	19,491	-7.52%	(1,584)
<b>Operating Expenses</b>	<b>36,479</b>	<b>49,589</b>	<b>54,596</b>	<b>(5,007)</b>	<b>110.1%</b>	<b>58,802</b>	<b>8.56%</b>	<b>4,635</b>
Parking Lot Maintenance	570	765	765	0	100.0%	1,065	39.22%	300
Facilities R&M	6,604	9,293	9,858	(565)	106.1%	9,633	3.66%	340
Facility Parts & Supplies	874	930	692	238	74.4%	2,052	120.65%	1,122
Pool & Spa R&M	17,797	5,648	5,411	237	95.8%	5,228	0.15%	8
<b>Repair &amp; Maintenance Expense</b>	<b>25,845</b>	<b>16,636</b>	<b>16,726</b>	<b>(90)</b>	<b>100.5%</b>	<b>17,978</b>	<b>10.92%</b>	<b>1,770</b>
Electricity	7,882	10,068	7,580	2,488	75.3%	8,196	-8.93%	(804)
Natural Gas	10,306	8,916	10,344	(1,428)	116.0%	11,964	4.03%	464
Trash Removal		190		190	0.0%	190		190
Water	11,883	10,572	10,601	(29)	100.3%	9,456	-7.29%	(744)
<b>Utilities</b>	<b>30,071</b>	<b>29,746</b>	<b>28,526</b>	<b>1,220</b>	<b>95.9%</b>	<b>29,806</b>	<b>-2.91%</b>	<b>(894)</b>
Background Checks	358	465	540	(75)	116.1%	543	0.56%	3
Training & Education	757	1,555	1,722	(167)	110.7%	1,950	13.24%	228
Day Camp - License	134	134	134	0	100.0%	134	0.00%	0
Advertising	2,277	2,550	2,895	(345)	113.5%	2,900	0.17%	5
Inspection Fees	60	60	60	0	100.0%	60	0.00%	0
Camp Games, Supplies, and Snacks	2,863	3,930	3,881	49	98.8%	4,430	14.15%	549
Day Camp Clinics	7,810	9,761	8,695	1,066	89.1%	10,004	15.05%	1,309
Camp Transportation	6,457	6,850	5,644	1,206	82.4%	6,600	16.94%	956
<b>Subtotal Camp Expenses</b>	<b>20,715</b>	<b>25,305</b>	<b>23,571</b>	<b>1,734</b>	<b>93.1%</b>	<b>26,621</b>	<b>12.94%</b>	<b>3,050</b>
<b>Total Operating Expenses</b>	<b>170,786</b>	<b>212,051</b>	<b>214,273</b>	<b>(2,222)</b>	<b>101.0%</b>	<b>239,416</b>	<b>10.01%</b>	<b>21,789</b>
<b>Net Operating Revenue (Expense)</b>	<b>(88,371)</b>	<b>(126,851)</b>	<b>(134,993)</b>	<b>(8,142)</b>	<b>106.4%</b>	<b>(150,371)</b>	<b>8.85%</b>	<b>(12,224)</b>
<b>Capital Expenses</b>								
<b>2018 Capital Projects</b>								
Roof Replacement - 2017 Capex		93,000	0	93,000	0.0%	126,210		126,210.00
Pool Phase 1 of 2 - 2017 Capex		200,000	8,068	191,932	4.0%			
Locker Room Tile - 2017 Capex		3,550	343	3,207	9.7%			
Concrete Fill & Repair	25,975		0	0				
Carpet Replacement	11,002		0	0				
Log Work & Decking & Staining	55,414		0	0				
<b>Total Capital Expenses</b>	<b>92,391</b>	<b>296,550</b>	<b>8,411</b>	<b>288,139</b>	<b>2.8%</b>	<b>126,210</b>	<b>588.06%</b>	<b>107,867</b>
<b>Total Expenditures</b>	<b>263,177</b>	<b>508,601</b>	<b>222,684</b>	<b>285,917</b>	<b>43.8%</b>	<b>365,626</b>	<b>54.95%</b>	<b>129,656</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(180,762)</b>	<b>(423,401)</b>	<b>(143,404)</b>	<b>279,997</b>	<b>33.9%</b>	<b>(276,581)</b>	<b>76.74%</b>	<b>(120,091)</b>

Cordillera Property Owners Association  
Short Course  
Statement of Revenue, Expenditures and Changes in Fund Balance  
Actual 2016, Final Budget 2017, Actual 2017, Budget 2018

	2016 Actual	2017 Original Budget	Actual Through 12/31/2017	Actual vs. Original Budget		2018 Approved Budget	Percent 2018 Budget Over (Under) 2017 Budget	\$ Amount 2018 Budget Over (Under) 2017 Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent			
<b>Revenues</b>								
Expense Reimbursement	3,511	0	0	0			-100.00%	(6)
Sale of Equipment								
Short Course Revenue - Troon	127,429	0	0	0		50,000		
<b>Total Revenues</b>	<b>130,940</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>50,000</b>	<b>#DIV/0!</b>	<b>50,000</b>
<b>Expenditures</b>								
Short Course Contract	447,407	375,000	206,662	168,338	55.1%	400,000	33.33%	100,000
Property Taxes	2,095	2,095	2,256	(161)	107.7%	2,095	-7.14%	(161)
Fire Protection	896	0	0	0		1,054	0.00%	0
Facilities R&M	343	0	0	0		0	#DIV/0!	0
<b>Repair &amp; Maintenance Expense</b>	<b>343</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>		<b>0</b>
<b>Telephone &amp; Utilities</b>	<b>3,742</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>		<b>0</b>
<b>Irrigation Water</b>	<b>33,360</b>	<b>25,000</b>	<b>34,195</b>	<b>(9,195)</b>	<b>136.8%</b>	<b>33,360</b>	<b>0.00%</b>	<b>0</b>
				<b>0</b>			<b>#DIV/0!</b>	<b>0</b>
<b>Total Operating Expenses</b>	<b>487,843</b>	<b>402,095</b>	<b>243,114</b>	<b>158,981</b>	<b>60.5%</b>	<b>436,509</b>	<b>-38.84%</b>	<b>(277,258)</b>
<b>Net Operating Revenue (Expense)</b>	<b>(356,903)</b>	<b>(402,095)</b>	<b>(243,114)</b>	<b>158,981</b>	<b>60.5%</b>	<b>(386,509)</b>	<b>-38.58%</b>	<b>242,752</b>
<b>Capital Expenses</b>								
<b>2018 Capital Projects</b>								
Short Course Trailer - 2017 Capex		80,000	1,550	78,450	1.9%			
Maintenance Bldg Paint - 2017 Capex		4,000	5,000	(1,000)	125.0%			
<b>Total Capital Expenses</b>	<b>0</b>	<b>84,000</b>	<b>6,550</b>			<b>350,000</b>	<b>286.53%</b>	<b>259,450</b>
<b>Total Expenditures</b>	<b>487,843</b>	<b>486,095</b>	<b>249,664</b>	<b>236,431</b>	<b>51.4%</b>	<b>786,509</b>	<b>-2.21%</b>	<b>(17,808)</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(356,903)</b>	<b>(486,095)</b>	<b>(249,664)</b>	<b>236,431</b>	<b>51.4%</b>	<b>(736,509)</b>	<b>2.32%</b>	<b>(16,698)</b>



## Marketing

Proposals were solicited from four communication/marketing/PR firms. Webb Strategic, Markit Creative and Cotton and Company submitted proposals for brand management, strategic communications and marketing.

- Cotton & Company  
Based in Stuart, Florida, Cotton and Company provides websites, e-campaigns, printed materials, social media marketing, lead generation, internet marketing and offline strategies to build a successful brand in real estate. <https://thecottonsolution.com/>
- Markit Creative  
Locally based, Markit Creative is a full service creative and advertising agency offering graphic design, online and traditional marketing management. They were previously the marketing/communication firm for Cordillera. At the time, they were charged with marketing four different divisions that make up the Cordillera community, while maintaining overall brand consistency throughout. Their work varied from promoting rooms at the Lodge & Spa, to supporting real estate sales efforts and selling golf memberships. <http://www.markitcreative.com/>.
- Webb Strategic  
Webb Strategic, based in Denver, offers media relations, social marketing as well as digital and crisis communications. They assisted the Lodge & Spa with the Kobe Bryant crisis communication. <http://webbstrategic.com/>

Board discussion and direction respectfully requested.

Staff recommendation includes initiating the following process as immediate next steps:

1. Select two CPOA board members to review and interview firms with staff;
2. Staff facilitate review and interview process; and
3. Provide board with summary of proposals, interviews and make a recommendation for top firm, scope of work/deliverables and costs at the May board meeting.

## Athletic Center

### Hours of Operation

Currently 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.

As approved in the 2018 budget, an additional team member started March 5 to enhance the Athletic Center experience with regard to customer service, tracking, cleanliness, safety and programming. Staff is proposing that effective March 19 the center is open from 6 a.m. – 9 p.m. with an attendant. The facility would be available from 4 to 6 a.m. with proximity/key card. The facility would no longer be accessible after 9 p.m.

## **Capitol Project Review at Athletic Center**

### **Pool Furniture \$17,900 (2018 budget approved)**

Existing pool furniture is in poor condition. The estimate includes pool furniture for both indoor pool area, outdoor sitting area and hot tub enclosure: four benches, 14 chairs, seven side tables, three chase lounge chairs and eight fake plants with containers. Half of the aforementioned furniture would be outdoors during summer months.

**Common Area Flooring \$16,500 (2018 budget approved)** Remove carpet and install new durable and easy-to-clean flooring suited for heavy traffic areas in the entry way, common areas and locker rooms.

### **Tennis/Pickleball Court and Windscreen Repair (2018 budget approved)**

Inherent with the asphalt construction of the tennis courts is structural cracking. The unavoidable seasonal cracking is a result of the expansion/contraction from temperature changes, thus requiring annual repair and rehabilitation. In June 2017, the pickleball and tennis court cracks were repaired and the pickleball court was also resurfaced. In 2018, crack repair is scheduled to be done on the pickle ball courts, and the tennis court cracks repair and resurfacing will be completed. This estimate also includes \$2,000 for the windscreen replacement. This project is scheduled to commence between late May to mid-June weather permitting.

### **Keyless Locker Locks \$26,200 (2018 budget approved, seeking reapproval for purchase/installation)**

The functionality of the existing locker locks continues to be a consistent concern of patrons at the Athletic Center. An electronic locker locks offers modern design and eliminate these frustrations. The new locks would have a highly visible display and have the option to switch between single-user and multiuser lock modes. A potential for recouping lock costs could be to lease a number of the lockers at an annual or monthly rate.

### **Pool Deck Surface \$18,000 (2018 budget approved, seek reapproval at a later date)**

Concrete pool deck is deteriorating and aesthetically not pleasing. Safety flooring, which is designed for wet areas where people walk bare foot, is engineered with slip resistant particles and raised emboss for added slip resistance. The quote includes concrete preparation, patching and reducers around the drains and edges as part of installation.

### **Fitness Classroom Flooring \$11,000 (2018 budget approved, seek reapproval at a later date)**

Synthetic floor surfaces are available as an option to enhance the group fitness classroom. These surfaces are seamless, easy to maintain and ideal for group fitness and multipurpose areas such as the ACC's converted squash court. The existing tiles in the classroom are simply laid over the existing wooden floor squash court.

Board discussion and direction respectfully requested.

Staff recommends executing the following improvements before July 2018:

- Pool Furniture
- Common Area Flooring
- Tennis/Pickleball Court and Windscreen Repair
- Keyless Locker Locks

Staff recommend considering improvements to the pool deck surface and fitness classroom flooring at a later date.

## Design Review Board Fees

### Design Review Board - Application Fee per Structure

Adopted April 2017

Checks payable to Cordillera Property Owners Association

Application Type	Fee
Pre-Design Plan Submittal – New Construction	\$1,000
Sketch Plan Submittal – New Construction up to 4,500 square feet of Habitable Space (\$4,500 Sketch fee, if Pre-Design was not submitted)	\$3,500
Sketch Plan Submittal – New Construction over 4,500 square feet of Habitable Space	\$1 / sq. ft.
DRB meeting beyond one meeting for each application	\$1,000
Deviation from Guidelines / Variance (Example: Solid Stain siding is a \$500 Variance fee plus the color change)	Up to \$2,000
Minor Modification – single item (Example: minor landscaping, color change, new roof, fencing, hot tub, fire pit, address marker, exterior lights, bocce court)	\$200
Modification without adding Building sq. ft. – multiple items (Example: deck, patio, landscape, water feature, window changes, several minor modifications)	\$500
Building Addition of Livable sq. ft. – Minor (under 500 sq. ft.)	\$700
Building Addition of Livable sq. ft. – Major (500 sq. ft. – 1,000 sq. ft.) (Over 1,000 sq. ft. - \$1 / sq. ft.)	Minimum \$1,000
Accessory Building	\$1,000
Building Envelope Amendment (Amended Final Plat)	\$1,000
Modification to Approved Plans (Before or during Construction)	See Modifications
Final Plan Approval – Extension with no Changes to Plans (Maximum of Two Extensions)	\$500
<b>Compliance Deposit</b>	<b>Deposit</b>

Road Cuts Deposit –	\$3,500
Compliance Deposit – New Construction of Habitable Space 2,500 – 5,000 sq. ft.	\$20,000
Compliance Deposit – New Construction of Habitable Space 5,001 – 7,000 sq. ft.	\$30,000
Compliance Deposit – New Construction of Habitable Space 7,001 – 10,000 sq. ft.	\$40,000
Compliance Deposit – New Construction of Habitable Space 10,001 – 15,000 sq. ft.	\$50,000
Compliance Deposit – Addition, Remodel, Landscape Construction Cost < \$100,000	\$5,000
Compliance Deposit – Addition, Remodel, Landscape Construction Cost > \$100,000	\$10,000

\*Projects fees outside the scope of the current fee schedule will be determined by DRB staff.

\*Projects started without approval will be charged double the review fee.

# Administration

*Management Team Report*

## **CMD Elections**

A Flash was sent Friday, March 9, announcing the candidates for the CMD election.

### ***CMD Director Election***

*The Cordillera Metropolitan District director election will take place May 8, 2018. The election is being conducted as a mail ballot election. Mail ballots will be mailed to eligible electors between April 16 and April 23, 2018. Colorado registered voters who own (or whose spouse owns) property within the District or reside within the District are eligible to vote in the election and will receive a ballot.*

*Three (3) directors will be elected to each serve a 4 year term to May 2022. Self-Nomination and Acceptance Forms were submitted by the March 2, 2018 deadline by the following candidates:*

- *David Bentley*
- *Terence Boyle*
- *Cheryl Foley*
- *Robert B. Egan*
- *Traci O'Connor*
- *J. Michael Grier*
- *Eugene McGuire*
- *Gregory B. Murphy*
- *John Van Deusen*

*Applications for absentee voters' ballots are available in the office of the Designated Election Official, Icenogle Seaver Pogue, P.C., 4725 S. Monaco Street, Suite 360,*

Denver, Colorado 80237, email [spacheco@isp-law.com](mailto:spacheco@isp-law.com) or the Cordillera Metropolitan District office at 408 Carterville Road, Cordillera, Colorado, email [tstowell@cordilleraMetro.org](mailto:tstowell@cordilleraMetro.org). An application for an absentee voter's ballot **MUST** be filed with the Designated Election Official no later than the close of business on the Friday immediately preceding the election, which date is Friday, May 4, 2018. For more information on who can vote in the upcoming election visit [www.CordilleraLiving.com/election](http://www.CordilleraLiving.com/election).

As reported February 28, 2018, Director David Davies resigned his position on the Board. The District did not receive any nominations from candidates seeking to run to serve the remaining two years on Mr. Davies's term by the March 2, 2018 regulatory deadline. Accordingly, based on Colorado State law, the two years remaining in Mr. Davies term cannot be filled at the May 8 election. Following the election and swearing in of newly elected Board members, the Board will appoint a Director to fill the remainder of the term (until May 2020). The District board does have the ability to appoint an interim Director at their next scheduled meeting who would serve until May 8, 2018 or simply wait until after the election to make a two year appointment.

### **Community Survey**

Several drafts of the community survey were vetted through the management team, the Boards and the Strategic Planning Committee. It was opened to the community via link ([www.surveymonkey.com/r/Cordillera2018](http://www.surveymonkey.com/r/Cordillera2018)) to Survey Monkey Monday, March 12. It will remain open for three weeks or more depending on response rate. An email flash was sent announcing the survey and a post card was mailed to each property owner March 12. The survey will close April 6. Preliminary results will be available for the April 20 board meetings.

*After requests for a community survey were expressed last summer, the Cordillera Metro District (CMD) and Cordillera Property Owners Association (CPOA) Boards are conducting this survey 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.*

*Property owner participation is greatly appreciated. It is necessary to establishing reliable results and for providing the CMD and CPOA Boards dependable direction for future action.*

*The survey should take approximately 20 to 30 minutes to complete. All responses and comments are anonymous. You will be asked for your name, Cordillera address and email for the purposes of verifying Cordillera ownership, but this information will not be linked to your responses in any way.*

*Data from two surveys per property will be collected; property owners owning more than one property only need to complete the survey for one property.*

*A report of the findings will be provided to the CMD/CPOA Boards and will be used in developing the Strategic Plan. Look for the findings on CordilleraLiving.com in May.*

*Thank you for your time and willingness to participate in the important community survey.*

## Committees

The Strategic Planning Committee held its first meeting February 15, 2018. The committee, comprised of approximately a dozen Cordillera property owners, reviewed a draft committee charter and shared desired outcomes. Further, the committee was charged with reviewing the draft Community Survey and providing feedback on survey structure, clarity and content. Members of the committee also agreed to make phone calls to support community participation in the survey. A meeting is scheduled for March 15.

New Homeowner Welcome Committee Chair Jane Roberts reached out to volunteers inviting them to attend an organizing meeting Tuesday, March 20, at 10 a.m. During this meeting volunteers will review a draft committee charter, be given the new homeowner packet as a resource and receive a “Cordillera 101” lesson.

## 2018 Events

<b>Date</b>	<b>Event</b>	<b>Sponsor</b>
March 20	Community Coffee with Board Representatives	CMD and CPOA
March 24	Pancake Breakfast at TimberHearth	CPOA and Club at Cordillera
March 24	Pink Vail at Vail Gondola Club	CPOA
April 13	Valley Course Open	Club at Cordillera
April 20	Board Meetings	CMD and CPOA
April 24	Community Coffee with Board Representatives	CMD and CPOA
May 18	Board Meetings	CMD and CPOA
May 18	Short Course Opens	CPOA; Troon Management
May 22	Community Coffee with Board Representatives	CMD and CPOA
May 25	Mountain Course Opens	Club at Cordillera
June 8	Summit Course Opens	Club at Cordillera
June 15	Board Meetings	CMD and CPOA
June 16	Member Summer Kick Off Party	Club at Cordillera
Jun 19	Community Coffee with Board Representatives	CMD and CPOA

June 20-June 23	Member-Member Tournament (Parties on 20 and 23)	Club at Cordillera
July 1	Community Day	Club at Cordillera
July 13	Sounds of Summer Concert Series: Tiny Barge	CMD and CPOA
July 18	New Property Owner Welcome Coffee	CMD and CPOA
July 18-21	Men's Member Guest Tournament (Desperado parties on 18 and 21)	Club at Cordillera
July 20	Board Meetings (to be rescheduled)	CMD and CPOA
July 24	Community Coffee with Board Representatives	CMD and CPOA
July 30-August 1	Women's Member Guest Tournament (Spirit parties on 30 and 1)	Club at Cordillera
August 3	Sounds of Summer Concert Series: Mark Powell and Lariat	CPOA
August 10-12	Men's & Women's Club Championship	Club at Cordillera
August 17	Board Meetings	CMD and CPOA
August 21	Community Coffee with Board Representatives	CMD and CPOA
September 2	Member Farwell Party	Club at Cordillera
September 21	Board Meetings	CMD and CPOA
September 23	Summit Course Closes	Club at Cordillera
September 25	Community Coffee with Board Representatives	CMD and CPOA
October 7	Short Course & Mountain Course Closes	CPOA, Club at Cordillera
October 19	Board Meetings	CMD and CPOA
October 23	Community Coffee with Board Representatives	CMD and CPOA
October 24	Valley Course Closes	Club at Cordillera
November 16	Board Meetings	CMD and CPOA
November 20	Community Coffee with Board Representatives	CMD and CPOA
December 21	Board Meetings	CMD and CPOA

### **Summer Pilot at Equestrian Center**

The Cordillera Equestrian Center is going to pilot an Equine Program this summer. Two horses will be leased (not purchased) from mid-June through mid-September. Lessons, clinics and events will be offered for the summer to gauge the interest and demand. During this period, staff will evaluate the various factors involved in initiating and maintaining this program such as: all expenses, time requirements, staffing and revenue generated. After the pilot program is complete, an analysis of the acquired data will be conducted and a recommendation and results will be presented to the board for consideration for 2019.



## DRAFT 2018 Pilot Equine Program

### Offerings

**Beginner/ First-Time Rider:** These lessons offer a strong foundation for individuals wanting to learn basic horse care, handling and riding with a strong emphasis on safety around horses and the barn. This is also an option for a person just wanting to groom or spend time with a horse.

**Level One:** Develops good horsemanship skills on the ground and in the saddle. These lessons are customized to the rider's comfort and experience level and focus on teaching the basics of riding position, balance and control at a walk and trot.

**Level Two:** Continues to develop: horsemanship skills on the ground; increased awareness of horse behavior; horse care and management; riding position, balance and control at a walk, trot and canter. More advanced riding such as trails, obstacles, arena patterns and pre-jumping exercises are introduced.

**Level Three:** Continues to develop more advanced skills on the ground and in the saddle. Additional opportunities for more advanced riding including: Arena games, obstacles, trail riding, jumping, dressage, reining and liberty work on the ground. If the rider is interested in purchasing a horse or having more personalized instruction they will be introduced to a resident



# DRAFT 2018 Pilot Equine Program

trainer that can help them achieve these goals. In the future, if the program is successful, a Cordillera Show team may be developed.

**Level Four:** Refine current skills and continues to develop more advanced skills, with an emphasis on showing and competing. At this level, the rider will be referred to a resident trainer at the barn and it is highly recommended that a personal horse is purchased fitting the rider's performance goals.

## Vaulting

All ages and levels welcome. This sport utilizes special equipment and encompasses gymnastics on horseback. It is great for teaching balance and increasing confidence. Students begin learning movements on a vaulting barrel and progress to movements on the horse.

## Equine Experiences

**Lessons:** Private, Semi-private, Small group. Customized to the rider's experience level. Cost \$40/person 30 minute or \$85/person one hour, \$10/person small group discount for 3 riders or more. Groups must consist of riders at a similar level of experience.

## Individualized Riding Experiences

All levels, but all members of a group must to be at a similar skill level. One-three participants. Approximately 2-3 hrs. \$250/person.

Includes a unique equine experience which will be planned and designed around the individual(s) interests and riding ability.

- Include a combination of different equine related activities such as arena games, horse yoga, liberty work, obstacles, trail riding, vaulting, grooming, etc.

**Mini Clinic:** All levels. One-three participants with our horses and 1-3 open spots for boarders. Approximately 5 hours with a breakfast or lunch break. Cost \$500/person with Equestrian Center horse and \$300/boarder.

This is an opportunity to work on specific equestrian skills for an extended time. There will be four mini clinics scheduled throughout a calendar year; each focused on a different discipline/topic.

- Ground work, liberty, teaching a horse a particular skill or trick, focus on a specific riding discipline or event.
- May include other boarders or be arranged by a boarder.
- May be taught by an outside instructor.

**Clinics:** Level or rider may be specific to the clinic type. Six-20 participants. Cost to participant varies per clinic. If one of the Equestrian Center horses is used for the clinic there will be a lease fee/day.

- Usually involves an outside clinician; clinics will be set up if there is enough interest in the boarding community to adequately cover the cost of the desired clinician.

**Equine Events:** All levels. Cost varies.

# DRAFT 2018 Pilot Equine Program

Themed rides, Champagne brunch, sunset wine ride, wildlife view ride, photography clinic, canvas and cupcakes, etc. Depending on availability, horses may also be leased by trainers and boarders for lessons and rides.

Trainer Lesson use: \$25/hr.

Boarder Riding (not for lesson with trainer) \$60 for first hour. Then \$15/ additional 30mins.

## DRAFT Equine Program Revenue and Expense Pilot Program

### Expenses

	Lease- two months	Tack/Groom	Veterinary	Farrier	Hay	Manure	Staffing Cost	Total
Horse 1	\$500.00	\$0.00	\$100.00	\$125.00	\$194.00	\$40.00	\$910.00	\$1,869.00
Horse 2	\$500.00	\$0.00	\$100.00	\$125.00	\$194.00	\$40.00	\$910.00	\$1,869.00
								\$3,738.00

### Revenue

	Lessons \$75	Private Riding \$250	Events \$500	Trainer Lease \$25	Boarder Lease \$60	Pony Ride \$25	Total
Horse 1	\$2,400.00	\$250.00	\$0.00	\$100.00	\$240.00	\$100.00	\$3,090.00
Horse 2	\$2,400.00	\$250.00	\$0.00	\$100.00	\$240.00	\$100.00	\$3,090.00
Revenue		\$6,180.00					
Expenses		\$3,738.00					
		\$2,442.00					

## Finance

### CPOA Annual Assessments

The collection policy that was entered into in August 2017 states that assessments are due and payable 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 694 payments have been collected through March 7: 95 online or 14 percent.

### CPOA 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 45 out of 76 delinquent property owners paying past due assessments of \$192,311 collected and a remaining

balance of \$321,227 still outstanding. Jerry Oliver will send final notices to property owners with delinquent accounts.

### **2017 Audit**

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. 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 including allocating benefits and workers' compensation.

### **RETA YTD**

CPOA has received \$201,930 through March 7, 2018 for RETA, which is comprised of eight property sales.

## **Human Resources**

### **Anniversaries**

Kirk Pliske, Public Safety – 2 years

### **Hiring**

Polly Johnson joined the team March 5 as the Athletic Center Coordinator. The creation of the coordinator role offers an exciting opportunity to bring new ideas and class offerings to the Cordillera community. Polly's background as a personal trainer and spin instructor, along with management experience in her most recent role as the Clinic Manager at American Vein & Vascular Institute will provide strong leadership for the Athletic Center.

### **Open Positions**

Full Time – Public Safety Officer

Part Time – Equestrian Center Barn Hand

### **Training and Career Development**

The community operations team took turns attending the Bridgestone Winter Driving School in Steamboat Springs during the last week of February. They were provided with classroom winter driver instruction, as well as hands-on driving experience using heavy equipment on a snow/ice course. Even comp operation's most experienced operators reported learning new skills. Half of this training was reimbursable through the special district liability pool safety grant.

## **Workers' compensation**

There have been no recorded claims since May 2017.

## **Quarterly Staff Meeting**

The next all-staff meetings will be held March 20 and 22.

## **Communications**

### **Website**

A yearly content and functionality audit concluded. As a result, a new button-link to the Agenda Center replaced the real estate-link button on the home page. The Agenda Center is the most used section of the website.

Ongoing updates included:

- Monitoring and recording submissions from the online contractor registration form,
- Posting of agendas and minutes,
- Updating the calendar and
- Posting Job positions, among others.

### **Communications**

- Three “Cordillera Connection” newsletters were sent with an average of 59 percent open rate.
- Four Flashes were sent. Topics included: launching the survey, announcing David Davies board resignation, mountain lion sightings and a Douglas-fir notification. The open rate was 69 percent.
- Ongoing social media updates continue.

### **Advertising**

- Submitted a Bravo Vail! ad per a three-year contract.
- Contracted to advertise in Visit Vail Valley magazine for the summer. This magazine is used by the Vail Valley Partnership in group sales and distributed to welcome centers and key visitor locations in the valley. It also includes a 1/3 page display ad in Vail Lifestyle as well as a featured article.
- Updated the Cordy Camp brochure.

### **Emergency Communication**

Eagle County Public Information Officers (PIO) Group is working with Vail Dispatch on an upcoming test of a Wireless Emergency Alert (WEA) system, IPAWS, May 2. The system, regulated by the Federal Trade Commission, is a way for authorities to send concise, text-like messages to capable mobile devices during emergency situation. WEAs are broadcast from area cell towers to mobile devices in the area. Every WEA-capable phone within range receives the message.

Wireless Emergency Alerts are geographically targeted. If you travel into an area when the alert is first sent, your WEA-capable device will receive the message when you enter the area. Therefore, Cordillera property owners will receive the test alert if they are in the geographic

area(s) where the test is occurring. At this time, the test is planned for Vail, but bleed-over past Dowd Junction may occur. Vail Dispatch and the PIO group encourage those who receive the message to follow a link contained in the message to a short survey; it is important for emergency personnel and area public information officers to understand how the system works and its communication reach.

Vail Dispatch is developing templates for the type of alerts residents and visitors will receive including: immediate evacuation order, flood notifications, lock down, shelter in place and utility disruption.

WEAs will be used in conjunction with the ECAAlert and all other methods of communication when an emergency exists.

## Recreation

*Management Team Report*

### Vail Gondola Club

#### Membership Status (As of 3/1/18)

- Memberships sold 2017 – 12, resignations – 6
- Memberships sold 2018 – 2, resignations – 1
- Current members – 202
- Total revenue generating units – 200
- One family lease
- Memberships available – 2

#### Usage

- November through February skier visits are down 11 percent from 7704 in 2016/2017 to 6878 in 2017/2018. This is a result of the lack of early season snow. March guest locker reservations are strong, historically the busiest month. The mountain is scheduled to close Sunday, April 15.
- During the month of February, the club averaged 93 skiers per day up 8 percent from 2017.

#### Upcoming Activities/Events

- Members Ski Day, Wednesdays, January through March.
- Pink Vail – Saturday, March 24, Team Vail Gondola Club has raised over \$50 thousand collectively over the past five seasons.
- Ski and Tee – Saturday, April 14, tentatively 9:30 a.m. Gondola Club; 2 p.m. Shot Gun Valley Club

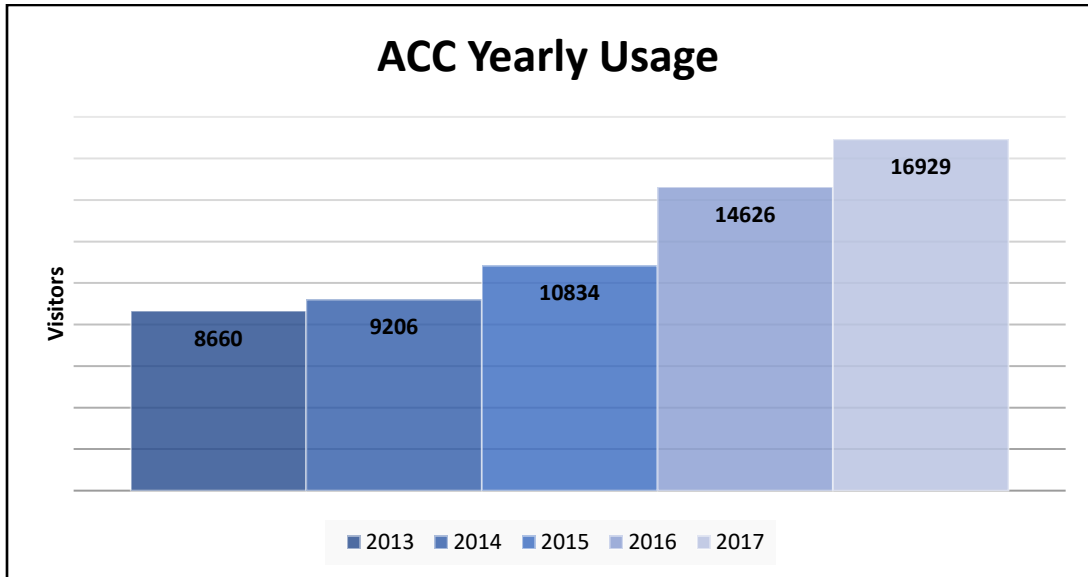
### Athletic Center

#### 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

- February 2018 experienced nearly 1,087 users, averaging 39 people per day.
- Overall usage was up 16 percent when comparing 2017 to 2016. There were nearly 17,000 unique visits in 2017 averaging nearly 50 people per day.



### Short Course

#### Information and Schedule

Tentative opening and closing dates are scheduled for Friday, May 25, and Sunday, October 8. The Short Course will be closed on Wednesdays for maintenance. The course plan is to enhance services when compared to the walking only experience of 2017. This will include golf carts, range, golf staff and public play. Details, including hours of operation are forthcoming.

## Cordillera Day Camp /Trailhead Pool Complex

### Camp Information

#### Camp Dates

Registration is scheduled to open April 16, 2018.

Camp will be offered Monday Friday, June 4 - August 31, 2018. Children ages 5-12.

#### Rates

\$45 Property Owners/Residents, \$55 Non Property Owners (a \$5 increase respectively from 2017)

\$10 Additional fee for daily drop-ins

### **Planning/Staffing**

Keegan Duffy, recreation assistant/camp director, is returning for his fourth season at camp and his second season as camp director. Keegan previously held the position of lead counselor during the summers of 2015 and 2016. Hired in November 2017 as a year around staff member, Keegan has spent the last two ski seasons at the Vail Gondola Club. Aubrey Lewis, assistant recreation manager, in her fifth year with the Cordillera Metro District, will again oversee all daily camp and pool operations; she also spends her winters at the Vail Gondola Club.

Recruiting of camp counselors and lifeguards is ongoing.

Camp staff will complete 15 hours of pre-camp state required training. In addition, medical administration, standard precautions, building safety/storage of hazardous materials, disaster preparedness and emergency response, recognizing and reporting child abuse and CPR/first aid training/certifications are required.

Camp attendees will be offered a wide variety of outdoor and educational activities including professional golf, tennis and swimming instruction, sports, hiking, fishing, games, arts and crafts, educational field trips and adventure days.

Advertising efforts will include newspaper, flyer/signage distribution, radio, past camp attendee outreach and newsletter communication.

### **Licensing/Inspections**

Colorado Department of Human Services Childcare License renewal as well as state fire and health inspections will be conducted before June opening.

### **Pool Complex Information**

#### **Pool Dates**

The Pool Complex will be open daily from 11 a.m. to 7 p.m., beginning Saturday, May 26, through Monday, September 3. Lifeguards will be on duty during pool hours of operation. Children age 12 and under should be under adult supervision while using Trailhead facilities.

## **Operations**

*Management Team Report*

### **Projects**

- Over 100 properties were identified in the upper Ranch and Summit neighborhoods that have extensive weed infestations. The operations team is gathering a mailing list to notify homeowners in early spring.
- Staining all trim at the ACC is complete; staff began staining the trim at the Trailhead.

- Facilities staff has been working on updating Facility Dude with new equipment and project management schedules.

## Fleet

- The fleet team finished testing carbide cutting edges for the plows and will soon switch the entire fleet over to the new edge.
- Strobes, decals, and radios were installed on the new healthy forest Ford F-150.
- Operations staff used the new loader mounted snow blower around the community. This machine drastically cut down the cleanup time in the cul-de-sacs.

## Trails

- All trails are open, and grooming is weather dependent.
- The grooming of the Short Course winter loops will continue for another few weeks unless it snows more.
- Staff is developing a plan for new signage on the trails and possible dog waste stations on some of the trails.

## Equestrian Center

- One new boarder and three new horses are joining the Equestrian Center, one horse left to go to a retirement home at the age of 26.

Stall	15
Paddock FC	15
Paddock PC	4
Total Horses	34

Property Owner	10
Non Property Owner	19

- Capital improvement projects at the CEC have begun and are expected to be completed late spring.

## River Parcel and Ponds

- Vail Valley Anglers (VVA) was selected to manage our fly fishing program. Staff will work with VVA to identify ways to improve access to the Cordillera section of the Eagle River.
- Staff continues to clean up the walking paths at the river by cutting back the overgrown brush, fixing stairs and removing trip hazards.
- Staff developed a plan for the capital projects at Red Draw and Bearden ponds; installing an aeration system will keep fish alive during the winter months.
- In January, 17 beats were used with four no-shows.



## Incident Reports

Public Safety responded to 74 calls from January 31 to February 26, 2017. The calls ranged from alarms (fire, intrusion, low temperature and septic), animal incidents, medical, gas leak, suspicious activity, homeowner assist, vehicle assist, missing person, trash violations, parking and vehicle accidents.

On February 2, public safety staff viewed on the camera system four young adults jumping over the fence at the ACC to access the hot tub. The gate staff contacted patrol to respond to the ACC. Upon arrival, patrol encountered the four young adults and learned their parents were Club members, but they had left their FOBs at home. The gate house notified the parents of the incident. Given the late hour of the facility closing along with the improper access to the hot tub, the four were asked to leave. The parents and four young adults were informed that access to the ACC after business hours required a FOB or, if assistance is needed, contact public safety.

On February 10, public safety was notified of a motor vehicle accident involving a community operation plow truck. Eagle River Fire, Ambulance District, State Patrol, Public Safety, Trevor Broersma, Kirk Pliske, Bill Wentworth and Clint Forstom responded. The accident involved two vehicles that lost control and hit the plow truck. The plow truck driver was able to see the first vehicle coming down the hill in the middle of the road sideways, so he pulled over to the side of the road, came to a complete stop and lowered his plow blade before the vehicle hit. Seven patients were seen at the hospital all whom were released with no injuries. Staff worked together along with emergency services to get the road open for normal traffic flow.

On February 26, public safety patrol noticed a vehicle parked at fishing beat No. 5 with an expired fishing pass. Patrol made contact with the individual fishing. He had a 2018 pass waiting to be picked up but did not have it with him. The individual's information was taken and public safety verified he was on the 2018 pass list. The individual was told that he has to have his 2018 pass with him visible in the vehicle.

## Healthy Forests

### **Douglas-fir Beetle**

The inventory of properties in Cordillera that have Douglas-fir trees was completed. There are approximately 170 properties with Douglas-fir. A flash email with a map of the target area was sent to 190 email addresses of property owners both in and out of the target area asking them to contact Bill Wentworth if they want to apply the MCH packets themselves. A letter (below) was also sent to property owners. To date staff received 44 responses from owners that have Douglas-fir trees on their property.

February 15, 2018

Dear Cordillera Property Owner,

As you may be aware, the Douglas-fir Beetle (DFB) infested and killed several trees last summer at the Trailhead. Since then Cordillera Healthy Forests Program staff along with representatives from Colorado State Forest Service (CSFS) surveyed Cordillera's forests to determine the extent of the DFB infestation and to determine which properties have Douglas-fir trees that may be susceptible to the insect. **Your property was identified as having Douglas-fir trees.**

The CSFS also identified a "Target Area" (see map) in Cordillera for Douglas-fir Beetle mitigation/prevention. If your property is within the Target Area, your trees need to be treated with MCH packets to help protect them and your neighbors' trees from infestation. If your property is outside the Target Area, you may choose to treat your trees.

Currently, only the active infestation at the Trailhead has been identified in Cordillera. The earliest trees to be attacked were large trees greater than 14 inches in diameter that had experienced some form of root damage such as mechanical injuries, soil compaction, or additional soil deposition above the root collar. These trees subsequently became weakened and susceptible to attack. As beetle populations grew, nearby healthier trees were attacked, all greater than 14 inches in diameter and all less than a ¼ mile from the epicenter. No additional infestations have been found to date. However, it is important to be proactive as a community to minimize the risks of a widespread infestation like Cordillera experience with the Mountain Pine Beetle.

#### **Treatment Options**

The Colorado State Forest Service (CSFS) recommends Cordillera implement the following management/prevention strategies to reduce the loss of additional Douglas-fir trees to DFB.

**Methylcyclohexanone (MCH) Anti-Aggregation Pheromone** applications for all Douglas-fir trees within a ¼ mile radius (Target Area) of the current infestation. In areas where Douglas-fir trees are widely scattered, individual trees should have a 1,000 mg "double bubble" MCH packet installed on the north side of the tree. In areas of more concentrated Douglas-fir, packets should be applied on a 40-foot by 40-foot grid. **Two MCH packets should be applied to trees that are greater than 14 inches diameter or those showing signs of root damage.** The purpose of these applications is to prevent the spread of Douglas-fir beetle to nearby susceptible trees.

The CSFS will apply MCH packets within the Target Area on Cordillera open space and on private property. Property owners may choose to apply the packets themselves in which case they should contact Healthy Forest Coordinator Bill Wentworth. The cost for the Forest Service to apply the packets is up to \$26.00 per acre depending on the number of trees in addition to the cost of the packets.

Cordillera will purchase MCH packets in bulk from the State Forest Service for \$2.10 each. It is necessary for everyone within the Target Area to purchase enough packets for their trees. In

*addition, there will be enough packets for everyone outside the Target Area that wants to purchase them.*

*If you are outside the Target Area and wish to purchase packets for your trees, please contact Bill Wentworth, **preferably by email**, as soon as possible at [bwentworth@cordillerametro.org](mailto:bwentworth@cordillerametro.org).*

*Thank you,*

*Bill Wentworth  
Cordillera Healthy Forest Coordinator*

## **Wildlife**

A large mountain lion was seen multiple times over the past several weeks around Carterville Road and Cordillera Way leading Cordillera Public Safety to issue a warning via flash and in the Cordillera Connection.

Residents and guests are advised to take precautions when outside.

- Make lots of noise if you come and go during dusk to dawn when mountain lions are most active.
- Keep pets under control. Roaming pets are easy prey and can attract lions. Bring pets in at night. Do not feed pets outside.

# Design Review Board

<b>Buildout Analysis 2.13.18</b>						
<b>Neighborhood</b>	<b>Total Allowed*</b>	<b>Actual **</b>	<b>Completed</b>	<b>Review</b>	<b>Construction</b>	<b>% Buildout**</b>
Divide-minus 60 Lodge	202	195	165	0	3	85%
Ranch	400	394	317	1	1	80%
Summit	248	241	100	2	4	41%
<b>Totals (PUD 910)</b>	<b>850</b>	<b>830</b>	<b>582</b>	<b>3</b>	<b>8</b>	<b>70%</b>

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

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

<b>Under Construction</b>	
<b>Divide</b>	Status
220 Casteel	exterior materials
322 Granada Glen	Final inspection
465 Little Andorra	Framing - ILC

<b>Review Process</b>	
<b>Divide</b>	Status

<b>Ranch</b>	Status
205 Elk Springs Tr	Framing - ILC

<b>Ranch</b>		Status
166 Peregrine Dr	Sketch 3.14.17 D	

<b>Summit</b>	Status
1282 Gore Trail	Final inspection
96 Lady Belle Way	Final inspection
722 Granite Springs	Excavation

<b>Summit</b>		Status
84 Martingale	Pre-design 6.13.17	
1596 Gore Trail	Sketch 12.12.17	

<b>Territories</b>	Status
19 Territories	Framing - ILC

<b>Territories</b>	Status

# DRB Agendas & Minutes

**January 9, 2018**

**Design Review Board - Minutes  
Tuesday, 9 January 2018  
408 Carterville Road, Cordillera, Colorado**

## ATTENDANCE

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

## SITE VISITS

205 Elk Springs Trail – changes to approved plans without approval

## CALL TO ORDER

**9:53 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 December 12, 2017 approved, moved by Reed second by Staat all in favor.

PUBLIC INPUT – No public input was noted.

## DRB ACTION ITEM –

### **1. 205 Elk Springs**

**10:30 a.m.**

Compliance: revisions to approved plans without approval

Present: Mike Lauterbach

#### **Denied.**

- Entry stairs, entry grading as proposed on site plan and elevations
- Steel siding, flat black

#### **Approved.**

- Relocation of electrical panel
- Delete north-west window in hearth room
- Increase rear patio
- Delete deck support brace

**Conditions.**

- Construct entry and stairs per approved plans or re-submit alternative
- Submit landscape plan 16-18 existing trees have been removed due to weather, site conditions or health of the tree. Additional trees required, provide revised landscape plan.
- Board is ok with colored concrete, provide color sample
- Provide: floor plans main level and lower level (include square footage), entry elevations, site plan, landscape plan
- Board to decide additional fee for modifications made without approval.

**2. Warmth Residence – 37 Stag Gulch**

**11:15 a.m.**

Window Revisions: no divided lights in transom

Present: Beth Levine Architect

**Approved.**

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 – 2<sup>nd</sup> driveway entrance – Final – DRB denied

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

SINGLE FAMILY CONSTRUCTION STARTS – 0

SINGLE FAMILY INSPECTIONS – 0

ADMINISTRATIVE UPDATES

- Active Construction Sites
- Build-out Analysis: 8 under construction / 3 review process
- Revenue / Expense for 2017

ADJOURNMENT

**11:40 a.m.**

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

**February 13, 2018**

Design Review Board

February 13, 2018 DRB Agenda ‘  
Administrative Offices, 408 Carterville Road

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Gene Shanahan – Chairperson	Dennis Moran – Alternate Board Member
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

8:30am Call to order

Approval of January

Minutes Review Agenda -

Project overview

8:45 a.m. Accessory Building clarification

9:15 a.m. O’Connor Residence – 594 Winchester – Guest House TCO before  
Main House Applicant: Ulf Construction, Traci O’Connor

Staff Approvals – 1

Cumming Residence – 21 Pikes Way – 3<sup>rd</sup> garage bay addition - Final – DRB  
approved Single Family Construction Starts – 0

Single Family Final Inspection – 0

Staff Updates

Active Construction Sites / Build-out

Analysis Construction Schedule

Compliance Officer Updates

Other Business

9:45 a.m. Adjourn

**March 13, 2018**

Design Review Board  
March 13, 2018 DRB Agenda  
Administrative Offices, 408 Carterville Road

Gene Shanahan – Chairperson	Dennis Moran – Alternate Board Member
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:  
8:45 a.m. 420 Little Andorra – new construction

**9:30 a.m. Call to order**  
Approval of  
February Minutes  
Review Agenda -  
Project overview

10:15 a.m. Dolan Residence – 1596 Gore Trail  
– Final Review Applicant: Shepherd  
Resources – Adam Harrison

11 a.m. Jennings Residence – 420 Little Andorra –  
Sketch Review Applicant: Don Jennings  
owner / Martin & Manley Architects

Staff Approvals – 1

O’Connor Residence – 594 Winchester – Solar Panels on the guest house -  
Final – DRB approved Single Family Construction Starts – 0  
Single Family Final Inspection – 0

Staff Updates

Accessory Building clarification  
Active Construction Sites /  
Build-out Analysis  
Construction Schedule

Compliance

Officer

Updates 465

Little Andorra

Other Business

12 p.m. Adjourn