

STATE OF COLORADO)
 COUNTY OF EAGLE)

SS.



AGENDA

CMD and CPOA Special Board Meetings

July 27, 2018

9:00 a.m.

408 Carterville Road, Cordillera CO 81632

Board of Directors

Cordillera Metro District (CMD): David Bentley, President | Gene McGuire, Vice President | Cheryl Foley, Treasurer | Kitty George, Secretary | John Van Deusen, 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
9:00 a.m.	CMD Board Meeting Call to Order	Bentley	
	Call to Order		
	Declaration of Quorum/Director Qualifications/Disclosure Matters		
	Approval of Agenda		
	Approval of Consent Agenda Items (Action Requested: Approve of June 15, 2018 Meeting Minutes)		3
9:10 a.m.	CPOA Board Meeting Call to Order	Shriner	
	Call to Order		
	Declaration of Quorum/Director Qualifications/Disclosure Matters		
	Approval of Agenda		
	Approval of Consent Agenda Items (Action Requested: Approve of June 15, 2018 Meeting Minutes)		13
9:20 a.m.	Public Comment	Bentley Shriner	
	The boards welcome public engagement. Public comment is dedicated time for the public to speak to items listed on the meeting's agenda and other topics.		
9:40 a.m.	CMD Agenda Items for Board Discussion and Direction		
	Quarterly Financials	Mathews	68
	Bank Authorizations	Mathews	
	Advisory Board Member	Foley	
	Traffic Calming	Oys Broersma	
10:10 a.m.	CPOA Agenda Items for Board Discussion and Direction		
	Quarterly Financials	Mathews	81
	Bank Authorizations	Mathews	
	Delinquent Accounts	Oys	90
	Trailhead Pool Assessment	Broersma	90
	CPOA Election	More	
	DRB Fees	More	
11:00 a.m.	Joint Agenda Items for Boards Discussion and Direction		
	Cordillera Comprehensive Survey Results Presentation	Birjulin	
	2019 Work Plan and Budget Planning Process	Oys	
	Administrative Updates	Oys	97

Time	Item	Presenter	Page
	Governance and Communications	Oys	
	Short Term Rentals (Imposition of Sales Tax and Amendment to CCRs)	Pogue	
12:30 p.m.	CPOA Adjourn	Shriner	
	CMD Orientation	Pogue	
		Oys	
1:30 p.m.	CMD Adjourn	Bentley	

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 August 17, September 21, October 19, November 16 and December 21
 Note: All meetings are scheduled to begin at 9 a.m. in the large conference room of the Cordillera Administration Building at 408 Carterville Road, Cordillera, CO. Meetings will be cancelled when there are no time sensitive or substantive topics for Board discussion.

BY ORDER OF THE DISTRICT
 /s/ David Bentley, President

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

CORDILLERA METROPOLITAN DISTRICT
REGULAR BOARD MEETING MINUTES
FRIDAY, JUNE 15, 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, June 15, 2018 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: David Bentley, President
Cheryl Foley, Treasurer
John Van Deusen, Assistant Treasurer/Assistant Secretary

Absent: Gene McGuire, Vice President
Kitty George, Secretary

ALSO PRESENT

CPOA Board Members: Ed Shriner, Michael Grier (via telephone), Rick Smith, Larry Brooks and Jerri More.

OTHERS PRESENT

Rachel Oys, general manager; Alan Pogue, legal counsel; Joe Helminski, recreation director; Aubrey Lewis, assistant recreation manager; Clint Forstrom, assistant project manager, joined at 9:43 a.m.; Trevor Broersma via telephone, operations director; members of the public: Tracy O'Connor, Debbie Brady, John Warren, Enrique Grisoni, Lois Bruce, Ron Yordi, Margo Boyle, Amy Schweig, Eagle River Water and Sanitation District; Maureen Mulcahy, Eagle River Water and Sanitation District.

CALL TO ORDER

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

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS

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

APPROVAL OF AGENDA

June 15, 2018 Regular Meeting Agenda

Director Van Deusen moved to approve the June 15, 2018 Regular Meeting Agenda. Seconded by Director Foley.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the June 15, 2018 Regular Meeting Agenda.

APPROVAL OF CONSENT AGENDA ITEMS

Director Bentley moved to approve the May 18 and May 29, 2018 Meeting Minutes. Seconded by Director Van Deusen.

Director Foley requested that the minutes reflect that there is not a requirement to choose the person with the highest votes in the election of officers and the consent agenda was not in the correct order. Legal Counsel Pogue clarified that Director George's comment was that it would be inappropriate to appoint someone other than the person who received the fourth highest vote total. Also, add a sentence should regarding the Rummage Sale vote. She also requested that Director Van Deusen's statement about compensation for the Rummage Sale for clarified.

Upon motion duly made and seconded, the Board voted unanimously with the noted changes. **Approved** the May 18, 2018 Meeting Minutes and the May 29, 2018 Meeting Minutes.

PUBLIC COMMENT

John Warren thanked the Boards for approving an outside strategic planning firm to work on the strategic plan. General Manager Oys added that the Strategic Planning Committee had not requested budget or scope of work, but a request will be forthcoming when the proposals are received.

CMD AND CPOA JOINT ITEMS

Eagle River Water and Sanitation District – Water Efficiency Plan Presentation

Representatives from Eagle River Water and Sanitation District presented the District Draft Water Efficiency Plan.

CPOA Director Shriner inquired about usage comparisons with other water district users and how full-time and part-time residents compare. ERWSD representatives shared that there is not much difference; most water usage is for outdoor landscape irrigation.

Director Foley asked about winter and summer rates. The representatives explained the tier system used by ERWSD and shared the base rates.

Tracy O'Connor asked a question regarding adding more water restrictions. The ERWSD representatives reminded the audience that water restrictions such as schedules and times are always in effect, so water is not wasted or used in excess. In the next few years, they will be developing more restrictions as well as providing customers recommendations to use water efficiently based on usage.

CPOA Director Shriner asked how ERWSD determined the difference between indoor and outdoor usage. The representatives explained the comparison between summer and winter use.

CPOA Director Brooks asked about the classification difference between multifamily versus single family units. The representatives explained that both are classified as residential.

General Manager Oys commented yards and flower beds account for higher water usage. Staff and ERWSD can work to educate property owners on usage, restrictions and efficiency.

CPOA Director Smith asked how ERWSD determined irrigated area. Representatives shared that for the test case it was measured, but they plan to use GIS in the future.

General Manager Oys outlined the next steps for the Draft Water Efficiency Plan. Staff will communicate the regulations, share the plan and invite ERWSD to do a presentation on water usage. ERWSD can do an audit of water usage to check home water efficiency.

CPOA Director Smith shared that he had an audit conducted; he highly recommends updating the irrigation system at homes. He asked ERWSD how water efficiency gets mandated and monitored. The representatives explained that it is the Water Districts responsibility to help owners waste less water and enforce efficiency through education. CPOA Director Smith suggested that new homeowner packets contain water efficiency information.

CPOA Director Shriner shared that encouraging efficiency falls on CPOA and that someone maybe needs to patrol to get compliance.

Short-Term Rentals

General Manager Oys shared a presentation attached regarding cost-effective solutions to CMD short-term rental monitoring and compliance problems. She received information on Cordillera rental units from Host Compliance.

Director Foley asked how a short-term rental is defined. Short-term rentals are those found on Airbnb, VRBO and similar services.

CPOA Director Shriner shared that many surrounding communities in the Vail Valley, like Beaver Creek, are already monitoring with Host Compliance. Avon, Arrowhead and Singletree are working on policies around short-term rentals. He further commented that short-term rentals have negative impacts on the amenities such as the ACC and the Short Course. The CCR's would need to be changed to regulate short-term rentals. He suggested that insurance should be required as well as restriction on amenity use. He asked legal counsel what is needed to get a ruling by the end of August. He also referred to the community survey noting that not many people rent their homes or intend to do so in the future.

General Manager Oys shared a timeline and Legal Counsel Pogue shared the process for amending the CCRs and policy options concerning the CPOA. Currently, short-term renters have the same privileges as an in-home guest. The rules can be changed and enforced now, but further limiting rentals would require a change to the CCR's.

CPOA Director Brooks commented that Bearcat prohibits rentals for less than 30-days. Greyhawk and Bentgrass do not have these requirements.

CPOA Director Grier commented that he is not entirely supportive of the amendment. He would favor regulation over a ban. He would like more information on the topic.

CPOA Director Smith explained that the motion was for restrictions, not a ban. Proper language will be necessary for clarity in the CCRs.

CPOA Director Shriner shared a letter from Ron Askew generally stating that restricting or curbing short-term rentals would be bad for the community. He thinks it will be bad for real estate values if short-term rentals are limited.

Legal Counsel Pogue addressed the topic of placing a sales tax on the ballot for short-term rentals. The imposition of a tax sales tax would be at a rate determined by the board, within the parameters of what is authorized by the voters. Bachelor Gulch did up to 5.5 percent of sales. Revenues going to transportation or improvements of roads. The tax collected would not go into the general fund. People who are registered Colorado voters can vote on the ballot initiative. If CPOA would decide to ban rentals less than 30 days, a sales tax question may not even be needed. The deadline for placing a question on the ballot is July 31.

Director Bentley asked what other businesses could be affected and if the Club at Cordillera was aware of that this may be happening. Legal Counsel Pogue clarified that services are not subject to sales tax, only tangible goods. The golf courses and Bearcat Stables could be affected with their liquor and merchandise sales. Short-term rentals would be subject as well.

CPOA Director Brooks asked if short-term renters would have to pay the sales tax. To this Legal Counsel Pogue said yes and that Bachelor Gulch, Red Sky Ranch and Eagle Vail all have a sales tax.

Director Foley asked how the tax rate is determined. Legal Counsel Pogue shared that the sales tax would be at a rate determined by the board, within the parameters of what is authorized by the voters. Voters would then have to approve the ballot measure before implementing the tax.

Director Bentley asked how to determine the amount of money that could be collected. Legal Counsel Pogue explained that The Club, Bearcat and short-term rental experts would need to provide an estimate.

CPOA Director Brooks asked about how it would affect the treatment center; he wondered if patients would pay the tax. Legal Counsel Pogue explained that the State exempts long-term rentals, those over 30 days, from the sales tax.

The tax would be on sales of goods; it would be independent of property taxes. Director Foley noted that the sales tax of 5.5 percent would be comparable to the State and County taxes.

Director Bentley was reluctant to make a motion to put the tax on the ballot with only three Board members present. He wanted a sound rationale for imposing a tax, identify where the revenue will go, and obtain further information before moving forward. Director Foley agreed.

CPOA Director Smith suggested passing a resolution that CMD would like to adopt a sales tax from zero to 5.5 percent.

Director Foley said this could show outsiders using Cordillera that they will help pay for the roads.

CPOA Director Brooks asked how much the Club at Cordillera pays CMD in taxes.

CPOA Director Shriner noted that tax revenue could aid in paying for additional public safety.

Director Bentley said that CMD could not take a side on this; the CMD Board can only provide data, not an opinion. He wants to provide accurate communications to the community.

Legal Counsel Pogue explained the CPOA could advocate for the ballot measure, but CMD cannot.

Director Foley moved to direct staff to do further research on a sales tax. Seconded by Director Van Deusen. Upon motion duly made and seconded, the Board voted to **Approve** the motion.

Fire Prevention

General Manager Oys shared slides on the fire restrictions, efforts made by staff to educate the community and operational changes surrounding the restrictions.

CPOA Director Shriner asked about weed procedures and if they could add to fire danger. Community Operations Director Broersma explained the weed mitigation processes and did not see any additional increase to the fire danger.

John Warren asked if the road work added to the dangers. CPOA Director Shriner shared that the road construction is almost done but recognized that John's comment was good input.

Director Foley asked about the duration of the restrictions. General Manager Oys shared that they are in place indefinitely and could be made more restrictive at some point. Staff will continue to inform the community.

CPOA Director Brooks mentioned that the golf course needs to help with the messaging. Lois Bruce noted that cigars are for sale at the Club, and there are signs on the carts, but more could be done.

General Manager Oys shared that community operations staff is working on protocols for vehicles that travel through the dry grass to prevent sparks.

Summer Meeting and Event Calendar

General Manager Oys shared a slide detailing all community meetings and events, noting the canceled July 20 Board meeting due to Club events. The next meeting will be July 27 and will be a Special Meeting because the original meeting was July 20.

Director Foley asked if a decision was needed on July 27 on short-term rentals. Legal Counsel Pogue shared that a special meeting following July 27 is acceptable.

Administrative Updates

General Manager Oys shared a slide with administrative updates. Survey work is ongoing to filter and sort the data. A June 26 meeting is scheduled to share the preliminary results with the community. Complete survey results will be shared at the July 27 Board meeting.

Communications Manager Jaime Walker and Recreation Director Joe Helminski hosted five firms June 13, providing them with a tour of Cordillera for the Strategic Planning RFQ/P. After the tour, a meeting was held with 12 firms, on the phone and present, in which staff shared an overview of the community and answered questions. The proposals will be collected and presented to the Strategic Planning committee; then a request will be submitted to the Boards for budget approval.

The Rummage Sale will be September 15 - 16 at the Eagle River Center at the Fairgrounds. Staff helped identify places for donation drop off and storage facilities.

Staff is researching improvements for the trash and recycling center at the community operations facility.

Traffic calming speed bumps were installed at Club Cottage Drive and Fenno. Public safety has started talking with bikers as they enter the community. Eagle County Sherriff's Office will provide traffic calming support during the paving efforts. A request was made of the Sherriff's Office to estimate the cost of additional presence during the months of July and August.

CPOA Smith asked for more signage especially on the downhill lane from the ACC. Community Operations Director Broersma offered that his staff can move speed signs to be visible earlier. CPOA Director Smith also suggested downhill striping and slow signs for bikers.

Enrique Grisoni suggested another speed bump below the Trailhead.

Director Foley asked for a stop sign at the Trailhead. To this Community Operations Director Broersma shared that the Traffic Study determined there is not enough traffic year-round to warrant a stop sign at the driveway.

General Manager Oys is looking into a liquor license for facilities and events.

Public safety staffing for the overnight shift with Citadel was difficult because there was too much turn over.

Staff met with Stephanie Palmer to assist with a community risk assessment. She was asked to provide a scope of work for safety and emergency planning.

General Manger Oys shared that as of January 31, there was \$440,000 outstanding CPOA dues; as of the meeting, \$160,000 was collected with another \$40,000 expected in the coming weeks. There are 21 past-due accounts with one property owner owning six of those accounts.

The Audit will be the week of June 25.

CMD ITEMS

Upper Eagle Regional Water Authority Agreement

Legal Counsel Pogue started the discussion by summarizing the letter in the Board packet.

Ron Yordi provided a history of the water fund. He shared that in 2003 there were three metro districts and, at the time, ERWSD and CMD did not have a water agreement. Thus, CMD agreed to collect money on behalf of Squaw Creek Metro and take over their water fund. CMD paid for a study which identified three main items that had to be fixed by the developer. There was no legal requirement for CMD to fix the issues, but CMD addressed issues related to safety on the Divide; projects were started in 2004 and finished in 2010. An \$18.50 fee per user was instituted in 1994, not 2004. CMD has no obligation to use the money for water and the Water Authority does not have the authority to decide how the money is spent. In 2017 the CMD Board eliminated the \$18.50 water surcharge per user.

Director Foley would like to see the 2004 agreement to get more details and make an informed decision.

Legal Counsel Pogue clarified that if there is a water infrastructure project, the property owners will pay for it either with the water fund or through rate increases. The water utility is obligated to maintain and develop the infrastructure. CMD does not need to pay for a project up front.

General Manager Oys clarified that no action is needed. The Water Agreement was added to the agenda to educate all Board members on the topic. Director Bentley asked to wait to discuss this topic further until all Board members are present.

Emergency Access Easement Agreement

Legal Counsel Pogue shared there is a select group of people who want seasonal access from Territory Trail to Eagle. There are some easement issues with the proposed road. CMD went to the County and the BLM for consideration of the proposed route since it is on both County-owned and BLM-owned land; some of the road that is on County land would be on designated open space. The County has indicated that a public road is not wanted, but emergency egress may be acceptable. He noted that Cordillera would have to pay for any improvements to the road including any pavement for fire truck access.

Director Bentley echoed the position of the County. They are not interested in summer access, only emergency access. He asked the Board if the members want legal counsel and staff to continue pursuing CMD options. Board members tabled the discussion.

Director Van Deusen stated that the future of Cordillera is at the Summit and access to the road would benefit and market Cordillera to future buyers.

Dog Park Rules and Regulations

General Manager Oys shared a slide on the dog park rules and regulations. Legal Counsel Pogue provided the Board with their options. He noted that some WECMRD funds were used to construct the park; however, no one has a record of this on file.

Directors Foley and Van Deusen suggested posting the rules and regulations and include that the park is for Cordillera property owners only. They requested removing the language referring to food, treats and alcohol from the proposed language.

CPOA Director Shriner suggested adding the language “user assumes all risk.”

ADJOURNMENT

Director John Van Deusen moved to adjourn the Regular Meeting of the Cordillera Metro District. Seconded by Director Foley. Upon motion duly made and seconded, the Board unanimously agreed to Adjourn the Regular Meeting of the Cordillera Metro District at 2 p.m. Friday, June 15, 2018.

Respectfully submitted

Jaime Walker
Communications Manager

From: [Rachel Oys](#)
To: [Jaime Walker](#); [Tracy Stowell](#)
Subject: minutes
Date: Friday, July 20, 2018 9:30:53 AM

From: [Ron Askew](#)
Sent: Thursday, June 14, 2018 6:34 AM
To: [David Bentley](#), [Ed Shriner](#)
Cc: [Rachel Oys](#), [Alan Pogue](#)

Hello,

This request that my public input be included in the official minutes of the June 15, 2018 combined CMD/CPOA Board Meeting scheduled for a 9:20am Public Comment. Because call-in persons cannot speak this is my only way to comment. Apologize for a written comment. Please do not misinterpret this for not appreciating the Boards and Staff.

Dear Board Members, slated on the Agenda of the aforementioned Board Meeting there is planned a discussion on imposing a sales tax on short term rentals (whatever that definition is) for Cordillera property owners. This provides my input on the idea of a sales tax: I AM, AND MY VOTING BLOCK IS, OPPOSED TO ANY TAX ON SHORT-RENTALS OF ANY PRIVATELY OWNED PROPERTY IN CORDILLERA.

A forced tax on the rental of a Cordillera home is another impediment to having a healthy Cordillera community. This tax will not allow homeowners to maximize economic recourse for a deflated and debunked Cordillera real estate market. Homes are not selling at an acceptable rate relative to the rest of the Vail Valley. Cordillera has the worst reputation and most hurdles or any upscale community in Eagle County. It could be argued that the CMD/CPOA Boards are a significant cause for the depressed Cordillera home values. You will not settle the lawsuits, manage the Vail Daily or local radio stations, make the Par 3 a viable amenity by purchasing The Grouse. This tax will be very possibly a tipping point and example of these Boards doing everything possible to depress value and sustainability of Cordillera. A person who is considering purchasing a property in Cordillera will now be told,

“Well, if you buy just know that there will be administrative paperwork, audit and money skimmed off any rental of the said Cordillera private property.” The AirBnB, Home Away, Resort Home Rental companies are revolutionizing the vacation market. The next generation is less inclined to sink gobs of cash into a single second home. They are bouncing around multiple resorts with short term rentals.

Bottom-line, Cordillera is in a very dark place from a real estate sales view (even sales are now usually less than what it was purchased for and forget about original building cost). This proposed sales tax on rentals will hurt owners trying to find an economic success on their Cordillera asset. Further, this tax will limit potential prospective buyers by putting a chokehold on the ability to rent as a way to justify buying in Cordillera.

I would refer you to my previous note on my voting block suggested priorities to keep the Boards focused on building Cordillera. Settle the law suit, buy the Grouse, build the Divide a Grouse based community and health center, remodel the Athletic Center (not the Summit Athletic Center just like it is not the Divide Par 3), get that back road open to Eagle and new from my voting block, established a fee - charged Cordillera Shuttle Service to Vail . We all have gotten lost in the woods...get back on the “map”.

Thank you for your consideration. I look forward to finishing my special assignment in Austin and gettin back to Cordillera next week.
Then I will be back , and in person for the rest of the year.

Best personal regards,
Ron

Ron Askew
86 Jacksons Path-Summit
(Formerly- 378 Grenada Hill-Divide)
303.910.0628
raskew@sqpartners.com

CORDILLERA PROPERTY OWNERS ASSOCIATION
REGULAR BOARD MEETING MINUTES
FRIDAY, JUNE 15, 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, June 15, 2018 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Ed Shriner, President
Rick Smith, Treasurer
Larry Brooks, Secretary
Jerri More, Assistant Treasurer/Assistant Secretary

Via telephone: Mike Grier, Vice President

ALSO PRESENT

CMD Board Members: David Bentley, Cheryl Foley and John Van Deusen.

OTHERS PRESENT

Rachel Oys, general manager; Alan Pogue, legal counsel; Joe Helminski, recreation director; Aubrey Lewis, assistant recreation manager; Clint Forstrom, assistant project manager joined at 9:43 a.m.; Trevor Broersma via telephone, operations director; members of the public: Tracy O'Connor, Debbie Brady, John Warren, Enrique Grisoni, Lois Bruce, Ron Yordi, Margo Boyle, Amy Schweig, Eagle River Water and Sanitation District; Maureen Mulcahy

CALL TO ORDER

Director Shriner called to order the Regular Meeting of the Cordillera Property Owners Association at 9:07 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS

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

APPROVAL OF AGENDA

June 15, 2018 Regular Meeting Agenda

Director Brooks moved to approve the June 15, 2018 Regular Meeting Agenda. Seconded by Director Smith.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the June 15, 2018 Regular Meeting Agenda.

APPROVAL OF CONSENT AGENDA ITEMS

Director Brooks moved to approve the May 18 and May 29, 2018 Meeting Minutes. Seconded by Director More.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the May 18, 2018 Meeting Minutes and the May 29, 2018 Meeting Minutes.

PUBLIC COMMENT

John Warren thanked the Boards for approving an outside strategic planning firm to work on the strategic plan. General Manager Oys added that the Strategic Planning Committee had not requested budget or scope of work, but a request will be forthcoming when the proposals are received.

CMD AND CPOA JOINT ITEMS

Eagle River Water and Sanitation District – Water Efficiency Plan Presentation

Representatives from Eagle River Water and Sanitation District presented the District Draft Water Efficiency Plan.

Director Shriner asked about usage comparisons with other water district users and how full-time and part-time residents compare. ERWSD representatives shared that there is not much difference; most water usage is for outdoor landscape irrigation.

CMD Director Foley asked about winter and summer rates. The representatives explained the tier system used by ERWSD and shared the base rates.

Tracy O'Connor asked about adding more water restrictions. The ERWSD representatives reminded the audience that water restrictions such as schedules and times are always in effect, so water is not wasted or used in excess. In the next few years, they will be developing more restrictions as well as providing customers recommendations to use water efficiently based on usage.

Director Shriner asked how ERWSD determined the difference between indoor and outdoor usage. The representatives explained the comparison between summer and winter use.

Director Brooks asked about the classification difference between multifamily versus single family units. The representatives explained that both are classified as residential.

General Manager Oys commented yards and flower beds account for higher water usage. Staff and ERWSD can work to educate property owners on usage, restrictions and efficiency.

Director Smith asked how ERWSD determined irrigated area. Representatives shared that for the test case it was measured, but they plan to use GIS in the future.

General Manager Oys outlined the next steps for the Draft Water Efficiency Plan. Staff will communicate the regulations, share the plan and invite ERWSD to do a presentation on water usage. ERWSD can do an audit of water usage to check home water efficiency.

Director Smith shared that he had an audit conducted; he highly recommends updating the irrigation system at homes. He asked ERWSD how water efficiency gets mandated and monitored. The representatives explained that it is the Water Districts responsibility to help

owners waste less water and enforce efficiency through education. Director Smith suggested that new homeowner packets contain water efficiency information.

Director Shriner shared that encouraging efficiency falls on CPOA and that someone maybe needs to patrol to get compliance.

Short-Term Rentals

General Manager Oys shared a presentation attached regarding cost-effective solutions to CMD short-term rental monitoring and compliance problems. She received information on Cordillera rental units from Host Compliance.

CMD Director Foley asked how a short-term rental is defined. Short-term rentals are those found on Airbnb, VRBO and similar services.

Director Shriner shared that many surrounding communities in the Vail Valley, like Beaver Creek, are already monitoring with Host Compliance. Avon, Arrowhead and Singletree are working on policies around short-term rentals. He further commented that short-term rentals have negative impacts on the amenities such as the ACC and the Short Course. The CCR's would need to be changed to regulate short-term rentals. He suggested that insurance should be required as well as restriction on amenity use. He asked legal counsel what is needed to get a ruling by the end of August. He also referred to the community survey noting that not many people rent their homes or intend to do so in the future.

General Manager Oys shared a timeline and Legal Counsel Pogue shared the process for amending the CCRs and policy options concerning the CPOA. Currently, short-term renters have the same privileges as an in-home guest. The rules can be changed and enforced now, but further limiting rentals would require a change to the CCR's.

Director Smith moved to proceed in amending the CCRs with restrictions to short-term rentals.
Seconded by Director More.

Director Brooks commented that Bearcat prohibits rentals for less than 30-days. Greyhawk and Bentgrass do not have these requirements.

Director Grier commented that he is not entirely supportive of the amendment. He would favor regulation over a ban. He would like more information on the topic.

Director Smith explained that the motion was for restrictions, not a ban. Proper language will be necessary for clarity in the CCRs.

Director Shriner shared a letter from Ron Askew generally stating that restricting or curbing short-term rentals would be bad for the community. He thinks it will be bad for real estate values if short-term rentals are limited.

Upon motion duly made and seconded, the Board voted to **Approve** the motion. Director Grier abstained.

Legal Counsel Pogue addressed the topic of placing a sales tax on the ballot for short-term rentals. The imposition of a tax sales tax would be at a rate determined by the board, within the parameters of what is authorized by the voters. Bachelor Gulch did up to 5.5 percent of sales. Revenues going to transportation or improvements of roads. The tax collected would not go into the general fund. People who are registered Colorado voters can vote on the ballot initiative. If CPOA would decide to ban rentals less than 30 days, a sales tax question may not even be needed. The deadline for placing a question on the ballot is July 31.

CMD Director Bentley asked what other businesses could be affected and if the Club at Cordillera was aware of that this may be happening. Legal Counsel Pogue clarified that services are not subject to sales tax, only tangible goods. The golf courses and Bearcat Stables could be affected with their liquor and merchandise sales. Short-term rentals would be subject as well.

Director Brooks asked if short-term renters would have to pay the sales tax. To this Legal Counsel Pogue said yes and that Bachelor Gulch, Red Sky Ranch and Eagle Vail all have a sales tax.

CMD Director Foley asked how the tax rate is determined. Legal Counsel Pogue shared that sales tax would be at a rate determined by the board, within the parameters of what is authorized by the voters. Voters would then have to approve the ballot measure before implementing the tax.

CMD Director Bentley asked how to determine the amount of money that could be collected. Legal Counsel Pogue explained that The Club, Bearcat and short-term rental experts would need to provide an estimate.

Director Brooks asked about how it would affect the treatment center; he wondered if patients would pay the tax. Legal Counsel Pogue explained that the State exempts long-term rentals, those over 30 days, from the sales tax.

The tax would be on sales of goods; it would be independent of property taxes. CMD Director Foley noted that the sales tax of 5.5 percent would be comparable to the State and County taxes.

CMD Director Bentley was reluctant to make a motion to put the tax on the ballot with only three Board members present. He wanted a sound rationale for imposing a tax, identify where the revenue will go, and obtain further information before moving forward. CMD Director Foley agreed.

Director Smith suggested passing a resolution that CMD would like to adopt a sales tax from zero to 5.5 percent.

CMD Director Foley said this could show outsiders using Cordillera that they will help pay for the roads.

Director Brooks asked how much the Club at Cordillera pays CMD in taxes.

Director Shriner noted that tax revenue could aid in paying for additional public safety.

CMD Director Bentley said that CMD could not take a side on this; the CMD Board can only provide data, not an opinion. He wants to provide accurate communications to the community.

Legal Counsel Pogue explained that CPOA could advocate for the ballot measure, but CMD cannot.

Fire Prevention

General Manager Oys shared slides on the fire restrictions, efforts made by staff to educate the community and operational changes surrounding the restrictions.

Director Shriner asked about weed procedures and if they could add to fire danger. Community Operations Director Broersma explained the weed mitigation processes and did not see any additional increase to the fire danger.

John Warren asked if the road work added to the dangers. Director Shriner shared that the road construction is almost done but recognized that John's comment was good input.

CMD Director Foley asked about the duration of the restrictions. General Manager Oys shared that they are in place indefinitely and could be made more restrictive at some point. Staff will continue to inform the community.

Director Brooks mentioned that the golf course needs to help with the messaging. Lois Bruce noted that cigars are for sale at the Club, and there are signs on the carts, but more could be done.

General Manager Oys shared that community operations staff is working on protocols for vehicles that travel through the dry grass to prevent sparks.

Summer Meeting And Event Calendar

General Manager Oys shared a slide detailing all community meetings and events, noting the canceled July 20 Board meeting due to Club events. The next meeting will be July 27 and will be a Special Meeting because the original meeting was July 20.

CMD Director Foley asked if a decision was needed on July 27 on short-term rentals. Legal Counsel Pogue shared that a special meeting following July 27 is acceptable.

Administrative Updates

General Manager Oys shared a slide with administrative updates. Survey work is ongoing to filter and sort the data. A June 26 meeting is scheduled to share the preliminary results with the community. Complete survey results will be shared at the July 27 Board meeting.

Communications Manager Jaime Walker and Recreation Director Joe Helminski hosted five firms June 13, providing them with a tour of Cordillera for the Strategic Planning RFQ/P. After the tour, a meeting was held with 12 firms, on the phone and present, in which staff shared an overview of the community and answered questions. The proposals will be collected and

presented to the Strategic Planning committee; then a request will be submitted to the Boards for budget approval.

The Rummage Sale will be September 15 and 16 at the Eagle River Center at the Fairgrounds. Staff helped identify places for donation drop off and storage facilities.

Staff is researching improvement for the trash and recycling facility at the community operations facility.

Traffic calming speed bumps were installed at Club Cottage Drive and Fenno. Public safety has started talking with bikers as they enter the community. Eagle County Sherriff's Office will provide traffic calming support during the paving efforts. A request was made of the Sherriff's Office to estimate the cost of additional presence during the months of July and August.

CPOA Smith asked for more signage especially on the downhill lane from the ACC. Community Operations Director Broersma offered that his staff can move speed signs to be visible earlier. Director Smith also suggested downhill striping and slow signs for bikers.

Enrique Grisoni suggested another speed bump below the Trailhead.

CMD Director Foley asked for a stop sign at the Trailhead. To this Community Operations Director Broersma shared that the Traffic Study determined there is not enough traffic year-round to warrant a stop sign at the driveway.

General Manager Oys is looking into a liquor license for facilities and events.

Public safety staffing for the overnight shift with Citadel was difficult because there was too much turn over.

Staff met with Stephanie Palmer to assist with a community risk assessment. She was asked to provide a scope of work for safety and emergency planning.

General Manger Oys shared that as of January 31, there was \$440,000 outstanding CPOA dues; as of the meeting, \$160,000 was collected with another \$40,000 expected in the coming weeks. There are 21 past-due accounts with one property owner owning six of those accounts.

The Audit will be the week of June 25.

CPOA ITEMS

Trailhead Pool Assessment

The discussion started with an outline of the capital improvements that are necessary regardless of the proposed remodel. The upgrades are essential for facility upkeep. Staff uses Facility Dude to plan projects.

General Manager Oys asked for a decision to allow staff and OLC to start the process for the pool to be open for next summer.

Director Shriner commented on specific items in the OLC presentation. He suggested fewer flowers and more xeriscape.

Director Grier would like clarification on existing capital items when compared to OLC's proposal.

Bob McDonald with OLC clarified that option one addresses the pool needs; option two includes improvements to the playground.

Director Brooks would like to see the project move forward, not with a patchwork of fixes, but a comprehensive overhaul to make a greater amenity. There is a safety issue with the current state of the pool. Perhaps dues could pay for it.

Director More is in favor of options one and two but not option three.

Director Smith noted that the facility is a liability; it needs baseline maintenance to ensure the safety of the community.

Director Shriner clarified that the costs are estimates; bids have not been received.

Bob McDonald confirmed that the project has not gone to bid and the numbers could change. He is confident in the assessment but apprehensive to commit to the construction process provided. He recommended a contingency of up to 10 percent.

Director Grier agrees that the facility needs to be brought up to code and that option one is a stopgap. However, he had concerns about the use of the facility and how it relates to property values. There are many upcoming projects. He has reviewed studies that show how amenity costs can outweigh the benefits. The studies demonstrate that amenities could be a turn-off for homebuyers due to the future upkeep. People are more likely to buy in a gated community because of safety. The community survey results indicate that people want security. He would like to see all three options go out to bid.

Director Shriner wants the ability to veto specific items.

Director Smith agrees. He continued by noting that Cordillera is a premier community, consistent with the mission, so the project should be done right not value engineered. He suggested even designing the facility for offseason use.

General Manager Oys asked for board direction so OLC can seek bids. A special meeting may need to be called. Director Grier asked to have options one, two and three clearly outlined so the board can pick.

CMD Director Foley asked for the baby pool to stay rather than zero entry to the main pool.

Short Course Pond Improvements

A CPOA Board discussion ensued regarding the need for more funds for insurance on the project. Legal Counsel Pogue clarified that the company is getting additional insurance, but the Board is paying for it.

Director More did not like the contactor's behavior. Director Grier concurred and thought it odd that a company in this business does not have adequate insurance. He questions their warranty.

Director Shriner asked about the second bid and if the other company would be better. He noted concerns about spending property owner money. To this Director Grier reminded the board that the second bid was much higher. Based on the company's excellent reputation, the project should continue.

Director Smith moved to allow General Manager Oys to sign a contract with an \$11,500 increase. Seconded by Director More. Upon motion duly made and seconded, the Board voted to **Approve** the motion.

CPOA Election

General Manager Oys noted that the CPOA election is August 17 at 2 p.m. during the Annual Meeting of the Membership. There is one open seat. Self-nominations are due by July 3.

ADJOURNMENT

Director Smith moved to adjourn the Special Meeting of the Cordillera Property Owners Association. Seconded by Director More. Upon motion duly made and seconded, the Board voted unanimously to **Adjourn** the Special Meeting of the Cordillera Property Owners Association at 2 p.m. Friday, June 15, 2018.

Respectfully submitted

Jaime Walker
Communications Manager

From: [Rachel Oys](#)
To: [Jaime Walker](#); [Tracy Stowell](#)
Subject: minutes
Date: Friday, July 20, 2018 9:30:53 AM

From: [Ron Askew](#)
Sent: Thursday, June 14, 2018 6:34 AM
To: [David Bentley](#), [Ed Shriner](#)
Cc: [Rachel Oys](#), [Alan Pogue](#)

Hello,

This request that my public input be included in the official minutes of the June 15, 2018 combined CMD/CPOA Board Meeting scheduled for a 9:20am Public Comment. Because call-in persons cannot speak this is my only way to comment. Apologize for a written comment. Please do not misinterpret this for not appreciating the Boards and Staff.

Dear Board Members, slated on the Agenda of the aforementioned Board Meeting there is planned a discussion on imposing a sales tax on short term rentals (whatever that definition is) for Cordillera property owners. This provides my input on the idea of a sales tax: I AM, AND MY VOTING BLOCK IS, OPPOSED TO ANY TAX ON SHORT-RENTALS OF ANY PRIVATELY OWNED PROPERTY IN CORDILLERA.

A forced tax on the rental of a Cordillera home is another impediment to having a healthy Cordillera community. This tax will not allow homeowners to maximize economic recourse for a deflated and debunked Cordillera real estate market. Homes are not selling at an acceptable rate relative to the rest of the Vail Valley. Cordillera has the worst reputation and most hurdles or any upscale community in Eagle County. It could be argued that the CMD/CPOA Boards are a significant cause for the depressed Cordillera home values. You will not settle the lawsuits, manage the Vail Daily or local radio stations, make the Par 3 a viable amenity by purchasing The Grouse. This tax will be very possibly a tipping point and example of these Boards doing everything possible to depress value and sustainability of Cordillera. A person who is considering purchasing a property in Cordillera will now be told,

“Well, if you buy just know that there will be administrative paperwork, audit and money skimmed off any rental of the said Cordillera private property.” The AirBnB, Home Away, Resort Home Rental companies are revolutionizing the vacation market. The next generation is less inclined to sink gobs of cash into a single second home. They are bouncing around multiple resorts with short term rentals.

Bottom-line, Cordillera is in a very dark place from a real estate sales view (even sales are now usually less than what it was purchased for and forget about original building cost). This proposed sales tax on rentals will hurt owners trying to find an economic success on their Cordillera asset. Further, this tax will limit potential prospective buyers by putting a chokehold on the ability to rent as a way to justify buying in Cordillera.

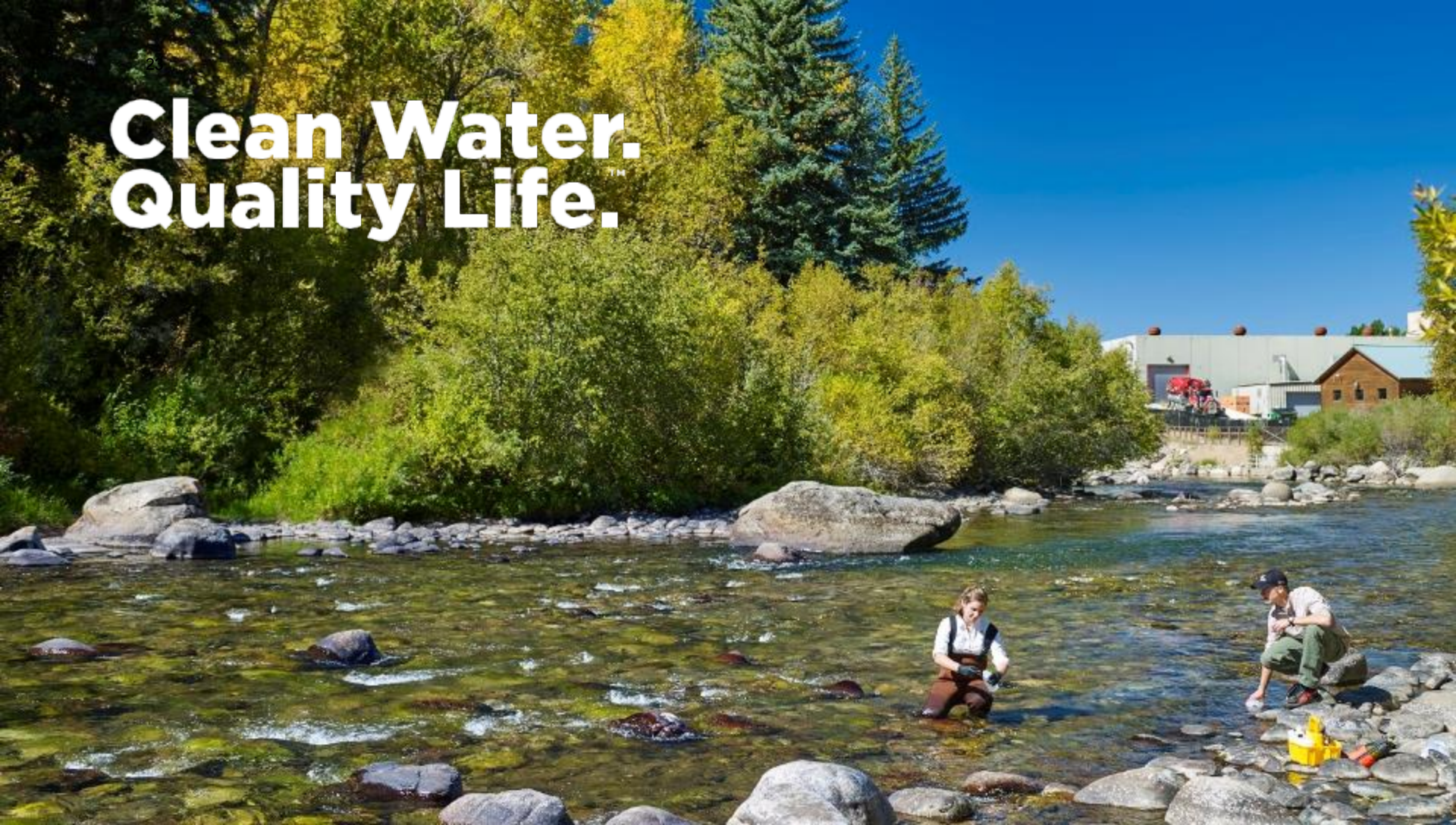
I would refer you to my previous note on my voting block suggested priorities to keep the Boards focused on building Cordillera. Settle the law suit, buy the Grouse, build the Divide a Grouse based community and health center, remodel the Athletic Center (not the Summit Athletic Center just like it is not the Divide Par 3), get that back road open to Eagle and new from my voting block, established a fee - charged Cordillera Shuttle Service to Vail . We all have gotten lost in the woods...get back on the “map”.

Thank you for your consideration. I look forward to finishing my special assignment in Austin and gettin back to Cordillera next week.
Then I will be back , and in person for the rest of the year.

Best personal regards,
Ron

Ron Askew
86 Jacksons Path-Summit
(Formerly- 378 Grenada Hill-Divide)
303.910.0628
raskew@sqpartners.com

Clean Water. Quality Life.™



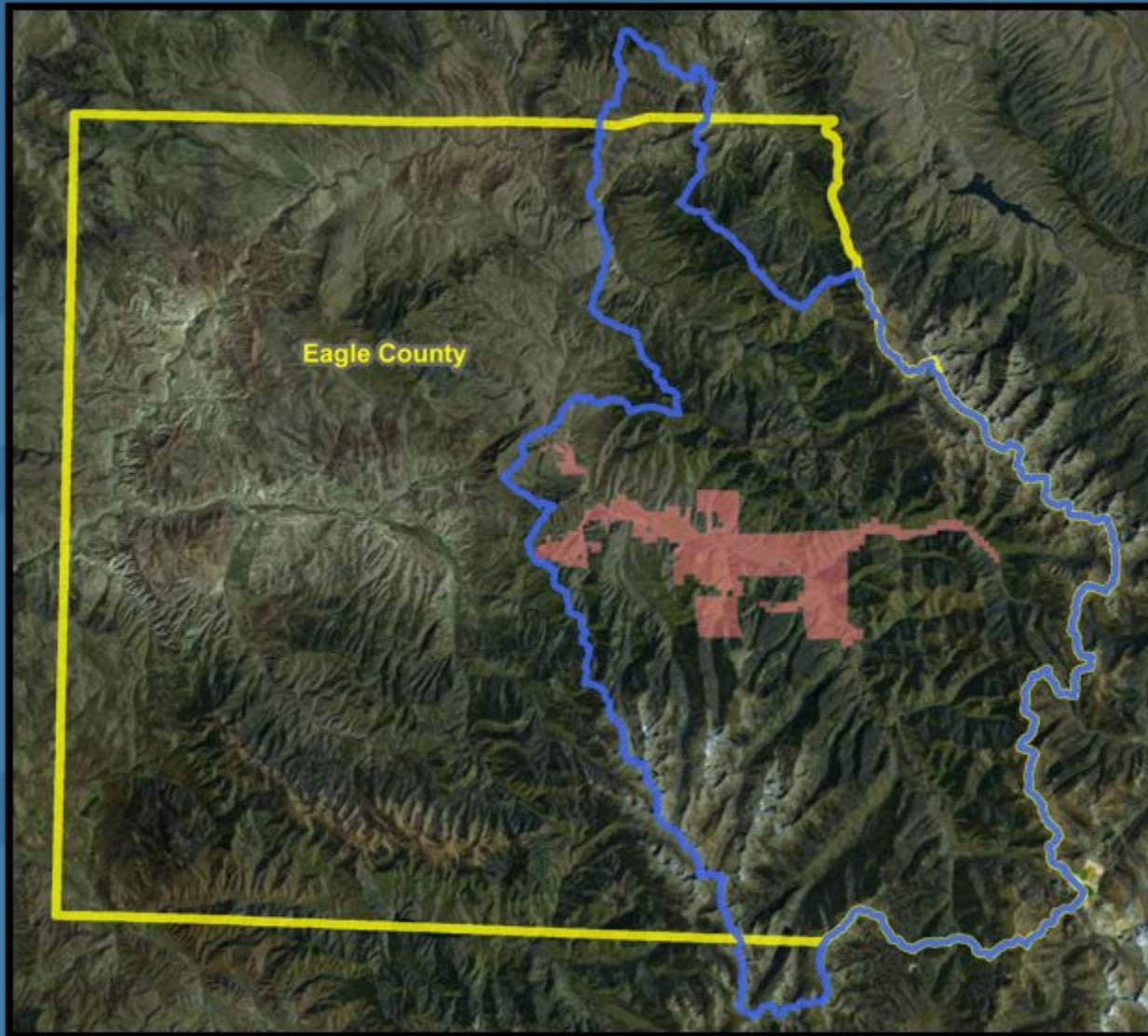
Eagle River Regional Water Efficiency Plan

Cordillera Metro District & Property Owners Association Joint Meeting
Amy Schweig, Community Relations Assistant
Maureen Mulcahy, Water Demand Management Coordinator
June 15, 2018





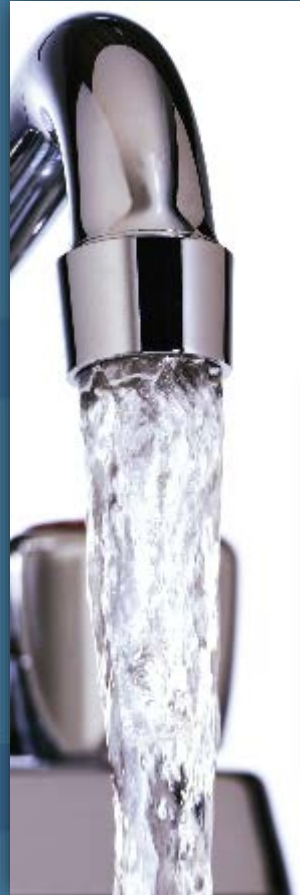
Eagle River Water & Sanitation District Upper Eagle Regional Water Authority



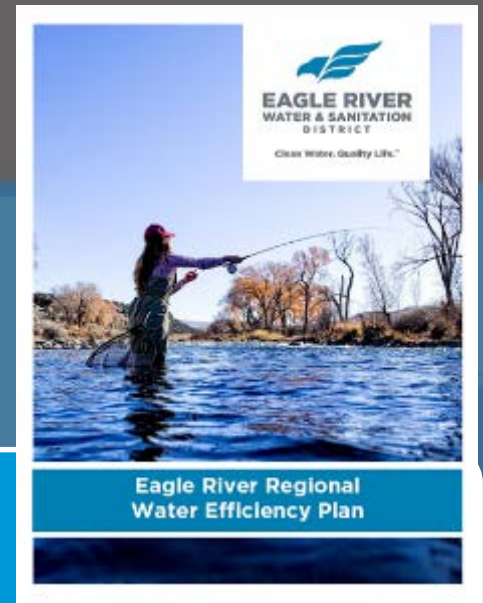
Where does our water come from?



Why water efficiency?



Why a water efficiency plan?

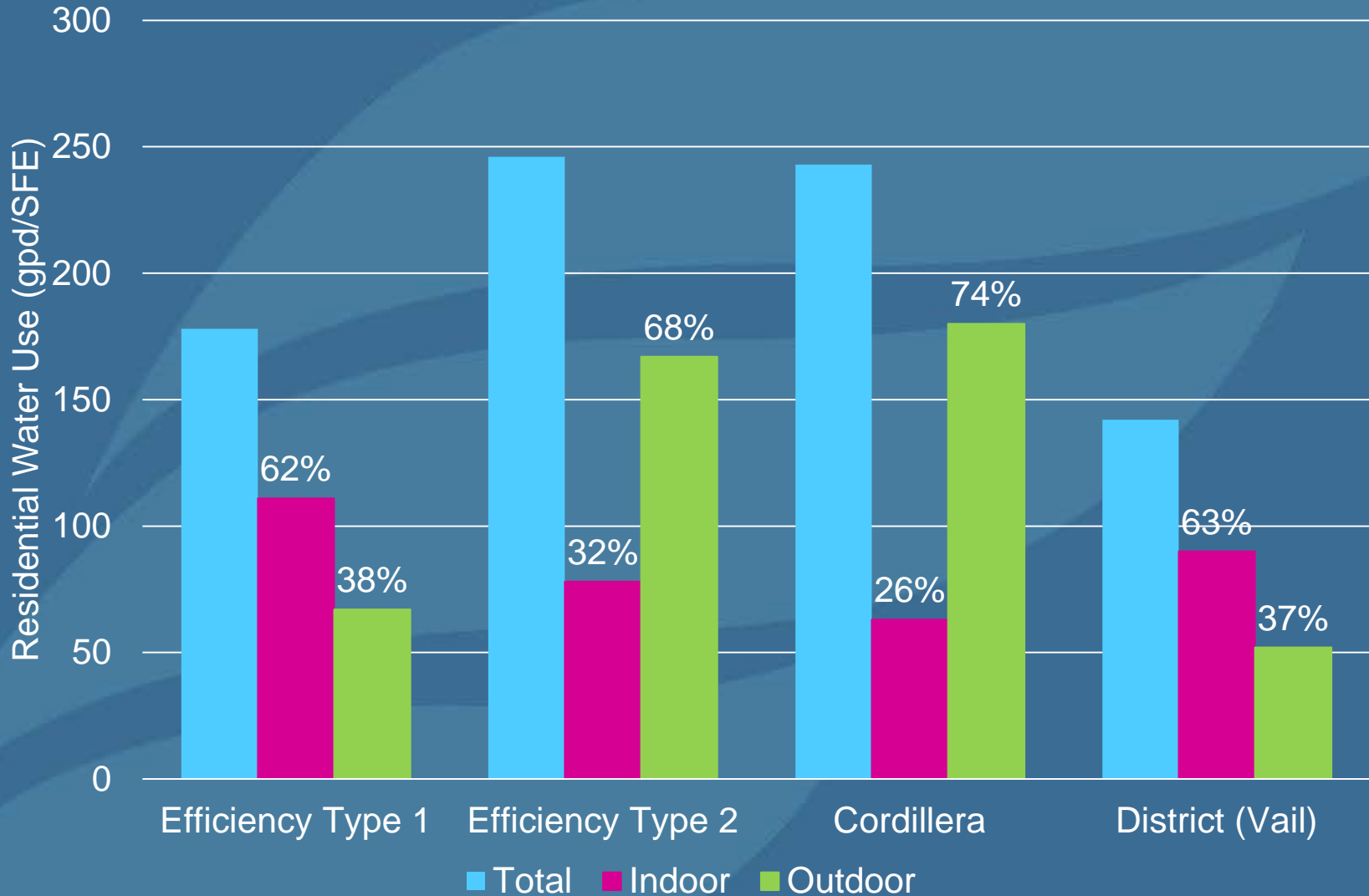


Understanding water use

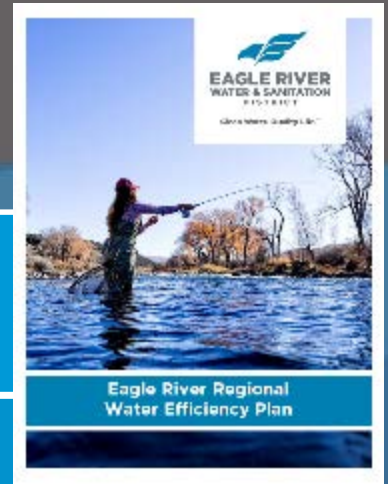
Programs that meet customer needs

Conservation and efficiency goals

Understanding water use: residential customers



Water efficiency tools



Outdoor incentives and rebates



Irrigation system consultations and partnership with irrigation professionals



Turf to native vegetation conversion



Indoor incentives

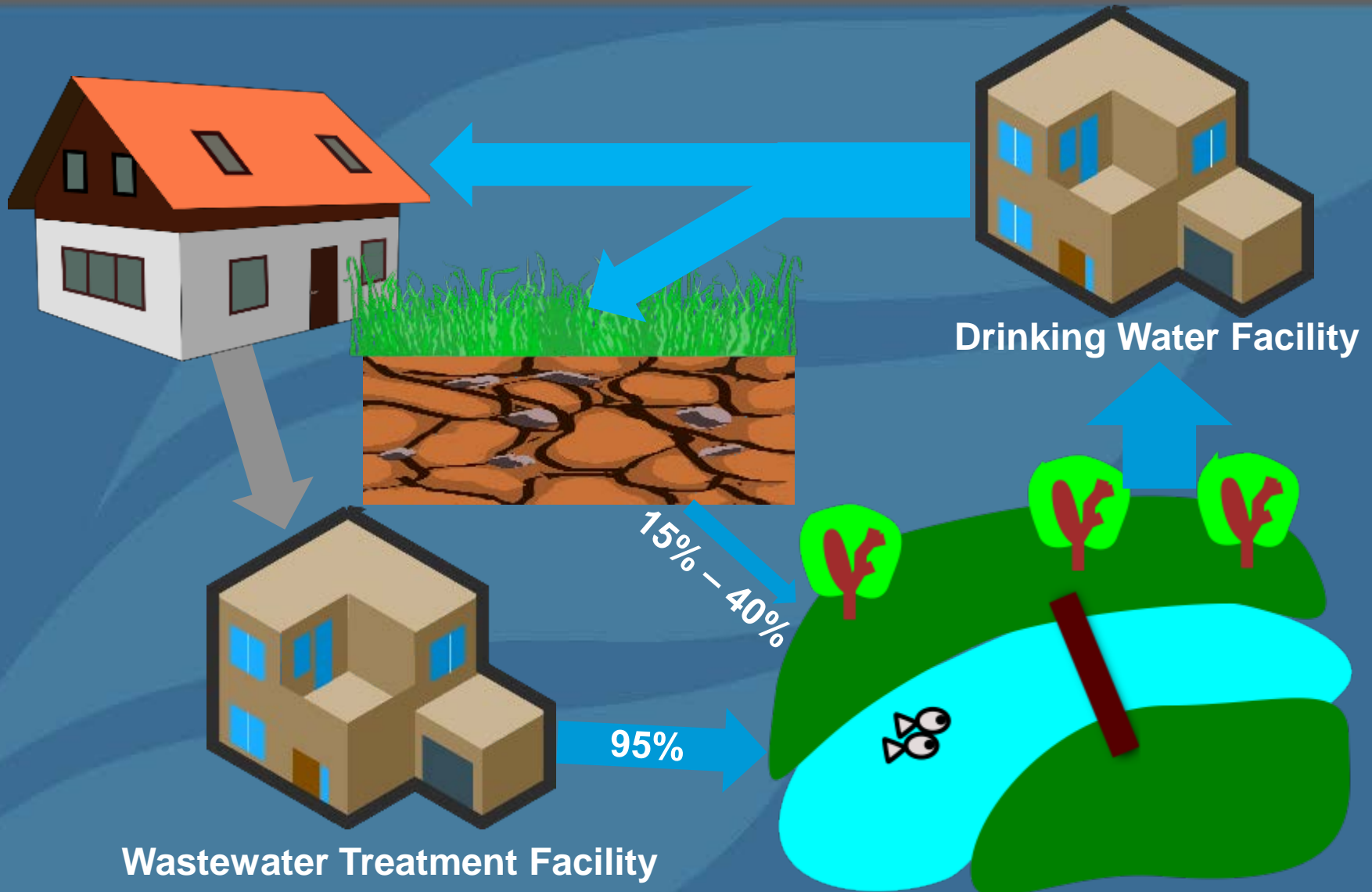


Customer engagement



Coordination with land use authorities

Why do we care about outdoor use?



It's not about *using* less water – It's about *wasting* less water

EXAMPLE 1



EXAMPLE 2



It's not about *using* less water – It's about *wasting* less water

EXAMPLE 1



10 GAL/SF

EXAMPLE 2



19 GAL/SF

It's not about *using* less water – It's about *wasting* less water

EXAMPLE 3



EXAMPLE 4



It's not about *using* less water – It's about *wasting* less water

EXAMPLE 3



20 GAL/SF

EXAMPLE 4



10 GAL/SF

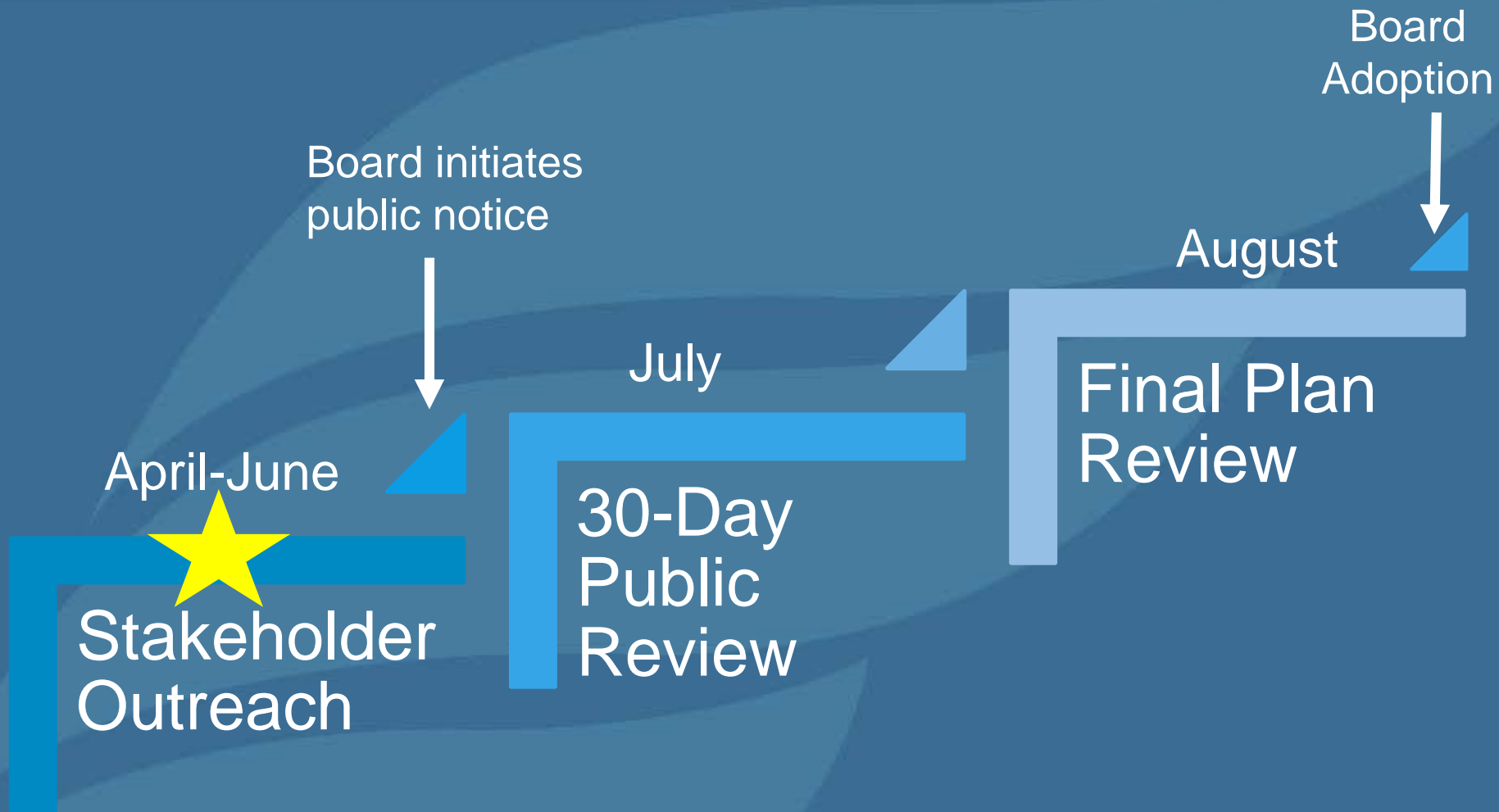
How you can make a difference

- Be a role model
- Inform others
- Update design guidelines



Betty Ford Alpine Gardens

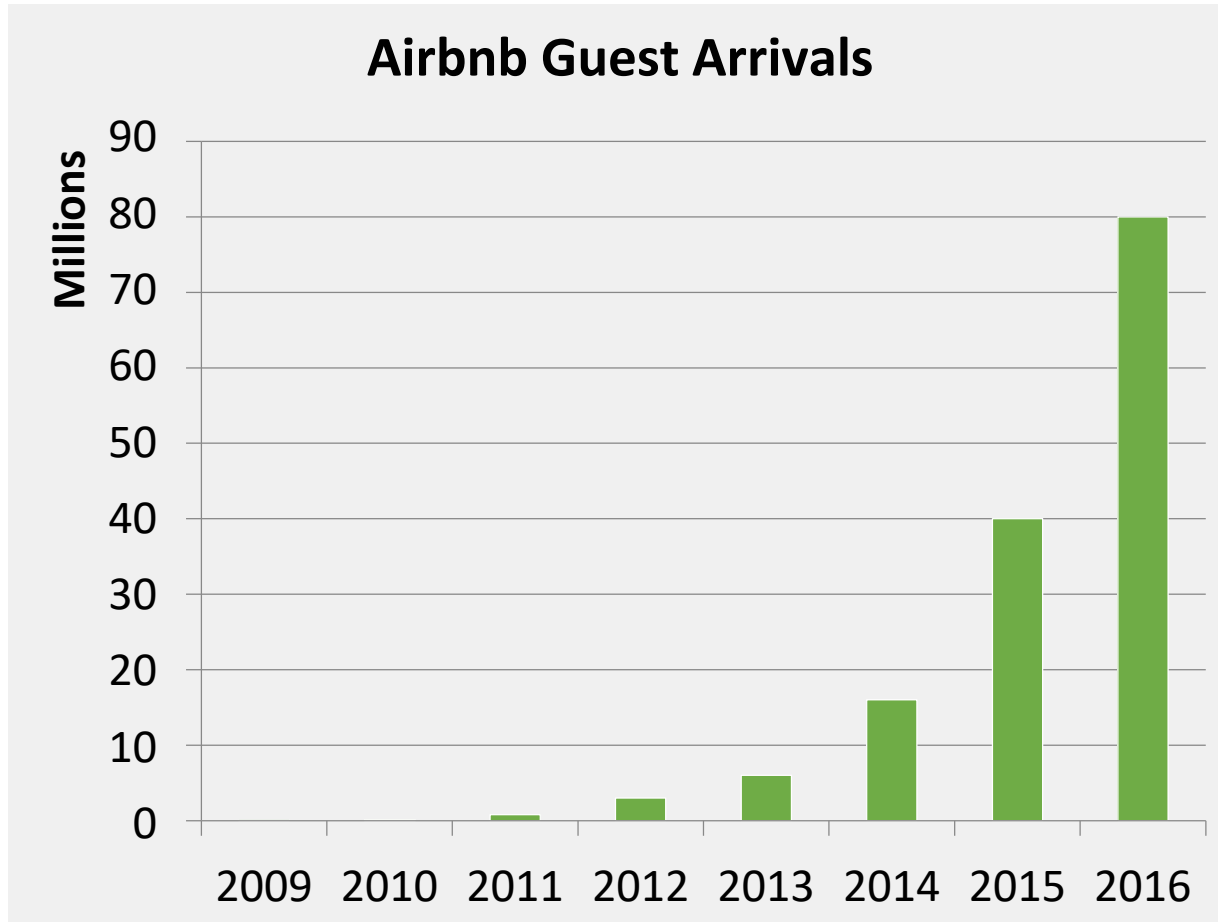
Next steps





Cost-effective solutions to Cordillera Metropolitan District's short-term rental monitoring and compliance problems

Market Context: AirBnb, VRBO and 100's of other vacation rental websites have turned vacation rentals into a booming underground economy...



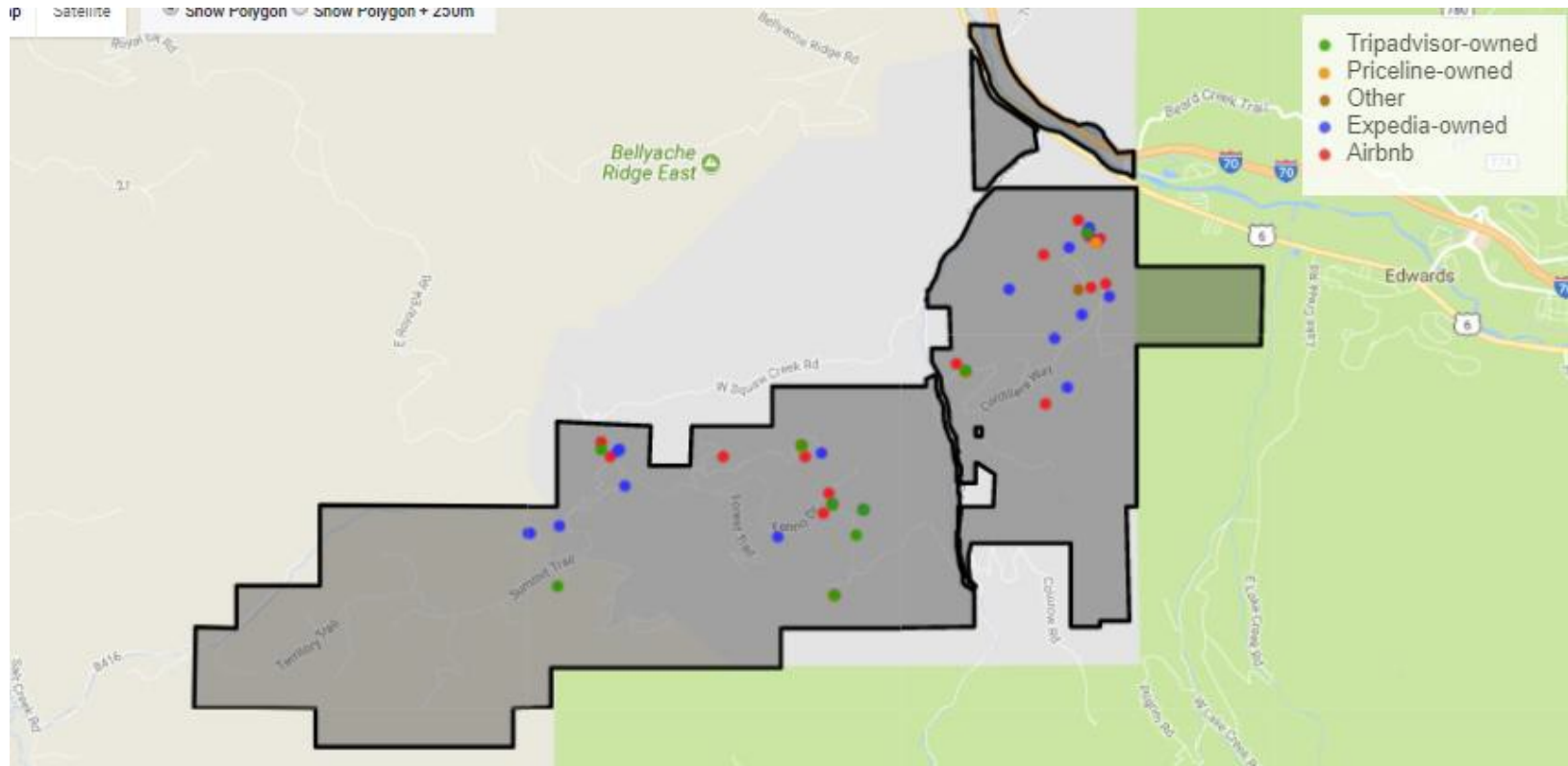
125+ other web platforms

Sources: ReCode.net - AirBnB Growth



...and in Cordillera Metropolitan District we have identified 54 listings, representing 40 unique rental units*

Short-term rentals in Cordillera Metropolitan District as of February, 2018



Sources: Host Compliance proprietary data

* Host Compliance's pricing is based on the count of listings and rental units that would need to be analyzed and monitored for compliance. In terms of listings, this number is 54 as we will expand our search area by several hundred yards beyond the borders of Cordillera Metropolitan District to capture all relevant listings.

...and in Cordillera Valley Club Metropolitan District we have identified 0 listings, representing 0 unique rental units*

Short-term rentals in Cordillera Valley Club Metropolitan District as of February, 2018

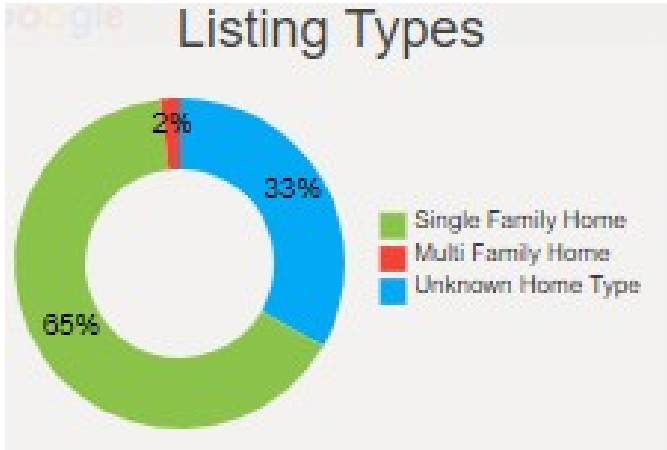
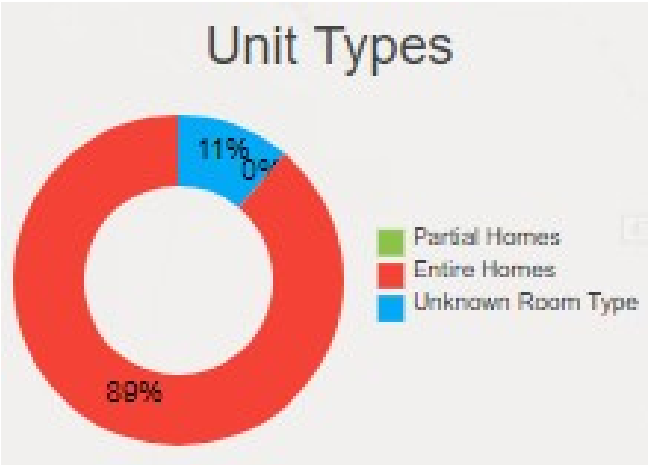


Sources: Host Compliance proprietary data

* Host Compliance's pricing is based on the count of listings and rental units that would need to be analyzed and monitored for compliance. In terms of listings, this number is 0 as we will expand our search area by several hundred yards beyond the borders of Cordillera Metropolitan District to capture all relevant listings.

Cordillera Metropolitan District Data Details

Median Nightly Rate
(USD)
\$1012



Short Term Rental Options

CMD

- Discuss imposing sales tax

CPOA

- Discuss amending CCRs

Cordillera Fire Restrictions

- Colorado Fires
- Eagle County Issues Stage 1 Fire restrictions on Tuesday
- Cordillera's restrictions include all of Stage 1 restrictions

PROHIBITED

- ❖ Fire, campfire or stove fire with solid fuels.
- ❖ Smoking
- ❖ Floating sky lanterns, fire balloons, tiki torches or acetylene balloons
- ❖ Internal combustion engines without a spark arresting device
- ❖ Operating a chain saw
- ❖ Fireworks, sparklers, blasting caps, rockets, exploding targets, tracers or incendiary.
- ❖ Welding
- ❖ Blasting



Notes:

Per the 2016 Amended Design Review Guidelines, fire pits using solid fuels, including wood or pellets, are not permitted. Per the 2005 ATV Resolution, ATV's on all District roads are not prohibited except for CPOA and CMD personnel when conducting maintenance operations.

Cordillera Fire Restrictions

Other ideas welcome!

Communications

- Discussions with Sheriff, ERFPD and EC Office of Emergency Management
- Communications with the Club at Cordillera, Bearcat, Lodge, HOAs
- Emailed to boards, community and all staff
- Posted on website and screens
- Mandatory staff meetings
- Public Safety visits/calls to each construction site
- Flyer for all staff, property owners, guests, contractors, landscapers, short term rentals and wedding planners
- Signs and sandwich for buildings, gates and events
- Stickers on fire conditions signs (no fires, charcoal or smoking outdoors)
- Available in English and Spanish

CMD and CPOA Operations

- Wildfire Mitigation
- Weed Mitigation
- Trailhead and Dog Park fire pits filled in with rock; firewood removed
- Fire extinguishers identified on property (including vehicles; shovels)
- Equestrian Center
 - Evacuation plan and go kit
 - Moving hay to lower barn
- Water truck training with ERFPD
- Hoses hooked up to each spigot
- Monitor truck, chainsaw, weed eaters and chainsaws
- Monitor disposal of materials
- Designated smoking areas for staff
- Trim evacuation routes

Take Action and Help

Education

- One less spark means one less fire.
- Cordillera is classified as a Wildland Urban Interface (WUI)
- **READY, SET, GO** meeting July 9 at 4 p.m. at the Cordillera Café.
- Learn how to be READY with preparedness understanding, be SET with situational awareness when fire threatens, and to GO, acting early when a fire starts
- Create defensible space of at least 30 feet by doing the following:
 - Trimming branches
 - Thinning tree and brush cover
 - Removing dead limbs and other litter
 - Maintaining an irrigated greenbelt
 - Mowing dry grasses and weeds
 - Cleaning your roof and gutters
 - Pruning branches to 10 feet above the ground

ECAAlert

- Property owners and guests are encouraged to stay aware of the latest emergency notifications, including **evacuations**, by signing up for EC Alert at www.ecalert.org.
- If you are warned to evacuate remember to:
 1. Follow the instructions and advice of emergency responders. If you are told to evacuate, do so promptly.
 2. If you are instructed to follow a certain route, do not go elsewhere. If certain travel routes are specified or recommended, use those routes rather than trying to find shortcuts, so you do not become trapped.
 3. If you are instructed to go to a certain location, go there. Check-in points ensure people are accounted for and safe.
 4. If you are advised to shut off your water, gas or electric services before leaving home, do so. Also, find out where emergency shelters are located, in case you need to use them.

Summer Meeting and Event Calendar

- June 18
 - Casting and Cocktails with Vail Valley Anglers at Grenada Glen at 5:30 p.m.
- June 19
 - Community Coffee with Board Representatives at 9 a.m.
- June 26
 - Presentation of **preliminary** survey results at 9 a.m.
 - Ready Set Go Information Table and Representatives
- June 27
 - New Property Owner Reception at 4:30
 - Community Wine Tasting at 5:30 p.m.
 - Ready Set Go Information Table and Representatives
- July 1
 - Community Day
- July 4
 - Vail Gondola Club
- July 9
 - Presentation of **preliminary** survey results at 9 a.m.
 - Sparks, Wine and Beers at 4 p.m.
 - Ready Set Go Presentation, Information Table and Representatives
- July 10
 - **CMD and CPOA Special Board Meeting**
 - **Orientation, Governance, Management Team Report, Financials, Executive Sessions, New Board Member Pictures**
- July 13
 - Eagle Valley Land Trust open house and picnic lunch at the Cordillera Ridgeline Open Space (top of El Mirador Road)
 - Tiny Barge and the Big Chill Concert at 5:30 p.m.
 - Ready Set Go Presentation, Information Table and Representatives
- July 27
 - **CMD and CPOA Special Board Meeting at 9 a.m.**
 - **Comprehensive Presentation of Community Survey Results, 2019 Budget Planning, Executive Sessions**
- August 3
 - Mark Powell and the Lariat Concert at 5:30
 - Ready Set Go Presentation, Information Table and Representatives
- August 10
 - Meet Your Neighbor Friday Afternoon Club 5:30 to 7 p.m. at the Trailhead
- August 16-17
 - Colorado Classic Bike Race at Vail Gondola Club
- August 17
 - CMD and CPOA Regular Board Meeting at 9 a.m.
 - CPOA Annual Meeting at 2 p.m.
 - **Comprehensive** Presentation of Community Survey Results, Strategic Planning Information, Ready Set Go Information Table and Representatives, CPOA Election

Administrative Updates

- Community Survey
- Strategic Planning RFQ/P
- Rummage Sale
- Recycling/Trash Receptacles
- Traffic Calming (speed bumps, speed radar signs, painted stop bars, guiderails, Sheriff)
- Liquor License
- Public Safety Staffing
- Risk Assessment for Cordillera (Safety and Emergency Planning)
- Delinquent Accounts
- Audit

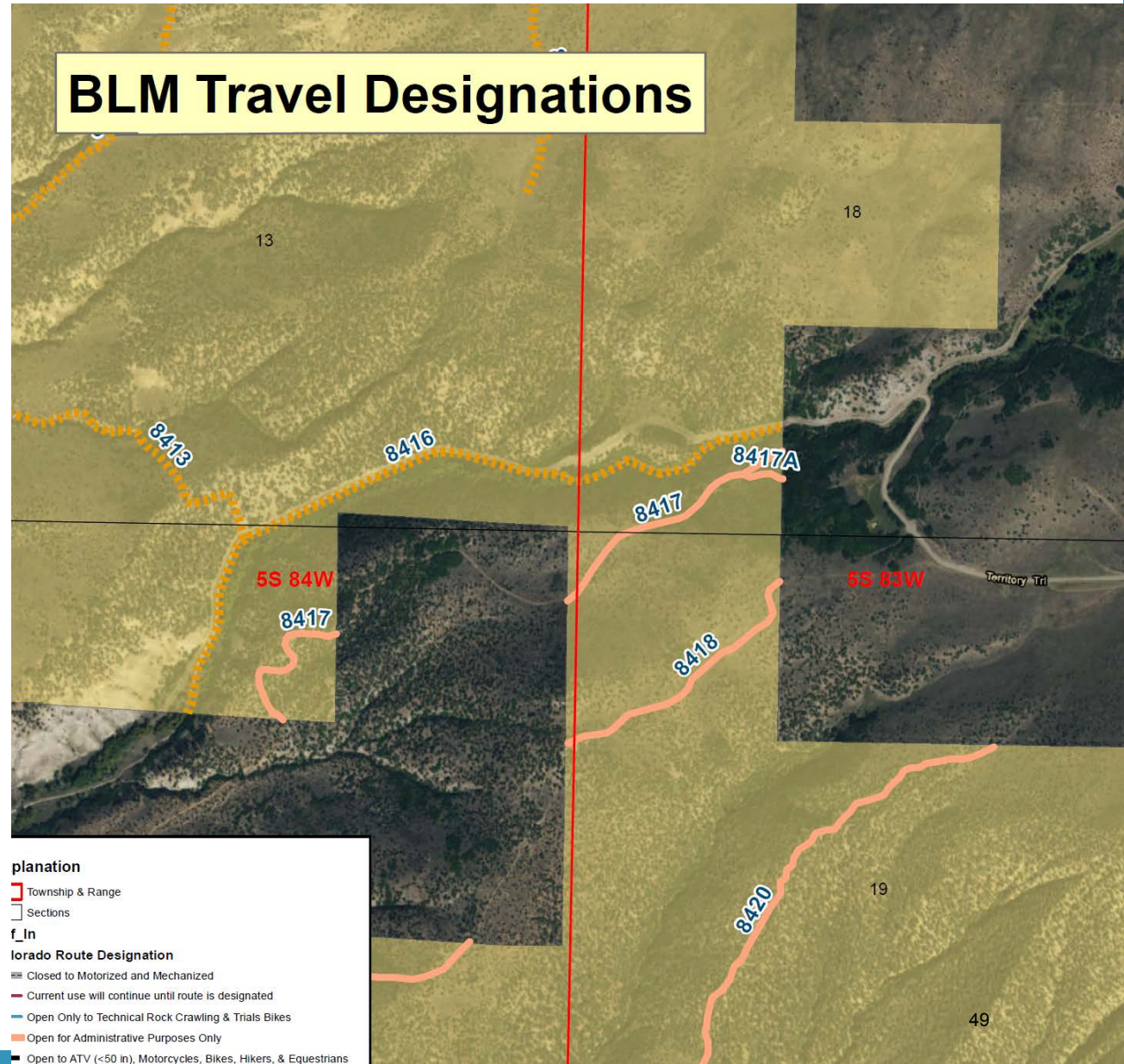
CMD Water Fund

- Started in 2004
- Partnered with ERWSD to
 - **Verified legal obligations from the 2004 agreement were completed**
 - Finance and construct certain capital improvements to the water system;
 - Convey or purchase various water rights sufficient to serve the full build out of the Cordillera PUD, a portion of which could be refunded if a PUD amendment was enacted that limited the amount of irrigated area on each residential lot and/or existing lot owners signed and recorded vouchers with Eagle County agreeing to be bound by the irrigation limits; and
 - Convey the existing water system assets to the Authority.
 - **Reviewed the 2003 and 2008 Master Plan**
 - **Completed an analysis of the Water System Master Plans and provided recommendations in 2016** including but not limited to:
 - A new 110,000 gallon water storage tank at the top of the Western end of the system, which would meet build out water demands and fire flows for the three pressure zones below at an estimated cost of \$850,000
 - Water main upsizing on Gore Trail to improve fire flows in the immediate vicinity at an estimated cost of \$250,000
 - An additional \$1,100,000 of projects identified
 - **Discontinued water surcharge fees in May 2017**
- **ERWSD requests that the balance of the Water Funds be contributed to the \$2,200,000 in capital projects** identified to be completed within the next 10 years approximately (draft agreement from ERWSD included in board packet for discussion)
- **Current available funds: \$2,160,545**

Emergency Access Easement

Initiated discussions with

- Eagle County (EC), Town of Eagle, BLM and Frost Creek May 2015
- EC spring 2017 upon contract to purchase Hardscrabble Ranch/Open Space
- Sent letter to EC requesting emergency access and seasonal access December 2017
- Requested and held meeting with EC May 2018
- EC sent draft emergency access easement prior to May 3 meeting
- Suggest sending a revised agreement leaving open the option for access



Cordillera Town Dog Park

- Part of CMD bonds that expire 2020
- Incident May 22, 2018
 - Involving dog walker caring for 6 dogs and a property owner's dog
 - Public Safety completed an internal report
 - Animal Control completed a report
 - Staff have been in communications with property owner, dog walker and Animal Control
- Suggested next steps
 - Post signs
 - Send a letter prohibiting specific dog from park
 - Send a warning letter to dog walker who cares for
 - Issue Cordillera Town Dog Park Rules and Regulations (handout)



Trailhead pool projects needed in 2019

Price	51	Year due	Description
	\$15,000	2019	Pool bridge is rotten, either replace or remove to be up to code.
	\$27,500	2019	Pool heat exchanger. Major challenges in spring of 2018 recommended replacement by next spring.
	\$45,000	2019	Pool boilers for 1.2 million BTU
	\$88,750	2019	Hot tub removal and construction. There is substantial cracks forming and a current small leak. Every year the coping breaks off in chunks and we do a quick patch that lasts till fall. The hot tub is currently not to code with the raised coping, rocks built into the edge and the stairs are too steep. This quote is from Aquatic Chemical Solutions
	\$88,750	2019	Kids pool removal and construction. There is substantial cracks, 3 major pipe breaks last year, and coping is coming off in chunks. The kids pool is currently not to code due to raised coping, rocks built into the edge, and the size of the main drain. The cost of the kids pool would decrease if we incorporated it into the main pool. Estimate is \$57,000
	\$295,000	2019	Pool body work. Replace coping, fix rebar that is penetrating the pool body from below, re-plaster, re-plumb, replace slide. The pool is not to code due to: raised coping, rocks obstructing lifeguards around the edges, space around the pool with furniture. This quote is from Aquatic Chemical Solutions
	\$329,000	2019	Pool decking replaced with pavers. This costs could be \$260,000 if we went with concrete, but not recommended due to severe frost heave in this area that will cause major cracking. The pool deck is severely cracked and does not have any drainage currently so the water goes into the landscaping and makes a muddy mess. This quote is from Aquatic Chemical Solutions

TOTAL #1 **\$889,000**

Trailhead pool 5 year capital improvement plan

Price	Year due	Description
	\$18,500	2020 Salt generator for kids pool, pool, and spa
	\$40,000	2021 Replace pool fence due to rotting posts and to bring up to code.
	\$70,712	2020 Pool mechanical pumps

TOTAL #2 **\$129,212**

Trailhead grounds projects

Price	Year due	Description
	\$65,000	2020 ADA ramp installation.
	\$65,726	2017 Trailhead parking lot overlay. This was delayed due to potential remodel project.
	\$75,000	2016 Sidewalk and curb and gutter. This was delayed due to potential remodel project.
	\$81,494	2020 Irrigation and landscaping. Converting the center island to (2) handicap parking spots, (2) drop off spots and small flower garden with sidewalk.
	\$142,576	2021 Replace playground equipment and ready play wood chips.

TOTAL #3 **\$429,796**

TOTAL'S 1&2 COMBINED **\$1,018,212** This total includes both items for the 5 year CIP

GRAND TOTAL FOR 1,2&3 COMBINED **\$1,448,008** This total includes all 5 year CIP and other grounds projects.

NOTE: Year due is based off of Reserve Study timeline as well as current conditions may cause for earlier dates than stated in Reserve Study.



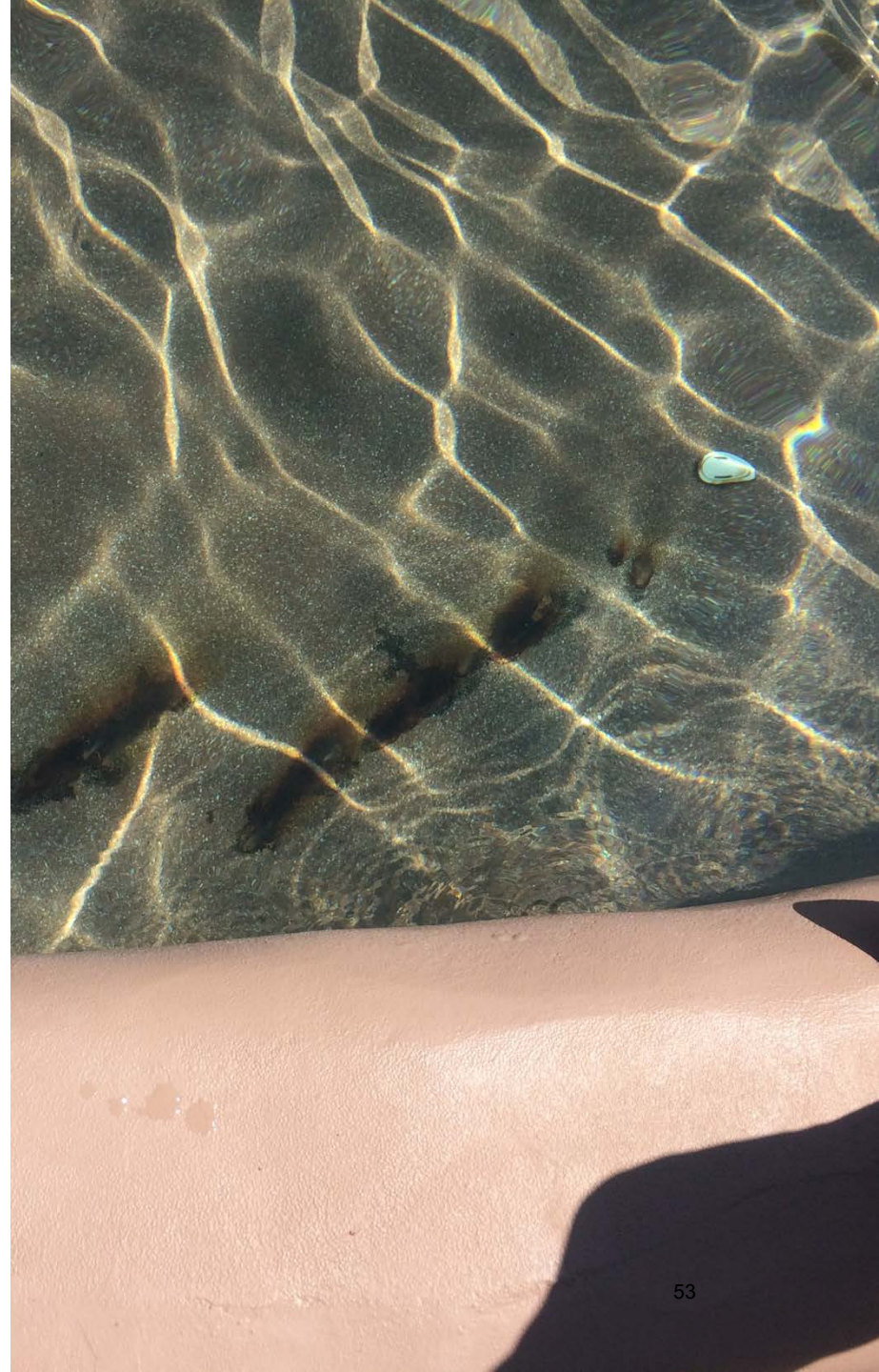
Trailhead Pool Assessment

OLC Aquatics & Norris Design

Main Pool

- Some movement is evident
- Shell Finish is flaking
- Exposed rebar is rusting
- Exposed plumbing from cleaning system

- Shell is salvageable, but needs work



Baby Pool

- Leaking severely
- Not salvageable
- Recommend removal and replacement



Whirlpool Spa

- Found multiple cracks in the shell
- Not salvageable, recommend replacement to avoid excessive future maintenance costs



Base Schematic One

CORDILLERA TRAILHEAD AMENITY CENTER

BASE Schematic ONE

Thursday, February 08, 2018

Schematic Cost Estimate

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



POOL CONSTRUCTION & AMENITIES

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

Subtotal "Hard" Costs \$912,000.00

Other Work ("Soft" Cost Budget)

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

Subtotal "Soft" Costs \$270,000.00

Total Project Budget Estimate \$1,182,000.00

BASE BID ILLUSTRATIVE SITE PLAN - OPTION 1



Schematic 2

Wish List:

- More deck space
- More shade
- More amenities
 - Outdoor Kitchen/Grill
 - Fire pit
- Improved Playground
- Year-round Use



SCHEMATIC DESIGN ILLUSTRATIVE SITE PLAN - OPTION 2



CHARACTER IMAGERY

COOK & SHADE



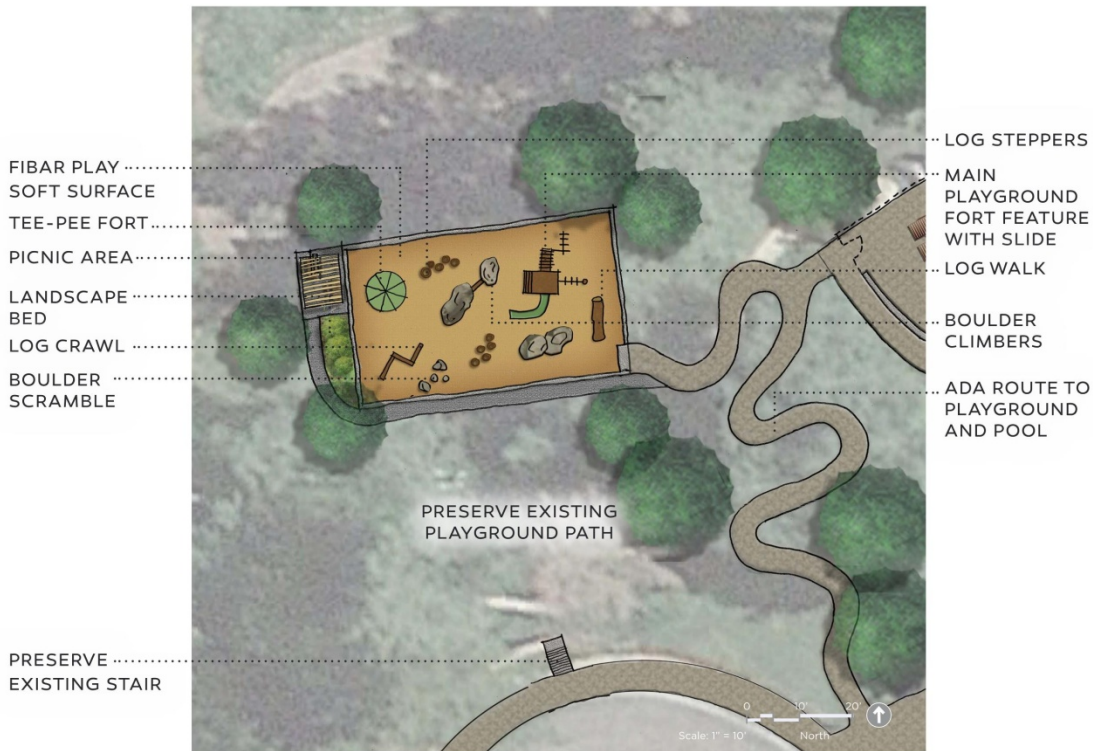
FIRE.....



PAVE.....



PLAYGROUND SCHEMATIC ILLUSTRATIVE PLAN



NEW NATURE PLAY



Schematic 2 – Improve & Expand

CORDILLERA TRAILHEAD AMENITY CENTER

Schematic 2

Thursday, February 08, 2018
Schematic Cost Estimate

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



LANDSCAPE & AMENITIES

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

Project Budget Estimate \$1,040,000.00

Schematic 3 – Add Lap Lanes

CORDILLERA TRAILHEAD AMENITY CENTER

Schematic 3

Thursday, February 08, 2018

Schematic Cost Estimate

409 Main Street, Suite 207
P.O. Box 2320
Frisco, CO 80443
P 970.485.4478

www.norris-design.com



EXPAND POOL FOR EXERCISE LANES

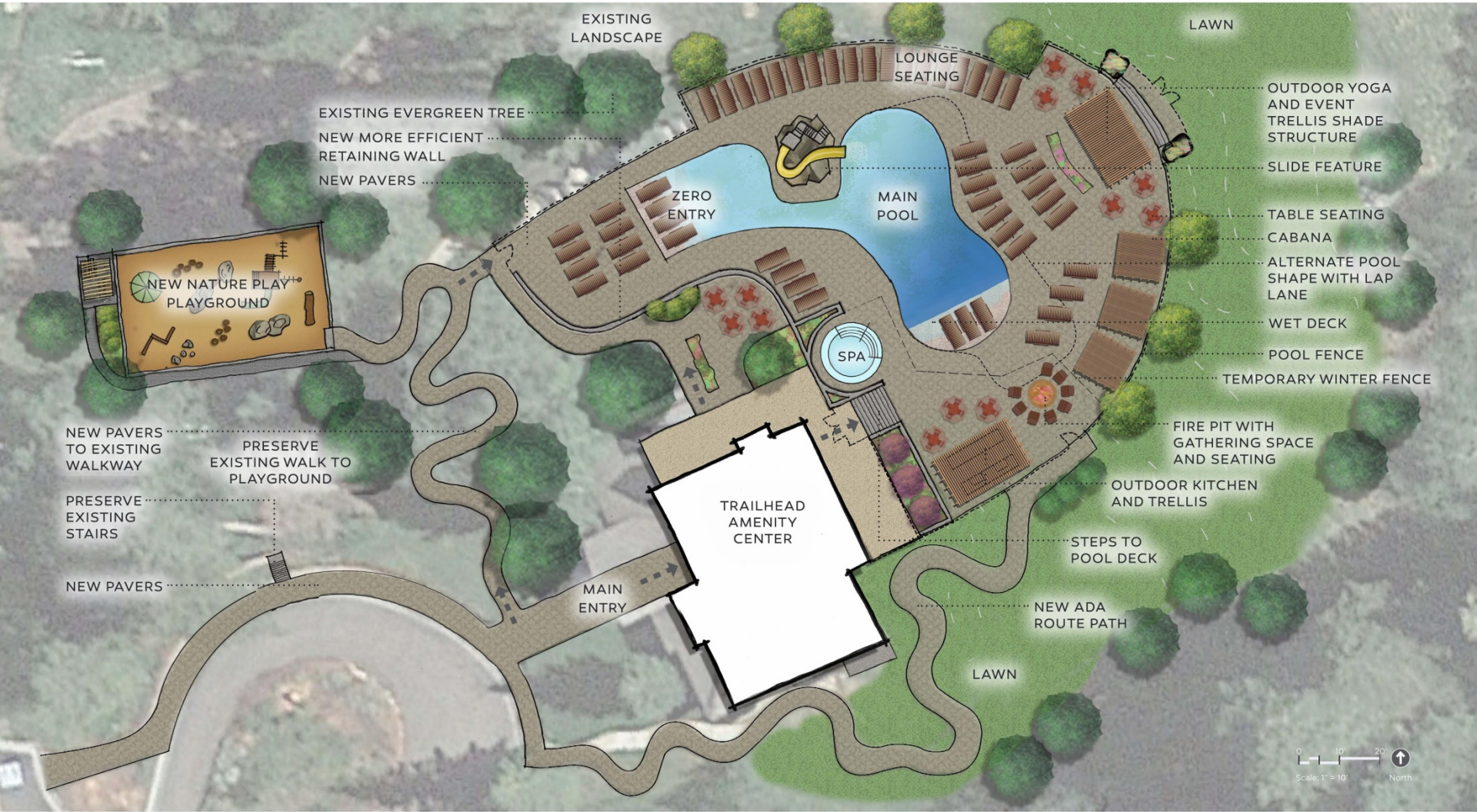
Item	Estimated Costs
Utilities	\$16,000.00
New, Expanded Pool	\$277,000.00
Maintenance & Safety Equipment	\$28,500.00
Soft Costs	\$38,000.00
Contingency	\$20,000.00

Project Budget Estimate \$379,500.00

PROJECT BUDGET ESTIMATE SUMMARY

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

SCHEMATIC DESIGN ILLUSTRATIVE SITE PLAN - OPTION 2



Preliminary Timeline

TASK	TIME	START DATE	END DATE
DESIGN DEVELOPMENT		6/18/18	7/20/18
Design Development Documents <ul style="list-style-type: none"> • Site Plan & Details • Aquatic Plans & Details • Landscape Plans & Details 	4 weeks	6/18	7/13
<u>DD Review/Approve/Sign-off</u>	1 week	7/16	7/20
CONSTRUCTION DOCUMENTS		7/23/18	8/31/18
Construction Documents <ul style="list-style-type: none"> • Owner's Demolition Package • Full Bid & Permit Package 	2 weeks 3 weeks	7/23 8/6	8/3 8/24
<u>CD Review/Approve/Sign-off</u>	1 week	8/27	8/31
BIDDING/PERMITTING		<u>9/3/18</u>	10/17
Advertise for Bids	<u>4 weeks</u>	<u>9/3</u>	<u>10/1</u>
Award Contract	<u>2 weeks</u>	<u>10/2</u>	<u>10/16</u>
<u>Issue Notice to Proceed</u>	<u>1 day</u>		<u>10/17</u>
PERMITTING	6 Weeks?	9/3/18	10/12/18
<ul style="list-style-type: none"> • Eagle County Building Dept. Review 			
CONSTRUCTION	8 months?	October 17, 2018	July 4, 2019

Short Course Pond Improvements

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

Kensington HOA offered to pay for landscaping estimated to cost \$30,000.

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

Discussion:

- Insurance requirements \$8,026.75
- Increased concrete costs of at least \$3,500
- Next closest bid with local company \$439,000

CPOA Election August 17

Date/ Deadline	Event	Method	Reference
Monday, June 18, 2018 <i>(at least 60 days prior to annual meeting)</i>	Secretary to provide notice to all Owners of call for nominations for candidates desiring to run for the position of director.	Any means deemed effective by Board, including mail, email and/or posting on Association's website.	Bylaws, 5.3(a)
Tuesday, July 3, 2018 <i>(no later than 45 days prior to the annual meeting)</i>	Last day for nominations and candidate biographies to be received by Secretary. Biographies received after this deadline cannot be accepted.	Delivered to Secretary in any written form (email, mail, fax, etc.).	Bylaws, 5.3(b)
Wednesday, July 18, 2018 <i>(after nominations are due, but no later than 30 days before the annual meeting)</i>	Order of candidates on the ballot determined by lot drawing conducted by Association's legal counsel.	N/A	Bylaws, 5.3(c)
Friday, July 27, 2018	Send election package to Owners.		<i>No requirement to so provide in Bylaws, but in prior years, election package has been sent 20 days prior to annual meeting.</i> Bylaws, 4.4 require notice of Meetings to be sent at least 10 days before but no more than 50 days before the Member Meeting.
Friday, August 17, 2018	Election Day/ Annual Meeting All ballots may be mailed or hand delivered prior to the start of the annual meeting. All proxies must be in writing and filed with the Secretary or designee of the Association at or prior to the annual meeting.		Bylaws, 5.3 (ballots) Bylaws, 3.4(b) (proxies)

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	
CMD											
General or Operating Fund	1,957,343	5,866,148	(4,646,632)	(1,182,000)	37,515	1,994,858	6,124,580	(4,912,705)	(1,292,000)	(80,125)	1,914,733
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	(1,376,448)	1,182,000	(183,511)	88,535	0	(1,335,477)	1,292,000	(43,477)	45,058
CMD - Debt Service Fund	162,897	1,702,651	(264,249)	223,101	1,661,504	1,824,401	1,691,211	(2,059,916)	325,926	(42,779)	1,781,621
CMMD - Debt Service Fund	95,740	793,001	(160,520)	176,899	809,380	905,120	794,361	(1,001,836)	126,899	(80,576)	824,544
CMD - Debt Service Reserve Fund	167,825	771	0	0	771	168,596	0	0	(52,825)	(52,825)	115,771
	4,732,003	8,479,378	(6,447,848)	400,000	2,431,530	7,163,533	8,610,152	(9,309,934)	400,000	(299,782)	6,863,751

Cordillera Metropolitan District (Consolidated)

General Fund - Summary Statement of Revenues and Expenditures

	2017 Actual	2018 Final Budget	YTD Actual Through 3/31/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues						
Property Taxes - Net	3,725,010	3,945,869	1,858,832	(2,087,037)	47.1%	-
Specific Ownership Taxes - Operating	319,937	280,000	60,020	(219,980)	21.4%	-
CPOA Administration Fees	1,116,666	1,093,673	273,418	(820,255)	25.0%	-
Interest Income Operating	43,738	25,000	8,947	(16,053)	35.8%	-
CVC Public Safety Revenue	271,728	313,009	6,651	(306,358)	2.1%	-
Public Safety Revenue	37,594	33,950	2,590	(31,360)	7.6%	-
Equestrian Center	321,326	401,564	75,621	(325,943)	18.8%	-
Other Revenue	30,150	31,515	1,517	(29,999)	4.8%	-
Total Revenues	5,866,148	6,124,580	2,287,596	(3,511,041)	37.4%	-
Expenditures						
Administrative Expenses						
Administration Wages & Benefits	528,520	537,006	151,033	385,973	28.1%	-
Employee Benefits	(27,572)	16,300	(6,862)	23,162	-42.1%	-
Treasurers Fees	111,996	118,376	55,765	62,611	47.1%	-
Audit & Accounting Fees	128,921	141,500	30,950	110,550	21.9%	-
Insurance-Property/Casualty	75,025	72,839	0	72,839	0.0%	-
Legal-General	201,634	206,000	22,904	183,096	11.1%	-
MIS & Computer Fees	57,090	60,437	13,418	47,019	22.2%	-
Other Operating Expenses	365,441	314,341	60,871	253,470	19.4%	-
Utilities	94,329	13,000	0	13,000	0.0%	-
Subtotal Administrative Expenses	1,535,383	1,479,799	328,080	1,151,719	22.2%	0

	2017 Actual	2018 Final Budget	YTD Actual Through 3/31/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Community Operations						
Community Operation Wages & Benefits	960,631	1,092,269	296,124	796,145	27.1%	-
Flowers Maintenance	109,278	115,543	0	115,543	0.0%	-
Mowing & Irrigation	54,053	65,095	0	65,095	0.0%	-
Engineering	6,492	11,280	1,120	10,160	9.9%	-
Utilities	89,410	63,363	16,646	46,717	26.3%	-
Other Operating Expenses	84,829	94,282	22,003	72,279	23.3%	-
Natural Resource Management	50,863	59,475	0	59,475	0.0%	-
Roads - Snow & Maint.	125,028	131,618	40,618	91,000	30.9%	-
Equipment Maintenance & Repair	247,395	232,841	75,530	157,311	32.4%	-
Other Recreation Activities	32,253	25,957	11,164	14,793	43.0%	-
Subtotal Community Operations	1,760,231	1,891,723	463,205	1,428,518	24.5%	0
Public Safety Expenditures						
Public Safety Wages & Benefits	1,053,338	1,034,687	269,151	765,536	26.0%	-
Public Safety Utilities	15,638	18,168	4,482	13,686	24.7%	-
Other Operating Expenses	51,809	136,099	31,963	104,136	23.5%	-
Subtotal Public Safety Expenditures	1,120,785	1,188,954	305,596	883,358	25.7%	0
Equestrian Center Expenses	319,643	352,229	101,058	251,171	28.7%	-
Total Expenditures	4,736,043	4,912,705	1,197,940	3,714,765		-
Revenue Over (Under) Expenditures	1,130,105	1,211,875	1,089,656	203,725		-
Transfer to Capital Projects Fund	(1,182,000)	(1,292,000)	0	1,292,000	0.0%	(1,292,000)
Total Other Financing Sources (Uses)	(1,182,000)	(1,292,000)	0	1,292,000		(1,292,000)
Change in Fund Balance	(51,895)	(80,125)	1,089,656	1,495,725		(1,292,000)
Beginning Fund Balance	2,066,575	2,014,680	2,014,680	0		2,213,771
Ending Fund Balance	2,014,680	1,934,555	3,104,336	1,495,725		921,771

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

	2017 Actual 12/31/2017	2018 Final Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2019 Original Budget
				Variance Favorable (Unfavorable)	% Spent	
Revenues						
Property Taxes Operating	3,725,010	3,945,869	1,858,832	(2,087,037)	47.1%	
Net Property Tax Revenue	3,725,010	3,945,869	1,858,832	(2,087,037)	47.1%	0
Specific Ownership Taxes - Operating	319,937	280,000	60,020	(219,980)	21.4%	
CPOA Administration Fees	1,116,666	1,093,673	273,418	(820,255)	25.0%	
Interest Income Operating	43,738	25,000	8,947	(16,053)	35.8%	
CVC Public Safety	271,728	313,009	6,651	(306,358)	2.1%	
Equestrian Center Revenue	321,326	401,564	75,621	(325,943)	18.8%	
Other Revenue						
Sewer Lift Revenue	17,584	19,426	1,215	(18,211)	6.3%	
Lottery Proceeds	893	1,600	268	(1,332)	16.7%	
Holy Cross Refunds	3,313	10,000	0	(10,000)	0.0%	
Internal Service Revenue	286	-	0	0		
Other Revenue	8,074	489	34	(455)	6.9%	
Subtotal Other Revenue	30,150	31,515	1,517	(29,999)	4.8%	0
Public Safety Revenue						
Transponders Revenue	12,810	12,000	1,510	(10,490)	12.6%	
Road Impact Fees	5,064	2,000	0	(2,000)	0.0%	
Escort Fees	0	150	0	(150)	0.0%	
Trailer Storage Fees	19,720	19,800	1,080	(18,720)	5.5%	
Subtotal Public Safety Revenue	37,594	33,950	2,590	(31,360)	7.6%	0
Total Revenues	5,866,148	6,124,580	2,287,596	(3,836,984)	37.4%	0
Expenditures						
Admin Wages & Benefits						
Administration Wages	450,890	446,244	126,788	319,456	28.4%	
Administration Overtime	(0)	6,000	3,725	2,275	62.1%	
Administration Benefits	77,630	84,762	20,520	64,242	24.2%	
Subtotal Admin Wages & Benefits	528,520	537,006	151,033	385,973	28.1%	0
CMD Employee Benefits						
Medicare & State Unemployment	38,619	37,359	10,561	26,798	28.3%	
Retirement Plan ER Share-401 (a)	157,401	159,744	42,659	117,085	26.7%	
Retirement Plan ER Share-457	11,494	16,300	4,612	11,688	28.3%	
Workers Compensation	112,822	116,409	29,669	86,740	25.5%	
Wellness Program	0	17,600	0	17,600	0.0%	
Life & Disability Insurance	0	18,702	1,394	17,308	7.5%	
Health Insurance Premiums	346,222	475,986	110,780	365,206	23.3%	
Health Contributions	(55,221)	-	(16,285)	16,285		
Vision Insurance Contributions		-	(223)	223		
Dental Insurance Contributions		-	(1,446)	1,446		

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

	2017 Actual 12/31/2017	2018 Final Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2019 Original Budget
				Variance Favorable (Unfavorable)	% Spent	
Benefits Allocated	(638,910)	(825,800)	(188,582)	(637,218)	22.8%	
Subtotal CMD Employee Benefits	(27,572)	16,300	(6,862)	23,162	-42.1%	0
Treasurers Fees	111,996	118,376	55,765	62,611	47.1%	
Audit & Accounting Fees	128,921	141,500	30,950	110,550	21.9%	
Insurance-Property/Casualty	75,025	72,839	0	72,839	0.0%	
Legal-General	201,634	206,000	22,904	183,096	11.1%	
MIS & Computer Fees	57,090	60,437	13,418	47,019	22.2%	
Utilities - Administration	4,918	13,000	0	13,000	0.0%	
Electric	38,076	27,239	8,811	18,428	32.3%	
Gas	12,649	12,296	5,949	6,347	48.4%	
Water	24,489	14,465	1,223	13,242	8.5%	
Trash	14,196	9,363	663	8,700	7.1%	
Other Admin Operating Expenses						
Board Meeting Expenses	11,919	11,610	767	10,843	6.6%	
Business Meetings	0	-	0	0		
Strategic Initiatives	148,208	20,000	5,100	14,900	25.5%	
Election Expense	3,237	12,046	1,299	10,747	10.8%	
Facility Study	0	2,500	0	2,500	0.0%	
Community Day	0	2,500	0	2,500	0.0%	
Dues & Subscriptions	10,564	11,253	7,124	4,129	63.3%	
Drug/Alcohol/CDOT Testing	1,037	2,452	503	1,949	20.5%	
Employee Recruitment	16,088	20,913	219	20,694	1.0%	
Safety Program	439	3,303	105	3,198	3.2%	
Benefits Consultant	15,000	15,000	2,500	12,500	16.7%	
Employee Morale & Welfare	23,327	36,674	704	35,970	1.9%	
HR & Comp Analysis	315		0	0		
Seminars & Education	28,498	36,000	8,838	27,162	24.6%	
Background Checks	1,441	1,500	133	1,367	8.9%	
Payroll Administration	19,501	25,613	5,169	20,444	20.2%	
Bad Debt Expense	0		0	0		
Miscellaneous Office Equipment	23,454	42,000	15,667	26,333	37.3%	
Office Supplies	13,671	18,787	2,372	16,415	12.6%	
Paying Agent & Bank Fees	5,106	9,688	1,667	8,021	17.2%	
Postage & Courier	4,785	4,470	1,147	3,323	25.7%	
Printing	347	925	253	672	27.4%	
Copier Maintenance	7,413	6,227	1,468	4,759	23.6%	
Travel & Entertainment	1,978	2,000	885	1,115	44.3%	
Communications Expense	0	-	0	0		
Telephone Expense G&A	29,114	28,880	4,950	23,930	17.1%	
Subtotal Other Admin Operating Expenses	365,441	314,341	60,871	253,470	19.4%	0
Subtotal Administrative Expenses	1,535,383	1,543,162	344,726	1,198,436	22.3%	0

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

	2017 Actual 12/31/2017	2018 Final Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2019 Original Budget
				Variance Favorable (Unfavorable)	% Spent	
Community Operations Wages & Benefits						
Community Operation Wages	723,262	763,741	207,131	556,610	27.1%	
Community Operations Overtime	39,075	50,000	18,365	31,635	36.7%	
Community Operations Benefits	198,294	278,528	70,628	207,900	25.4%	
Subtotal CommOps Wages & Benefits	960,631	1,092,269	296,124	796,145	27.1%	0
Flowers Maintenance	109,278	115,543	0	115,543	0.0%	
Mowing & Irrigation	54,053	65,095	0	65,095	0.0%	
Engineering	6,492	11,280	1,120	10,160	9.9%	
Roads - Snow & Maintenance						
Road Shoulders/Drainage Maintenance	10,938	11,216	0	11,216	0.0%	
Asphalt Patch/Crack Seal	31,379	29,759	0	29,759	0.0%	
Cinders, Gravel, Chemicals	52,864	55,803	25,098	30,705	45.0%	
Road Maintenance	7,446	9,290	2,020	7,270	21.7%	
Leased Loader	22,400	25,550	13,500	12,050	52.8%	
Subtotal Roads - Snow & Maintenance	125,028	131,618	40,618	91,000	30.9%	0
CommOps Other Operating Expenses						
Repair & Maintenance-Radios	1,092	1,358	1,194	164	87.9%	
Safety Supplies	2,095	1,720	3,149	(1,429)	183.1%	
Uniforms-Community Operations	9,446	9,596	2,276	7,320	23.7%	
Travel & Entertainment - Com Ops	0	-	0	0		
Street & Holiday Lights	4,505	11,480	73	11,407	0.6%	
Street Signage	12,660	12,471	2,046	10,425	16.4%	
Repairs & Maintenance	23,985	21,318	4,716	16,602	22.1%	
Parts & Supplies - Facilities	10,649	12,194	3,039	9,155	24.9%	
Parts & Supplies - Maintenance	3,861	4,719	15	4,705	0.3%	
Sewer Lift Station Expense	16,537	19,426	5,495	13,931	28.3%	
Subtotal Other CommOps Operating Expenses	84,829	94,282	22,003	72,279	23.3%	0
Natural Resource Management						
Tree/Pest Removal	13,500	18,275	0	18,275	0.0%	
Mosquito Control	1,400	1,350	0	1,350	0.0%	
Weed Control	35,963	39,850	0	39,850	0.0%	
Subtotal Natural Resource Management	50,863	59,475	0	59,475	0.0%	0
Equipment Maintenance & Repair						
Equipment Rental	16,688	1,615	389	1,226	24.1%	
Fuels & Fluids	78,504	83,494	24,842	58,652	29.8%	
Parts & Supplies-Equipment	132,025	132,732	50,299	82,433	37.9%	
Major Repairs-Equipment	20,178	15,000	0	15,000	0.0%	
Subtotal Equipment Maintenance & Repair	247,395	232,841	75,530	157,311	32.4%	0

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

	2017 Actual 12/31/2017	2018 Final Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2019 Original Budget
				Variance Favorable (Unfavorable)	% Spent	
Recreation						
Community Events	0	-	0	0		
Ski Shuttle Program	0	-				
Community Parks	8,985	3,118	0	3,118	0.0%	
Trail Maintenance	5,139	4,839	364	4,475	7.5%	
Nordic Trail Maintenance	18,128	18,000	10,800	7,200	60.0%	
Subtotal Recreation	32,253	25,957	11,164	14,793	43.0%	0
	1,670,821	1,828,360	446,559	1,381,801	24.4%	0
Public Safety Wages & Benefits						
Public Safety Wages	762,215	730,678	192,903	537,775	26.4%	
Public Safety Overtime	52,110	25,000	10,429	14,571	41.7%	
Public Safety Benefits	239,012	279,009	65,819	213,190	23.6%	
Subtotal Public Safety Wages & Benefits	1,053,338	1,034,687	269,151	765,536	26.0%	0
Utilities -Public Safety	15,638	18,168	4,482	13,686	24.7%	
Other Public Safety Operating Expenses						
Maintenance & Repairs - Gates	5,701	4,738	945	3,793	19.9%	
Contracted Patrols	19,141	98,098	26,640	71,458	27.2%	
Supplies-Public Safety	5,600	7,410	3,445	3,965	46.5%	
Signage	0	750	0	750	0.0%	
Sticker Program	1,499	1,449	0	1,449	0.0%	
Transponders/Proximity Cards	12,139	12,159	0	12,159	0.0%	
Uniforms-Public Safety	7,728	11,495	933	10,562	8.1%	
Travel & Entertainment - PS		-	0	0		
Subtotal Other Public Safety Opex	51,809	136,099	31,963	104,136	23.5%	0
Subtotal Public Safety	1,120,785	1,188,954	305,596	883,358	25.7%	0
Equestrian Center Expenditures	319,643	352,229	101,058	251,171	28.7%	
Total Expenditures	4,646,632	4,912,705	1,197,940	3,714,765	24.4%	0
Revenue Over (Under) Expenditures	1,219,515	1,211,875	1,089,656	(122,219)	89.9%	0

Cordillera Metropolitan District (Consolidated)
Debt Service Fund - CMD
Statement of Revenues and Expenditures

	2017 Actual 12/31/2017	2018 Final Budget	Actual Through 4/30/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues						
Property Taxes CMD Debt Service	1,679,357	1,683,211	791,107	(892,104)	47%	
Tap Fee Revenue	11,066		0	0		
CMD Debt Service Interest	12,228	8,000	3,753	(4,247)	47%	
Total Revenues	1,702,651	1,691,211	794,860	(896,351)	47%	0
Expenditures						
Treasurers Fees CMD DS	50,475	50,496	23,733	26,763	47%	
Debt Service	213,774	2,009,420	0	2,009,420	0%	
Total Expenditures	264,249	2,059,916	23,733	2,036,183	1%	-
Revenue Over (Under) Expenditures	1,438,403	(368,705)	771,126	1,139,832	-209%	0
Transfer from CPOA	223,101	273,101	0	(273,101)	0%	
Transfer from Reserve Fund		52,825		(52,825)		
Total Other Financing Sources (Uses)	223,101	325,926	0	(325,926)	0%	0
Change in Fund Balance	1,661,504	(42,779)	771,126	813,906	-1803%	-
Beginning Fund Balance	162,897	67,586	1,824,400	1,756,814	2699%	
Ending Fund Balance	1,824,400	24,807	2,595,526	2,570,720	10463%	0
Assessed Valuation	66,284,440	80,935,260				76,940,470
Mills Levied	25.740	20.797				-

Cordillera Metropolitan District (Consolidated)
Debt Service Fund - CMMD
Statement of Revenues and Expenditures

	2017 Actual 12/31/2017	2018 Final Budget	Actual Through 4/30/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues						
Property Taxes CMMD Debt Service	785,630	794,161	364,849	(429,312)	46%	
Tap Fee Revenue	0		0	0		
CMMD Debt Service Interest	7,371	200	2,180	1,980	1090%	
Total Revenues	793,001	794,361	367,029	(427,332)	46%	0
Expenditures						
Treasurers Fees CMMD DS	23,653	23,825	10,946	12,879	46%	
Total Debt Service	136,866	978,011	0	978,011	0%	
Total Expenditures	160,520	1,001,836	10,946	990,890	1%	0
Revenue Over (Under) Expenditures	632,481	(207,475)	356,084	563,559	-172%	0
Other Financing Sources (Uses)						
Transfer from CPOA	176,899	126,899	0	(126,899)	0%	
Transfer from Reserve Fund				0		
Total Other Financing Sources (Uses)	176,899	126,899	0	(126,899)	0%	0
Change in Fund Balance	809,380	(80,576)	356,084	436,660	-442%	0
Beginning Fund Balance	95,740	905,121	905,121	0	100%	
Ending Fund Balance	905,121	824,545	1,261,204	436,660	153%	0
Assessed Valuation	16,221,240	19,146,270				19,929,680
Mills Levied	54.928	41.479				-

Cordillera Metropolitan District (Consolidated)
 Debt Service Fund - 2002 Bond Reserve
 Statement of Revenues and Expenditures

	2017 Actual 12/31/2017	2018 Final Budget	Actual Through 4/30/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable Unfavorable	Actual % Received or Spent	
Revenues						
Sinking Fund - Chaveno Interest Income	771		364	364		
Total Revenues	<u>771</u>	<u>0</u>	<u>364</u>	<u>364</u>		<u>0</u>
Other Financing Sources (Uses)						
Transfer From CPOA	0		0	0		
Transfer to Debt Service Funds		(52,825)		52,825		
Total Other Financing Sources (Uses)	<u>0</u>	<u>(52,825)</u>	<u>0</u>	<u>52,825</u>		<u>0</u>
Revenue Over (Under) Expenditures	<u>771</u>	<u>(52,825)</u>	<u>364</u>	<u>53,189</u>		<u>0</u>
Beginning Fund Balance	167,825	168,596	168,596	0		53,596
Ending Fund Balance	<u>168,596</u>	<u>115,771</u>	<u>168,960</u>	<u>53,189</u>		<u>53,596</u>

Cordillera Metropolitan District (Consolidated)
Capital Projects Fund
Statement of Revenues and Expenditures

	2017 Actual	2018 Approved Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues						
Bearcat Stables Improvements	10,937	-	4,087	4,087		-
Cordillera Preservation Found. Donation	0		0			
Sale of Equipment	0		0	0		
Total Revenues	10,937	0	4,087	4,087	#DIV/0!	0
Expenditures						
CommOps Building Foundation Repair	50,713	40,000	0	40,000	0%	
Heavy Equipment Replacement	336,636	482,800	169,450	313,350	35%	
Eques Ctr Remodel - 2017 Capex	10,761		0	0		
Admin Carpet - 2017 Capex	21,441		0	0		
Admin Windows - 2017 Capex	4,288		685	(685)		
Eques Footing - 2017 Capex	10,052		0	0		
Road Repair	696,713	666,267	0	666,267	0%	
Street Light LED - 2017 Capex	32,976		0	0		
Traffic Calming - 2017 Capex	14,408		0	0		
Gate Replacement - 2017 Capex	33,261		0	0		
Call Box Replacement - 2017 Capex	12,007		0	0		
Radio Replacement - 2017 Capex	18,134		0	0		
Rekey Buildings - 2017 Capex	7,261		0	0		
Remodel Gate Houses - 2017 Capex	43,736		0	0		
Guardrail Replacement - 2017 Capex	84,060		0	0		
Areation Pumps		6,500	0	6,500	0%	
Trail Signage		5,000	0	5,000	0%	
Divide Gatehouse Roof		16,000	0	16,000	0%	
Radio Replacement & AEDS		28,000	0	28,000	0%	
Admin Windows & Trash Bin Enclosure		13,210	0	13,210	0%	
HR Fire Proof Cabinet		5,000	0	5,000	0%	
Equestrian Center Painting, Repairs & improvements		54,700	21,296	33,404	39%	
Equestrian Center - Horses		18,000	0	18,000	0%	
Total Expenditures	1,376,448	1,335,477	170,135	1,018,932	13%	0
	(1,365,511)	(1,335,477)	(166,048)	(1,169,429)	12%	0
Transfer from General Fund	1,182,000	1,292,000	0	1,292,000	0%	1,292,000
Total Other Financing Sources (Uses)	1,182,000	1,292,000	0	1,292,000	0%	1,292,000
Revenue Over (Under) Expenditures	(183,511)	(43,477)	(166,048)	(122,571)	382%	1,292,000
Beginning Fund Balance	272,046	88,535	88,535	0	100%	107,312
Ending Fund Balance	88,535	45,058	(77,514)	(122,571)	-172%	1,399,312

Cordillera Metropolitan District (Consolidated)
 Water Enterprise
 Statement of Revenues and Expenditures

	2017 Actual	2018 Approved Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2018 Original Budget
				Variance Favorable Unfavorable	Actual % Received or Spent	
Revenues						
Water Usage Fees	85,589	-	0	0		-
Water Tap Fees	20,282		0	0		
Total Revenues	105,871	0	0	0		0
Revenue Over (Under) Expenditures	105,871	0	0	0		0
Beginning Fund Balance	2,076,152	2,182,023	2,182,023	0		2,204,592
Ending Fund Balance	2,182,023	2,182,023	2,182,023	0		2,204,592

Cordillera Metropolitan District (Consolidated)
Equestrian Center
Statement of Revenues and Expenditures

	2017 Actual	2018 Final Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2019 Original Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues						
Boarding Stall Revenue	196,703	209,430	46,515	(162,915)	22%	
Paddock Revenue	121,712	155,190	27,877	(127,313)	18%	
Other EQ Ctr Revenue	2,912	36,944	1,229	(35,715)	3%	
Total Revenues	321,326	401,564	75,621	(325,943)	19%	0
Expenditures						
Equestrian Center Wages	152,322	147,657	39,537	108,120	27%	
Equestrian Center Overtime	4,023	4,000	166	3,834	4%	
Benefits	37,905	56,358	14,454	41,904	26%	
Subtotal Wages & Benefits	194,250	208,015	54,157	153,858	26%	
Office Supplies	637	1,454	0	1,454	0%	
Advertising	7,760	11,110	0	11,110	0%	
Training	0	-	0	0		
Admin Fee (Internal Service Fee)	0	-	0	0		
Bad Debt Expense	691		0			
Uniforms	0	1,507	0	1,507	0%	
Subtotal Administrative Expenses	9,089	14,071	0	14,071	0%	
Manure Disposal	11,405	7,705	2,445	5,260	32%	
Grain	3,574	4,829	0	4,829	0%	
Hay	43,376	46,720	24,300	22,420	52%	
Footing		7,516				
Shavings	16,967	17,186	5,184	12,002	30%	
Summer Horse Program Expenses			0	0		
Subtotal Boarding Expenses	75,322	83,956	31,929	44,511	38%	
Maintenance	18,216	18,493	5,237	13,256	28%	
Electric	7,763	10,296	3,232	7,064	31%	
Gas	10,812	12,517	5,791	6,726	46%	
Trash	1,324	997	301	696	30%	
Water	2,868	3,884	411	3,473	11%	
Subtotal Utilities	22,767	27,694	9,735	17,959	35%	
Total Operating Expenses	319,643	352,229	101,058	243,655	29%	0
Net Operating Revenue	1,683	49,335	(25,437)	(82,288)	-52%	0

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

	12/31/2016	2017 Actual Unaudited				12/31/2017	2018 Budget				12/31/2018
	Fund Bal	Revenues	Expenditures	Transfers In/Out	Increase (Decrease) Fund Bal	Fund Bal	Revenues	Expenditures	Transfers In/Out	Increase (Decrease) Fund Bal	Projected Fund Bal
CPOA											
Operating Fund	1,109,059	3,077,104	(3,621,894)	0	(544,791)	564,268.48	3,323,760	(3,565,178)	0	(241,418)	322,850
Capital & Debt Reserve Fund	2,721,504	1,427,040	(468,494)	0	958,546	3,680,049.92	1,250,000	(1,149,797)	0	100,203	3,780,253
	3,830,563	4,504,144	(4,090,389)	-	413,755	4,244,318	4,573,760	(4,714,975)	-	(141,215)	4,103,103

Cordillera Property Owners Association
Operating Fund
Statement of Revenue, Expenditures and Changes in Fund Balance

	2017 Actual	2018 Final Budget	YTD Actual Through 3/31/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues						
Assessments	2,179,956	2,363,200	2,359,800	(3,400)	99.9%	0
Communications Contributions	0	0	0	0		0
DRB Revenue	33,579	62,000	5,800	(56,200)	9.4%	0
Community Assets	95,907	140,795	1,379	(139,416)	1.0%	0
Vail Gondola Club Revenue	662,393	648,815	469,837	(178,978)	72.4%	0
Other Revenue	105,269	108,950	11,635	(97,315)	10.7%	0
Total Revenues	3,077,104	3,323,760	2,848,450	(475,310)	85.7%	0
Expenditures						
Administrative Expenses						
Administration Contract CMD	1,390,084	1,093,673	273,418	820,255	25.0%	0
River Parcel Management	27,620	28,560	15,560	13,000	54.5%	0
DRB Expenses	66,814	67,430	12,314	55,116	18.3%	0
Other Operating Expenses	420,353	253,055	38,820	214,235	15.3%	0
Trash and Recycle Program	153,023	154,964	24,862	130,102	16.0%	0
Vail Gondola Club	581,480	634,446	184,949	449,497	29.2%	0
Community Assets	801,633	1,088,356	310,655	777,701	28.5%	0
Communications	175,723	247,168	36,301	210,867	14.7%	0
Total Administrative Expenses	3,616,730	3,567,652	896,880	2,670,772	25.1%	0
Post Office Revenue	45,079	39,356	9,524	29,832	24.2%	0
Post Office Expenses	50,243	36,882	11,003	25,879	29.8%	0
Net Post Office Revenue (Expense)	(5,165)	2,474	(1,478)	3,952		0
Total Expenditures	3,621,894	3,565,178	898,358	2,666,820	25.2%	0
Revenue Over (Under) Expenditures	(544,791)	(241,418)	1,950,092	2,191,510		0
Transfer From (To) the Capital & Debt Service Reserve	544,791	241,418		241,418		0
Ending Fund Balance	0	0	1,950,092	1,950,092		0

Cordillera Property Owners Association

Operating Fund

Statement of Revenue, Expenditures and Changes in Fund Balance

	2017 Actual	2018 Final Budget	YTD Actual Through 3/31/2018	Actual vs. Original Budget		2019 Original Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues						
Assessments	2,339,756	2,363,200	2,359,800	(3,400)	99.9%	
Assessment Discounts	(159,800)		0	0		
Net Assessments	2,179,956	2,363,200	2,359,800	(3,400)	99.9%	0
Communications Contributions	0	-	0	0		
DRB Review Fees	33,579	62,000	5,800	(56,200)	9.4%	
Vail Gondola Club	662,393	648,815	469,837	(178,978)	72.4%	
Community Assets						
Short Course	0	50,000	-	(50,000)	0.0%	
Athletic Center	16,627	1,750	1,129	(621)	64.5%	
Trailhead	79,280	89,045	250	(88,795)	0.3%	
Subtotal Community Assets	95,907	140,795	1,379	(139,416)	1.0%	-
Other Revenue						
Interest Income	2,798	1,000	154	(846)	15.4%	
Late Fees,penalty Interest and Other Revenue	40,269	50,000	(6,379)	(56,379)	-12.8%	
Fishing Program Revenues	4,000		1,000	1,000		
Market & Café Revenue	13,200	13,200	6,600	(6,600)	50.0%	
Fishing & Recreation Contribution	3,955	3,670	0	(3,670)	0.0%	
Sales Center Lease	41,047	41,080	10,260	(30,820)	25.0%	
Subtotal Other Revenue	105,269	108,950	11,635	(97,315)	10.7%	0
Total Revenues	3,077,104	3,323,760	2,848,450	(475,310)	85.7%	0
Expenses						
Administration Contract CMD	1,390,084	1,093,673	273,418	820,255	25.0%	
River Parcel & Pond Management	27,620	28,560	15,560	13,000	54.5%	
Trash and Recycle Program	153,023	154,964	24,862	130,102	16.0%	
Design Review Board Expenses						
Architect Fees	10,572	9,600	552	9,048	5.8%	
Landscape Architect Fees	5,460	2,070	798	1,273	38.5%	
DRB Meeting Expenses	420	660	129	532	19.5%	
DRB - Legal Fees	0	4,700	0	4,700	0.0%	
DRB Administration	50,361	50,400	10,836	39,564	21.5%	
Subtotal Design Review Board Expenses	66,814	67,430	12,314	55,116	18.3%	-
Other Operating Expenses						
Insurance Expenses	63,263	62,121	14,163	47,958	22.8%	
Audit/Tax Prep Fees	13,530	9,100	0	9,100	0.0%	
Legal Fees - General	190,632	118,700	10,919	107,781	9.2%	

	2017 Actual	2018 Final Budget	YTD Actual Through 3/31/2018	Actual vs. Original Budget		2019 Original Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Bad Debt Expense	13,674		0	0		
Bank Charges	180	3,000	914	2,086	30.5%	
Depreciation Expense	84,664	-	0	0		
Cordillera Post Office & Market - Utilities	24,912	27,638	6,803	20,835	24.6%	
Cafe & Post Office Repairs	0	-	0	0		
Cafe - Coffee & Newspapers	1,381	2,846	892	1,954	31.4%	
General Store Utilities	9,441	9,980	4,113	5,867	41.2%	
Community Enrichment Events	16,135	17,900	738	17,162	4.1%	
Credit Card Discount Fees	2,042	1,400	278	1,122	19.9%	
Communications & Website Expense	0	370	0	370	0.0%	
Misc. Operating Expenses	500		0	0		
Subtotal - Other Operating Expenses	420,353	253,055	38,820	214,235	15.3%	0
Post Office Revenues	45,079	39,356	9,524	(29,832)	24.2%	
Post Office Operations	50,243	36,882	11,003	25,879	29.8%	
Subtotal - Post Office	5,165	(2,474)	1,478	(3,952)	-59.7%	0
Vail Gondola Club Expenses	581,480	634,446	184,949	449,497	29.2%	0
Community Assets						
Recreation Management - Wages & Benefits	75,177	71,484	18,383	53,101	25.7%	
Short Course	243,114	436,509	202,342	234,167	46.4%	
Athletic Center	269,069	340,947	67,899	273,048	19.9%	
Trailhead	214,273	239,416	22,031	217,385	9.2%	
Subtotal Community Assets	801,633	1,088,356	310,655	777,701	28.5%	0
Communication Expenses						
Program Staff	71,671	76,051	20,293	55,758	26.7%	
Staff Benefits	22,208	17,887	2,801	15,086	15.7%	
Advertising	39,112	41,838	6,663	35,175	15.9%	
Public Relations	9,221	47,400	3,966	43,434	8.4%	
Collateral	7,509	14,378	0	14,378	0.0%	
Promotions	10,468	21,589	1,250	20,339	5.8%	
Production	1,862	15,920	258	15,662	1.6%	
Web Site	13,673	12,105	1,069	11,036	8.8%	
Creative/Photography	0		0	0		
Subtotal - Communication	175,723	247,168	36,301	210,867	14.7%	0
Total Expenditures	3,621,894	3,565,178	898,358	(2,666,820)	25.2%	0
Revenue Over (Under) Expenditures	(544,791)	(241,418)	1,950,092	2,191,510	-807.8%	0
Transfer from (to) the Capital Reserve	544,791	241,418		241,418	0.0%	0
Ending Cash Balance	0	0	1,950,092	1,950,092		0

Cordillera Property Owners Association
Debt Service & Capital Reserve Fund
Statement of Revenue, Expenditures and Changes in Fund Balance

	2017 Actual	2018 Final Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenue						
Real Estate Transfer Assessments	1,427,040	1,250,000	300,180	(949,820)	24.0%	
Interest Income						
Total Revenues	1,427,040	1,250,000	300,180	(949,820)	24.0%	0
Expenditures						
Healthy Forest Program	68,494	127,000	20	126,980	0.0%	
Engineering	0	-	0	0		
Post Office		30,205				
ACC Projects	0	116,382	7,940	108,443	6.8%	
Trailhead Projects	0	126,210	60,557	65,653	48.0%	
Short Course Projects	0	350,000	0	350,000	0.0%	
Total Capital Projects	68,494	749,797	68,516	681,281	9.1%	0
Debt Service	400,000	400,000	0	(400,000)	0.0%	
Working Capital Contribution	(402,525)					
Transfer to (From) CPOA	544,791	241,418		241,418	0.0%	
Total Expenditures	610,759.60	1,391,215	68,516	1,322,699	4.9%	-
Revenue Over (Under) Expenditures	816,280	(141,215)	231,664	372,879	-164.1%	0
Beginning Available Fund Balance	3,143,343	3,959,623	3,959,623	0	100.0%	0
Ending Available Fund Balance	3,959,623	3,818,408	4,191,287	372,879	109.8%	0

Cordillera Property Owners Association
Gondola Club
Statement of Revenue, Expenditures and Changes in Fund Balance

	2017 Actual	2018 Final Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues						
Membership Revenue	87,750	30,000	17,500	(12,500)	58.3%	
Membership Dues	562,919	595,795	449,655	(146,140)	75.5%	
Locker Rental Revenue	11,089	13,020	642	(12,378)	4.9%	
Seasonal Lease Revenue	0	10,000	2,000	(8,000)	20.0%	
Misc Income	635	-	40	40		
Total Revenues	662,393	648,815	469,837	(178,978)	72.4%	0
Expenses						
Vail Gondola Club Wages	102,410	116,422	29,144	87,278	25.0%	
Vail Gondola Club Benefits	26,459	28,012	5,394	22,618	19.3%	
Wages & Benefits	128,869	144,434	34,538	109,896	23.9%	-
Lease	299,482	308,475	77,116	231,359	25.0%	
Lease	299,482	308,475	77,116	231,359	25.0%	-
Common Area Maintenance	63,368	65,111	16,241	48,870	24.9%	
Repair & Maintenance	11,276	13,460	6,006	7,454	44.6%	
CAM & Repair & Maint.	74,644	78,571	22,247	56,324	28.3%	-
Depreciation	0	0	0	0		
Member Entertainment	2,201	4,500	0	4,500	0.0%	
Daily F&B	45,497	60,919	42,346	18,573	69.5%	
Member Expenses	47,698	65,419	42,346	23,073	64.7%	-
Vail Gondola Club Marketing/Promo	7,611	6,300	0	6,300	0.0%	
Dues & Subscriptions	62	250	0	250	0.0%	
Flowers & Decorations	0	300	0	300	0.0%	
License, Fees & Permits	325	325	650	(325)	200.0%	
Legal	0	2,500	0	2,500	0.0%	
Insurance	0	1,400	0	1,400	0.0%	
Telephone, Cable & Internet	3,394	4,440	1,257	3,183	28.3%	
Supplies	10,009	10,175	6,027	4,148	59.2%	
Mileage & Parking	8,158	10,607	727	9,880	6.9%	
Uniforms	1,227	1,250	43	1,208	3.4%	
Other Operating Expense	30,786	37,547	8,703	28,844	23.2%	-
Total Operating Expenses	581,480	634,446	184,949	449,497	29.2%	0
Capital Expenses						
Paint VGC	0	0	0	0		
Fixtures & Furniture	0	0	0	0		
Total Capital Expenses	0	0	0	0	0	0
Total Expenses	581,480	634,446	184,949	449,497	29.2%	0
Revenue Over (Under) Expenditures	80,913	14,369	284,888	270,519	1982.7%	0

Cordillera Property Owners Association
Athletic Center
Statement of Revenue, Expenditures and Changes in Fund Balance

	2017 Actual	2018 Final Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues						
Class Revenue	0	0	0	0		
Personal Training Revenue	16,627	1,750	1,129	(621)	8.4%	
Total Revenues	16,627	1,750	1,129	(621)	64.5%	0
Expenditures						
Wages	75,375	130,407	14,578	67,889	17.7%	
OT Wages	2,818	5,000	0	0	0.0%	
Benefits	16,105	24,561	4,760	12,415	19.4%	
Wages & Benefits	94,297	159,968	19,339	80,303	12.1%	0
Telephone, Cable & Internet	9,703	10,464	3,237	6,475	30.9%	
Licenses, Fees & Permits	204	0	111	(111)		
Laundry Expense	27,723	27,060	9,059	14,941	33.5%	
Linen	2,761	4,684	1,115	2,955	23.8%	
Locker Room Supplies	9,437	8,400	1,949	7,816	23.2%	
Office Supplies	1,869	1,400	432	968	30.8%	
Uniforms	507	630	0	397	0.0%	
Pool & Spa Supplies	5,026	5,039	1,419	2,881	28.2%	
Coffee & Snacks	7,290	7,500	1,952	5,048	26.0%	
Trash Removal	607	1,680	220	457	13.1%	
Operating Expenses	65,127	66,857	19,494	41,827	29.2%	0
Equipment Maintenance	1,042	2,390	645	682	27.0%	
Landscaping	15,051	14,389	0	15,051	0.0%	
Elevator Maintenance	3,187	3,450	1,338	2,507	38.8%	
Parking Lot Maintenance	570	740	0	570	0.0%	
Facilities R&M	25,103	12,455	6,395	5,990	51.3%	
Facility Parts & Supplies	1,366	5,941	3,109	105	52.3%	
Pool & Spa R&M	5,757	3,802	708	5,049	18.6%	
Repair & Maintenance Expense	52,076	43,167	12,195	29,954	28.3%	0
Fitness Supplies	1,558	6,275	801	583	12.8%	
Fitness Instructions	5,038	6,000	1,050	3,438	17.5%	
Fitness Expenses	6,596	12,275	1,851	4,021	15.1%	0
Electricity	20,009	24,648	8,435	16,021	34.2%	
Natural Gas	22,705	25,260	6,328	17,175	25.1%	
Water	9,220	8,772	257	8,203	2.9%	
Utilities	51,934	58,680	15,021	41,398	25.6%	0
Total Operating Expenses	270,031	340,947	67,899	197,504	19.9%	0
Net Operating Revenue (Expense)	(253,404)	(339,197)	(66,770)	272,427	19.7%	0
Capital Expenses						
Cardio equip flooring paint - 2017 Capex			0	0		
Shower Pans - 2017 Capex			0	0		
Building & Pool Boilers			0	0		
Pickle Ball Repair - 2017 Capex			0	0		
Pool Furniture		17,900	0	17,900		
Tennis Court Repair / Windscreen		13,800	0	13,800		
Common Area Flooring		16,500	0	16,500		
Trash Bin Enclosure		8,210	0	8,210		
Locker Room Keyless Locks	0	26,200	7,940	18,261	30.3%	
Trim Work / Reception Remodel	0	15,772	0	15,772		
Pool Deck Resurface / repair	0	18,000	0	18,000		
Total Capital Expenses	0	116,382	7,940	108,443	2.5%	0
Total Expenditures	270,031	457,329	75,839	305,946	13.1%	0
Revenue Over (Under) Expenditures	(253,404)	(455,579)	(74,710)	489,264	13.2%	0

Cordillera Property Owners Association
Trailhead
Statement of Revenue, Expenditures and Changes in Fund Balance

	2017 Actual	2018 Final Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues						
Cordillera Day Camp Revenue	78,220	87,395	0	(87,395)	0.0%	
Facility Fees	810	1,650	250	(1,400)	15.2%	
Trailhead Rental	250		0	0		
Donation for Equipment	0		0	0		
Total Revenues	79,280	89,045	250	(88,795)	0.3%	0
Expenses						
Wages	77,550	84,372	9,018	75,354	10.7%	
OT Wages	2,484	5,000	346	4,654	6.9%	
Benefits	11,075	16,837	3,071	13,766	18.2%	
Wages & Benefits	91,109	106,209	12,435	93,774	11.7%	0
Telephone, Cable & Internet	4,763	4,835	1,340	3,495	27.7%	
Licenses, Fees & Permits	4,868	4,370	0	4,370	0.0%	
Laundry Expense	13,407	13,500	355	13,145	2.6%	
Locker Rooms Supplies	1,128	1,750	0	1,750	0.0%	
Linen	2,022	2,975	0	2,975	0.0%	
Office Supplies	1,698	5,025	0	5,025	0.0%	
Uniforms	1,078	1,320	0	1,320	0.0%	
Pool & Spa Supplies	4,557	5,536	0	5,536	0.0%	
Landscaping	21,075	19,491	0	19,491	0.0%	
Operating Expenses	54,596	58,802	1,695	57,107	2.9%	0
Parking Lot Maintenance	765	1,065	0	1,065	0.0%	
Facilities R&M	9,858	9,633	2,703	6,930	28.1%	
Facility Parts & Supplies	692	2,052	725	1,327	35.3%	
Pool & Spa R&M	5,414	5,228	0	5,228	0.0%	
Repair & Maintenance Expense	16,729	17,978	3,427	14,551	19.1%	0
Electricity	7,580	8,196	1,981	6,215	24.2%	
Natural Gas	10,344	11,964	950	11,014	7.9%	
Trash Removal		190		190	0.0%	
Water	10,601	9,456	715	8,741	7.6%	
Utilities	28,526	29,806	3,645	26,161	12.2%	0
Background Checks	540	543	0	543	0.0%	
Training & Education	1,722	1,950	0	1,950	0.0%	
Day Camp - License	134	134	134	0	100.0%	
Advertising	2,895	2,900	695	2,205	24.0%	
Inspection Fees	60	60	0	60	0.0%	
Camp Games, Supplies, and Snacks	3,881	4,430	0	4,430	0.0%	
Day Camp Clinics	8,695	10,004	0	10,004	0.0%	
Camp Transportation	5,644	6,600	0	6,600	0.0%	
Subtotal Camp Expenses	23,571	26,621	829	25,792	3.1%	0
Total Operating Expenses	214,531	239,416	22,031	217,385	9.2%	0
Net Operating Revenue (Expense)	(135,251)	(150,371)	(21,781)	128,590	14.5%	0
Capital Expenses						
Roof Replacement - 2017 Capex			50,250	(50,250)		
Pool Remodel - 2017/2018 Capex		18,000	10,307	7,693	57.3%	
Locker Room Tile - 2017 Capex			0	0		
Trash Bin Enclosure		8,210	0	8,210	0.0%	
Roof Replacement - 2018 Capex		100,000	0	100,000	0.0%	
Total Capital Expenses	0	126,210	60,557	65,653	48.0%	0
Total Expenditures	214,531	365,626	82,588	283,038	22.6%	0
Revenue Over (Under) Expenditures	(135,251)	(276,581)	(82,338)	194,243	29.8%	0

Cordillera Property Owners Association
Short Course
Statement of Revenue, Expenditures and Changes in Fund Balance

	2017 Actual	2018 Original Budget	Actual Through 3/31/2018	Actual vs. Original Budget		2019 Approved Budget
				Variance Favorable (Unfavorable)	Actual % Received or Spent	
Revenues						
Expense Reimbursement	0	0	0	0		
Sale of Equipment						
Short Course Revenue - Troon	0	50,000	0	(50,000)	0.0%	
Total Revenues	0	50,000	0	(50,000)	0.0%	0
Expenditures						
Short Course Contract	447,407	400,000	200,000	200,000	50.0%	
Property Taxes	2,256	2,095	2,342	(247)	111.8%	
Fire Protection	0	1,054	0	1,054	0.0%	
Facilities R&M	16	0	0	0		0
Repair & Maintenance Expense	16	0	0	0		0
Telephone, Cable & Internet	0	0	0	0		0
Natural Gas	0	0	0	0		0
Electric - Comfort Station	0	0	0	0		0
Electric - Pump Station	0	0	0	0		0
Electricity	0	0	0	0		0
Irrigation Water	34,195	0	0	0		0
Telephone & Utilities	34,195	0	0	0		0
Irrigation Water	34,195	33,360	0	33,360	0.0%	33,360
				0		
Total Operating Expenses	518,069	436,509	202,342	233,113	46.4%	33,360
Net Operating Revenue (Expense)	(518,069)	(386,509)	(202,342)	184,167	52.4%	(33,360)
Capital Expenses						
Short Course Trailer - 2017 Capex			0	0		
Maintenance Bldg Paint - 2017 Capex			0	0		
Water Feature / Irrigation Pond		350,000	0	(350,000)	0.0%	
			0	0		
			0	0		
			0	0		
Total Capital Expenses	0	350,000	0	0		0
Total Expenditures	518,069	786,509	202,342	584,167	25.7%	33,360
Revenue Over (Under) Expenditures	(518,069)	(736,509)	(202,342)	534,167	27.5%	(33,360)

Briefings

Management Team Report

Delinquent Accounts

The collection of delinquent accounts and past due HOA dues are proceeding. Originally there were 72 properties delinquent on their CPOA assessments. A total of \$297,563 has been collected. There are currently 21 property owners of those original properties still delinquent in the amount of \$310,336. Jerry Oliver sent final letters early June. As of 7/9/2018 we have 3 payment plans that were initiated by property owners totaling \$38,383 that will be collected within the next six months. Oliver continues to assist staff with collections and we will be discussing additional remedies for the board to consider, including filing a lawsuit to foreclose the lien/breach of contract, etc. for property owners that are more than two years past due. Access to certain Cordillera amenities and facilities for these property owners have been limited or denied.

Fifteen property owners are delinquent in paying their 2018 assessments, totaling \$47,003.85. A second collection letter and account statement was sent July 19 to these property owners and interest charges were assessed on the past due amounts.

Trailhead Pool Assessment

At the June 15 board meeting, the board provided direction to move forward in obtaining actual costs from contractors in the market. This is defined as Phase 1 and 2 described below and the cost is projected to be \$142,975.

OLC's proposal is intended to be inclusive of all design work necessary to take the Trailhead Pool and Playground Renovations project from the conceptual stages previously developed to a complete and operating facility. This project (schematic 2) will be the renovation of the existing outdoor pool area, expansion of the pool deck, replacement of the aquatic equipment, addition of outdoor kitchen and shade structures, and renovation of the existing playground and ADA access to the Trailhead Facility. The design work is broken out into two Phases:

Phase 1 is the Design Development (DD). Though not intended for construction, the deliverables in this phase are intended as a description of the project sufficient to commence construction documentation including preliminary mechanical, electrical and structural system performance descriptions.

Phase 2 is the Construction Documentation, Bid/Negotiation and Construction (CD) Observation. Once the previous phase is completed to your satisfaction, OLC can commence with the preparation of construction documents suitable for construction. Complete Architect of Record services, including permit and construction-ready documentation (CD's), Civil Engineering, Landscape Architecture, Aquatic Design, Structural, Mechanical, Electrical and Plumbing Engineering, are all included in this phase. OLC will manage the Bid/Negotiation stage of the project in getting a qualified builder on board to construct the project, and then continue to be our advocate throughout the duration of construction, responding to contractor questions, reviewing applications for payment and ensuring quality construction.

A single bid package documenting the work identified as Schematic Two will be provided, along with an Early Demolition Package.

Phase 1 and Phase 2 could start immediately and continue for the next 11 weeks. We anticipate reporting back to the board October 19, 2018 with bid packages from firms, a recommended contractor and budget. If approved in October by the board, demolition work will begin the week of October 22 to beat weather conditions and aim for a July 4, 2019 reopening.

The work identified with the Add Alternate to rebuild the Baby Pool and an Add Alternate to install a Splash Pad in lieu of the Baby Pool may be provided as an additional service. To design these two items would add \$13,076 to Design Development and \$13,460 to Construction Documents. Construction Administration would remain the same. Schematic Three was not accepted.

A zero-depth entry pool will serve the needs of a wider variety of age groups than a traditional baby pool. Rather than having a fixed depth of 18" or 24", the gradual slope of the zero-depth entry pool floor allows babies, toddlers, children and even teens if it's associated with a larger leisure pool to find a depth of water that suits them best. The gradual slope also makes it easier for people with reduced mobility to get into the water, as opposed to navigating stairs or ladders. Bubblers, geysers and other spray features can be incorporated in a zero-depth entry pool just like a splash pad.

If a sanitary event occurs in any body of water, it must be evacuated of swimmers and properly sanitized before it can be reoccupied. So having a splash pad or baby pool on a separate water system will reduce the likelihood of the main pool being contaminated. However, costs will increase as there will have to be additional pumps, filters, heaters, chemical feeders, chemical controllers, etc. in order to separate the systems.

Based on the project and budget, OLC is of the opinion is that the Trailhead facility would be best served by a single main pool with a zero-depth entry. OLC could design a separate Kids Pool with a zero-depth entry if there is a desire to know the costs of having a separate body of water, but the likelihood of it fitting into the current budget is low. In my opinion, a splash pad would not be an effective use of funds due to the limited amount of use it would get (it's just too cold in the mountains for a splash pad to get much use, in my opinion).

Removing the kitchen and shade structures from the scope also limits the functionality of the entire pool area, but if selected OLC would reduce the fee by approximately \$6,000. The aquatic features are a lot more design- and engineering-intensive with all of the equipment and utilities involved, so the design fees are not an equal swap in costs.

Phase 3 is the Contract Administration (CA). OLC will serve as the Owners representative and manage the project.

Schematic 2 Only	DD	CD	CA	Total	Reimbursables	Total Fee + Reimbursable Expenses
OLC Architecture	\$ 22,050.00	\$ 27,330.00	\$ 9,280.00	\$ 58,660.00	10 Trips CA	
OLC Aquatics	\$ 9,850.00	\$ 8,350.00	\$ 4,000.00	\$ 22,200.00	2 Trips CA	
Norris Design	\$ 9,400.00	\$ 20,600.00	\$ 7,500.00	\$ 37,500.00	2 Trips CA	
Civil	\$ 8,500.00	\$ 12,500.00	\$ 5,000.00	\$ 26,000.00	2 Trips CA	
Structural	\$ 2,150.00	\$ 2,150.00		\$ 4,300.00		
M/P	\$ 5,442.00	\$ 4,353.00	\$ 1,088.00	\$ 10,883.00	1 Trip CA	
E	\$ 5,665.00	\$ 4,635.00	\$ 2,500.00	\$ 12,800.00	1 Trip CA	
	\$ 63,057.00	\$ 79,918.00	\$ 29,368.00	\$ 172,343.00	\$ 3,200.00	\$ 175,543.00
					Budget	\$ 159,000.00
					Difference	\$ (16,543.00)



July 10, 2018

Trevor Broersma
Operations Director
Cordillera Metropolitan District
Cordillera Property Owners Association
408 Carterville Road, Cordillera CO 81632
Office Phone: 970.569.6275
Cell Phone: 970-406-0004
Fax: 970.926.5577
tbroersma@cordillerametro.org
Cordilleraliving.com

OHLSON LAVOIE
COLLABORATIVE

1401 ZUNI, SUITE 102
DENVER, COLORADO
80204

T: 303.294.9244
F: 303.294.9440
www.olcdesigns.com

RE: Trailhead Pool and Playground Renovations
3000 Fenno Drive, Corillera, CO 81632

Dear Trevor:

Thank you for the opportunity to present a proposal for design services.

Our proposal is intended to be inclusive of all design work necessary to take your project from the conceptual stages previously developed to a complete and operating facility. Construction phase services are included, it is anticipated that OLC will be the owners representative and manage the project during construction.

Each phase can be separately authorized as the project progresses. This proposal estimates a series of task durations, which can serve as the basis for a project schedule.

Your signature on the attached **Agreement for Design Services** will authorize us to begin work.

Please advise if any aspect of our proposal could be modified to better serve your needs.

Sincerely,
OHLSON LAVOIE COLLABORATIVE
Architecture | Aquatics | Interiors

Robert L. McDonald
Senior Principal + CEO

Attachments

ARCHITECTURE
AQUATICS
INTERIORS
TECHNOLOGY

AGREEMENT FOR DESIGN SERVICES

Dated: July 10, 2018

Between: OWNER

And

OLC

Cordillera Property Owners Association

408 Carterville Road, Cordillera CO 81632

Office Phone: 970.569.6275

Fax: 970.926.5577

Trevor Broersma, Operations Director

Cell Phone: 970-406-0004

tbroersma@cordillerametro.org

Ohlson Lavoie Corporation

dba/ Ohlson Lavoie Collaborative

1401 Zuni St, Ste 102

Denver, Colorado 80204

(303) 294-9244, Tel

(303) 294-9440, Fax

rmcdonald@olcdesigns.com

Project: Trailhead Pool and Playground Renovations

Description: This project will be the renovation of the existing outdoor pool area, expansion of the pool deck, replacement of the aquatic equipment, addition of outdoor kitchen and shade structures, and renovation of the existing playground and ADA access to the Trailhead Facility.

- Project Schedule:**
- OLC can begin design work immediately upon your authorization to proceed.
 - The durations indicated are based on an estimated one week turnaround for client and facility manager approvals and revisions at the end of each phase.
- Owner's Duties:**
- Provide full information in a timely manner regarding requirements for and limitations to the Project.
 - Provide a soils report and other site information necessary for OLC to provide the services listed in this agreement.
 -
- Included Services:**
- Programming review based on OWNER's project requirements.
 - Coordination of OWNER's consultants.
 - Early Demolition Package (for Owner's use).
 - Base Bid to include the work identified as Base Schematic One plus the work identified as Schematic Two in the attached Schematic Cost Estimate.
 - Schematic 3 was NOT accepted.
 - The following phases for design services are included in this agreement. Each phase will be started only after OLC receives approval to proceed by the OWNER:

Phase 1 DESIGN DEVELOPMENT (DD'S)

Scope of Work: Provides scope of work in outline terms required for a complete and operational facility. Provides sufficient information for a General Contractor to price the cost of the work. Though not intended for construction, the deliverables in this phase are intended as a description of the project sufficient to commence construction documentation. Preliminary mechanical, electrical and structural system performance descriptions are included. Several iterations of review and comment are anticipated.

- Deliverables:**
- Site Plan & Details (includes grading and landscape concepts)
 - Aquatic Plans & Details
 - Landscape Plans & Details
 -

Est. Schedule: 5 Weeks

Site Visits: One (1)

Fee: \$ 63,057 Lump Sum

Reimbursables: \$ 500 Estimated

Phase 2 CONSTRUCTION DOCUMENTATION (CD'S):

Scope of Work: Once the previous phases are completed to your satisfaction, we can commence with the preparation of construction documents suitable for construction. We will provide the following services during this phase:

- Deliverables:**
- Architect-of-Record services, including permit and construction-ready documentation (CDs)

- Civil, Landscaping, Structural, Mechanical, Electrical and Plumbing Design and Engineering
- Aquatic Design, Engineering and CDs

Est. Schedule: 6 Weeks, Documentation
Site Visits: One(1)
CD Fee: \$79,918 Lump Sum, Documentation
Reimbursables: \$500 Estimated

Phase 3 BID/NEGOTIATION & CONTRACT ADMINISTRATION (CA):

Scope of Work: Once the previous phases are completed to your satisfaction, we can commence with bidding and/or negotiation and administration of the construction contract (CA). We will provide the following services during this phase:

- Deliverables:**
- Architect-of-Record contract administration services, including monthly site visits to observe the construction progress, answer contractor questions, and oversee construction quality.
 - Civil, Landscaping, Structural, Mechanical, Electrical and Plumbing contract administration services.
 - Aquatic contract administration services.

Est. Schedule: 4 Weeks, Bidding
 40 Construction
Site Visits: One (1) Bidding
 Ten (10) Construction

Fee: \$29,368 Lump Sum
Reimbursables: \$2,200 Estimated

Total Fee: \$172,343 Lump Sum
Reimbursables: \$3,200 Estimated

Additional Services: OLC can assist the OWNER with services beyond those indicated above and not included in this agreement at a negotiated sum or at our standard hourly rates. OLC will notify OWNER before commencing any of the following:

- Add Alternate to rebuild the Baby Pool
- Add Alternate to install a Splash Pad in lieu of the Baby Pool
- Planning, Zoning and other Governing Authority approval processing
- Scope or budget changes which require modifications to approved drawings
- Furniture, Fixtures & Equipment (FF&E) selection, specification, purchasing coordination and installation management
- 3D Renderings and Animations
- Record Drawings
- Fast-tracking or multiple "For-construction" sets other than those identified above
- Site visits in addition to those listed above are billed at \$1,200 per trip.

⁹⁶
Hourly Rates: Applicable rates for additional services listed above or for services beyond the scope of work are:

President	\$260	Per hour	Interior Designer	\$ 90	Per hour
Senior Principal	\$225	Per hour	Intern	\$ 80	Per hour
Principal	\$150	Per hour	Technology	\$145	Per hour
Senior Architect	\$125	Per hour	Aquatic Designer	\$120	Per hour
Architect	\$100	Per hour	Administrative	\$ 75	Per hour
Senior Interior Designer	\$110	Per hour			

Reimbursable Expenses: OLC will be reimbursed by the OWNER for expenses incurred in the course of delivery of these services at **1.10** times cost. Such expenses include transportation costs, lodging, delivery services, communications, printing, plotting, reproduction, and other direct expenses and shall not exceed amounts indicated without your prior approval. If on-site trips coincide with other work in the same region we may be able to share expenses with other clients.

Billing: Fees, additional services and reimbursable expenses will be billed monthly. Payments are due and payable 30 days from the date of the OLC's Invoice. Amounts unpaid 45 days after the invoice date shall incur a 1% monthly service charge on the outstanding balance until paid.

- Other:**
- In any action brought to enforce or contest any provision of this contract or to collect agreed upon fees, the prevailing party will be entitled to collect all costs and expenses incurred in connection with such action, including reasonable attorney's fees.
 - The laws of the State of Colorado shall apply the provisions of this agreement.
 - OLC's liability for any negligent acts, errors or omissions under this contract shall not exceed the total amount of fees incurred.
 - Should OWNER terminate this agreement for any reason, OLC shall be reimbursed for services performed to termination date at OLC standard hourly rates or as listed above.
 - It is the intent of OWNER and OLC that for Architect-of-Record Services, the terms of this Agreement may be incorporated into a separately executed contract based on the AIA Document B141, "Standard Form of Agreement Between Owner and Architect".

Authorization: By signing below the undersigned affirm that they are authorized to enter into this agreement.


OWNER:

Signature

____/____/____
Date

Name: Trevor Broersma
Title: Operations Director
For: OWNER

OLC:



Signature

7/10/18
Date

Name: Robert L. McDonald
Title: Senior Principal
For: Ohlson Lavoie Corporation

Administration

Management Team Report

Special Updates

Strategic Planning

The RFQ/P for Strategic Planning Services submission deadline was July 2. The following firms submitted proposals:

- Corona Insights
- Cotton and Company
- Global Golf Advisors
- Resonance
- Resort Concepts
- Resort Consulting Associates
- Rocky Mountain Innovation Lab
- Sage River Consulting

John Warren, Brian Watkins, Jaime Walker and Rachel Oys reviewed the proposals. Global Golf Advisors and Resonance were invited to participate in interviews with John Warren, Brian Watkins, Jerri More, Dave Bentley, Mike Henritze and Rachel Oys. The Strategic Planning Committee members are invited to listen by phone. The firms will provide an overview of their team, expertise, similar projects, approach to community strategic planning and budget. The strengths of both of these firms include strategic planning, resort destination, real estate and marketing expertise.

Strategic Planning Committee Meeting

After the interviews, the Strategic Planning Committee will meet July 26 to debrief and discuss next steps.

Community Survey

Andrej Birjulin, Confluence Research and Training, whom conducted the 2018 Cordillera Community Survey, presented preliminary survey results, June 13 to the Strategic Planning Committee, June 26 and July 9 at the Cordillera Café to interested property owners.

Comprehensive survey results will be shared at the board meeting on July 27 and again during the CPOA Annual Meeting on August 17.

The preliminary results were posted to the website as well.

Emergency Planning

Staff planned Sparks Wine Beer, a Ready, Set, Go! event for the community for July 9. Representatives from Eagle River Fire Protection District, Eagle County Sheriff's Office and Sustainable Communities, Chubb Insurance Wildfire Defense Service, Eagle County Paramedic

Services and Cordillera Public Safety were scheduled to attend and provide information to property owners on:

- Ready, Set, Go! Wildfire preparedness information and Firewise materials
- Wildfire response tactics, engine capabilities and fire crew access and coordination
- Cordillera evacuation routes
- Personal safety tips
- Internet and finance scams
- Identify theft
- Cordillera Public Safety gate access and patrols
- CPR and AED demonstrations
- Fire extinguisher training
- ECAAlert sign up

However, due to the Lake Christine Fire and many of the organizations responding, the event was postponed. Information on a new date and time will be forthcoming.

Red Canyon II Fire Response

Sunday, July 8

Lightning northeast of Wolcott ignited three fires. One fire threatened power lines that service Edwards, including Cordillera, Avon and Vail. Red Canyon Estates was evacuated and Cordillera Valley Club was under pre-evacuation orders. Due to the threat of a prolonged power outage, Eagle River Water and Sanitation District (ERWSD) issued a water supply emergency.

Monday, July 9

Overnight rain, firefighter efforts and helicopter support eliminated the risk to the power lines. ERWSD lifted the water supply emergency.

The evacuation of Red Canyon Estates forced the closure of the river beats until authorities lifted the evacuation order.

Initial response included:

- Communication with crucial contacts including Board presidents, the Club at Cordillera, Cordillera Valley Club and the management team throughout the incident
- Established six group lists (CVC, CVC with sheriff, Cordillera, Cordillera Management Team, emergency operations center, joint information center)
- Divide gate emailed the management team reporting the fire
- Email “Official News and Updates” was sent to property owners about the possibility of a prolonged power outage
- Contacted property owners regarding their oxygen supply if the power were to fail
- Contacted all gates and public safety staff
- Received a courtesy call from Sheriff about potential CVC evacuation
- Contacted CVC board and property management
- Sent CVC communications
- Inventoried who has laptops, radios, access to the building

- Identified resources for emergency organizations (lodging, fuel, hay, trailers,
- Fueled public safety fleet

The management team utilized Group Me, which was instituted when Cordillera implemented its fire restrictions, to coordinate information instantaneously. Also, staff logged into the County's Google Hangout to get up-to-the-minute updates on the fire and response from the Emergency Operations Center (EOC).

A debrief was held and areas of improvement, primarily focused on evacuation planning and communications, were identified.

Public Safety

Prior to filling the Public Safety Director vacancy, we are going to facilitate a series of planning sessions with all public safety staff over the next 60 days. Public Safety staff will help shape the service model, essential functions, core competencies, trainings, roles and responsibilities.

The goal is to facilitate a planning process that leverages the human and financial resources to realize our mission within Cordillera. Desired key outcomes include:

- Align structure and functions.
- Enhance internal and external communication to foster community synergy for greater impact.
- Build on trust by maximizing team members' strengths and facilitating opportunities from programs to work together.
- Create leadership opportunities by ensuring professional development and career growth.
- Deliver exceptional customer service and improve efficiency and cost effectiveness in regard to quality of services.
- Create a roadmap, key measures and budget.

Cordillera Dog Park

The Cordillera Dog Park provides a safe, fenced area for running, fetching and meeting other furry friends.

For those that use the dog park, please make sure to abide by the [Cordillera Dog Park Rules and Regulations](#).

Hardscrabble Ranch

A meeting was held May 3 between Eagle County and Cordillera representatives to discuss Hardscrabble Ranch and Trail Gulch (access from Cordillera to Brush Creek Valley).

In the meeting, participants discussed the unanimous support to ensure emergency access. This topic included Cordillera's request that the parties consider the need to explore future improvements for emergency vehicular access on Territories Trail. Eagle County has provided a draft easement to address emergency access. In addition, seasonal access was discussed and current plans for Trail Gulch/Sharp Creek only permit passive use. Conservation values established in connection with the Hardscrabble purchase include:

1. Public Recreation/Education,
2. Relatively Natural Habitat and
3. Open Space (scenic enjoyment, agriculture, clearly delineated government conservation policy, significant public benefit).

Cordillera representatives requested that vehicular access be an option in future years pending on the growth of Cordillera, Frost Creek and Brush Creek Valley.

On July 18, we received the following correspondence from the county denying seasonal access to Hardscrabble Open Space.


Office of the Attorney

Beth Oliver

970-328-8685

Beth.Oliver@eaglecounty.uswww.eaglecounty.us

July 17, 2018

VIA EMAIL FIRST AND CLASS MAIL

apogue@isp-law.comroys@cordillerametro.org

Alan Pogue
Icenogle Seaver Pogue, P.C.
4725 S. Monaco Street #225
Denver, CO 80237

Rachel Oys
Cordillera Metropolitan District
Cordillera Property Owners Association
408 Carterville Road
Edwards, CO 81632

Dear Alan and Rachel:

I am writing as a follow-up to our meeting on May 3, 2018, in which we discussed with Commissioner Ryan the Cordillera Metropolitan District's request for seasonal access along Trail Gulch, located between the Cordillera Territories and the recently acquired Hardscrabble Ranch open space property. We appreciate the time that Mr. Lemon, Mr. Askew and Mr. Bentley took to meet with us to explain and discuss the basis for the request.

The Board has further considered the District's request and, in doing so, carefully weighed the County's obligations as stewards of the Hardscrabble Ranch property with the desire of some Cordillera residents to have seasonal vehicular access along Trail Gulch. One of the County's many goals in purchasing the Hardscrabble Ranch property was to preserve the land in its natural state for the enjoyment of the public at large. The County has never contemplated motorized vehicle use on nor improvement of Trail Gulch, and we have concerns that such use could impact important wildlife habitats. While we appreciate the basis for the District's request, Eagle County is not willing to allow seasonal vehicular use of Trail Gulch. The grant of seasonal access for the benefit of Cordillera owners alone is not consistent with the values identified in the conservation easement or the public purposes for which the Hardscrabble Ranch property was acquired.

The County looks forward to working with the District in finalizing the emergency access easement granting Cordillera owners egress along Trail Gulch to address concerns regarding public safety in the event of an emergency.

We again thank you for your time and attention to this matter.

Sincerely,


Beth Oliver
Deputy County Attorney

cc: Diane Mauriello
Board of County Commissioners

CPOA Election

The Cordillera Property Owners Association (CPOA) director election will take place on Friday, August 17 at 2 p.m. during the Annual Meeting of the Members at the Edwards Interfaith Chapel. The deadline for submitting self-nomination forms was Tuesday, July 3 at 5 p.m. The Cordillera Property Owners Association received self-nomination forms from five members. The candidates are running for one seat on the Board and are listed below in the order on the ballot.

- Ron Haynes
- James Dunn
- Thomas Decker
- Russ Schmeiser
- Richard Smith

Members can find the candidate bios at www.cordilleraliving.com/Election. Election materials, including the ballot, candidate biographies, meeting agenda and 2017 Draft Meeting Minutes, will be sent to property owners the week of July 27.

Post Office

Since November of 2017 staff completed a post office audit and box reassignments. This project entailed moving 165 mailboxes, either up or down by one, to allow eight property owners the opportunity to receive their mail at the Cordillera Post Office.

Records Retention

PaperWise, a document shredding company, will be at the administration building on Friday, July 27 from 10 to 10:30 a.m. to shred any documents that property owners would like destroyed. If owners cannot attend this shredding event, there are three locked recycle boxes located at the administration building that can be used to discard documents before July 27. Please, no newspapers, magazines or junk mail.

Finance

Audit

McMahon & Associates completed the fieldwork portion of the 2017 audit June 19-21. Staff continues with follow up work with the auditors and expects the audit to be complete and 2017 financials finalized within the next few weeks.

Accounting

- Invoiced all trailer parking tenants for 2018 storage fees, totaling \$19,460 in revenue.
- First quarter financials are complete and are in the board packet for review.

CYMA

- Payroll software (ADP) was updated to include automated allocations within the system for CPOA related payroll expenses, i.e., marketing and recreation wages and benefits. Staff is in the process of moving to electronic reports from ADP for all payroll related

items as well as implementing the General Ledger Interface module from ADP which will allow payroll wage information to interface directly with the financial software (CYMA) and reduce time spent manually entering this data.

- Processing and electronic record retention for all bank deposits, bank reconciliations, bank statements and accounts payable information including paid invoices and checks issued by CPOA and CMD are paperless as of June 1, 2018.

RETA

Total RETA revenue collected through June 30, 2018 is \$426,390, this is \$148,400 less than the same time period last year. There are currently six different homes under contract in Cordillera with the potential to collect \$258,760 in RETA revenue in the next 60 days.

Treasurer's Meeting

Board presidents and treasurers met July 10 with staff to review quarterly financials, process improvements and to begin discussing a timeline for the 2019 budget.

Human Resources

Anniversaries

Micah Woody, Community Operations – 2 years

Charlene Koegel, Recreation – 4 years

Lorenzo Martinez, Public Safety – 5 years

Hiring

Carmen Corral recently joined the public safety team, primarily working the gates Friday through Monday. Carmen recently relocated to Eagle from California, along with her husband and son. She has an extensive background both in hospitality and as a mental health caseworker.

Emmanuel Mendoza also joined public safety, primarily working the CVC gate. Emmanuel previously worked for the Vail Police department as a records clerk before returning to his home state of Texas to work in similar roles and to work as a clerk for the District Attorney's office in El Paso, Texas.

Sam Lazar joined community operations as a facilities tech. Sam is originally from New York. Sam's background is primarily as a carpenter but proved himself capable to manage a whole variety of tasks while working on the construction project at Vail Health.

Jessica Hardisty recently started at the equestrian center. She is from outside of Amarillo, Texas and grew up with horses; she is excited to bring that passion to the Cordillera team after having worked as an apprentice cook in the valley for the past year.

Rose Gomez started with the public safety team and will be filling in on a variety of shifts to provide leave coverage until she settles into a permanent schedule. Rose is from California and relocated to Minturn. Her career includes long tenure in public safety for Disneyland and airport security.

Open Positions

There is one open position in public safety, for a part-time officer to provide weekend patrol coverage. Applications are also being accepted for on-call public safety officers.

The equestrian center has one full-time opening, in addition to accepting applications for on-call staff.

All hiring/staffing needs will be evaluated per department as a part of the 2019 planning and budget process.

Training and Career Development

- Jaime Walker, communications manager, completed the Vail Center's Community Leadership Academy in July. She also attended the ESPIOC (Emergency Services Public Information Officers of Colorado) Annual Conference in Avon.
- Heather Mathews, finance manager, and Erin McCuskey, human resources manager, attended the Special Districts training in Avon on June 14, 2018.
- Heather Mathews participated in CYMA training for a general system overview and report writing.
- Erin McCuskey attended the Mountain Benefits Symposium to learn about legislative updates and emerging healthcare trends in mountain communities.

Workers Compensation

In June and July, there were three workers compensation claims, which include a sprained knee and two hand wounds. The claims follow an exceptional timeframe of 14 months of no reportable workers compensation claims. The applicable teams have debriefed each incident to put processes and training in place to prevent future injuries.

Communications

Website

Website content updates included:

- Creating CPOA election page and posting candidate bios.
- Updating the fishing program rules and regulations, calendar, Short Course, Cordillera Equestrian Center, staff directory, wildfire and evacuation pages.
- Posting the RFQ/P for Strategic Planning, community survey preliminary results, agendas and minutes, the pleadings in the CSMN v CMD, CPOA et al. case, News Flash content, and Job positions.

Communications

- Eight "Cordillera Connection" newsletters with an average of 58 percent open rate.
- Fourteen "Official News and Updates Flashes." Topics included the status of fishing on the ponds and river parcel, information and updates on the Lake Christine Fire and the Red Canyon II Fire, event and meeting announcements. The open rate was 62 percent.

- Ongoing social media updates continue. Recent posts included pictures from the recent Meet Your Neighbor FAC gatherings.

Advertising

- KZYR advertisements ran for the summer concerts, Short Course and Cordy Camp.
- The Vail Daily ran ads in the paper and on their website for Sounds of Summer.
- Visit Vail Valley and HOME magazines conducted editorial interviews. Visit Vail Valley is out in newsstands now and Vail Valley HOME will be on newsstands in the coming weeks.
- Cordillera has a full-page ad in the Bravo! program.
- The brand awareness campaign with KUNC is ongoing for 12 weeks starting June 11 through August 27 from 5 a.m. to 9 p.m., including spots on “Morning Edition” and “All Things Considered;” the spots promote the Cordillera lifestyle.

Events

- Tiny Barge performed July 13 for the first Sounds of Summer Concert this year. The crowd was estimated at three hundred, half of which were property owners. Rocky Mountain Taco Truck served food and Bearcat Stables sold beverages. Mark Powell and the Lariat will perform August 3. Concert promotion included: Vail Daily ads, KZYR ads and on-air interviews, posters, Vail Valley Partnership e-newsletter and event web-calendar, Vail/Beaver Creek Magazine e-newsletter, Facebook promoted posts, “Cordillera Connection” and community tv-monitors.
- Following the April 16, May 18 and June 15 board meeting board members from the CMD and CPOA hosted the informal “Coffee Talk” gathering for community members to talk with the representatives about current community issues and happenings.
- The Cordillera Welcome Committee hosted monthly casual gatherings for existing and new property owners. The social events occurred on May 4 and June 1; the next gathering is August 10 from 5:30 – 7 p.m. at the Trailhead. A postcard with the dates was sent to all property owners and is in new property owner packets.
- Eight members of the Cordillera staff will volunteer at the Eagle County Fair and Rodeo on July 25 representing the Cordillera Equestrian Center.

Emergency Communications

Fire prevention, mitigation and situational awareness messages were included in each “Cordillera Connection” since April; these will continue throughout the summer. The messages parallel information communicated from the USFS and other jurisdictions in Eagle County.

- Property owners are strongly encouraged to sign up for ECAAlert.org as it is the primary notification system for Eagle County emergency response agencies.

Miscellaneous

- Charles Townsend Photography was retained to develop photography and videography assets for use in advertising, website and design. Photo shoots are ongoing to Cordillera lifestyle including golfing, hiking, biking, riding and social activities.
- Webb Strategic Communication was contacted for possible public relations support.

- Staff volunteered at the Joint Information Center (JIC) to assist with communication for the Lake Christine Fire.

Recreation

Management Team Report

Vail Gondola Club

Annual Survey

2017/2018 Survey Summary – 53 member respondents (Very Satisfied = 5, Very unsatisfied=1)

- Cleanliness and comfort of facility, assistance and knowledge of staff and care demonstrated to equipment were identified as priorities.
- Ninety-two percent of respondents saw the club as highly valuable to their ski and snowboarding experience, four percent valuable, four percent some value.
- All respondents would recommend the Vail Gondola Club to other property owners, friends or colleagues.
- One hundred percent of respondents who registered a guest locker for family or friends were very satisfied with the level of service provided for their guests.
- Professionalism, knowledge and friendless of staff; 100 percent of respondents were very satisfied.
- Service and quality of breakfast and après services; 77 percent of respondents were very satisfied, 15 percent satisfied, 4 percent neutral, 4 percent did not participate in breakfast or après programs.
- Overall cleanliness and comfort of club atmosphere; 83 percent of respondents were very satisfied, 16 percent satisfied, 1 percent neutral.
- The Club provides a warm and inviting atmosphere; 91 percent of respondents were very satisfied, 8 percent satisfied, 1 percent neutral.

Membership Status

As of July 2018, the club has 201 members with four memberships available. Five sales were made this year versus two resignations. Just over 50 percent of members are Cordillera Property Owners not including the Valley Club who make up for an addition 10 percent of members.

Special Lease Assessment

On Thursday, June 21 staff was made aware of a CAM assessment forthcoming August 1, 2018. All current tenants of the Vista Bahn Building will share the expense of increased property taxes and the installation of a new hot water boiler. The CPOA and Vail Gondola Club will be responsible for \$45,945.12 of the total cost based on the amount of square footage leased. The cost is to be paid over a 36-month term beginning in August 2018 and ending in July 2021. Operational savings will cover the \$6,381.25 cost for 2018. The additional \$15,315 for 2019, \$15,315 for 2020 and \$8,933.75 for 2021 will be evaluated as part of the 2019 budget process.

Annual CPOA Fourth of July BBQ

Approximately 250 Cordillera Property Owners and Vail Gondola Club Members attended the annual BBQ. The Vail Gondola Club opened at 9 a.m. with coffee, juice and muffins. At the conclusion on the Town of Vail parade, a Moe's BBQ catered lunch was offered with a wide variety of refreshments.

2017/2018 Ski Season Usage

Despite a slow start and a marginal snowfall year, the Vail Gondola Club had less than 50 fewer skiers when compared to the previous ski season. The club had 10,653 unique skier visits including 7,453 by members and 3,198 by their guests. The 2015/2016 season was the busiest to date with over 12,300 skiers.

Athletic Center

Hours

Cordillera Property Owner Association members have access seven days a week to the Athletic Center at Cordillera (ACC). The ACC provides attendant assistance from 6 a.m. to 9 p.m. Weight and cardio machines, fitness class studio, locker rooms, steam rooms and the pool/spa are also available unattended from 4 a.m.- 6 a.m. with a proximity/key card.

Fitness Classes / Workshops

Currently, 13 complimentary fitness classes are available to property owners including Monday and Friday total body classes with Athletic Center Coordinator, Polly Johnson, tai chi, hydro cycle, yoga, Zumba, arms to abs and Basi Pilates. Additional yoga workshops are scheduled during the months of July and August.

Usage

- January through June usage was level when compared to 2017, averaging 40 users per day and totaling over 7,200. June, July and August are historically the busiest months. June 2018 daily average was over 52 users per day. The facility experienced multiple days of over one hundred users during the Independence Day holiday week.
- There were nearly 17,000 facility users total in 2017, averaging 46 per day.

Pickleball

- Pickleball players officially kicked off their summer Wednesday, June 13, from 9-11 a.m. The athletic center team provided complimentary coffee, light breakfast items and fruit. Between 25-35 players were in attendance.
- On June 24, from 9 -11 a.m. a pickleball clinic was held with local tennis professional Mike Evans. Mike provided pointers and helped share the game with newcomers. Between 25-35 players were in attendance.
- Drop in pickleball play occurs all days from 9-11 a.m. except Tuesday and Thursday. Popularity, participation and enthusiasm for the game are high among property owners.

Facility Upgrades

Athletic Center spring facility improvements included tennis/pickleball court repair and the replacement of the pool room's indoor/outdoor furniture and common area flooring. Also, the installation of keyless locker locks, new desk in the reception area and the purchase of an additional Peloton exercise bike. These improvements were completed mid-June.

Trailhead and Athletic Center Pool Chemical Testing

Cordillera facilities team oversees all Cordillera Pools with an on staff aquatic facility professional. Specifically Manny Rodriquez, Certified Pool Operator, is responsible for the maintenance of water quality and balance. In addition, Manny has a strong understanding of all Cordillera pool facility's mechanical systems and components. Manny or other CPO's under his supervisor make all changes to water quality or perform any maintenance of pool system components. Periodically third party support is required.

Testing Frequency

Each body of water is tested 3 times daily. One time daily by facilities team and twice by on site staff.

Record Keeping

For each body of water a log is kept. On this log one can see all chemical testing, temperature monitoring and any adjustments to balance made. Testing categories include temperature, Free chlorine, Total Chlorine, Total Alkalinity (TA), pH, Total Hardness (TH), Cyanuric Acid (CYA) and Oxidation Reduction Potential (ORP).

Third Party Water Analysis

Conducted quarterly by Colorado Pool & Spa Scapes. This analysis produces a report that includes a score on all key parameters. If any problems with water quality are identified the report includes recommended solution.

Certified Pool/Spa Operators (CPO)

The following staff have CPO Certification issued by the National Swimming Pool Foundation. Although not all CPO team members are responsible for making pool adjustments, it is an organizational philosophy to have operational managers/supervisors certified that are closely involved with pool activities. This ensures other key team members are familiar with risks and prevention.

Manny Rodriguez – Facilities Team

Clint Forstrom – Facilities Team

Aubrey Lewis – Recreation

Polly Johnson – Recreation

Joe Helminski - Recreation

Trailhead Pool Complex

2018 Operations

Saturday, May 26, marked the opening day of the Trailhead pool complex. The pool is open from 11 a.m. to 7 p.m. daily through September 3 (weather permitting). For pool guests, safety lifeguards are on duty. However, adult supervision of children 12 and under is required at all times. The pool is accessible to all members of the Cordillera Property Owners Association, their family and resident guests. Unaccompanied guests will not be able to access the Trailhead facilities.

Usage

- June usage was an average of 30 pool attendees per day not including Cordy Camp. Historically the pool sees over 3,000 users per summer.

Cordillera Day Camp

Camp Dates

- Registration opened April 16, 2018. Camp is offered Monday through Friday, June 4, through August 31, 2018, for children ages 5 - 12.
- Camp attendees can participate in a wide variety of outdoor and educational activities including professional golf, tennis and swimming instruction, sports, hiking, fishing, games, arts and crafts, educational field trips and adventure days.

Rates

- \$45 Property Owners/Residents, \$55 non-Property Owners (Additionally there is a \$10 drop-in fee)

Attendance

- During the month of June camp attendance was up over 20 percent when compared to 2017; during this time camp averaged over twenty-six kids per day. July is historically the busiest camp month and early July 2018 attendance shows it is trending towards camp's fullest month in the past six years of CPOA management. There have been multiple camp days with over 50 children in attendance.
- During the summers of 2016 and 2017, the camp averaged 28 campers per day.

Short Course

2018 Operations

The Short Course at Cordillera opened for the season Friday, May 25. Tee times start at 8 a.m. and the last tee time of the day is at 6 p.m. Range opens 30 minutes before the first tee time until 6 p.m. Players can walk or carts are available for a fee. The Course is closed on Wednesdays for maintenance. The Course is open to Cordillera Property Owners Association and Club at Cordillera members for no cost (including children under the age of 25). Family, guest and the public can play for a fee. Parking is available along Kensington Court.

Short Course revenues and expenses are on par with 2016. There were 719 total rounds played in May and June

Operations

Management Team Report

Projects

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

Weed Management

- The Colorado Weed Management Act specifies management and control requirements of noxious weeds for property owners.
- Sixty properties received notices in the upper Ranch and Summit neighborhoods that have extensive weed infestations. Second notices will be going out by July 20.
- Properties that do not comply with mitigation requirements will be brought to the Boards' attention for approval to have CMD's weed spraying contractor spray the homes and bill the property owner.
- Weed spraying on CMD owned property is ongoing and will be completed up by mid-August.

Road Work

- The paving of Fenno from the Ranch gate to Cimmaron is complete.
- Speed bumps were installed at Fenno and Clubhouse Drive.
- All traffic lane lines have been painted on the property.

Fleet

- The capital project to coat shop floor will start August 13.
- The new water truck was purchased and is in use.
- Two new small plow trucks were delivered and will have strobes, radios and decals installed.

Trails

- All trails are open.
- Staff is developing a plan for new signage on the trails and possible dog waste stations on some of the trails.
- Nick installed a new sprayer on the Trails ATV to help with weed mitigation efforts on open space.

River Parcel and Ponds

- Nick continues to clear the walking paths at the river by cutting back the overgrown brush, fixing stairs and removing trip hazards.

- Clint and the team installed the pond aeration systems at Upper and Lower Bearden as well as Red Draw Ponds.
- Pond stocking was completed on June 5.
- All ponds and the fishing beats are closed due to high water temperatures above 70° Fahrenheit.
- During Casting and Cocktail with Vail Valley Anglers held June 18, guides provided information on Cordillera fishing, answered questions and demonstrated techniques. Complimentary beverages including beer, wine and snacks were provided during the event.

Equestrian Center

Facility

- The entire interior of the CEC is now switched over from metal halide light bulbs to new LED fixtures. The savings estimated by Holy Cross will be more than \$500 a month.
- The operations team installed all new drainage around the upper barn.
- New LED lights were placed in the new farrier stall, for better lighting when shoeing horses.

Boarding, Lessons and Clinics

Currently, there are 37 horses at the Equestrian Center: 13 in paddocks with full care, seven in paddocks with partial care, 17 in the stalls with two to four additional stall horses anticipated in the coming weeks. Of the horses at the Equestrian Center, 12 are property owners and 25 are non property owner horses.

Staff is giving three to six lessons per week. Additionally, staff is working on a small horse show for the end of summer and potentially holding a Sarah Martin Dressage clinic this fall or early next year. A Working Equitation Clinic and a clinic with a Clinton Anderson Method Ambassador are also being researched.

Public Safety and DRB

Management Team Report

Incident Reports

Since the last board report, Public Safety responded to 145 incidents.

On May 5, three young men were reported to be using the hot tub on Kensington Drive, then they proceeded to play some golf on the short course, which was not open at the time. A public safety officer responded and remembered allowing access to this group, saying they were going to a known residence on Alcazar. Two of the three men were familiar to the public safety officer as being connected to the property owner's home. Patrol was unable to locate the men on the golf course and were found at the residence. It was explained to the men that they were trespassing, but the property owner declined to press charges.

On May 16 there was an incident where a property owner ran off the road on Fenno above Red Draw. The owner reported the accident himself; a public safety officer drove to the scene of the accident. The owner refused an ambulance, he did not appear to be hurt or impaired. Director Pliske requested that dispatch be called. Vail dispatch reported that the State Patrol could not respond at that time and to please fill out a report online. Engines 15 and 12 were on scene and checked the area for any possible hazards.

On June 8, a public safety officer at the Divide gate observed six males enter the ACC and proceed to get in the hot tub. They got out of the hot tub at 9 p.m. at the request of the ACC attendant. They stayed in the locker room for a long period of time. At 9:40 PM, the public safety officer called the ACC attendant and offered assistance. When patrol arrived the men were already in their vehicle ready to leave, patrol reminded these men that, in the future, they should be off premises by 9 p.m. The young men apologized for the inconvenience and left.

On July 13, a property owner reported her two huskies had run off and she was looking for them. Patrol responded to assist. The property owner, was open carrying a handgun in case the coyotes approached, for his protection. Deputy Waddell, who lives in the neighborhood, saw the incident and went to see what was going on. She advised the owner that it was not a good idea to shoot at the coyotes in this neighborhood, due to the fire danger issues as well as the possibility of shooting a person. The dog owner was notified that her dogs were at the TimberHearth, where she proceeded to pick them up.

On July 13, public safety received a call about a very thin deer in the Club Cottage water feature that appeared to be bleeding from its mouth. The deer did not move with growing human presence. Staff thought that the deer had perhaps been hit by a car as she was very lethargic. Sheriff was dispatched at 8:30 a.m., a Deputy arrived at the water feature at 9:00 a.m. The Deputy approached the deer and it walked away. The deer walked up towards the TimberHearth. The Deputy made the judgment call not to euthanize the deer. On July 14, the deer made its way to the Mountain Course. The Club called public safety and sheriff's office was called. The Deputy euthanized the deer around Bluegrass Court and public safety buried the deer.

Health Forests

Wildfire Mitigation:

Of the 170 properties due for wildfire mitigation in 2018, 57 met Cordillera's requirements; of the properties out of compliance, 43 responded to the letter sent July 2 notifying them of their status. The remaining 70 property owners will receive emails, those who do not respond will be contacted in person by staff.

Douglas Fir Beetle:

In the target area, 61 properties were identified and treated. In the non-target area, 50 properties were identified as having Douglas-Fir trees and 47 were treated. Three property owners elected not to treat. Recently, another seven Doug-Fir trees have been identified as being infected and were removed.

Design Review Board

Buildout Analysis 5.8.18						
Neighborhood	Total Allowed*	Actual **	Completed	Review	Construction	% Buildout**
Divide-minus 60						
Lodge	202	195	165	1	3	85%
Ranch	400	394	317		1	80%
Summit	248	241	101	2	3	42%
Totals (PUD 910)	850	830	583	3	7	70%

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

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

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

Review Process	
Divide	Status
420 Little Andorra	Sketch 5.8.18

Ranch	Status
205 Elk Springs Tr	Final inspection

Ranch	Status

Summit	Status
96 Lady Belle Way	Final inspection
722 Granite Springs	Foundation

Summit	Status
84 Martingale	Pre-design 6.13.17
1596 Gore Trail	Technical

Territories	Status
19 Territories	Framing - ILC

Territories	Status

DRB Agendas & Minutes

May 8, 2018

Design Review Board - Minutes

Tuesday, 8 May 2018

408 Carterville Road, Cordillera, Colorado

ATTENDANCE

Members Present Gene Shanahan - Chair
 Lee Hegner – Board Member
 Dennis Moran – Board Member
 Eric Jung – Board Member

Members Absent David Staat – Board Member
 Henry Reed - Board Member
 Judy LaSpada - Board Member

Others present: Millie Aldrich - DRB Administrator
 Paul Miller - DRB Architectural Consultant
 Kirk Pliske – Public Safety Director
 Ed Shriner – COPA president

SITE VISIT – 92 Sunquist Road

8:45 a.m.

CALL TO ORDER

9:24 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

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

DISCLOSURE MATTERS – Eric Jung has a conflict of interest and removed himself during the discussion of 1510 Red Draw.

APPROVAL OF AGENDA –DRB unanimously approved the agenda.

APPROVAL OF MINUTES – Minutes from April 10, 2018 approved, moved by Hegner second by Moran all in favor.

PUBLIC INPUT – No public input was noted.

DRB ACTION ITEM –

1. **Jennings Residence – 420 Little Andorra** **10:20 a.m.**
 Review: Sketch
 Present: Martin & Manley: John Martin, Mountain CAD Services: Rob Dale,
 Owner/Contractor: Don Jennings
 Sketch – approved with comments. (See memo located in page 3)

2. **Powell Residence – 92 Sunquest Road** **11:00 a.m.**
 Review: Pre-Design
 Present: Karen Wray – Interior Designer / Contractor
 Pre-Design – denied (See memo located in page 4-5)

3. Jung Residence - 1510 Red Draw**11:40a.m.**

Clarification on private property signs

Present: Eric Jung

- The log cabin and ponds are a point of interest on the property
- There is a Cordillera trail head and fishing ponds which are bordering the property
- There have been several trespassing incidences: hikers, snowshoeing, recreational vehicles
- Remove and relocate the section of log rail between the residence and vacant lot

Board Comments:

- Owner can have Sign Design create (3) Private Property / No Trespassing signs
 - Sign must match 889 Granit Springs: size, color and lettering for the sign at the owner's expense
- Owner, Kirk, Millie and Ed Shriner (adjacent owner) to locate and identify the sign locations
 - (1) on the existing fence of the cabin
 - (1) on the existing fence near the pond
 - (1) on new section of fence near the trail head, located on the owner's property

STAFF APPROVALS - 2

- Mitchell Residence – 388 Forest Trail – new roof - Final – DRB approved
- Dolan Residence – 1596 Gore Trail – Technical Review – DRB approved

SINGLE FAMILY CONSTRUCTION STARTS – 0**SINGLE FAMILY INSPECTIONS – 0****ADMINISTRATIVE UPDATES****COMPLIANCE OFFICER UPDATES**

- 220 Casteel – currently has not paid CPOA Dues, work continues but slow. Project will be monitored on exterior stone, patio and landscape to be completed.
 - DRB Administrator to follow up with the owner on summer schedule
- 322 Granada Glen – changes to approved plans
 - Pass-through of legal fees for non-compliant projects

ADJOURNMENT**12:28 p.m.**

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

Design Review Board - Staff Memorandum
Applicant: Jennings Residence

Date: 5/8/2018

Location: 420 Little Andorra Rd / Lot 64, Filing 3
Representative: Don Jennings – Owner, John Martin – Architect,
 Rob Dale - Mountain CAD Services
Staff Contact: Millie Aldrich, Coordinator
Review: Sketch

Project Overview

The Jennings Residence is a new residence located at 420 Little Andorra Rd / Lot 64, Filing 3. The site is 6.01 acres. The proposed residence is 4,606.7 square feet, per drawing set 4/26/18. The Jennings Residence is being reviewed today for Sketch approval and is subject to the Divide Design Guidelines.

Board Comments:

Landscape & Site Plan

- Concrete boarder along driveway
 - Discussed Board would prefer to see gravel edge
- Coordinate site plan height calculations with front elevation grade heights
 - Discrepancy between A0.1 and A3.0
- Driveway light fixture doesn't match the architectural character of the house.
- Downhill side of culvert, collecting drainage from utility easement, must be screened with stone
- A1.1 verify highpoint natural grade 7811'-0", grade line 7814 is not consistent with A3.0
- Address Marker identify: provide elevation, height, material, lighting, identification
- A1.2 include fire hydrant
- The driveway is tight to back out of the garage, consider a hammerhead at the east end of the driveway
- West side of driveway, pull asphalt away from entry steps. Use the paver material to create entry arrival.
- A1.2 identify material on landing
 - Discussed sandstone
- Leach Field must be revegetated with shrubs, as well as native grasses.

Plan and Elevations

- Provide a building height calculation calculation summary.
 - Conflict between A0.1, A1.1 (natural high point), A3.0
- Entry should be an integrated element to the home.
 - Entry supports need to have more mass and grounded, similar to the living room supports
 - 2 stone pillars on either side
 - Widen the entry
- Living room cantilevered deck must have support beams and braces
- Dormer elements should make sense with the fenestrations
 - Increase the dormer size
 - Add support braces

- East side: should reflect the window language

General:

The Board cannot give Final approval, until Eagle River Water Sanitation Department has signed of on crossing the easement.

Approved with comments – Sketch**Design Review Board - Staff Memorandum****Date: 5/8/2018**

Applicant: Powell Residence
Location: 92 Sunquist Rd / Lot 58, Filing 27
Representative: Karen Wray – Mountain Log Homes
Staff Contact: Millie Aldrich, Coordinator
Review: Pre-Design

Project Overview

The Powell Residence is a new residence located at Sunquist Rd / Lot 58, Filing 27. The site is 2.347 acres. The proposed residence is 4,124 square feet, per drawing set 4/26/18. The Powell Residence is being reviewed today for Pre-Design approval and is subject to the Summit / Ranch Design Guidelines.

Board Comments:

Section 1.01.00 PURPOSE OF THE CORDILLERA DESIGN GUIDELINES
 Another goal is to create and promote an architectural vernacular consistent with landforms and surrounding vegetation. This is to be achieved by encouraging a characteristic style of landscape and building design that not only conveys an image, but also assures compatibility between buildings and their setting. While all buildings in Cordillera are to reflect the architectural styles defined in these guidelines, each building should also present unique and creative design solutions that avoid a repetitive copy of precedent structures.

Landscape & Site Plan

- The design of the home must unique and evolve from the site.
- There is no sense of arrival
- The driveway should follow the site contours to increase elevation

Plan and Elevations

- **There is no sense of arrival with the 2 ½ story garage element towering**
- **The side door near the garage door could be mistaken as the front door.**

Section 5.02.01B Garages

Garages are encouraged to have semi-attached or detached garages which form part of the protected yards and are related to the main structure with breezeways or other covered, connecting structures. However, attached garages are permitted if they are clearly articulated as separated forms.

- The garage has a stone base with board and batten siding, the second level is heavy log construction stacked on the board and batten siding below.

Section 4.03.05 D. Logs

Logs may be used as stacked load bearing walls, but when expressed on the building exterior, logs must be set on a stone base.

- Trapezoid window to the ‘outdoor room’ has an odd relationship to the windows below.

Section 4.03.06 B. Windows and Doors

Trapezoid windows and other unusual shape and size windows are generally not encouraged and if used must be in conjunction with divided light windows and set behind a truss element.

- The main entry appears to be a screened in porch for the front door.

Section 5.04.05 Windows and Doors

Heavy wood entry doors should evoke a sense of strength, protection, and shelter, using heavy planking and sturdy hardware.

- Main entry is on the second level, framed stairs to a screened porch. No sense of arrival or grounding the house.

Section 5.04.06 Porches, Terraces, and Balconies

Residences shall incorporate low, covered porches, minimum depth of eight feet, located to take full advantage of views and to provide shelter for main entries.

General:

The Board cannot give approval with the proposed submittal. There are too many significant site planning conflicts with the Design Guidelines.

Denied – Pre-Design

June 10, 2018

Design Review Board

June 12, 2018 DRB Agenda

Administrative Offices, 408 Carterville Road

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

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

All times are approximate and subject to change

9 a.m.

Call to order

Approval of May Minutes
Review Agenda - Project overview

- 10 a.m. Leaving from Administrative office: Projects approved within 5 years
 12:30 p.m. Summit Builders 16, LLC – 84 Martingale Ln – Sketch Review
 Applicant: Don Scott Turnipseed, Brennen Fitzgerald
 1:15 p.m. Lauterbach Residence – 205 Elk Springs – Changes to approved plans
 Applicant: Michael Lauterbach
 1:15 p.m. McCarty Residence – 322 Granada Glen – Compliance: Changes to approved plans
 Applicant: John McCarty
 1:45 p.m. Miller Residence – 35 Stag Gulch – Compliance: Log structure without approval
 Applicant: Terry Miller
 2:15 p.m. 123 Pine Martin – Deck Addition
 Applicant: Millie Aldrich, Pure Design Studio

Staff Approvals – 4

- Thorn Residence – 923 Summit Trail – hot tub / patio - Final – DRB approved
 Wolff Residence – 950 Cordillera Way – hot tub / patio - Final – DRB approved
 DiGiannantonio Residence – 64 Saddle Ridge – new deck rail – Final – HOA / DRB approved
 McClure Residence – 190 Elk Springs Trail – patio – Final – DRB approved

Single Family Construction Starts – 1

- 1596 Gore Trail – Dolan Residence

Single Family Final Inspection – 0

Staff Updates

- Active Construction Sites / Build-out Analysis
 Construction Schedule

Compliance Officer Updates

Other Business

- 2:45 p.m. Adjourn

July 10, 2018

Design Review Board

July 10, 2018 DRB Agenda
 Administrative Offices, 408 Carterville Road

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

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

All times are approximate and subject to change

8:30 a.m. Leaving from Administrative office

Site Visits:

8:45 a.m. 35 Red Draw – new construction

9:30 a.m. Call to order

Approval of June Minutes

Review Agenda - Project overview

10:00 a.m. Summit Builders 16, LLC – 84 Martingale Ln – Final Review

Applicant: Don Scott Turnipseed, Brennen Fitzgerald

10:45 a.m. Mocevic Residence – 35 Red Draw – Pre-design

Applicant: TAB Associates, Anna Griffith

11:15 a.m. Dolan Residence – 1596 Gore Trail – Changes to approved plans

Applicant: Shepherd Resources - Adam Harrison

Staff Approvals – 5

Gordon Residence – 123 Pine Martin – enlarge deck relocate hot tub - Final – DRB approved

Palic Residence – 375 Red Draw – color change / variance - Final – DRB approved

Szymela Residence – 9 Penncross Ln – AC condenser unit – Final – HOA / DRB approved

Christie Residence – 50 Elk Springs Ct – re-roof – Final – DRB approved

Brunner Residence – 292 Red Draw – gas fire pit – Final – DRB approved

Single Family Construction Starts – 0

Single Family Final Inspection – 2

340 Cordillera Way – Kedrowski Residence, remaining landscape deposit

343 Pine Martin - Reed Residence, remaining landscape deposit

Staff Updates

Active Construction Sites / Build-out Analysis

Construction Schedule

Compliance Officer Updates

Other Business

2:45 p.m. Adjourn