

STATE OF COLORADO )  
COUNTY OF EAGLE ) SS.



# AGENDA

## CMD and CPOA Regular Board Meeting

*January 11, 2019*

*9 a.m.*

*408 Carterville Road, Cordillera CO 81632*

### Boards 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 | Ron Haynes, Treasurer | Jerri More, Secretary | Larry Brooks, Assistant Treasurer & Assistant Secretary

---

<b>Time</b>	<b>Item</b>	<b>Presenter</b>	<b>Page</b>
9 a.m.	<b>CMD Board Meeting Call to Order</b>	Bentley	
	Call to Order		
	Declaration of Quorum/Director Qualifications/Disclosure Matters		
	Approval of Agenda		
	Approval of Consent Agenda Items (Action Requested: Approval of November 16, 2018 Meeting Minutes)		3
9:10 a.m.	<b>CPOA Board Meeting Call to Order</b>	Shriner	
	Call to Order		
	Declaration of Quorum/Director Qualifications/Disclosure Matters		
	Approval of Agenda		
	Approval of Consent Agenda Items (Action Requested: Approval of November 16 and December 12, 2018 Meeting Minutes)		3, 8
9:20 a.m.	<b>Public Comment</b>	Bentley Shriner	
	The boards welcome public comment.		
9:40 a.m.	<b>Joint Agenda Items for Boards Discussion and Direction</b>		
	Management Report	Oys	24
	General Manager Performance Evaluation Process (Discussion)	Bentley	

---

<b>Time</b>	<b>Item</b>	<b>Presenter</b>	<b>Page</b>
		Shriner	
10:30 a.m.	<b>CMD Agenda Items for Board Discussion and Direction</b>		
	Eagle River and Water Sanitation District- CMD Water Fund (Discussion)	Jason Cowles	10
10:45 a.m.	<b>CPOA Agenda Items for Board Discussion and Direction</b>		
	Design Review Board Appointment (Action Requested: Appointment of Dennis Moran)	Aldrich	13
	Vacate Lot Line- Kloehn	Aldrich	13
	Short Term Rental Regulations (Discussion and Action Requested: Approval of Resolution)	Pogue	20
11:30 a.m.	<b>CMD Executive Session</b>	Bentley	
	Executive session pursuant to Section 24-6-402(4)(b), C.R.S. (CMD) for the purpose of receiving legal advice regarding the CSMN litigation.		
11:30 a.m.	<b>CPOA Executive Session</b>	Shriner	
	Executive session pursuant to Section 38-33.3-308(4)(b), C.R.S. (CPOA) for the purpose to receive legal advice from general counsel and special litigation counsel with respect to Court of Appeals ruling November 29, 2018, CSMN litigation and Short Term Rentals.		
12:30 p.m.	<b>CMD Adjourn</b>	Bentley	
12:30 p.m.	<b>CPOA Adjourn</b>	Shriner	

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

2019 Meeting Schedule January 11, March 8, May 10, July 12, September 13 and November 8

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, Colorado. Meetings will be canceled 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



# MINUTES

## Cordillera Metro District Cordillera Property Owners Association

*November 21, 2018*

### In Attendance

CMD Board of Directors	CPOA Board of Directors
David Bentley, President	Ed Shriner, President
Eugene McGuire, Vice President	Mike Grier, Vice President
Cheryl Foley, Treasurer	Ron Haynes, Treasurer
Kitty George, Secretary	Jerri More, Secretary
John Van Deusen, Assistant Treasurer/Assistant Secretary (via telephone)	Larry Brooks, Assistant Treasurer/Assistant Secretary (via telephone)

### Others Present:

Rachel Oys, general manager; Alan Pogue, legal counsel; Jaime Walker, communications manager; Trevor Broersma, operations director; Joe Helminski, recreation director; Erin McCuskey, human resources manager; Tracy Stowell, office manager; Members of the public: Cassie Gray, Monte Irion and Mike Henritze.

### Call to Order

CMD Board of Directors	CPOA Board of Directors
Director Bentley called to order the Regular Meeting of the Cordillera Metropolitan District at 9:02 a.m.	Director Shriner called to order the Regular Meeting of the Cordillera Property Owners Association at 9:02 a.m.

### Declaration of Quorum/Director Qualifications

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

### Approval of Agenda

CMD Board of Directors	CPOA Board of Directors
Director Foley moved to approve the November 16, 2018, Regular Meeting Agenda. Seconded by Director George.	Director Grier moved to approve the November 16, 2018, Regular Meeting Agenda. Seconded by Director Haynes.

Upon motion duly made and seconded, the Board unanimously approved the November 16, 2018, Regular Meeting Agenda.	Upon motion duly made and seconded, the Board unanimously approved the November 16, 2018, Regular Meeting Agenda.
---	---

---

**Approval of Consent Agenda**

---

- The board discussed the meeting minutes template agreeing to continue using the current format, without specific director comments unless requested as an exception. Written public comment will be included in an upcoming board packets rather than in the minutes.

<b>CMD Board of Directors</b>	<b>CPOA Board of Directors</b>
Director Foley moved to approve the Consent Agenda. Seconded by Director George. Upon motion duly made and seconded, the Board approved the October 19, 2018, Meeting Minutes.	Director Haynes moved to approve the Consent Agenda. Seconded by Director Grier. Upon motion duly made and seconded, the Board approved the October 19, 2018, Meeting Minutes.

---

**Public Comment**

---

Three members of the public were present.

- Public comment topics included the skier shuttle, reserve study, financial forecasting and short-term rentals.
- The CPOA was pleased to have the chance to present arguments before the Court of Appeals November 6, 2018. A decision is anticipated in the near future.

---

**Joint Agenda Items for Boards Discussion and Direction**

---

**Management Report**

- Per statutory requirement, a budget letter will be sent to the community December 1, with the annual report published in late December.
- Barry Smith will assume the position of Cordillera Public Safety Director November 19. He offers the district an extensive background in emergency response and emergency management planning. Barry spent 19 years with the Eagle River Fire Protection District before retiring from the fire service with the rank of Battalion Chief. Concurrent with his fire service work, he also was a part-time patrol officer with Beaver Creek Public Safety. Since 2002 Barry was the emergency management director with Eagle County Government. He is a fire service, NWCG and Federal Emergency Management Agency ICS instructor, NWCG Strike Team Leader/Type IV incident commander, the past chair and current vice chair of the Colorado NW All Hazards Emergency Management Region, and he is a graduate of the Federal Emergency Management Agency’s National Emergency Manager Advance Academy which provided him the strategic level training, education and skills needed to manage

dynamic and resilient emergency management programs. Originally from Glenwood Springs, Barry now lives in Eagle.

- Stephanie Palmer with S3Partnership was retained for emergency planning and preparedness. She and Barry Smith will work to hold discovery meetings; conduct a Hazard Vulnerability Assessment; plan a Table Top Exercise; develop an Emergency Operations Plan; facilitate trainings; host a full-scale exercise and evaluate areas for improvement.
- Coffee Talks, which started in March, were a way for community members to discuss current community issues with board members. Attendance was minimal, so the board decided to suspend the talks.
- Legal counsel provided an update that the District Court ruled in favor of CMD on all claims in the matter of Starview Realty Investments v. Cordillera Metropolitan District November 5, 2018.

### **2019 Board Meeting Schedules**

*CPOA MOTION: Director More moved to hold regular meetings every other month on the second Friday beginning in January 2019 at 9 a.m. Seconded by Director Haynes. Upon motion duly made and seconded, the Board unanimously approved the motion.*

*CMD MOTION: Director Foley moved to hold regular meetings every other month on the second Friday beginning in January 2019 at 9 a.m. Seconded by Director George. Upon motion duly made and seconded, the Board unanimously approved the motion.*

- The 2019 board meetings will be on the second Friday of every other month; the meeting dates are: January 11, March 8, May 10, July 12, September 13, and November 8.
- The December 21, 2018, meeting was canceled as there are no substantive topics for board discussion.

### **Skier Shuttle Service-Pilot**

- CMD is not authorized to provide transportation. CMD could hold an election to receive proper authority. The Boards will reassess the program after the strategic planning process is complete and a long-term financial plan is developed.

---

## **CMD Agenda Items for Board Discussion and Direction**

### **2018 Quarterly Financials and Budget Amendments**

- CMD Director Bentley opened the Budget Hearing for discussion. Hearing no comments from the public, he closed the public hearing.

*CMD MOTION: Director Foley moved to approve the amendment to the adopted 2018 budget for fiscal year 2018. Seconded by Director George. Upon motion duly made and seconded, the Board unanimously approved the motion.*

---

## **CPOA Agenda Items for Boards Discussion and Direction**

## 2018 Quarterly Financials

- The Board approved the 2018 Budget Amendment.

## Short-Term Rentals

- Staff requested input from Resonance, the firm conducting the strategic planning process, the following points were shared:
  - o Short-term rentals are typically less than 30 days, not the 15 days previously discussed.
  - o Rental ban enforcement is difficult, but controlling access to amenities tends to limit rentals.
  - o Short-term rental bans limit real estate sales and property values because they reduce the universe of potential buyers for properties as the general trend is that the next generation of buyers is increasingly looking to rent their properties to offset carrying costs.
  - o However, being a private community without short-term rentals has quality of life benefits for property owners.
  - o Future discussions will occur through planning as to whether Cordillera is a “private” or “resort” community.
- There is currently one property that was noticed for violating the CCRs that prohibit operating a commercial business.
- The Board favored enforcing existing regulations and developing rules that restrict the usage of amenities by renters.

---

## CMD Adjournment

---

### **CMD Board of Directors**

Director George moved to adjourn the Regular Meeting of the Cordillera Metro District. Seconded by Director Foley.

Upon motion duly made and seconded, the Board adjourned the Regular Meeting of the Cordillera Metro District at 12:19 p.m. Friday, November 16, 2018.

---

## CPOA Adjournment

---

### **CPOA Board of Directors**

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

Upon motion duly made and seconded, the Board adjourned the Regular Meeting of the Cordillera Property Owners Association at 12:19 p.m. Friday, November 16, 2018.

---

## Next Meeting

---

- The regularly scheduled CMD and CPOA Board meetings for 2019 will be as follows: January 11, March 8, May 10, July 12, September 13, and November 8. 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, Colorado, 81632. Meetings will be canceled when there are no time sensitive or substantive topics for board discussion.

DRAFT



# MINUTES

## Cordillera Property Owners Association

*December 12, 2018*

---

### **In Attendance**

---

#### **CPOA Board of Directors:**

Ed Shriner, President; Mike Grier, Vice President (via telephone); Ron Haynes, Treasurer (via telephone); Jerri More, Secretary (via telephone); Larry Brooks, Assistant Treasurer/Assistant Secretary (via telephone).

#### **Others Present:**

Rachel Oys, general manager; Alan Pogue, legal counsel (via telephone); Lew Harstead, legal counsel (via telephone); Michael Davidson, legal counsel (via telephone).

---

### **Call to Order**

---

<b>CPOA Board of Directors</b>
--------------------------------

Director Shriner called to order the Special Meeting of the Cordillera Property Owners Association at 9:02 a.m.
---

---

### **Declaration of Quorum/Director Qualifications**

---

All board members acknowledged to waive 72-hour notice of meeting.

---

### **Approval of Agenda**

---

<b>CPOA Board of Directors</b>
--------------------------------

Director Grier moved to approve the December 12, 2018 Special Meeting Agenda. Seconded by Director Brooks.
--

Upon motion duly made and seconded, the Board unanimously approved the December 12, 2018 Special Meeting Agenda.
--

---

### **CPOA Agenda Item**

---

#### **Executive Session**

9:03 a.m. Director More moved and Director Brooks moved to enter into Executive Session pursuant to Section 38-33.3-308(4)(b), C.R.S. (CPOA) for the purpose to receive legal advice from general counsel and special litigation counsel with respect to Court of Appeals ruling November 29, 2018.

9:40 a.m. Director More and Director Brooks moved to conclude Executive Session.  
Present: Rachel Oys, Alan Pogue, Lew Harstead and Michael Davidson.



No Action was taken in Executive Session.

---

## **Adjournment**

---

### **CPOA Board of Directors**

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

Upon motion duly made and seconded, the Board adjourned the Special Meeting of the Cordillera Property Owners Association at 9:41 a.m. Wednesday, December 12, 2018.

---

## **Next Meeting**

---

- Next CMD and CPOA Board meeting is January 11, 2019.

DRAFT



SHAREHOLDERS  
Paul R. Cockrel  
James P. Collins  
Robert G. Cole  
Timothy J. Flynn  
Evan D. Ela  
Linda M. Glesne  
David A. Greher  
Kathryn G. Winn

ASSOCIATES  
Joseph W. Norris  
Allison C. Ulmer  
Bart W. Miller  
  
OF COUNSELL  
Matthew P. Ruhland  
  
303.218.7212  
mruhland@cccfirm.com

December 4, 2018

VIA E-MAIL

Cordillera Metropolitan District  
4725 South Monaco Street, Suite 360  
Denver, Colorado 80237  
Attention: Alan Pogue, Esq.

**Re: Agreement Regarding Water Infrastructure Projects**

Dear Alan:

Thank you for your time last week, it was helpful to get your perspective and insight.

As we discussed, the original intent of the proposed Agreement Regarding Water Infrastructure Projects (the "Agreement") was to memorialize previous discussions between the Cordillera Metropolitan District (the "District") and the Upper Eagle Regional Water Authority (the "Authority") related to projects that would address current deficiencies in the Cordillera Water System (the "System"). A brief summary of the projects and estimated costs is attached.

While we understand local governments, including the District, must make difficult decisions when it comes to spending priorities, we understand the funds referenced in the Agreement were collected via a water rate surcharge and have been segregated in a Water Capital Improvement Fund (the "Funds"). Making the Funds available to the Authority to complete the various projects to the System may be the most efficient path forward, as the Authority will ultimately operate the projects. However, the goal of the Agreement and previous discussions between the Authority and the District is to improve the System; therefore, if the District wishes to use the Funds itself to design and construct the various projects, the Authority requests the opportunity to at least partner with the District in that process. Either way, the Funds were collected for water infrastructure projects and utilizing them to create a better System would be a proper and appropriate use. As you are aware, the proposed projects are solely for the benefit of the District and its constituents.

Due to the fact that there a number of new Members on the District's Board of Directors, you invited a representative of the Authority to attend the District's next board meeting to discuss the  
{00663251.DOCX / }

various projects that need to be completed to address current deficiencies in the System – the Authority accepts the invitation. I believe the District's next board meeting will be held on January 11, 2019, but please confirm. I would appreciate having this correspondence included in the meeting packet.

Thank you again for your time on this matter and please feel free to reach out to me if you'd like to discuss prior to the District's board meeting.

Sincerely,



Matthew P. Ruhland

Attachment

## Cordillera Water System Projects

In 2016, staff of the Upper Eagle Regional Water Authority (the "Authority") was contacted by Cordillera Metropolitan District (the "District") to prioritize implementation of the next round of capital improvement projects related to the Cordillera Water System (the "System"). Upon reviewing the 2008 Master Plan, Authority Engineering staff thought it would be appropriate to revisit design criteria and assumptions used to establish fire flows for the 2008 Master Plan with the Eagle River Fire Protection District and SGM. The Authority committed approximately \$20,000 to fund an update to the 2008 Master Plan focused on fire flow delivery improvements to the System. The 2016 study determined that fire flow targets from the 2008 Master Plan could be reduced by approximately 50% on average due to fire sprinkler requirements in the PUD. This change in design criteria eliminated the need to make many of the improvements to the System recommended in the 2008 Master Plan. The remaining capital improvements to the System recommended by the 2016 study consist of:

- 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.

In addition to the \$1.1m in improvements recommend by the 2016 SGM study, other priorities for capital improvements to the System have been identified that will bring the System up to Authority standards, improve System reliability, reduce risks, and address new regulatory standards. Those projects include:

- Fenno Well House Improvements: The existing well house facility is too small to house pumping equipment to supply the full, firm production capacity of the Fenno Well Field, necessary instrumentation and controls, electrical equipment, and chlorine and fluoride treatment systems. The existing electrical systems must also be brought up to current electrical codes. Preliminary estimates for a well house improvement project range from \$980,000 to \$1,140,000.
- Fenno Well Raw Water Delivery System: The raw water delivery network which connects the Fenno wells to the well house facility primarily consists of thin wall, schedule 40 PVC piping that is roughly 25 years or more in age. Schedule 40 PVC piping is not an ideal material for this application because it cannot be correlated for leaks or located using conventional methods and equipment, and the thin walled pipe is prone to breakage. This has been identified as an area of risk that may warrant replacement of the PVC piping and other appurtenances with higher quality materials to insure uninterrupted service to the District. A condition assessment of the raw water network is anticipated to develop project scope and cost estimates.
- Territories Backflow Prevention: The existing water main that was intended to provide fire suppression only to properties within the Territories poses challenges for compliance with new water quality regulations due to the long length of the dead-end line and low demands. The Authority plans to add a backflow prevention device on the line immediately after Summit Springs Road to mitigate the risk of water quality issues for customers on Summit Springs Road and Webb Peak Road. This project is estimated to cost \$75,000.
- Fenno Well #5 Improvements: The existing well is in need of a new pump, a rebuilt motor, and a new check valve. These improvements are estimated at \$20,000.
- Advanced Metering Infrastructure Tower: The Authority is in the process of upgrading its metering infrastructure to utilize an advanced metering network that will allow customers to remotely monitor their water usage in real-time using an internet portal. A new radio tower and networking equipment to cover the District is estimated to cost \$100,000.
- Cordillera East Tank 1 Instrumentation and Controls Improvements: Improvements to the instrumentation and controls at the East Tank 1 are necessary to reduce the risk of future overflows from the tank. Costs are estimated at \$100,000.



## Design Review Board - Property Owner Application

### Application Type:

- Building Envelope Amendment
- Lot Line Amendment
- Vacate Lot Line

### SITE INFORMATION

Street Address: \_\_\_\_\_ Neighborhood: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Filing: \_\_\_\_\_

DESCRIPTION OF REQUEST: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Property Owner:** \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

**Primary Contact / Owner's Representative:** \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

- Only complete applications will be accepted. No item will be scheduled for DRB unless an application and all required submittal items (as listed on the appropriate DRB Requirement Checklist) are received by the submittal deadline.
- Cordillera DRB approvals are valid for one year. If approval should lapse, an application, including all submittal requirements, must be resubmitted to the DRB Administrator for review and approval.

### Checks payable to Cordillera Property Owners Association (CPOA)

#### For office Use only:

Date Received: \_\_\_\_\_ Rec'd by: \_\_\_\_\_

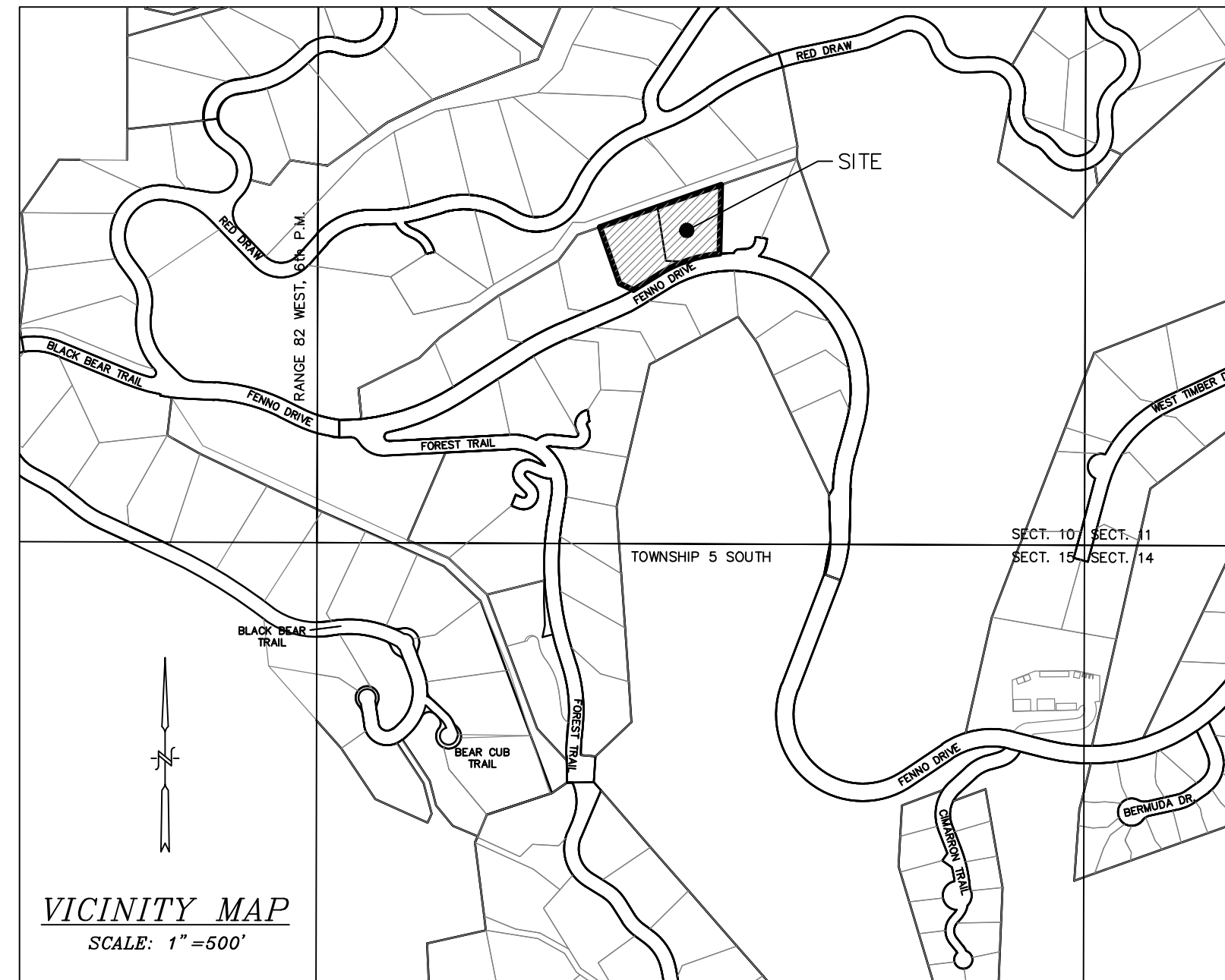
Letter to Property Owners Date: \_\_\_\_\_

DRB acceptance / rejection Letter Date: \_\_\_\_\_

Fees Paid: \$ \_\_\_\_\_



AMENDED FINAL PLAT
CORDILLERA SUBDIVISION
FILING NO. 9, LOT 23
A RESUBDIVISION OF LOTS 23 AND 24
COUNTY OF EAGLE, STATE OF COLORADO



TITLE CERTIFICATE

DOES HEREBY CERTIFY THAT IT HAS EXAMINED THE TITLE TO ALL LANDS SHOWN UPON THIS PLAT AND THAT TITLE TO SUCH IS VESTED IN \_\_\_\_\_ FREE AND CLEAR OF ALL LIENS, TAXES AND ENCUMBRANCES, EXCEPT AS FOLLOWS: \_\_\_\_\_

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 20\_\_\_\_ AGENT \_\_\_\_\_

GENERAL NOTES:

- 1. SURVEY COMPLETED ON NOVEMBER 06, 2018
2. BASIS OF BEARINGS: N70°50'53"E THE LINE BETWEEN FOUND MONUMENTS AT NORTH ANGLE POINT LOT 22 BEING A #5 REBAR WITH 1.5" ALUMINUM CAP STAMPED 23089 AND NORTHEAST CORNER LOT 24 BEING A #5 REBAR WITH 1.5" ALUMINUM CAP STAMPED 26967.
3. LINEAL UNITS OF MEASUREMENT ARE GIVEN IN US SURVEY FOOT.
4. PEAK LAND CONSULTANTS, INC. DID NOT PERFORM A TITLE SEARCH OF THE SUBJECT PROPERTY TO ESTABLISH OWNERSHIP, EASEMENTS OR RIGHTS-OF-WAY OF RECORD, RECORD DOCUMENTS UTILIZED WERE PROVIDED BY LAND TITLE GUARANTEE COMPANY ORDER NO. V50051692 DATED SEPTEMBER 14, 2016 AT 5:00 P.M.
5. THE PURPOSE OF THIS FINAL PLAT IS TO COMBINE LOTS 23 AND 24 INTO ONE LOT, AND TO VACATE BUILDING ENVELOPES ON LOT 24.
6. ROAD, DRAINAGE, UTILITY, SKI AND EQUESTRIAN EASEMENTS: STAG GULCH PARTNERS, HEREBY RESERVES TO ITSELF, ITS SUCCESSORS AND ASSIGNS: (A) A BLANKET EASEMENT UPON, ACROSS, OVER AND UNDER ALL ROADS, LOTS AND TRACTS FOR INGRESS TO AND EGRESS FROM THE INSTALLATION, REPLACEMENT, REPAIR AND MAINTENANCE OF ROADS, DRAINAGE, UTILITY, SERVICE LINES AND SYSTEMS, INCLUDING BUT NOT LIMITED TO WATER, SEWER, GAS, TELEPHONE, TELEVISION, CABLE OR COMMUNICATION AND ELECTRIC LINES AND SYSTEMS AND DRAINAGE STRUCTURES, AND (B) A BLANKET EASEMENT UPON, ACROSS, OVER AND UNDER ALL LOTS AND TRACTS FOR CROSS COUNTRY SKI AND EQUESTRIAN TRAILS AND THE INSTALLATION AND MAINTENANCE THEREOF.
7. NOTICE: ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT, MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF CERTIFICATION SHOWN HEREON.

THE FOLLOWING NOTES APPLY TO THE NEWLY CREATED LOT 23:

- ITEMS 8-20 AFFECT LOTS 23 AND 24
8. LOT 23 IS SUBJECT TO RIGHT OF PROPRIETOR OF A VEIN OR LODE TO EXTRACT AND REMOVE HIS ORE THEREFROM SHOULD THE SAME BE FOUND TO PENETRATE OR INTERSECT THE PREMISES AS RESERVED IN UNITED STATES PATENT RECORDED AUGUST 04, 1910, IN BOOK 48 AT PAGE 553. (NOT ABLE TO PLOT)
9. LOT 23 IS SUBJECT TO RIGHT OF WAY FOR DITCHES OR CANALS CONSTRUCTED BY THE AUTHORITY OF THE UNITED STATES AS RESERVED IN UNITED STATES PATENT RECORDED AUGUST 04, 1910, IN BOOK 48 AT PAGE 553. (NOT ABLE TO PLOT)
10. LOT 23 IS SUBJECT TO RESERVATIONS AS CONTAINED IN UNITED STATES PATENT RECORDED JANUARY 9, 1990 IN BOOK 520 AT PAGE 821 (NOT ABLE TO PLOT)
11. LOT 23 IS SUBJECT TO RIGHT OF WAY FOR DITCHES OR CANALS CONSTRUCTED BY THE AUTHORITY OF THE UNITED STATES AS RESERVED IN UNITED STATES PATENT RECORDED JANUARY 09, 1990, IN BOOK 520 AT PAGE 820. (NOT ABLE TO PLOT)
12. LOT 23 IS SUBJECT TO RIGHT OF WAY FOR DITCHES OR CANALS CONSTRUCTED BY THE AUTHORITY OF THE UNITED STATES AS RESERVED IN UNITED STATES PATENT RECORDED JANUARY 09, 1990, IN BOOK 520 AT PAGE 822. (NOT ABLE TO PLOT)
13. LOT 23 IS SUBJECT TO RESTRICTIVE COVENANTS WHICH DO NOT CONTAIN A FORFEITURE OR REVERTER CLAUSE, BUT OMITTING ANY COVENANTS OR RESTRICTIONS, IF ANY, BASED UPON RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, FAMILIAL STATUS, MARITAL STATUS, DISABILITY, HANDICAP, NATIONAL ORIGIN, ANCESTRY, OR SOURCE OF INCOME, AS SET FORTH IN APPLICABLE STATE OR FEDERAL LAWS, EXCEPT TO THE EXTENT THAT SAID COVENANT OR RESTRICTION IS PERMITTED BY APPLICABLE LAW AS CONTAINED IN INSTRUMENT RECORDED MAY 12, 1993, IN BOOK 608 AT PAGE 785 AND CONSENT IN CONNECTION THEREWITH RECORDED NOVEMBER 9, 1993 IN BOOK 624 AT PAGE 450 AND SUPPLEMENT THERETO RECORDED NOVEMBER 9, 1993 IN BOOK 624 AT PAGE 451 AND AFFIDAVIT OF CLARIFICATION THERETO RECORDED MARCH 10, 1995 IN BOOK 663 AT PAGE 72 AND AS AMENDED IN INSTRUMENT RECORDED RECORDED MAY 11, 1998 RECEPTION NO. 655728, AND AS AMENDED IN INSTRUMENT RECORDED APRIL 14, 2010 UNDER RECEPTION NO. 201007046. NOTE: NOTICE OF ASSIGNMENT RECORDED MARCH 19, 2009 UNDER RECEPTION NO. 200904950. (BLANKET IN NATURE, NOT ABLE TO PLOT)
14. LOT 23 IS SUBJECT TO EASEMENTS, CONDITIONS, COVENANTS, RESTRICTIONS, RESERVATIONS AND NOTES ON THE PLAT OF CORDILLERA SUBDIVISION, FILING 9 RECORDED NOVEMBER 9, 1993 IN BOOK 624 AT PAGE 448. (AS SHOWN HEREON)
15. LOT 23 IS SUBJECT TO TERMS, CONDITIONS AND PROVISIONS OF EASEMENT AGREEMENT RECORDED APRIL 28, 1994 IN BOOK 638 AT PAGE 879. (BLANKET IN NATURE, NOT ABLE TO PLOT)
16. LOT 23 IS SUBJECT TO TERMS, CONDITIONS AND PROVISIONS OF HOLY CROSS ELECTRIC ASSOCIATION, INC. UNDERGROUND RIGHT OF WAY EASEMENT RECORDED NOVEMBER 14, 1995 IN BOOK 680 AT PAGE 922. (NOT ENOUGH INFORMATION TO BE ABLE TO PLOT)
17. LOT 23 IS SUBJECT TO TERMS, CONDITIONS AND PROVISIONS OF NOTICE OF LEVY OF REAL ESTATE TRANSFER FEE RECORDED JUNE 25, 2001 AT RECEPTION NO. 760375 (NOT ABLE TO PLOT)
18. LOT 23 IS SUBJECT TO TERMS, CONDITIONS AND PROVISIONS OF THE CORDILLERA PLANNED UNIT DEVELOPMENT GUIDE RECORDED JANUARY 11, 2010 UNDER RECEPTION NO. 201000508. (BLANKET IN NATURE, NOT ABLE TO PLOT)
19. LOT 23 IS SUBJECT TO TERMS, CONDITIONS AND PROVISIONS OF AMENDED AND RESTATED BY-LAWS OF CORDILLERA PROPERTY OWNER'S ASSOCIATION, INC. RECORDED JUNE 27, 2012 AT RECEPTION NO. 201213130. (BLANKET IN NATURE, NOT ABLE TO PLOT)
20. LOT 23 IS SUBJECT TO RESTRICTIVE COVENANTS WHICH DO NOT CONTAIN A FORFEITURE OR REVERTER CLAUSE, BUT OMITTING ANY COVENANTS OR RESTRICTIONS, IF ANY, BASED UPON RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, FAMILIAL STATUS, MARITAL STATUS, DISABILITY, HANDICAP, NATIONAL ORIGIN, ANCESTRY, OR SOURCE OF INCOME, AS SET FORTH IN APPLICABLE STATE OR FEDERAL LAWS, EXCEPT TO THE EXTENT THAT SAID COVENANT OR RESTRICTION IS PERMITTED BY APPLICABLE LAW AS CONTAINED IN INSTRUMENT RECORDED OCTOBER 26, 2016 UNDER RECEPTION NO. 201618114 (BLANKET IN NATURE, NOT ABLE TO PLOT)
ITEMS 21-24 AFFECT LOT 23
21. LOT 23 IS SUBJECT TO GRANTEE, FOR GRANTEE AND GRANTEE'S HEIRS, SUCCESSORS AND ASSIGNS, ACKNOWLEDGES AND AGREES THAT IF THE PREMISES IS ADJACENT TO A GOLF COURSE, IT SHALL BE SUBJECT TO AN EASEMENT FOR ERRANT GOLF BALLS, AND, BY ACCEPTANCE OF A DEED TO THE PREMISES, ASSUMES ALL RISKS ASSOCIATED WITH ERRANT GOLF BALLS AND COVENANTS NOT TO MAKE ANY CLAIM OR INSTITUTE ANY ACTION WHATSOEVER AGAINST THE OWNER OF THE GOLF COURSE, THE CORDILLERA PROPERTY OWNERS ASSOCIATION, INC., GRANITOR, OR THEIR HEIRS, SUCCESSORS OR ASSIGNS, AS A RESULT OF ERRANT GOLF BALLS OR ANY DAMAGE WHICH MAY BE CAUSED THEREBY, AS DISCLOSED IN DEED RECORDED AUGUST 15, 1994 IN BOOK 647 AT PAGE 787. (NOT ABLE TO PLOT)
22. LOT 23 IS SUBJECT TO TERMS, CONDITIONS AND PROVISIONS OF WAIVER RECORDED SEPTEMBER 6, 2006 UNDER RECEPTION NO. 200624438. (NOT ABLE TO PLOT)
23. LOT 23 IS SUBJECT TO TERMS, CONDITIONS, PROVISIONS, BURDENS AND OBLIGATIONS AS SET FORTH IN ENCRoACHMENT AGREEMENT RECORDED JANUARY 28, 2016 UNDER RECEPTION NO. 201601324. (NOT ABLE TO PLOT)
24. LOT 23 IS SUBJECT TO MATTERS DISCLOSED ON IMPROVEMENT LOCATION CERTIFICATE ISSUED BY ARCHIBOQUE LAND CONSULTING CERTIFIED APRIL 09, 2016, JOB NO. 14210 SAID DOCUMENT STORED AS IMAGE 11924764.
ITEMS 25-27 AFFECT LOT 24
25. LOT 23 IS SUBJECT TO GRANTEE, FOR GRANTEE AND GRANTEE'S HEIRS, SUCCESSORS AND ASSIGNS, ACKNOWLEDGES AND AGREES THAT IF THE PREMISES IS ADJACENT TO A GOLF COURSE, IT SHALL BE SUBJECT TO AN EASEMENT FOR ERRANT GOLF BALLS, AND, BY ACCEPTANCE OF A DEED TO THE PREMISES, ASSUMES ALL RISKS ASSOCIATED WITH ERRANT GOLF BALLS AND COVENANTS NOT TO MAKE ANY CLAIM OR INSTITUTE ANY ACTION WHATSOEVER AGAINST THE OWNER OF THE GOLF COURSE, THE CORDILLERA PROPERTY OWNERS ASSOCIATION, INC., GRANITOR, OR THEIR HEIRS, SUCCESSORS OR ASSIGNS, AS A RESULT OF ERRANT GOLF BALLS OR ANY DAMAGE WHICH MAY BE CAUSED THEREBY, AS DISCLOSED IN DEED RECORDED APRIL 12, 1994 UNDER RECEPTION NO. 533229. (NOT ABLE TO PLOT)
26. TERMS, CONDITIONS AND PROVISIONS OF SUPPLEMENTAL DECLARATION OF UTILITY EASEMENT RECORDED DECEMBER 22, 2000 AT RECEPTION NO. 746841 AND RERECORDED JANUARY 19, 2001 UNDER RECEPTION NO. 748520. (AS SHOWN HEREON)
27. TERMS, CONDITIONS AND PROVISIONS OF WAIVER RECORDED APRIL 4, 2006 AT RECEPTION NO. 200608429 (NOT ABLE TO PLOT)

CERTIFICATE OF DEDICATION AND OWNERSHIP

KNOW ALL MEN BY THESE PRESENTS THAT PATRICIA KLOEHN, GREAT MIDWEST BANK, ZYMAN REAL ESTATE L.P., A GEORGIA LIMITED LIABILITY COMPANY BEING SOLE OWNERS IN FEE SIMPLE, OF ALL THAT REAL PROPERTY SITUATED IN EAGLE COUNTY, COLORADO DESCRIBED AS FOLLOWS:
LOTS 23 AND 24 CORDILLERA SUBDIVISION FILING NO. 9 ACCORDING TO THE FINAL PLAT RECORDED NOVEMBER 9, 1993 AT RECEPTION NO. 520513

CONTAINING 2.013 ACRES MORE OR LESS; HAVE BY THESE PRESENTS LAID OUT, PLATTED AND SUBDIVIDED THE SAME INTO LOTS AND BLOCKS AS SHOWN ON THIS FINAL PLAT UNDER THE NAME AND STYLE OF:

CORDILLERA SUBDIVISION, FILING NO. 9, LOT 23, A RESUBDIVISION OF LOTS 23 AND 24.

A SUBDIVISION IN THE COUNTY OF EAGLE; AND DO HEREBY ACCEPT THE RESPONSIBILITY FOR THE COMPLETION OF REQUIRED IMPROVEMENTS; AND DO HEREBY DEDICATE AND SET APART ALL OF THE PUBLIC ROADS AND OTHER PUBLIC IMPROVEMENTS AND PLACES AS SHOWN ON THE ACCOMPANYING PLAT TO THE USE OF THE PUBLIC FOREVER; AND DO HEREBY DEDICATE THOSE PORTIONS OF SAID REAL PROPERTY WHICH ARE CREATED AS EASEMENTS ON THE ACCOMPANYING PLAT TO THE PUBLIC FOREVER AS EASEMENTS FOR THE PURPOSES SHOWN HEREIN, UNLESS OTHERWISE EXPRESSLY PROVIDED THEREON; AND DO HEREBY GRANT THE RIGHT TO INSTALL AND MAINTAIN NECESSARY STRUCTURES TO THE ENTITY RESPONSIBLE FOR PROVIDING THE SERVICES FOR WHICH THE EASEMENTS ARE ESTABLISHED.

EXECUTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 20\_\_\_\_

OWNER: PATRICIA KLOEHN ADDRESS: P.O. BOX 2433 EDWARDS, COLORADO 81632-2433

STATE OF COLORADO )
COUNTY OF EAGLE ) SS

THE FOREGOING CERTIFICATE OF DEDICATION AND OWNERSHIP WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 20\_\_\_\_ BY \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC

LOT 23

MORTGAGEE: GREAT MIDWEST BANK, SSB ADDRESS: 15900 W. BLUEMOUND ROAD BROOKFIELD, WISCONSIN 53505-6065

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

STATE OF WISCONSIN )
COUNTY OF WAUKESHA ) SS

THE FOREGOING CERTIFICATE OF DEDICATION AND OWNERSHIP WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ AS \_\_\_\_\_ A.D., 20\_\_\_\_ OF \_\_\_\_\_ BY \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC

CERTIFICATE OF TAXES PAID

I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT THE ENTIRE AMOUNT OF TAXES AND ASSESSMENTS DUE AND PAYABLE AS OF \_\_\_\_\_ UPON ALL PARCELS OF REAL ESTATE DESCRIBED ON THIS PLAT ARE PAID IN FULL.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 20\_\_\_\_

TREASURER OF EAGLE COUNTY

COUNTY COMMISSIONERS' CERTIFICATE

THIS PLAT APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF EAGLE COUNTY COLORADO THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 20\_\_\_\_ FOR FILING WITH THE CLERK AND RECORDER OF EAGLE COUNTY AND FOR CONVEYANCE TO THE COUNTY OF THE PUBLIC DEDICATIONS SHOWN HEREON; SUBJECT TO THE PROVISION THAT APPROVAL IN NO WAY OBLIGATES EAGLE COUNTY FOR MAINTENANCE OF ROADS DEDICATED TO THE PUBLIC UNTIL CONSTRUCTION OF IMPROVEMENTS THEREON SHALL HAVE BEEN COMPLETED IN ACCORDANCE WITH EAGLE COUNTY SPECIFICATIONS AND THE BOARD OF COUNTY COMMISSIONERS OF EAGLE COUNTY HAS BY A SUBSEQUENT RESOLUTION AGREED TO UNDERTAKE MAINTENANCE OF THE SAME. THIS APPROVAL DOES NOT GUARANTEE THAT THE SIZE, SOIL CONDITIONS, SUBSURFACE GEOLOGY, GROUND WATER CONDITIONS OR FLOODING CONDITIONS OF ANY LOT SHOWN HEREON ARE SUCH THAT A BUILDING PERMIT, SEWAGE DISPOSAL PERMIT OR ANY OTHER REQUIRED PERMIT WILL BE ISSUED. THIS APPROVAL IS WITH THE UNDERSTANDING THAT ALL EXPENSES INVOLVING REQUIRED IMPROVEMENTS FOR ALL UTILITY SERVICES, PAVING, GRADING, LANDSCAPING, CURBS, GUTTERS, SIDEWALKS, ROAD LIGHTING, ROAD SIGNS, FLOOD PROTECTION DEVICES, DRAINAGE STRUCTURES AND ALL OTHER IMPROVEMENTS THAT MAY BE REQUIRED SHALL BE THE RESPONSIBILITY OF THE SUBDIVIDER AND NOT THE COUNTY OF EAGLE.

CHAIRMAN, BOARD OF COUNTY COMMISSIONERS
EAGLE COUNTY, COLORADO

WITNESS MY HAND AND SEAL OF THE COUNTY OF EAGLE

ATTEST: \_\_\_\_\_
CLERK TO THE BOARD OF COUNTY COMMISSIONERS

LOT 24

MORTGAGEE: ZYMAN REAL ESTATE L.P. ADDRESS: C/O SERGIO LYMAN A GEORGIA LIMITED LIABILITY COMPANY P.O. BOX 8020 GARDEN CITY, NEW YORK 11530-8020

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

STATE OF NEW YORK )
COUNTY OF NASSAU ) SS

THE FOREGOING CERTIFICATE OF DEDICATION AND OWNERSHIP WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ AS \_\_\_\_\_ A.D., 20\_\_\_\_ OF \_\_\_\_\_ BY \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

WITNESS MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC

CLERK AND RECORDER'S CERTIFICATE

THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK AND RECORDER AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_ AND IS ULTY RECORDED AT RECEPTION No. \_\_\_\_\_

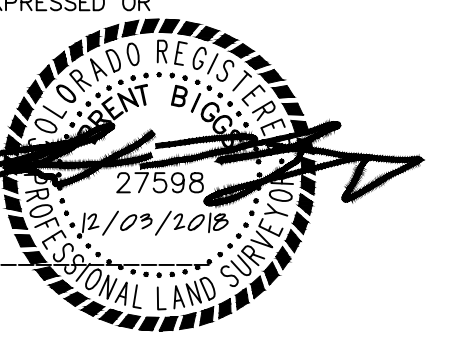
CLERK AND RECORDER

BY: \_\_\_\_\_
DEPUTY

Table with 4 columns: LOT, ACRES, USAGE, ADDRESS. Row 1: 23, 2.013, SINGLE FAMILY, 2636 FENNO DRIVE.



BRENT BIGGS
PROFESSIONAL LAND SURVEYOR
P.L.S. No. 27598



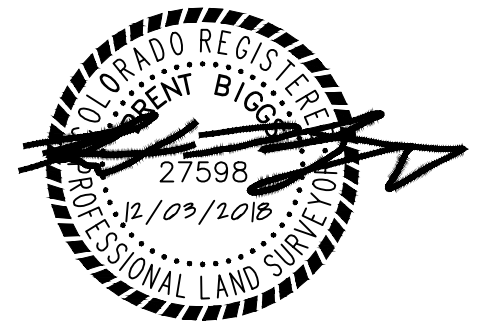
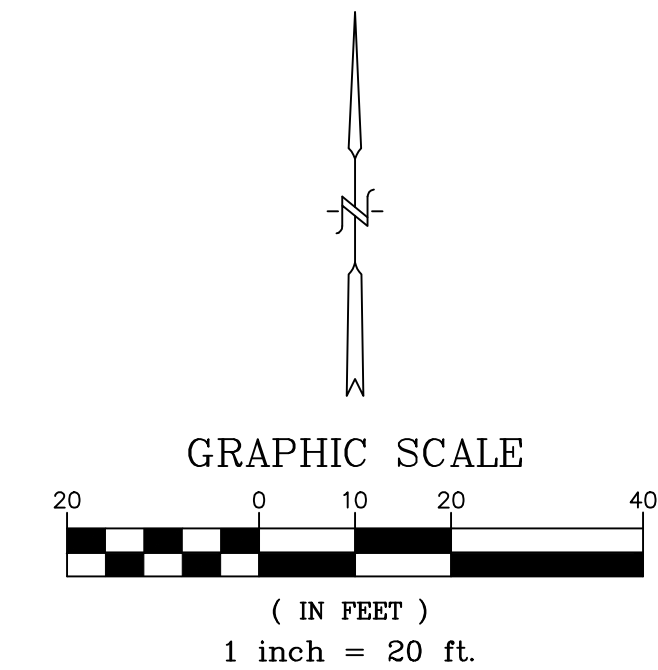
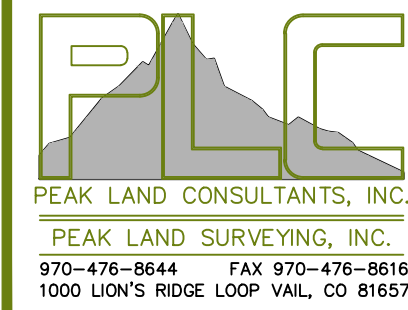
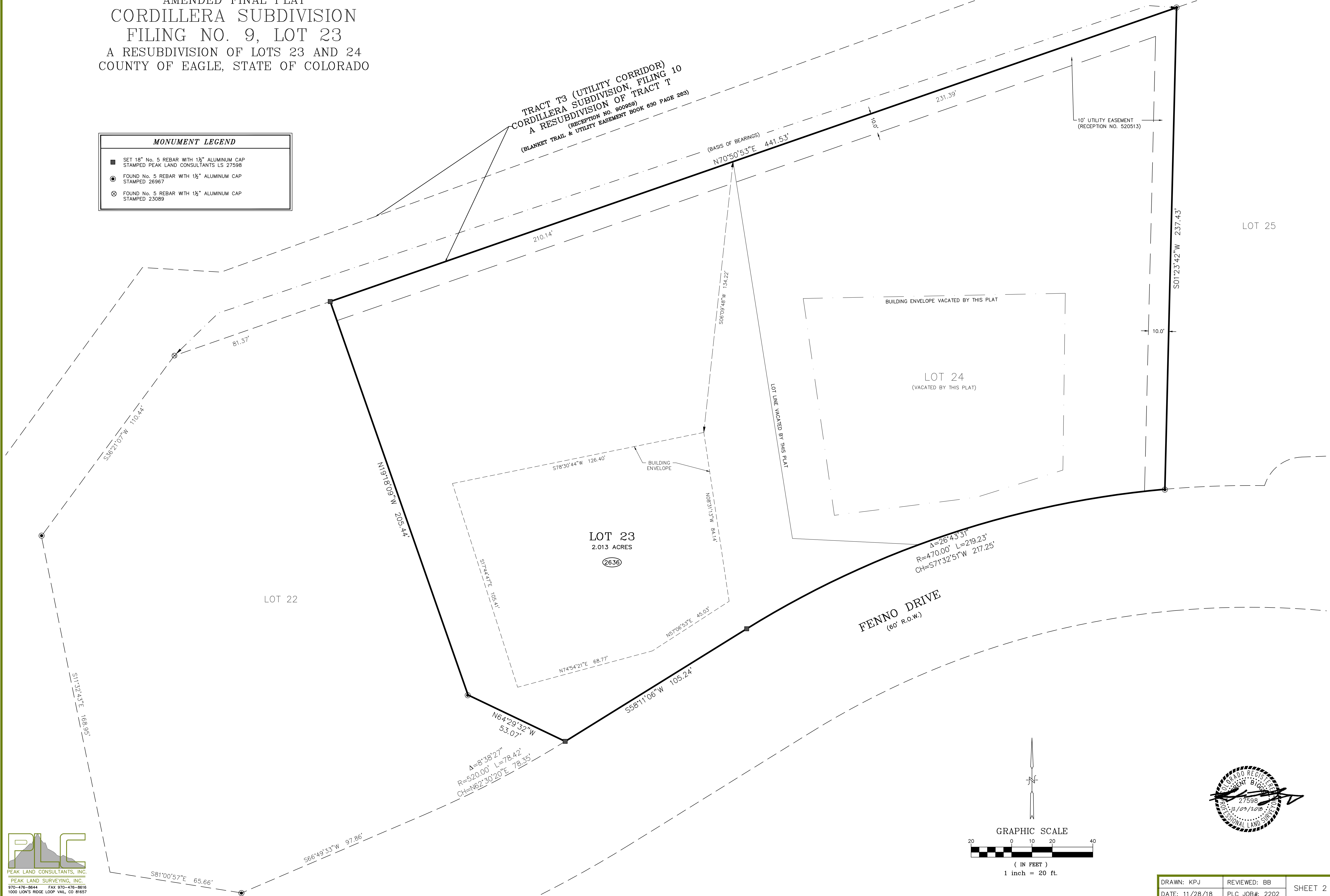


AMENDED FINAL PLAT  
CORDILLERA SUBDIVISION  
FILING NO. 9, LOT 23  
A RESUBDIVISION OF LOTS 23 AND 24  
COUNTY OF EAGLE, STATE OF COLORADO

MONUMENT LEGEND

- SET 18" No. 5 REBAR WITH 1½" ALUMINUM CAP  
STAMPED PEAK LAND CONSULTANTS LS 27598
- FOUND No. 5 REBAR WITH 1½" ALUMINUM CAP  
STAMPED 26967
- ⊗ FOUND No. 5 REBAR WITH 1½" ALUMINUM CAP  
STAMPED 23089

TRACT T3 (UTILITY CORRIDOR)  
CORDILLERA SUBDIVISION, FILING 10  
A RESUBDIVISION OF TRACT T  
(RECEPTION NO. 900059)  
(BLANKET TRAIL & UTILITY EASEMENT BOOK 630 PAGE 263)



DRAWN: KPJ	REVIEWED: BB	SHEET 2 OF 2
DATE: 11/28/18	PLC JOB#: 2202	

**LIMITED POWER OF ATTORNEY**

I, Patricia Kloehn, hereby designate Jenya C. Berino of Stovall Associates, P.C. to be Attorney-in-Fact (subsequently called "Agent") for the limited purpose of applying and obtaining an Amended Final Plat for certain real property and all other associated actions involved with Eagle County Land Use Application, and the Cordillera Design Review Board Application involving the following real property:

LOT 23, CORDILLERA SUBDIVISION, FILING NO. 9, ACCORDING TO THE FINAL PLAT RECORDED NOVEMBER 9, 1993 IN BOOK 624 AT PAGE 448, COUNTY OF EAGLE, STATE OF COLORADO.

More commonly known as: 2636 Fenno Drive, Edwards, CO 81632

LOT 24, CORDILLERA SUBDIVISION, FILING NO. 9, ACCORDING TO THE FINAL PLAT RECORDED NOVEMBER 9, 1993 IN BOOK 624 AT PAGE 448, COUNTY OF EAGLE, STATE OF COLORADO.

More commonly known as: 2582 Fenno Drive, Edwards, CO 81632

This Limited Power of Attorney shall continue to be effective regardless if we become disabled, incapacitated, or incompetent for the period of time beginning as of the date this document is executed below and terminating upon the issuance and recording of an Amended Final Plat in the real property records of Eagle County, Colorado.

SIGNED THIS 18<sup>th</sup> day of September, 2018

*Patricia Kloehn*

Patricia Kloehn

STATE OF COLORADO )

) ss.

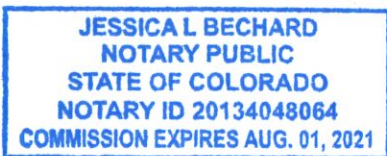
COUNTY OF EAGLE )

To me known to be the signature of Patricia Kloehn executed this 18<sup>th</sup> day of September, 2018.

Witness my hand and official seal.

My commission expires: Aug. 01, 2021

*Jessica Bechard*  
Notary Public







**Adjacent Owner Written Approval Letter**

---

To Whom It May Concern:

I, \_\_\_\_\_, Adjacent Property Owner, have reviewed a proposed amended final plat which \_\_\_\_\_ (property owners) have submitted to Cordillera Metro District and Eagle County Community Development and hereby provide this letter as written approval for the Building Envelope Modification/Lot Line Vacate (circle) located at:

Street Address: \_\_\_\_\_

Neighborhood: \_\_\_\_\_

Lot: \_\_\_\_\_

Block: \_\_\_\_\_

Filing: \_\_\_\_\_

I understand that the proposed amended final plat includes:

\_\_\_\_\_  
\_\_\_\_\_

I agree to the proposed Building Envelope Modification/Lot Line Vacate (circle) and accept the amended final plat.

\_\_\_\_\_  
Adjacent Property Owner, Signature

\_\_\_\_\_  
Date

---



**Notice to Adjacent Property Owner**

---

**Notice to Property Owners within 75 feet of the property:**

- Building Envelope Amendment
- Lot Line Amendment
- Vacate Lot Line

---

I have asked the Cordillera Design Review Board to consider the following application:

Owner / Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**SITE INFORMATION**

Street Address: \_\_\_\_\_ Neighborhood: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Filing: \_\_\_\_\_

DESCRIPTION OF REQUEST: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Plans may be attached)

---

If you have any questions or concerns please contact the Design Review Administrator at (970) 569-6255 within **30 days** of the postmark of this letter for further information or if you have any comments on the proposed application. The item may be scheduled for review by the DRB or may be approved by the Administrator.

Send comments via mail:

Cordillera Metro District Community Resources Coordinator, 408 Carterville Rd., Cordillera, CO 81632

**LIST OF ADJACENT PROPERTY OWNERS**  
(WITHIN 75 FEET)

KLOEHN RESIDENCE AMENDED FINAL PLAT  
CORDILLERA SUBDIVISION, LOTS 23 AND 24

**R051700**  
2524 Fenno Drive

Fenno Drive, LLC  
501 Industrial Blvd.  
Bryan, TX 77803-2012

**R040897**  
2666 Fenno Drive

Robert B. and Linda D. Eagan  
2666 Fenno Drive  
Edwards, CO 81632

**R040922**  
500 Red Draw

Amy L. and Frank G. Hanson  
6910 Given Rd.  
Cincinnati, OH 45243

**R040923**  
524 Red Draw

Christopher S. and Emily A. Musso  
1895 Via Los Pinon  
Castle Rock, CO 8104-7675

**R040881**  
2655 Fenno

Mandor  
1788 Royal Palm Way  
Boca Raton, FL 33432-7740

**R050880**  
2609 Fenno

Donne F. Fisher  
7887 E. Belleview Ave. Suite 810  
Englewood, CO 80111-6064

**CORDILLERA PROPERTY OWNERS ASSOCIATION**

**A RESOLUTION ADOPTING RULES AND REGULATIONS  
CONCERNING SHORT TERM RENTALS**

**RECITALS**

**WHEREAS**, the Cordillera Property Owners Association, Inc. (the “Association”) is a non-profit corporation organized to promote the health, safety, and welfare of members of the Association and to establish, provide and maintain a desirable community and environment for all owners and residents in the Cordillera community (“Cordillera”); and

**WHEREAS**, the Association has the authority to adopt, amend, and enforce policies, rules and regulations consistent with state law pursuant to its bylaws and the Amended and Restated Declaration of Protective Covenants, Conditions and Restrictions for Cordillera, recorded in the Eagle County Clerk and Recorder’s Office at Reception Numbers 201614443, 201614815, and 201618114, as amended pursuant to the Limited Amendment to the Amended and Restated Declaration of Covenants, Conditions and Restrictions for Cordillera recorded at Reception Number 201707438 (the “Declaration”); and

**WHEREAS**, capitalized terms used herein and not otherwise defined shall have the meanings given to them in the Declaration; and

**WHEREAS**, on August 3, 2017, the Association adopted that certain Amended and Restated Resolution Affirming, Ratifying, and Restating Procedures for the Adoption and Amendment of Policies, Procedures and Rules (the “Policy Resolution”); and

**WHEREAS**, the Policy Resolution sets forth a process by which the Board of Directors of the Association (the “Board”) may adopt policies, procedures, or rules affecting the Community; and

**WHEREAS**, in accordance with the Policy Resolution, the Board has determined that the issue of short-term rentals affects the Community and that policies, procedures, and rules concerning the same would be beneficial; and

**WHEREAS**, pursuant to the Policy Resolution, the Board has investigated and discussed reasonable approaches to address the issue of short-term rentals [*if applicable, and has notified Members of the Community of the issue and the rules set forth herein*]; and

**WHEREAS**, the Board, having determined that the issue of short-term rentals affects the Community, that a policy concerning the same would be beneficial, and having discussed reasonable approaches to address the issue, desires to adopt policies, procedures, and rules concerning short-term rentals.

**NOW, THEREFORE**, the Board of Directors of the Cordillera Property Owners Association hereby adopts the following rules and regulations (the “Rules”):

1. Definitions. As used in these Rules, the term “short-term rental” shall mean and refer to the lease or rental of a Unit in exchange for compensation or payment for a period of time less than thirty (30) nights. Unless the context requires otherwise, reference to a “Unit” shall mean the Owner’s Unit offered for short-term rental.

2. Applicability. These Rules shall apply to any Owner who leases, rents, or allows occupancy of such Owner’s Unit as a short-term rental, unless the Owner has obtained a variance in accordance with Section 3 of these Rules.

3. Variance. The general manager of the Association may grant variances from these Rules with respect to short-term rentals to an Owner’s family members and/or family friends.

4. Rules and Regulations for Owners Engaging in Short-Term Rentals.

a. Registration. No later than December 15 annually, any Owner desiring to engage in short-term rentals of such Owner’s Unit for the ensuing calendar year shall register with the Association. No Owner shall be permitted to engage in short-term rentals unless the Owner has registered with the Association and such registration is current and in effect.

i. Registration Fee. An Owner shall pay a registration fee of [*\$250 (annual average) - \$2,000 (approximately twice median nightly rate)*] annually at the time of registration. The registration fee shall not be returned in the event the Owner’s registration is revoked for violating these Rules as provided herein.

ii. Amenity Maintenance Charge. Due to the impact on the Association, its services and Common Areas, as a condition of engaging in short-term rentals, an Owner shall pay an annual Amenity Maintenance Charge of [*\$\_\_\_\_\_*] upon submission of the Owner’s registration form.

iii. Insurance. An Owner shall carry insurance that is adequate to protect the Owner and any occupants of the Owner’s Unit from relevant perils during any period the Owner engages in short-term rentals. The Owner shall name the Association as an additional insured on such Owner’s policy and provide the Association with a certificate evidencing coverage and the additional insured endorsement. In the event of cancellation, non-renewal, or material modification of the Owner’s insurance policy, the Owner shall notify the Association promptly and shall be prohibited from engaging in short-term rentals until the Owner has obtained insurance coverage in compliance with these Rules.

b. Notice to Neighbors. No later than January 1 annually, an Owner engaging in short-term rentals shall provide notice thereof to the Owner’s neighbors whose properties are within [*1,000 feet*] of the Owner’s Unit.

c. Limitation on Number of Occupants. No more than [ ] persons shall be permitted to occupy a Unit offered for short-term rental at any time.

d. Amenity Use Restriction. No more than [six (6)] guests from a Unit shall be permitted to access the Common Area amenities, including the Athletic Center at Cordillera, the Trailhead Clubhouse & Pool Complex, the Short Course, the Cordillera Café, and any other amenities the Association acquires in the future, at a time.

5. Fines & Penalties for Violations. In accordance with the Declaration, each Owner shall be responsible for ensuring that the Owner's guests comply with all provisions of the Governing Documents; accordingly, any violation of the Governing Documents by an Owner's guest shall be deemed a violation of the Governing Documents by the Owner. Except as set forth herein, notice and hearing procedures and the imposition of fines for violations of the Governing Documents by the Owner's guests will be accomplished in accordance with the Second Amended and Restated Resolution Regarding Covenant and Rule Enforcement Policy, adopted by the Board on August 3, 2017, as the same may be amended from time to time (the "Covenant and Rule Enforcement Policy").

a. First and Second Violation. A fine in the amount of [\$100] will be assessed upon the occurrence of any initial violation of these Rules, it being the intention that no warning notice be issued in the first instance. A fine in the amount of [\$500] will be assessed upon the occurrence of any second violation of these Rules, regardless of whether the second violation is the same as or different from the first violation.

b. Third Violation – Revocation of Registration. Upon the occurrence of any third violation of these Rules, regardless of whether the third violation is the same as or different from the first and/or second violations, a fine in the amount of [\$750] will be assessed, and the Owner's registration will be revoked for the remainder of the current calendar year.

6. Severability. The Board has taken reasonable steps to avoid adopting any rule or regulation that is contrary to federal, Colorado, or local law or the Association's Governing Documents. Any invalid or unenforceable portion or provision shall be deemed severed from these Rules, and the balance of these Rules shall be construed and enforced as if they did not contain such invalid or unenforceable portion or provisions.

7. Effectiveness. These Rules shall take effect on the date of adoption.

(Signatures appear on following page)

ADOPTED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2019.

CORDILLERA PROPERTY OWNERS ASSOCIATION

\_\_\_\_\_  
Ed Shriner, President

ATTEST:

\_\_\_\_\_

# Management Report

## Community News

---

### Key Accomplishments

- [2017 CMD Audit](#)
  - [2017 CPOA Audit](#)
  - [2018 Annual Report](#)
  - [2019 Community Budget Letter](#)
- 

### Upcoming Events

#### January

- 11 CMD and CPOA Board Meeting, 9 a.m., Cordillera Administration Building

#### February

- 1 Cordillera Meet and Greet, 5-7 p.m., Trailhead
- 12 DRB Meeting, 8:30 a.m., Cordillera Administration Building

#### March

- 1 Cordillera Meet and Greet, 5-7 p.m. Trailhead
- 8 CMD and CPOA Board Meeting, 9 a.m., Cordillera Administration Building
- 11 DRB Meeting, 8:30 a.m., Cordillera Administration Building





# Administration

## CMD and CPOA Board Meetings

- 2019 CMD and CPOA Board Meetings are scheduled on the second Friday of every other month and will begin at 9 a.m. in the large conference room of the Cordillera Administration Building. Meetings will be canceled when there are no time sensitive or substantive topics for Board discussion.

• January 11	• May 10	• September 13
• March 8	• July 12	• November 8

## Special Projects

- **Strategic Planning:** Resonance Consultancy was engaged to assist in creating a new strategic plan for the Cordillera community. Resonance is a leading adviser on real estate, tourism and economic development for communities and cities around the world. To start this process, Resonance will meet with key Vail Valley stakeholders to gather opinions and points of view on the key issues and opportunities for Cordillera now and in the future. Resonance President Chris Fair will be on-site Monday, Jan. 21 to midday Wednesday, Jan. 23.
- **Trailhead:** Construction documents were completed Dec. 21, and advertised for bid on the website and in the Vail Daily. Nine general contractors with experience in the area were also contacted to help generate interest in the project. A pre-bid walk through of the project site is scheduled for Wednesday, Jan. 9 at 9 a.m. when potential bidders can familiarize themselves with the site conditions. Bids are due before 4 p.m. Jan. 24, 2019. Following discussion and a direction from the board, bids could be awarded in late winter with construction scheduled September 2019 through May 2020.
- **Road Easements:** Cordillera Metropolitan District conducted an extensive shared drive assessment and found 20 of the shared drives in Cordillera are not owned by CMD. In an effort to be consistent throughout Cordillera and provide the same services to all property owners, CMD would like to undertake all the major responsibilities that come with road ownership on the shared drives including snow removal, paving, patching, crack filling and shouldering. To do this, CMD needs the requisite authority to be on the property, so staff contacted property owners to request an access easement. Property owners received notices from CMD in February, May, September and December 2018. Thirteen easement agreements have been signed and returned. Seven agreements remain outstanding; thus, operations will be modified Feb. 1, 2019.

- **Cordillera Valley Club:** The CVC Metro Board of Directors decided to contract with Ace Security for 2019. Services were transitioned from CMD to Ace Security Dec. 17, 2018.
- **Delinquent Accounts:** Staff continues to work with Jerry Oliver of Porterfield & Associates, to collect delinquent homeowners' assessments. Per instructions from the CPOA Board, legal action was initiated against those owners that are more than one year past due in their assessments. Currently there are 17 individual properties (12 different property owners) with pending legal action through Porterfield & Associates. There are also six individual properties that still owe assessments for 2018 totaling \$18,931. First and second notices demanding payment were sent by Cordillera staff, as well as a letter from Porterfield & Associates.
- **Gate Access Protocols:** New procedures are being researched and developed to identify and monitor all vehicles that enter the property by either pre-issued access systems or temporary passes issued by the gates. The transponders/license plate access systems function well, but a less expensive option is needed for contractors. Public safety is exploring alternative methods which will expedite access for frequent visitors while still allowing vehicle identification and tracking vehicle entry and exit.
- **Property Owner Information and Directory:** As the public safety service model and essential functions to enhance gate security, emergency preparedness and communications continues, staff created a property owner information survey, located on the website, to collect critical contact information from property owners. The collected information will be used for official communication needs to assure proper response and notification especially during incidents that could impact individual properties or the whole community. In addition, the collected information will be compiled into a property owner directory. The survey is currently under legal review and final edits are being made. It will be released to the community in January. Robust communications, via "Cordillera Connection," postcards and gate flyers, will urge property owners to complete the survey.
- **Retirement Conversion:** After several months preparing to transfer the district's retirement plan assets to a new retirement vendor, Empower Retirement, the official transfer of funds occurred on Dec. 14. A standard blackout period followed until Jan. 8 at which time Empower Retirement provided resources to all plan participants on how to access their account. Empower Retirement, Hays Consulting and members of the Cordillera management team held weekly calls and exchanged daily progress reports. Hays Consulting will be on-site Jan. 14 to present new investment options and to hold individual investment adviser meetings with staff. Hays will conduct ongoing quarterly reviews and make recommendations regarding plan investments, plan design and will provide fiduciary training for the board presidents and treasurers. In the first year, Hays will focus heavily on fiduciary education and procedures to mitigate risk of the board and benefits committee as work continues to improve the strength of the plan for participants.
- **Emergency Planning and Preparedness:** Stephanie Palmer with S3Partnership was retained for emergency planning and preparedness. She and Barry Smith are holding discovery meetings; conducting a hazard vulnerability assessment; planning a table top exercise; developing an emergency operations plan; facilitating trainings and hosting a full-scale exercise and evaluations.

Stephanie meets routinely with staff to gain familiarity on the business model and administration; collect data on current plans and policies, contracts, buildings, maintenance activities, etc.; and, learn of the nuances of the community and its partners that would affect planning and/or response activities.

- **Deliverable 1: Hazard Vulnerability Assessment: (Cumulative 100 percent complete)**  
Stephanie facilitated a working session with the management team to develop a consensus based review of the potential hazards that could occur in the district. Participants were instrumental in shedding light on what hazards occurred, what mitigating measures may already exist, and the readiness level for each identified hazard. This document serves as the roadmap for what emergency planning initiatives should occur within the district.

- Deliverable 2: Development of the basic Emergency Operations Plan (EOP) and supporting incident-specific and consequence-specific annexes: (Cumulative 90 percent complete). The basic Emergency Operations Plan is the framework for standardized response to emergency incidents which would be consistently applied regardless of the hazard which occurs. This includes but is not limited to:
  - Orders of succession and chain of command
  - Delegations of authority
  - Staff roles and responsibilities
  - Integration with community emergency services authorities
  - Continuity of essential services
  - Critical infrastructure
  - Emergency communications (internal/external, media, etc.)
  - Demographics of Cordillera and its community members, etc.
  - Recovery operations

This activity has been completely drafted and currently being reviewed by staff.

The Basic EOP contains a delegation of authority for decision making and spending authorization outside of the normal business model. This plan will also be presented to CMD and CPOA Board Members March 8 for review and approval of the conditions outlined within the Promulgation document.

Incident-specific and consequence-specific annexes then provide direction to personnel on what procedures to follow when responding to specific hazards or consequences that may occur. These include:

- Active Shooter
- Bomb Threats and Suspicious Mail and Packages
- Communication Systems Outages/Failures
- Cyber Attacks and Data Breaches
- Flooding
- Internal floods (from leaks, frozen pipes, etc.)
- Fuel Shortages
- Hazardous Materials
- Medical Emergencies
- Network Outages
- Pandemic/Epidemic
- Severe Weather
- Utility Outages
- Wildland Fire
- Crisis Communications
- Disaster Declaration and Request for Assistance

- Evacuation, Building and Community evacuation protocols
- Lockdown
- Shelter in Place
- Staff Support
- Damage Assessment
- Transportation

This activity has been completely drafted and being reviewed by staff for input and feedback.

---

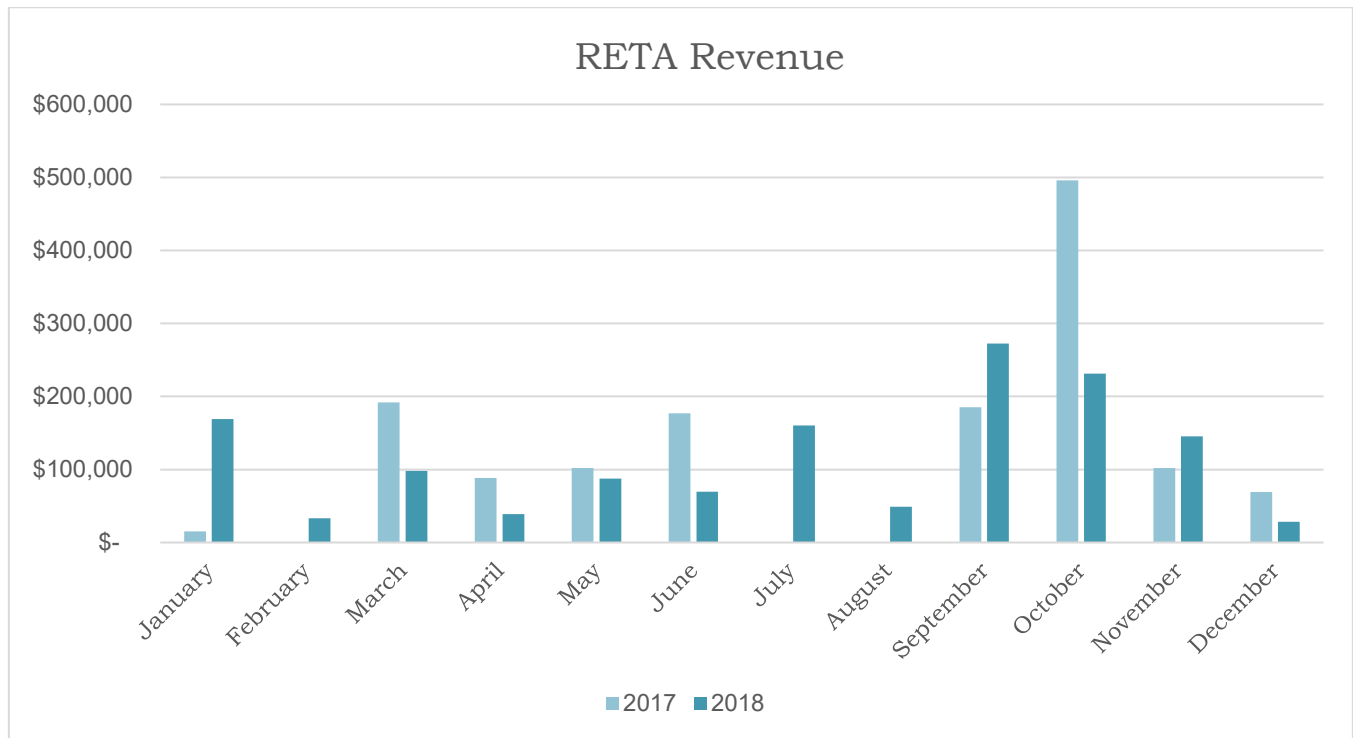
## Finance

- Year-end accounting work is underway and will increase during the months of January and February to prepare for the 2018 audit that is scheduled with McMahon starting April 1, 2019. Tasks that help to prepare accurate trial balances, and in turn, financial statements include:
  - Bank reconciliations
  - Credit card reconciliations
  - Posting and reconciling lockbox payments for owner assessments
  - Year-end accruals
  - Calculate and record asset depreciation
  - Record Debt Service Fund accounting entries
  - Reconcile all balance sheet accounts
  - Reconcile payroll clearing accounts (Flex, AFLAC, retirement and voluntary deductions)
  - Reviewing year-end financial statements to budget
  - Prepare 2018 carryforward
- Mailed the budget letter to all property owners Nov. 30. A copy is available on the website: <https://www.cordilleraliving.com/Archive.aspx?ADID=103>
- The mill levy certifications for Cordillera Metropolitan District operating, Cordillera Metropolitan District debt and Cordillera Mountain Metropolitan District debt were submitted and accepted by Eagle County on Dec. 15. The CMD general mill levy is set at 44.284, the CMD debt levy is set at 24.733 and the CMMD debt levy is set at 45.195.
- Cordillera Metropolitan District's 2019 budget and budget letter will be submitted by the office of Icenogle Seaver Pogue no later than Jan. 31, 2019.
- The certification for Cordillera Metropolitan District's Conservation Trust Fund was completed on Dec. 28, 2018. This will ensure CMD is eligible to receive portions of the Colorado Department of Local Affairs grant funds.
- Property owner assessment statements were mailed on Dec. 14, 2018. Property owners can pay their CPOA annual assessment of \$3,000 online at <http://www.cordilleraliving.com/> or mail to:
 

Cordillera Property Owners Association  
 PO Box 4100  
 Grand Junction, CO 81502-4100
- Vail Gondola Club annual assessments were mailed on Oct.19, 2018. Club members can pay their annual dues amount online at <http://www.cordilleraliving.com/> or mail to:

Cordillera Property Owners Association  
PO Box 4100  
Grand Junction, CO 81502-4100

- RETA Revenue for the year totaled \$1,382,480 and was budgeted for \$1,325,000. 2017 annual RETA Revenue totaled \$1,427,040 for a variance of \$44,560 year over year.



## Human Resources

- Anniversaries
  - Clint Forstrom, Community Operations – 1 year
  - Steve Friend, Public Safety – 2 years
  - Maria Soto, Housekeeping – 2 years
  - Janet Hill, Recreation – 2 years
  - Mike Hyslop, Community Operations – 3 years
  - Trevor Broersma, Community Operations – 3 years
  - John Gulick, Public Safety – 9 years
- New Hires
  - Christian Ricardez Villegas and Brogan Murray both started as part-time attendants at the Athletic Center. Both will primarily provide weekend coverage.
  - Jonah Mueller, Ivan Buscamante, Linda Quiring and Caroline McAbee are all recent hires at the equestrian center. All are locals of the Vail Valley and bring extensive equestrian experience to the team. Their flexibility in staffing schedules fills previous vacancies and allows for greater vacation coverage.
  - Ron Hoppner joined the Cordillera team Jan. 7 as the information technology systems administrator. Ron's most recent experience is with Vail Resorts where he oversaw the access control systems for Beaver Creek, Bachelor Gulch and Arrowhead. His role included maintaining and troubleshooting the gates, cameras and security software systems in addition to working with the information technology department to troubleshoot networking issues. Previous to this role he was the Senior Manager of Transportation for Beaver Creek while concurrently

taking computer networking, graphic design and coding courses at Colorado Mountain College. Originally from Whitefish, Montana, Ron spent several summers working in hospitality at Glacier National Park while working winters in transportation at Beaver Creek before his promotion to a year-round management position in 2009. Ron is an enthusiastic live music fan who can be found hiking and backpacking with his wife, Jessie. When they are not traveling for concerts or backpacking, they can be found walking and swimming their dog Statler the Newfoundland in the Eagle and Colorado rivers.

- Benefits open enrollment was held Dec. 3-10. Presentations were provided for full-time staff regarding 2019 benefits updates from Cigna, Empower and Aflac. Medicare and Social Security specialists also provided information to staff preparing for retirement.
  - An ugly-sweater holiday party for employees was hosted Dec. 8.
  - Wellness and safety are areas of emphasis for 2019. CMD is partnering with HealthLinks, a program of the Center for Health, Work & Environment at the Colorado School of Public Health. They assist workplaces in planning and implementing evidence-based strategies to improve health and safety. Employees received a Fitbit for their holiday gift. Wellness challenges will be facilitated throughout 2019.
  - The management team attended a Disaster Preparedness Workshop hosted by the Northwest Councils of Government, Colorado Department of Local Affairs and Eagle County Government. This summer, major wildfire incidents touched every county in the region, and raised awareness of many community leaders to the need to be better prepared. The workshop targeted those in local government who may find themselves asked to make decisions during an incident who are not professionally trained in emergency management. Local elected officials, town managers and other department heads learned what should be done well ahead of an incident to prepare their organization, themselves and their community before a disaster occurs.
- 

## Information Technology

### 2019 Projects

- Replacing three desktop computers.
- Installing a new camera system that will replace existing cameras and add additional cameras throughout the community. This system will be monitored by staff at the gate houses, at each camera location and remotely by the public safety patrol officer. This enhanced security will also include panic buttons at each gate house, the post office and the administration building, linking directly to a third party to call 911.
- Researching additional ABDI modules:
  - **ScanFast ID (driver's license)** Scanner simplifies the guest authorization process by allowing the gate attendant to scan a guest's photo ID.
  - **Video Capture Module** integrates into the existing license plate and IP-based camera system. Photos of guests entering the property can be recorded into the CMS database. Photos will be attached to the entry record putting a face with a name.
  - **Guest Lane License Plate Recognition Module** uses Platesmart vehicle recognition software to auto populate the license plate number, state and vehicle make in the CMS entry log. A photo will also be captured from the license plate camera and recorded in the system.
  - **Officer Pulse** is a customizable software that enables the patrol officer the ability to report security and service/maintenance conditions in real time. It can retrieve real-time property owner information while on the road and complete incident reports on-site through the use of an iPad app.



- **Property Pulse** is a customizable software that supports compliance inspections by documenting CC&R violations, DRB requirements or following up on the completion of outstanding work orders. It is used through an iPad app.
- **Mass Notification System** uses property owner information through gateaccess.net to send mass notifications to property owners by neighborhoods or street names or to the whole community in case of emergencies.




---

## Communications

### Website

- Updates to the website since November include:
  - Adding information to the real estate page which includes links to important CMD/CPOA documents such as the CCRs, financials, PUD and community maps. In addition, there is a link to an image library for agent use in marketing materials and an email list subscription link so agents can receive information pertinent to the real estate community.
  - Updates to the trash and recycling pages; wildfire evacuation, mitigation and education pages, and enjoying the great outdoor page.
  - Adding 2019 calendar dates.
  - Posting board agendas and minutes.
  - Archiving the 2017 audits, 2018 Annual Report and the 2019 budget letter.

### Communications

- Cordillera's 2018 Annual Report which highlighted the results achieved through the many quality programs and services was distributed via email Dec. 31, 2018, with a link to a digital magazine layout. Since publication, it had 646 impressions with 306 reads with 46 percent reading it from a desktop.
- Four "Cordillera Connection" newsletters were sent with an average 62 percent open rate.
- Nine "Official News and Update" flashes were sent. Topics included: board meeting summary, holiday package pick up reminder, and budget mailer among others. The open rate averaged 60 percent.
- Ongoing social media updates continue. Most recent post include "In Cordillera, residents find the best of the Colorado lifestyle," and a link to the Annual Report.

## Advertising

- A half page ad ran in the “Vail Daily” during the week between Christmas and New Year ’s Eve. In addition, a [native advertising article](#) was developed and ran twice during the week.
- “Vail Beaver Creek Magazine” repurposed the native advertising article on their website: [Vailmag.com](#) and in their Vail Local eNews Dec. 19, 2018. Additionally, staff executed a programmatic ad agreement for 100,000 digital impressions between Dec. 8 and Dec. 31.
- Staff executed a contract with “Vail/Beaver Creek Magazine” to advertise in three 2019 issues. Collage Creative previously designed an ad which will run in the midwinter edition and will be out in stands soon. Copies of the magazine are distributed to the post office, administration building and at the Vail Gondola Club.

## Events

- During a recent planning meeting, the Cordillera Welcome Committee renamed the first Friday gatherings to "Cordillera Meet and Greet" and changed the time to 5 - 7 p.m. Also new next year, speakers will periodically highlight Cordillera activities, and wine and nonalcoholic beverages will be provided courtesy of the CPOA. The next Cordillera Meet and Greet is Friday, Feb. 1, 5-7 p.m. at the Trailhead.

## Collateral

- Holiday cards were mailed the first week of December to all Cordillera property owners.
- A marketing video and lifestyle photography is being finalized. The materials will be used on the website, in advertising and other promotional materials. Some of the photographs in this document are from this project.
- Collateral materials and merchandise were received and will be distributed at the annual Community Day in July.

## Recreation



## Vail Gondola Club

### 2018/2019 Ski Season

- Vail Mountain opened for the season on Wednesday, Nov. 14 and will close Sunday, April 21.



- The Vail Gondola Club opened for the 2018/2019 ski season Monday, Nov. 12 and is open to members and their guests from 8 a.m. to 5 p.m. daily for the duration of the ski season.
- Annual dues invoices were mailed Friday, Oct. 26.
- Season kick off après ski party was held 4 p.m. to 6 p.m. on Friday, Dec. 14. Food was catered by FoodSmith and approximately 60 members were in attendance.
- Member ski days begin Wednesday, Jan. 9 at 9:30 a.m. and continue through March.

## Usage

- November/December 2018 usage when compared to 2017 is up 97 percent. There were 1,879 skiers 2017 versus 3,711 skiers 2018, an increase of 1832 skier visits.
- December 2018 was the busiest December in the club's twelve years of existence averaging 93 skiers per day. March 2018 was the club's busiest month averaging 101 skiers per day.

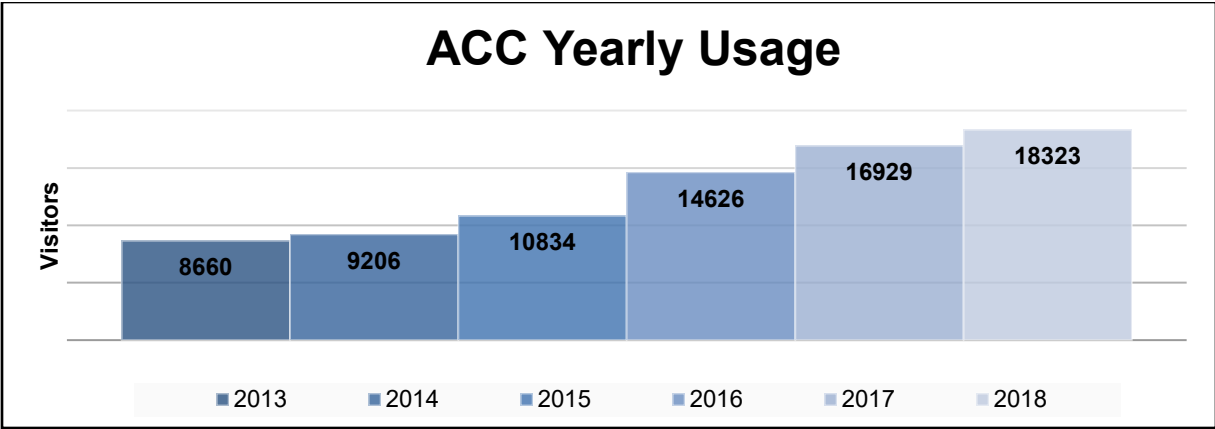
## Membership Status

- As of Jan. 1, 2019, the club has 202 members with three memberships available. There were 14 sales made in 2018 versus nine resignations. Just under 50 percent of members are Cordillera property owners not including the Cordillera Valley Club owners who make up for an additional 12 percent of members and 38 percent of members are non-property owners.

## Athletic Center

### Usage

- When comparing 2018 to 2017, usage of the Athletic Center has increased eight percent with an increase of 1,394 visits for the year.
- There were 18,323 facility users total in 2018, averaging 50 per day.
- During the month of December 2018, the facility averaged 67 people per day and had 2,010 total visitors. On Dec. 29, 2018 the center had its busiest day of the year with 201 visitors.
- The three busiest months in 2018 were June with 2,670 visitors, July with 2,578 visitors and December with 2,010 visitors.



**Hours**

- The Athletic Center at Cordillera (ACC) is open seven days per week and provides attendant assistance from 7 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 to 7 a.m. with a proximity/key card.

**Community Enrichment**

- A holiday wine tasting was held at the Trailhead on Thursday, Dec. 13. Food was catered by FoodSmith and wine representatives were coordinated by Beaver Liquors. Approximately 60 people were in attendance.

# Community Operations

---

## Projects

- The ice rink is open in its new location at the Athletic Center tennis courts. The ice rink is 80 feet by 90 feet in size, and took 27,000 gallons to fill. Approximately over 30 people a day are using the new ice rink. Hours of operations are 9 a.m. to 7 p.m. with priority times for figure and hockey skating. Figure skating times are: 9 - 11 a.m. and 1 - 4 p.m. Hockey skating times are: 11 a.m. - 1 p.m. and 4 - 7 p.m. The rink is closed and locked at 7 p.m. A limited number of hockey and figure skates are available free-of-charge at the Athletic Center front desk between 9 a.m. and 7 p.m., Monday through Sunday. Liability forms and identification are required to borrow skates. This winter amenity is available to property owners and their guests
  - Short Course Water Feature and Pond Repairs are 90 percent complete with the remaining 10 percent to be complete early spring. Seeding, sod work, and minimal irrigation repair is all that remain. Staff anticipates this to be complete by the end of May 2019.
- 

## Facilities

- The facilities team completed 1,369 planned maintenance work orders.
  - New heaters were installed in the vehicle storage building after they suddenly failed after 15 years in use.
  - Eagle River Fire performed their annual inspection of all building's on property and worked with our facilities team to identify potential violations. All items identified were fixed the next day.
  - The Vail Gondola Club had new shelves installed for ski boot heaters.
  - Staff installed an outdoor hot water line spigot for the ice rink Jimbini.
  - New LED outdoor lights illuminate the ice rink until 7 p.m.
  - Staff assembled and installed all new TV's, conference tables and chairs in the administration building.
- 

## Fleet

- The fleet team custom made seven corrugated steel gates for the new trash bin shelters. These gates will be locked to prevent illegal trash dumping at the administration, post office, Athletic Center and Trailhead buildings.
  - The fleet team designed and welded 142 street sign brackets.
  - New LED headlights and back up lights were installed on the plow trucks to increase visibility as well as safety.
- 

## Trails

- 210 signs for the trail system were made and will be installed in the spring.
- New trailhead informational signs are being designed and will be complete in the upcoming months.
- The Short Course winter trail is groomed two to three times a week depending on weather.

- 121 fishing passes were issued with 556 beats reserved in 2018.

## Snow Plowing

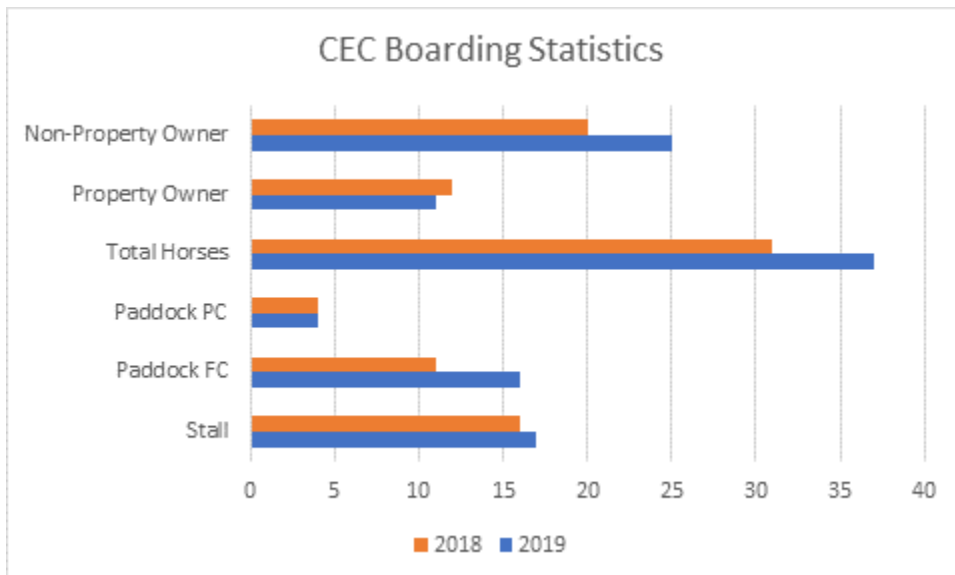
- During November and December, the operations team responded to 18 early morning (5 a.m.) call outs for plowing, with numerous other call outs for daytime storms, day-after cleanup and snow berm widening for the next storm.
- Operations used 400 tons of 20 percent salt mixture on the roads in November and December.



## Equestrian Center

### Boarding Information

	2019	2018
Stall	17	16
Paddock Full Care	16	11
Paddock Partial Care	4	4
Total Horses	37	31
Property Owner	11	12
Non Property Owner	25	20



# Public Safety

---

## Upcoming Events

- A member of the public safety team will receive basic first aid/CPR instructor training so certifications for other staff can be maintained as well as have the ability to offer classes to the community. Class offerings will be announced in the coming months.
- 

## Summary of Incidents

- Nov. 12, 2018, through Dec. 30, 2018, public safety responded to 68 calls ranging from alarms, (fire, intrusion, low temperature and motion) resident/contractor assists, parking issues, animal issues, medicals, miscellaneous complaints, trash violations, other rule/regulation violations and one carbon monoxide alarm that was thankfully false.
- 

## Protocol Review

- Public safety staff prepared draft protocol documents for most of the situations that are encountered in the community. These protocols are currently under review by the director in preparation for adoption by the general manager.
  - Public safety will soon transition from paper forms to all electronic forms. Starting with vehicle inspection forms that are now completed on cell phones and immediately shared with management and community operations.
- 

## Heathy Forest Update – January

### DOUGLAS FIR BEETLE:

- Indications of new infestations have not been observed; however, it is early in the year for the trees to show signs so monitoring will continue through spring. All trees that indicated infestation were removed including most of the seven trap trees that were set up to attract the beetles. One trap tree remains to be cut and the wood from two trap trees previously cut still need to be removed from the property before the beetles fly in late spring.
- Staff will contact all property owners with Douglas Fir trees and will recommend preventative treatment for at least this coming season. The district will also treat trees on open space this summer. The State Forest Service shared that the MCH packets were effective in other areas of the state, but the packets need to be ordered in February before the signs of infestation appear in May.

### 2018 WILDFIRE MITIGATION:

Total Properties due-----	170
Properties completed-----	150
Extensions until 6/15/19-----	10
Unable to contact-----	5

Under construction-----3  
 Refusing to do their work-----2

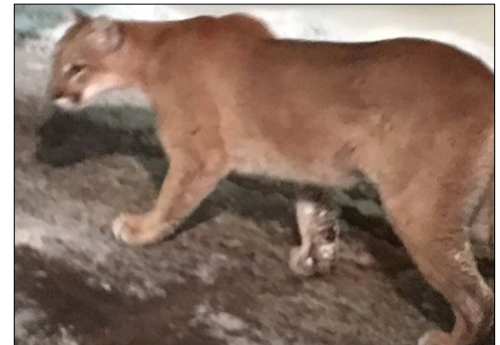
**2019 WILDFIRE MITIGATION:**

Total Properties due-----240

---

**Safety Reminder**

- The Elk are moving down to lower elevations around Squaw Creek Road. Please slow down and be on the lookout for them especially around dawn and dusk.



**Design Review Board**

---

**Scheduled Meetings**

- All meetings are scheduled on the second Tuesday of every month and will begin at 8:30 a.m. in the large conference room of the Cordillera Administration Building.

• January 8	• May 14	• September 10
• February 12	• June 11	• October 8
• March 11	• July 9	• November 12
• April 9	• August 13	• December 10

**DRB Agenda and Minutes**

**December 11, 2018 DRB Agenda**

All times are approximate and subject to change

**8:30 a.m. Call to order**

Approval of October Minutes Review Agenda - Project overview



**9:30 a.m. Heinbaugh Residence – 602 Granite Springs– Pre-Design Review Applicant: Eric Johnson Architects**

**10:15 a.m. Mocevic Residence – 35 Red Draw – Final Review II Applicant: Warner Hopkins, TAB Associates**

Staff Approvals – 0

Single Family Construction Starts – 0 Single Family Final Inspection – 1

49 Lady Belle – Final release of compliance deposit

Staff Updates

Active Construction Sites / Build-out Analysis Construction Schedule

Compliance Officer Updates 465 Little Andorra –

- provided construction schedule

Other Business



# Dashboard

---

## 2018 Quick Facts

### Human Resources

- 48 full-time staff; 19 part-time or on-call staff
- 45 employees hired in 2018 (29 seasonal or on-call hires; 16 full-time hires)
- 35 terms processed (24 seasonal, part-time or on-call; 11 full-time)
- 0 positions currently vacant
- 0 work comp claims open; 4 work comp claims in 2018
- 4 leaves administered in 2018
- 15 performance issues managed
- 6 unemployment claims managed in 2018; 5 claims were successfully challenged
- 44 employees currently enrolled in at least one benefit plan; 41 employees enrolled in medical

### Community Operations

- 40 miles of asphalt road
- 2018 manual pavement maintenance cost is \$666,268
- 2018 manual winter maintenance budget cost of \$58,628
- 14,487 lineal feet of guard rail
- 7 seasonal speed bumps installed and removed annually
- 97 streetlights maintained annually
- 52 maintained flower beds

### Trails and Fishing

- Vail Valley Anglers contract
- 33 miles of trails
- 1.3 miles of river
- 4 fly fishing ponds
- 18,500 square foot dog park
- 7,200 square foot ice rink
- 121 fishing passes issued
- 556 beats reserved
- 400 pounds of fish stocked
- 2 pond aeration systems installed

### Public Safety

- Alarms – 125 intrusion and 147 fire



- 1 property damage
- 111 homeowner/vehicle assists
- 15 noteworthy issues/accidents
- 13 medical responses
- 35 compliance issues (DRB, CCRs, etc.)
- 38 wildlife reports/issues

#### **DRB**

- 8 new construction projects reviewed
- 40 renovation/remodel projects reviewed
- 2 lot line vacate application
- 7 currently under construction
- \$48,810 fees collected
- \$27,471 in project related expenses
- \$23,800 in non-project relate expenses
- Divide - 85% buildout
- Ranch - 81% buildout
- Summit (includes Territories) - 43% buildout

#### **Communications**

- 52 new property owners welcomed
- 10 media outlets
- 1,540 collateral pieces
- 1 Sound of Summer Concert
- 8 Welcome Committee meetings and events
- 58,759 website page views in 2018
- 2 live webcams
- 3 tv monitors
- 1,012 social media followers: Facebook.com/CordilleraColorado
- 28 "Cordillera Connection" newsletters
- 72 "Official News and Updates"
- 2484 email subscribers

#### **Fleet**

- 66 pieces of equipment
- \$72,989 annual preventive maintenance budget
- \$59,420 annual parts budget
- 10-12 year replacement policy on all large equipment, 7-10 year replacement policy on all small equipment
- 5 emergency call outs
- 127 preventative maintenance work orders performed
- 2012 is the average age of equipment in the fleet

- 13,000 gallons of gas used
- 16,500 gallons of diesel used
- 500 gallons of motor oil used and recycled
- 250 gallons of engine coolant used and recycled
- 52 tires installed and old recycled

#### **Facilities**

- 13 buildings totaling 83,329 square feet
- 1,063 preventative maintenance work orders completed
- \$350,000 in annual facility capital improvement projects
- Operations staff conducted 2,747 labor hours for facilities

#### **Recreation 2018**

- 4,041 Trailhead pool users
- 1,990 Cordy campers, 31 per day
- 1,075 nonresident campers, 918 resident campers
- 18,323 Athletic Center users, 50 per day
- 13 different fitness classes held
- 202 Vail Gondola Club members
- 14 VGC sales, 9 resignations
- 10,651 VGC skiers during the 2017/2018 season
- 7,453 members skiers, 3198 guests
- 25 community enrichment events held
- 3,030 rounds played at Short Course