

BOARD MEETING

August 12, 2022



CORDILLERA

Metro District



MEETING AGENDA

DATE: FRIDAY, AUGUST 12, 2022

TIME: 9:00AM

LOCATION: 408 Carterville Rd, Edwards, CO and Video Conference.

STATE OF COLORADO) COUNTY OF EAGLE) SS.

REGULAR BOARD MEETING

This board meeting is being held in person at the CMD Admin Building and via Zoom. To attend this meeting via zoom, you must register for the meeting by clicking [here](#). Once registration is complete, you will receive an email with instructions on how join the zoom call.

BOARD OF DIRECTORS

Cheryl Foley, President – May 2025 | Dan Roberts, Vice President – May 2023

Richard Saxby, Treasurer – May 2025 | Harry Jasper, Secretary – May 2025

Rob Meyers Asst Secretary/Asst Treasurer – May 2023

CALL TO ORDER - 9:00AM

- Call to Order
- Declaration of Quorum/Director Qualifications/Disclosure
- Approval of Agenda
- Approval of Consent Agenda
 - 06.10.2022 Meeting Minutes
 - 06.28.2022 Meeting Minutes
 - 07.19.2022 Special Meeting Minutes
- Election of Rob Meyers as Asst. Treasurer/Asst. Secretary

DISSUSSION ITEMS – 9:10AM

- Financial Update – Richard Saxby, Board Treasurer
- 2021 Financial Audit – Paula Kurtz, HR and Finance Admin
- Board Committees and Pertaining Resolutions – Cheryl Foley, Board President
- Cordillera Equestrian Center Update – Dominique Jones, Equestrian Center Manager
- Management Team Update – Trevor Broersma, General Manager

PUBLIC COMMENTS – 10:30 AM

The board welcomes public comment.

EXECUTIVE SESSION – 11:00AM

Executive Session, pursuant to Section 24-6-402(4)(b), C.R.S., for the purpose of receiving legal advice on specific legal questions concerning governmental immunity.

ADJOURN – 12:00PM

NOTICE IS HEREBY GIVEN that the Board of Directors of the Cordillera Metropolitan District will hold a meeting. CMD is required to meet a 24-hour posting requirement unless in the event of an emergency. By Order of the District, Cheryl Foley.



Management Report

August 12, 2022

Administration

Staffing:

Recruitment is open for the following positions:

- Operations Worker 2
- Patrol Agent
- Barn Hand: Part-Time, and Full-Time

Current Staff Breakdown by Department

- Administration – 3 Full-time
- Community Operations – 12 Full-time
- Public Safety – 15 Full-time
- Equestrian Center – 3 Full-time, 4 Part-time

Safety and Training:

- Public Safety participated in our safe driving course June 7-9th
- Comm Ops will participate in Confined Space Training on October 6th.

Human Resources

- Welcomed and onboarded Joel Simpson, Trails Technician
- Current and Upcoming HR Tasks and Projects
 - Continue to follow and develop strategy for new Colorado FAMLI (Family and Medical Leave Insurance Program) Law that takes effect in 2023.
 - Benefit Strategy for 2023
 - Management of Worker's Compensation claims
 - Create and implement Onboarding and Employee Retention Program and Strategy
 - Cost of Hire/Turnover Tracking development and review

Finance

- Audit is complete.
- Monthly Financials are now being reviewed and posted on the website each month.

Community Outreach

- Continued working with CPOA staff to refine and improve the new joint website.
- Published Cordillera Connection and news blasts as necessary to keep the community aware of Metro District projects, operations, and events.
- Provided reports to the Cordillera DRB regarding new construction projects and potential impacts to ROW facilities and maintenance operations. Managed and executed encroachment agreements, construction in the ROW permits, and road impact fee collections.
- Responded in timely fashion to inquiries from officials, architects, realtors, contractors, service providers, and community members regarding on-going projects, rules of the road, easements, plats, zoning, general governance and associated approval or entitlement processes.

Equestrian Center

Barn Updates

- Summer Horse Camp- weekly Tuesday, Wednesday, Thursday 10am-4pm.
- Great feedback about the barn, improvements, the flower pots out front from visiting property owners.
- Boarders participated in several Dressage shows in Grand Junction with trainer Jess Schuering being featured on the local news station riding Dolce.
- Clinician and US Dressage Federation Gold Medalist Sarah Martin gave a 2-day clinic for boarders.



Lesson and Camp Program

- Year-round horseback riding lessons are available.
- Summer horse camp has been a huge success with several campers returning for a second week.
- Our lesson horses have been amazing, and staff has had a lot of fun with the camps.
- Some of the camp activities include relay races, painting horses, bathing horses, archery, vaulting, pool noodle ring jousting, slo-mo barrel racing, dress up and horse decorating, arts and crafts, scavenger hunts, horseopoly, horse related Pictionary, and many more.
- Everyone who has participated in camp is excited to return and participate in camp next summer.
- Several property owners have called to express interest in camp next year.
- As this is a new program, we had a relatively late start this summer, many property owners have shared that they would have loved to participate in camp but that they were already signed up for other camps.
- Next year camp will be advertised much earlier as we found many people sign their kids up for camps in March or April.
- Several people have expressed interest in camps during school breaks such as Thanksgiving or Christmas, so I am exploring that idea.

CEC Summer Horse Camp

This summer the Cordillera Equestrian Center is excited to offer weekly horse camps for youth ages 8-15. This program offers youth the opportunity to interact with horses in a safe, fun, and educational environment. The camp will be taught by Cordillera's own knowledgeable and certified equestrian professionals.

What's included: Three fun filled days. Six riding lessons. Unmounted lessons on horse safety, horsemanship, grooming, anatomy, health, husbandry, and routine horse care. Campers will also enjoy fun horse related games activities and mixed media art projects.

When: Camp will take place weekly- Tuesday, Wednesday, and Thursdays from 10am (drop off) -4pm (pick up). Camp will be offered:

June 14th – June 16th (Ages 8-12)
June 28th- June 30th (Ages 13-15)

June 21st- June 23rd (Ages 8-12)
July 5th - July 7th (Ages 8-12)

July 12th - July 14th (Ages 8-12)
July 26th - July 28th (Ages 8-12)
Aug 9th – Aug 11th (Ages 13-15)

July 19th – July 21st (Ages 13-15)
Aug 2nd - Aug 4th (Ages 8-12)
Aug 16th – Aug 18th (Ages 8-12)

Cost: \$650.00/week- Payment is due at the time of registration.

Horse Program Usage Statistics May- Aug-

# of Property Owners Summer Horse Camp –13 kids Lessons –3 adults and 5 children Other – 6 using the facility in another capacity. Riding a boarder’s horse, volunteering, helping another trainer at the facility.	# of Non-Property Owners Summer Horse Camp –3 Kids Lessons – 4 adults, 2 children
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*7 people have expressed interest in lesson starting in August. Several people are taking weekly lessons. At least 5 Cordillera families express that they would have signed up for camp if they had known about it sooner and are interested in next summer.

Boarding Statistics

Stall Horses: Property Owners –3 Non-Property Owners –9 Horses Anticipated or on Waiting List – 3PO, 2NPO	Outside Paddock Horses: Property Owners –6 Non-Property Owners – 8 Horses Anticipated or on Waiting List – 1PO, 5NPO
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Community Operations

Project Management

- Bearden Ponds update - One pond has been filled; remaining ponds will be lined as soon as possible in hopes of getting more water from the golf course.
- Bearcat Stables Barn construction is underway and on schedule. Lights, painting, and insulation will be starting in the next few weeks.
- Ranch Gatehouse remodel and landscaping are still underway and on schedule. Guest lane roof package ordered from Montana; kit assembly contractor selected from Kremmling.

2022 Road Program

- Carterville, Webb peak, Ranch Gatehouse & Bike Path to Summit Completed.
- 199,282 Linear Feet of Roadways Striped.
- Operations, Equestrian Center, Administration Parking Lot Striping Completed
- Erosion Damage on Fenno Shoulder Repaired.
- New Guardrail Install Underway for Fenno Curve, Blackbear, Summit Curve and Territories.
- 350 Feet of New Curb and Gutter Built at Ranch Gatehouse.
- In the Months of June and July the Operations Team Hauled 117,960 lbs. of Homeowner Yard Debris.
- Alcazar Fire Mitigation Project is Underway with Guidance from Eagle Valley Wildland.

Fleet

- Donation of 2006 Ford F-150 to Eagle River Fire District – Wildland Team.
- Community Operations Mechanics Completed over 71 work orders YTD.
- 61 Car Wash Classes Given YTD.
- 2 New Public Safety Vehicles Have Been Retrofitted and are Fully Operational.
- Operations – 9,984.9 Gallons of Fuel YTD.
- Public Safety – 3,248.1 Gallons of Fuel YTD.
- 41,068 Miles Driven YTD.
- Staff Received Training from Old Growth Tree Service as well as Hugh Fairfield Smith from Eagle Valley Wildlands on our New Flail Head Mower as well as our Masticator.

Trails and Fishing

- 6 Trail Signs Replaced
- 16 Miles of Trails Mowed
- 97 Miles of Trails Hiked.
- 173 Trees Felled.
- Managed fishing permit system and supported contract with Vail Valley Anglers to control access to the Eagle River fishing property.

Public Safety

- 2 current PS personnel are training agents and are mentors to develop new employees to provide consistency of training and service.
- Continue to meet with Colorado Parks Wildlife with suggestions and elk and bear mitigation.
- Working relationship with Diamond Star/Evac route and Memorandum of Understanding.
- Welcomed 29,584 vehicles through the Divide and Ranch Gates during May-July
- Responded to 428 Calls for Service May-July
- Temporary passes issued: Divide Gate 2806, Ranch Gate 3635
- Issued 67 bicycle permits May-July
- Managed 50 trailer parking spaces
- Basic Training Public Safety 480 hours, including new protocols for radio usage, hazardous materials response, medical response, motor vehicle crashes, radio systems.
- Additional Public Safety training of staff 350 hours including Incident command training courses, Wildland fire training, Wildlife deterrent methods and techniques.
- Driver training courses for Public Safety were completed in June.
- Completed CPR/1st AID classes for Public Safety staff, and in the future developing a course for residents.
- Cordillera participates in a web based international network to measure and map precipitation (rain, hail, and snow). The system is known as CoCoRaHS which is an acronym for the Community Collaborative Rain, Hail and Snow Network. CoCoRaHS was a conception of the Colorado Climate Center at Colorado State University following a severe flood event in the Fort Collins area in 1998. Each Cordillera gate house measures snow and precipitation, including the amount of precipitation in fallen snow, and posts that information on the CoCoRaHS website each morning. This information is then available for those interested to view.
 - **Total Precipitation: Divide Gate: 3.71 Ranch Gate: 2.97 *numbers are approx. due to Ranch Gate Construction**

Cordillera Public Safety Calls for Service May-July 2022,

	YTD		YTD
Alarms	43	Property damage	6
Animal issue: non wildlife	8	Resident complaint	3
Assist Outside Agency	3	Resident/contractor assist	22
Complaint (not noise)	1	Safety detail	3
Domestic trouble	1	Service call	2
Escort	3	Smoke report	1
Fire	3	Suspicious activity	10
Lost/Found Property	1	Traffic safety detail	3
Medical response	3	Traffic violation	1
Miscellaneous	4	Trash violation	107
Noise complaint	4	Trespassing	4
Open door/window	5	Vandalism	1
Open garage door	58	Vehicle crash	0
Parking	46	Welfare check	2
Cordillera CCR Violations	42	Wildlife issue	32
Disturbance	2	Hazardous Condition	4

Employee Spotlight



Antonio “Tony” Garcia was born October 15th, 1962, in Zacatecas Mexico. He was born into a family with seven brothers and four sisters with two loving parents. At the early age of four years old Tony’s father began teaching him the value of arduous work as he began working on the family farm where they grew corn and beans.

In 1979, a year after the passing of Tony’s mother, he decided to move to Chicago to be closer to his brothers where he worked as a chef in multiple restaurants. His seven brothers still reside in the Chicago area to this day.

Tony moved to Eagle County in April 2006 and found his home working at the Cordillera Metropolitan District. Sam Lazar, Tony’s manager describes him “as a truly skillful member of the team who loves running the loader and is the first to jump in and lend a hand to any of his fellow co-workers.



Tony’s got a heart of gold who is always there to pump up morale by grilling us all up some steaks. He is a true asset to the Operations team.”

Tony spends his time away from work back home in Zacatecas enjoying the beach and spending time with his ten nieces and nephews.