

BOARD MEETING

October 17, 2022



CORDILLERA

Metro District



MEETING AGENDA

DATE: MONDAY, OCTOBER 17, 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

DISCUSSION ITEMS – 9:10AM

- Financial Update – Richard Saxby, Board Treasurer
- Management Team Update – Trevor Broersma, General Manager
- 2023 Budget Workshop Kick-Off – 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 – 1:00PM

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

October 17, 2022

Administration

Staffing:

Recruitment is open for the following positions:

- Safety Patrol Agent
- Equestrian Center Manager – We received applications from 15 well qualified applicants. After phone screenings and interviews we have chosen 3 candidates for 2nd interviews. We look forward to extending an invitation to one individual to join our team within the next week.
- Barn Hand: Part-Time, and Full-Time

Current Staff Breakdown by Department

- Administration – 3 Full-time
- Community Operations – 13 Full-time
- Public Safety – 13 Full-time, 2 Part-Time
- Equestrian Center – 3 Full-time, 1 Part-time

Safety and Training:

- The entire team completed the SDA 2022 Safety Training Program with 100% compliance, resulting in a 10% discount on our 2023 insurance invoice. Training classes included: Safe Driver, Skid Car and CPR/1st Aid Training.

Human Resources

- Welcomed and onboarded Wayne Eichler -Community Operations II, Monieree Houston – Equestrian Center Barn Hand, as well as Nathon Goff, David Meeks, and Doug Moore - Public Safety Agents
- Current and Upcoming HR Tasks and Projects
 - Continue to follow and develop recommendation for new Colorado FMLI (Family and Medical Leave Insurance Program) Law that takes effect in 2023.
 - Benefit Strategy and Open Enrollment Plan for 2023
 - Create New Benefit Guide for 2023
 - Management of Worker's Compensation claims
 - Update and review Employee Handbook for 2023
 - Create and implement Onboarding and Employee Retention Program and Strategy
 - Cost of Hire/Turnover Tracking development and review

Finance

- Monthly Financials are now being reviewed and posted on the website each month.
- Continue to refine and update report format for financials.

Community Outreach

- Continued work with CPOA staff to refine and improve the new joint website.
- 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.

Equestrian Center

Barn Updates

- The barn dance was incredible and resulted in several lessons and many property owners stopping by to learn more about the facility and programs.
- Staff is working on preparing the facility and equipment for winter.
- Short staffing is an ongoing issue.
- The Summer Horse Camps were a huge success. We had a variety of themes- medieval games, superheroes, rodeo events, jumping, archery, and vaulting. Each of the 7 camps were completely unique with several of the campers returning for multiple weeks.
- Operations team will be updating the outdoor paddock electrical systems over the next few weeks. This includes new electrical breakers, lighting for pathways, and proper conduit.



Horse Activities, Lessons, and Camps- Updates

- Horseback riding lessons are available- staff and weather permitting.
- Property owners are welcome to call and schedule time to come down, brush, and enjoy spending time with our CMD horses.
- 2022 School Break Camps Oct 11th-12th, Nov 22nd-23rd, Dec 27th-28th.
- Clinician and US Dressage Federation Silver Medalist Clayton Martin gave a 1 1/2-day clinic for boarders.
- Trainer Jessica Schuering traveled with several of the boarders to Grand Junction for the Fall Dressage Show and Costume Contest on October 8th and 9th.

Boarding Statistics

Stall Horses: Property Owners –3 Non-Property Owners –11 Horses Anticipated or on Waiting List – 2PO, 1NPO	Outside Paddock Horses: Property Owners –6 Non-Property Owners – 8 Horses Anticipated or on Waiting List – 3NPO
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Community Operations

Project Management

- Bearden Ponds update – Pond project has been completed for the year.
- Bearcat Stables Barn construction is underway and on schedule. New fencing and grading will begin in the coming weeks.
- Ranch Gatehouse remodel and landscaping are still underway and on schedule. Guest lane roof package that was brought in from Montana was assembled and is being erected this week. The sign timbers will be installed after the roof is complete. Steel has been ordered and is being painted and lettering is being produced. Completion date on the sign is estimated to be the first week of November.
- Alcazar Fire Mitigation Project has been completed with partnership between the Metro District, Eagle Valley Wildlands and Old Growth Tree Service.

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 Lots Striping Completed
- New Guardrail Install Completed for Fenno Curve, Black Bear, Summit Curve and Territories.
- Operations Team has Hauled 255,300lbs. of Homeowner Yard Debris to the Dump YTD.

Fleet

- Community Operations Mechanics Completed over 81 work orders YTD.
- 74 Car Wash Classes Given YTD.
- Operations – 12,082.10 Gallons of Fuel YTD.
- Public Safety – 4,631 Gallons of Fuel YTD.
- 70,398 Miles Driven YTD.

Trails and Fishing

- 1 mile of new trail has been created and scheduled to be completed in the upcoming weeks.
- 11 Trail Signs Replaced
- 85 Miles of Trails Mowed
- 130 Miles of Trails Hiked.
- 215 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 for suggestions on elk and bear mitigation.
- July through September 2022
 - Welcomed 162,992 vehicles through the Divide and Ranch Gates
 - Responded to 402 Calls for Service – July through September 2022
 - Temporary passes issued: Divide Gate 3,100, Ranch Gate 4,865 July-September
 - Issued 10 bicycle permits July-September
- Public Safety Basic Training 480 hours, including new protocols for radio usage, hazardous materials response, medical response, motor vehicle crashes and radio systems.
- Additional Public Safety training of staff 350 hours including Incident Command training courses, Wildland fire training, Wildlife deterrent methods and techniques.
- Public Safety is currently developing a CPR/1st Aid 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: 4.47

Ranch Gate: 3.87 *numbers are approx. due to Ranch Gate Construction

Cordillera Public Safety Calls for Service July-September 2022

	YTD		YTD
Alarms	36	Property damage	9
Animal issue: non wildlife	10	Resident complaint	5
Assist Outside Agency	3	Resident/contractor assist	17
Complaint (not noise)	2	Safety detail	3
Domestic trouble	1	Service call	2
Escort	1	Smoke report	1
Fire	4	Suspicious activity	4
Lost/Found Property	1	Traffic safety detail	3
Medical response	11	Traffic violation	1
Miscellaneous	2	Trash violation	134
Noise complaint	4	Trespassing	6
Open door/window	1	Vandalism	1
Open garage door	54	Vehicle crash	2
Parking	32	Welfare check	1
Cordillera CCR Violations	26	Wildlife issue	28
Disturbance	2	Hazardous Condition	3

Employee Spotlights

Ray Wolfe – Public Safety Agent

Ray Wolfe was born in NYC in 1965 and grew up in northern NJ. He graduated from Syracuse University with a BA and worked 10 years in commodity futures trading in the World Trade Center. He moved to Avon, Colorado in 2001 and started a property management business. Ray also joined the Public Safety team in May of that year and 21 years later is still working both jobs.

Ray initially took the job within Public Safety because he wanted to do something to help other people and he still gets satisfaction from being able to help the residents of Cordillera solve problems.

Soon after moving to the valley, he became a passionate fly fisherman and still enjoys exploring numerous streams, rivers, and high mountain lakes with his older son Eddie. Ray also loves participating in airsoft/military simulation events with younger son Cody.

Ray met his wife here in the valley at a photo shop where she was working on developing his rolls of nothing but trout pictures. They were married in 2003. He and his wife Krista reside in the Eagle area with sons Eddie and Cody along with their 3 dogs Ellie, Rooabee, and Dodge. Ray also appreciates living close to other family members in the valley, his father Ron and stepmother Valerie and in laws Norm and Patty Drake.



Nancy Mires – Community Relations Specialist

Nancy worked for Slifer Smith & Frampton for over 10 years, most recently spending the last 5 years in their Cordillera office as an Administrative Assistant, before joining the team at the Cordillera Metro District in July of this year.

Nancy moved from Stamford Connecticut to Eagle-Vail with her parents in 1981; her dad, Walter Smith, was a Civil Engineer who worked on the development of Beaver Creek. Nancy attended Minturn Middle School and graduated from Battle Mountain High School.

When not at home in Eagle Ranch with her husband Jim, 2 daughters Madaket and Emily, and 2 cats Felix and Oscar, Nancy spends her time participating in biking, running and SkiMO races.

