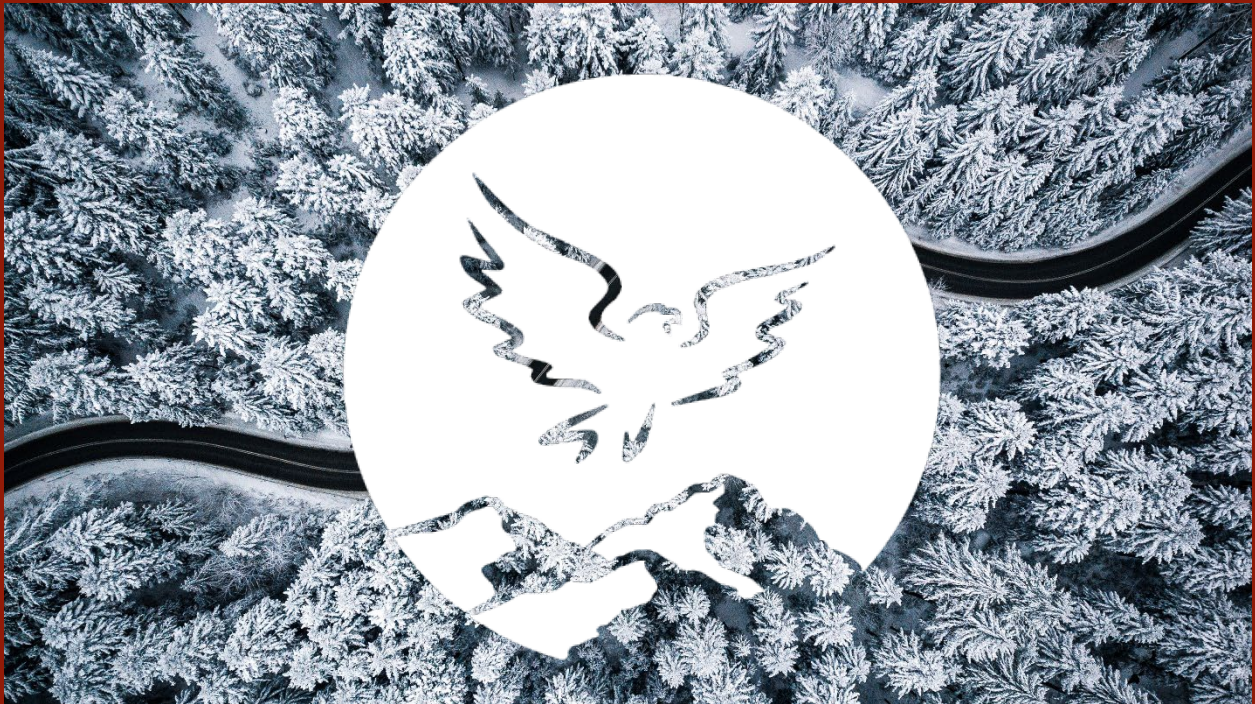


BOARD MEETING

December 9, 2022



CORDILLERA
Metro District



MEETING AGENDA

DATE: FRIDAY, DECEMBER 9, 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 to join the zoom call.

BOARD OF DIRECTORS

Cheryl Foley, President – May 2025 | 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
 - 04.08.2022 Meeting Minutes, 08.12.2022 Meeting Minutes, 10.17.2022 Meeting Minutes, 10.27.2022 Special Meeting Minutes, 11.18.2022 Special Meeting Minutes
 - Election Resolution – Alan Pogue, CMD Legal Counsel
 - Annual Administrative Matters Resolution– Alan Pogue, CMD Legal Counsel
 - Meetings Resolution– Alan Pogue, CMD Legal Counsel

DISSUSSION ITEMS – 9:10AM

- Board Vacancy – Cheryl Foley, Board President
- Financial Update – Richard Saxby, Board Treasurer
- Traffic Calming Initiatives 2023 – Trevor Broersma, General Manager and Greg Schroeder, McDowell Engineering.
- Management Team Update – Trevor Broersma, General Manager

PUBLIC HEARING: 2023 BUDGET – 10:00AM

- Presentation of 2023 Budget – Trevor Broersma

PUBLIC COMMENTS – 11:00AM

The board welcomes public comment.

ADOPTION OF 2023 BUDGET RESOLUTION 11:30AM

Resolution Adopting 2023 Budget, Appropriating Sums of Money, and Setting Mill Levies – Cheryl Foley, Board President

EXECUTIVE SESSION – 11:45AM

Executive Session pursuant to Section 24-6-402(4)(b), C.R.S. to receive legal advice from general counsel related to pending legal matters.

Executive session pursuant to Section 24-6-404(4)(e), C.R.S. to discuss matters subject to negotiation, determine positions relative to matters subject to negotiation, and to develop a strategy and instruct negotiators relative to the 2023 Service Agreement.

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

December 9, 2022

Administration

Staffing:

Recruitment is open for the following positions:

- Community Operations Supervisor
- Open Space Technician
- Safety Patrol Agent - Overnights
- Barn Hand: Part-Time, and Full-Time

Current Staff Breakdown by Department

- Administration – 3 Full-time
- Community Operations – 12 Full-time, 1 Part-Time
- Public Safety – 13 Full-time, 2 Part-Time
- Equestrian Center – 2 Full-time, 3 Part-time

Safety and Training:

- Public Safety team will be participating in de-escalation training in December and January.
- 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

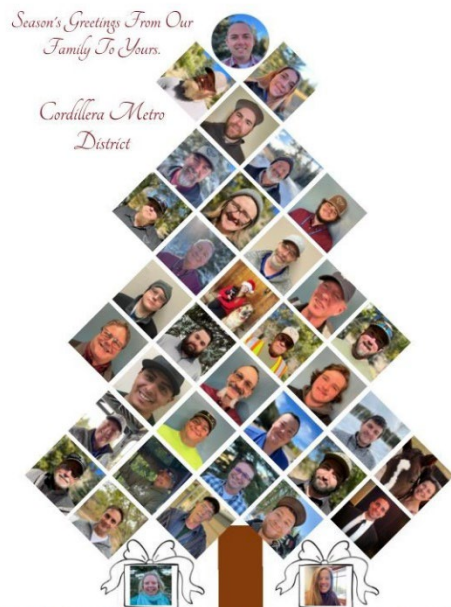
- Welcomed and onboarded Paul Worley – Part-Time Equestrian Center Barn Hand
- Current and Upcoming HR Tasks and Projects
 - Develop recommendation for changes to current benefits to incorporate expansion of leave program.
 - Completed Open Enrollment and Benefit Review with all eligible staff
 - New Benefit Guide for 2023
 - Management of Worker's Compensation claims
 - Update and review Employee Handbook for 2023
 - Upgrade ADP Workforce Now – HRIS System

Finance

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

Community Outreach

- 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

- Operations team has finished updating half of the outdoor paddock electrical. 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.
- Annie Morris, Equestrian Center Manager is offering an expanded training program for homeowners and boarders.
- Property owners are welcome to call and schedule time to come down, brush, and enjoy spending time with our CMD horses.
- Created a Horse Camp advisory team to expand and market camps for Summer 2023.

Boarding Statistics

Stall Horses: Property Owners –4 Non-Property Owners –13 Horses Anticipated or on Waiting List – 1PO, 1NPO	Outside Paddock Horses: Property Owners –6 Non-Property Owners – 7 Horses Anticipated or on Waiting List – 2NPO
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Community Operations

Project Management

- Bearden Ponds update – Pond project has been completed for the year.
- Bearcat Stables barn renovation has been completed. New fencing is underway with remainder of material scheduled to arrive 11/29.
- Ranch Gatehouse remodel are still underway. Guest lane roof package from Montana has been assembled and stained. Interior framing and window installation as well as new roof will be beginning in the coming weeks. The sign timbers and steel have been installed, masonry and lettering should be completed in the coming weeks as well.
- Fire Mitigation has been completed for the year.
- 600 feet of new electrical, fencing, and new lighting have been installed at the equestrian center.

2022 Road Program

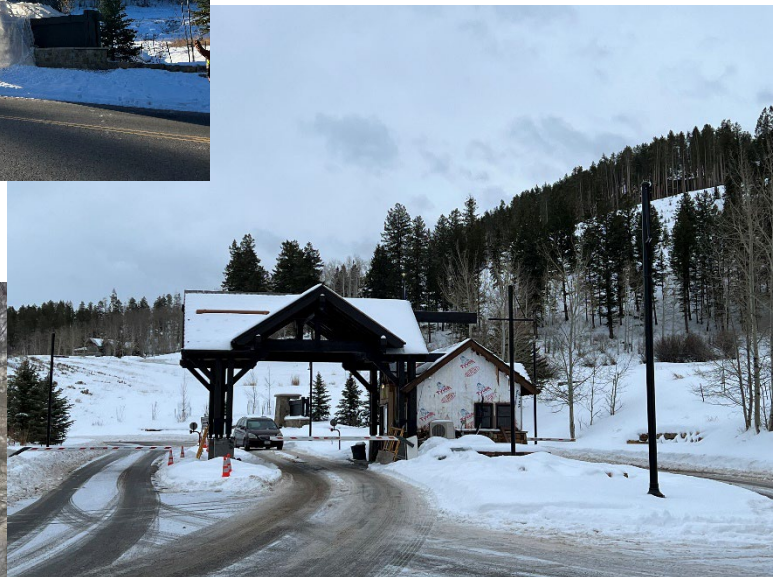
- Carterville, Webb Peak, Ranch Gatehouse & Bike Path to Summit Completed.
- 199,282 Linear feet of roadways striped.
- Operations, Equestrian Center, Administration Parking Lots Striping Completed
- New guardrail install completed for Fenno Curve, Black Bear, Summit Curve and Territories.
- Operations Team has hauled 278,500lbs. of homeowner yard debris to the dump YTD.
- The operations team has plowed 6 days so far this season.

Fleet

- Community Operations Mechanics Completed over 101 work orders YTD.
- 82 Car Wash Classes Given YTD.
- Operations – 12,082.10 Gallons of Fuel YTD.
- Public Safety – 4,631 Gallons of Fuel YTD.

Trails and Fishing

- The Operations Team completed the remodel to the “New Grenada Pond Loop Trail” we have cut in an addition 1 mile of trail making the total distance 2.25 miles.
- 11 Trail signs replaced
- 85 Miles of trails mowed
- 155 Miles of trails hiked.
- 225 Trees Felled.
- 10 Miles of trail prepped for winter usage.
- 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.
- September through November 2022
 - Welcomed 106,688 vehicles through the Divide and Ranch Gates
 - Responded to 206 Calls for Service – September through November 2022
 - Temporary passes issued: Divide Gate 1918, Ranch Gate 3033 September through November
 - Issued 7 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: 3.72

Ranch Gate: 3.58 *numbers are approx. due to Ranch Gate Construction

Cordillera Public Safety Calls for Service September-November 2022

	YTD		YTD
Alarms	34	Property damage	7
Animal issue: non wildlife	6	Resident complaint	5
Assist Outside Agency	1	Resident/contractor assist	15
Complaint (not noise)	2	Safety detail	3
Domestic trouble	1	Service call	1
Escort	1	Smoke report	1
Fire	4	Suspicious activity	3
Lost/Found Property	1	Traffic safety detail	3
Medical response	7	Traffic violation	1
Miscellaneous	2	Trash violation	62
Noise complaint	4	Trespassing	1
Open door/window	1	Vandalism	1
Open garage door	21	Vehicle crash	5
Parking	17	Welfare check	1
Cordillera CCR Violations	12	Wildlife issue	9
Disturbance	2	Hazardous Condition	1

Employee Spotlight

Annie Morris – Equestrian Center Barn Manager

Annie Morris joined us in November as the New Equestrian Center Barn Manager. Annie most recently comes from the Anita Williams Dressage Training Centre in Eagle Colorado but has been a Dressage Trainer and managed barns around the world, from Portugal to Germany to the US. Annie graduated from Colorado State University with a degree in Equine Science and Spanish. Annie is a USDF Certified FEI Instructor/ Trainer, USDF Instructor/ Trainer Faculty Member, and USDF Bronze, Silver and Gold Medalist. She is certified through the FEI at level four and one of only a handful in the nation. Originally from Flagstaff, Arizona, Annie currently lives just outside of Leadville with her boyfriend Jess. Annie likes to spend her free time riding and spoiling her beautiful horse, Flor.

We welcome Annie to the CMD team and look forward to the Cordillera Equestrian Center's future.

