

BOARD MEETING

February 10, 2023



CORDILLERA

Metro District



MEETING AGENDA

DATE: FRIDAY, FEBRUARY 10, 2023

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 | Rob Meyers, Vice President – May 2023

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

Bob Donovan, Board Member at Large – May 2023

CALL TO ORDER - 9:00AM

- Call to Order
- Declaration of Quorum/Director Qualifications/Disclosure
- Approval of Agenda
- Approval of Consent Agenda
 - 1.20.2023 Meeting Minutes

DISCUSSION ITEMS – 9:10AM

- Financial Update – Richard Saxby, Board Treasurer
- Auditor Change and Recommendation – Paula Kurtz, HR & Finance Administrator
- CPOA/CMD 2023 Services Agreement – Richard Saxby, Board Treasurer
- 2023 Elections – Cheryl Foley, Board President
- Management Team Update – Trevor Broersma, General Manager
- Healthy Forest and Award from EVW

PUBLIC COMMENTS – 10:00AM

The board welcomes public comment.

ADJOURN – 10:15AM

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

2022 Year in Review

February 10, 2023

Administration

CMD all staff holiday party was hosted at Creekside Clubhouse & Grill. After another successful but challenging year employees and their significant others enjoyed an evening of fun with a fantastic dinner, drinks, and laughter.

Staffing:

Current Staff Breakdown by Department

- Administration – 2 Full-time, 2 Part-time
- Community Operations – 12 Full-time, 1 Part-Time
- Public Safety – 11 Full-time, 2 Part-Time
- Equestrian Center – 3 Full-time, 4 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

- Developed and rolled out a new performance review program.
- Managed 2 lagging workers compensation claims and completed 12 plus months with no new worker's compensation claims being filed.
- Upgraded our ADP Workforce Now – HRIS System, creating more efficiencies and better tracking.
- Revised and implemented a new Paid Time-Off (PTO) Policy and PTO Sellback Program to encourage healthy work life balance.
- Completed Open Enrollment and Benefit Review with all eligible staff.

Finance

- Completed and produced a clean 2021 financial audit with no deficiencies.
- Continued review and implementation of government accounting best practices.
- Converted our accounts receivable invoicing and tracking to bill.com.
- Continue to refine and update report format for financials.

Community Outreach

- Comm Ops Open House – In June of 2022 we hosted over 50 property owners at our Community Operations facility for a tour of the buildings and fleet.

Equestrian Center

Barn Updates

- The barn has been revamped with a brand-new viewing area created by the Comm Ops team.
- We have more flexibility to host events, such as the January “Night at the Arena,” which was a great success and attended by 60 community members on a snowy night.

Horse Activities, Lessons, and Camps – Updates

- Horseback riding lessons are now available to all homeowners and guests!
- 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 camp and market camps for Summer 2023
- 9 Horse Camps will be offered weekly in 2023 from mid-June to mid-August. More information can be found online at cordilleraliving.com.

Boarding Statistics

Stall Horses: Property Owners – 3 Non-Property Owners – 12	Outside Paddock Horses: Property Owners – 6 Non-Property Owners – 5 Cordillera school horses – 4
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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 and will continue into the new year.
- Ranch Gatehouse remodel is nearing completion. New windows have been installed. Masonry work is happening now, with siding and roof to follow.
- The new sign at the ranch entrance has been completed.
- Fire Mitigation has been completed for the 2022 year, with slash piles being burned in early December.
- 600 feet of new electrical, fencing, and new lighting has been installed at the equestrian center.

2022 Road Program

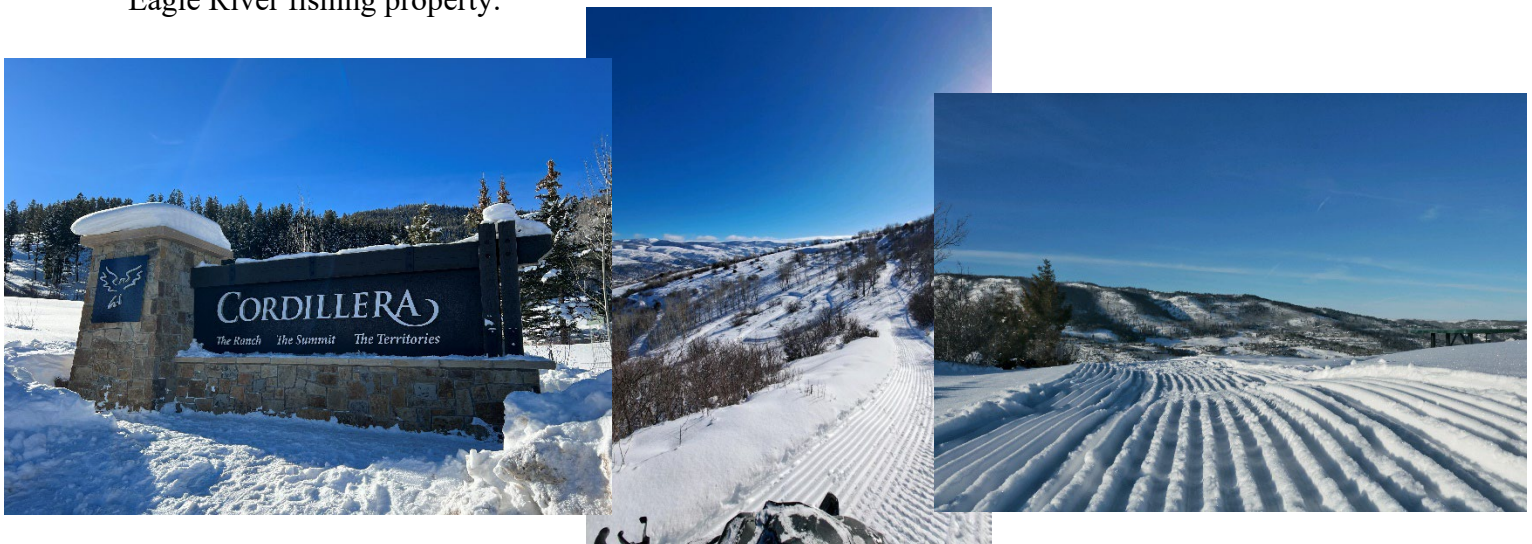
- Carterville, Webb Peak, Ranch Gatehouse & Bike Path to Summit Completed.
- 199,282 Linear feet of roadways striped.
- Operations, Equestrian Center, Administration Parking Lots Striping Completed
- New guardrail install completed for Fenno Curve, Black Bear, Summit Curve and Territories.
- Operations Team hauled 278,500 lbs. of property owner yard debris to the dump YTD.
- The operations team has plowed 34 days so far this winter.

Fleet

- Community Operations Mechanics Completed over 101 work orders in 2022.
- 112 Car Wash Classes were given this past year.
- Operations – 12,082.10 gallons of fuel was used in 2022.
- Public Safety – 4,631 gallons of fuel was used in 2022.

Trails and Fishing

- The Operations Team completed the remodel to the “New Grenada Pond Loop Trail”, cutting 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 and cleared.
- 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

- Meet with Colorado Parks Wildlife for suggestions on elk and bear mitigation.
- 480 hours of Public Safety Basic Training, including new protocols for radio usage, hazardous materials response, medical response, motor vehicle crashes and radio systems was completed by staff.
- An additional 350 hours of public safety training was completed including Incident Command training courses, Wildland fire training, Wildlife deterrent methods and techniques.
- Conducted our annual Safe Driver training with all staff.
- 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: 17.69

Ranch Gate: 0 *numbers are approx. due to Ranch Gate Construction

- January through December 2022
 - Welcomed 512,949 vehicles through the Divide and Ranch Gates
 - Temporary passes issued: Divide Gate 11,118, Ranch Gate 15,911 January through December
 - Issued 23 bicycle permits January-December.

**Cordillera Public Safety Patrol were dispatched and responded to 1399 calls for service in 2022.
Breakdown is below.**

	YTD		YTD
Alarms	164	Property damage	32
Animal issue: non wildlife	25	Resident complaint	8
Assist Outside Agency	8	Resident/contractor assist	95
Complaint (not noise)	5	Safety detail	9
Domestic trouble	2	Service call	5
Escort	3	Smoke report	0
Fire	6	Suspicious activity	31
Lost/Found Property	3	Traffic safety detail	18
Medical response	22	Traffic violation	5
Miscellaneous	6	Trash violation	464
Noise complaint	10	Trespassing	10
Open door/window	8	Vandalism	2
Missing Person	2	Intrusion Alarm	3
Open garage door	153	Vehicle crash	21
Parking	126	Welfare check	1
Misc. Cordillera CCR Violations	9	Wildlife issue	60
Disturbance	2	Hazardous Condition	13

New Employee Spotlights



Patrick Telles – Facilities Technician II

Pat moved to the Vail Valley in 1994 from Santa Cruz, California and joined the Cordillera team in October of 2022. Pat has spent more than a decade self-employed in the construction business doing work in masonry, tile setting, carpentry and woodworking. He recently remodeled the equestrian center viewing area; building the bar, table, and bench in the Comm Ops wood shop from trees that fell on Cordillera property.

Pat currently spends his free time building out his wife Heidi's new dental hygiene business space. When he is not busy working Pat enjoys the outdoors, hunting and fishing. He loves driving the four-wheeler jeep type vehicle he built around the backcountry taking time to pursue the big lake trout at Four Bay and Twin Lakes in Leadville. Pat and Heidi share four children, three girls and one boy. They have resided in Eagle Vail since 2009.



Bill Anderson – Communications Specialist

Recently retired from the resort hospitality business after 35 plus years, Bill joined the CMD team part-time this past December. Over the course of 35 years, Bill held many positions including departmental management at The Snowmass Club in Snowmass Colorado and as general manager at The Charter at Beaver Creek and Lion Square Lodge in Vail. He eventually became an owner in a management company involved in Condotel and hotel management in Steamboat, Vail/Beaver Creek and Breckenridge, Colorado while continuing his general manager role and acting as company vice president.

The management company sold to Wyndham Hotels in 2011 and Bill became Vice President of the Western US and Western Canada. For close to ten years, he oversaw operations and sales and marketing in ski locations to include Whistler British Columbia, Park City Utah, Sun Valley Idaho, Steamboat Springs Colorado, Aspen-Snowmass Colorado, Breckenridge Colorado, Vail-Beaver Creek Colorado, and Palm Springs California.



Bill grew up in Katonah, New York, 60 miles north of New York City. He taught and coached at a New York high school for two years and then relocated to Aspen, Colorado. Bill enjoys skiing and hiking with his dogs, playing and building guitars and dobro's, fly fishing, rafting the Colorado rivers, and home remodeling and woodworking. He is a certified Orvis Fly Fishing guide which he does on a part time basis during the summer months. Bill is married to Lauren and resides in Edwards, Colorado. He has two children: Taylor is completing Physician's Assistant School in Montana, and Garrett is a student at Colorado State University.