

BOARD MEETING

April 14, 2023



CORDILLERA
Metro District



MEETING AGENDA

DATE: FRIDAY, APRIL 14, 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 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
 - 02.10.2023, 03.28.2023 Meeting Minutes

DISCUSSION ITEMS – 9:10AM

- Eagle Valley Wildland – Hugh Fairfield-Smith, Eagle Valley Wildland
- Financial Update – Richard Saxby, Board Treasurer
- CPOA and CMD Service Agreement 2023 - Richard Saxby, Board Treasurer
- Security of Funds Update – Richard Saxby, Board Treasurer
- Long Range Planning CMD – Bob Donovan, Board Member, Dan Roberts, Homeowner
 - Report of Finance Committee – Roberts, Donovan
 - Recommended Financial Policies from Stifel – Dan Roberts, Homeowner
 - Emergency Fund, Cash Flow, and Long-Term Income Projections - Richard Saxby, Board Treasurer
 - Future Steps - Richard Saxby, Board Treasurer
- General Policies and Procedures – Cheryl Foley, Board President, Alan Pogue, CMD Council
 - Background - Harry Jasper, Secretary
 - Discussion – Harry Jasper, Secretary, Cheryl Foley, Board President
 - Approval - Cheryl Foley, Board President
- 2023 Elections – Cheryl Foley, Board President
- Public Safety Update – Cheryl Foley, Board President
- Management Team Update – Trevor Broersma, General Manager

2022 BUDGET AMENDMENT PUBLIC HEARING – 11:00AM

- 2022 Budget Amendment Resolution – Trevor Broersma, General Manager, Margaret Henderson
Principal Clifton Larson Allan, Alan Pogue CMD Legal Counsel

PUBLIC COMMENTS – 11:30AM

The board welcomes public comment.

ADJOURN – 12:00AM

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

April 14, 2023

Administration

Staffing

- Current Staff Breakdown by Department
 - Administration – 2 Full-time, 2 Part-time
 - Community Operations – 12 Full-time, 1 Part-Time
 - Public Safety – 12 Full-time, 2 Part-Time, 1 Seasonal
 - Equestrian Center – 3 Full-time, 1 Part-time

Safety and Training

- Public Safety Agents and the Admin Staff participated in De-Escalation Training in February.
- The team has started to develop a safety/wellness monthly training calendar for the upcoming year.

Human Resources & Finance

- Onboarded 2 new employees.
- Recruiting 1-2 seasonal open space technicians, 1 full-time operations worker, 1-2 barn hands.
- Introduced and set up financials to reflect all in cost by department.
- Currently working on a syncing and account set up issue within Intacct.
- Currently preparing for 2022 Financial Audit

Traffic Calming

- Cordillera Way speed limit is **30mph**.
 - January, we saw 25.5% of the total cars with speeds higher than the posted limit.
 - February, we saw 29.5% of the total cars with speeds higher than the posted limit.
 - March, we saw 40.6% of the total cars with speeds higher than the posted limit.
- The daily average is 500 cars a day, from January through March.
- **With warmer temperatures we are seeing higher speeds. Please slow down!!!**

Equestrian Center

Barn Updates

- Lesson program is going strong, with many regular lessons adding up to over 20 per month.
- Some new projects are on the horizon, including offering birthday parties.
- Barn efficiencies are adding up, allowing us to complete more projects and keep the barn looking beautiful.
- Staff are happy to receive more instruction and saddle-time to improve their skills as riders and teachers.
- Two clinics are scheduled for our boarders and some outside riders to increase enthusiasm and elevate the level of education for everyone:
 - Dolly Hannon, a USDF “S” judge, will be here to do a ride-a-test clinic on April 25th.

- Beth Baumert, a very well-known author of dressage books and an incredible coach with many years of experience in the horse industry, will be doing a weekend clinic June 24-25th.

Horse Camp Update

- Camp entries are already coming in, including filling our first week!
- Horse Camps will be offered weekly for 9 weeks in 2023 from mid-June to mid-August. More information can be found online at cordilleraliving.com.

Boarding Statistics

Stall Horses: 14	Outside Paddock Horses:
Property Owners – 3	Property Owners – 6
Non-Property Owners – 11	Non-Property Owners – 5
	Cordillera school horses – 4



Community Operations

Project Management

- Bearden Ponds update – Aerators will be installed once snow has melted.
- Bearcat Stables Barns phase 1 of new fencing has been completed.
- Ranch Gatehouse – Masonry has been completed, siding and roofing will be completed soon.
- Fire Mitigation – Burn Piles have been postponed due to risk of avalanche.
- New sewer lift station contract has been signed and will save significant money.

2023 Road Program

- 2023 Road paving contracts have been signed.
- The operations team has plowed 69 days so far this winter.
- 1,242 Tons of Salt/Sand used this winter season.

Fleet

- Community Operations Mechanics Completed 24 work order YTD.
- 17 Car Wash Classes were given YTD.
- 8497.4 Gallons of Fuel used this winter season.

Trails and Fishing

- 25 Miles of trails hiked and cleared of debris.
- 11 Trees Felled YTD.
- Grooming has been executed 31 times this winter season.

Healthy Forest

- Healthy Forest Committee met on March 22nd at 2pm to discuss the CMD and CPOA's plan for Healthy Forest mitigation plans for 2023 season.
- \$200,000 Inter-Governmental Agreement has been signed with Eagle Valley Wildland (EVW), for the 2023 wildfire mitigation work.



Public Safety

Community Gate Access Statistics

- January through March 2023
 - Welcomed 101,250 vehicles through the Divide and Ranch Gates
 - Temporary passes issued: Divide Gate 2,457, Ranch Gate 1,995 January through March
 - Issued 0 bicycle permits January-March.

Notable calls for service January through March 2023.

- Responded to numerous parking complaints at construction sites throughout Cordillera. Public Safety found vehicles double parked in a cul-de-sac in the Divide completely blocking the road and residences. They responded twice to clear the road and contacted the General Contractor along with the CPOA. Shortly thereafter Public Safety and the Fire Department were dispatched to a residence in the cul-de-sac regarding a fire alarm. The alarm was false and thankfully Public Safety had cleared the area so the emergency equipment could access the area.
- Public Safety, Fire Department and Ambulance responded to a medical emergency regarding a medical reaction/overdose of a juvenile. The juvenile was cleared by medical for care.
- Public Safety responded to several vehicle slid offs and accidents during the recent snowstorms and provided traffic control at each. They also assisted an elderly resident in getting their vehicle unstuck from the snow.
- Public Safety caught 2 people that had trespassed snowboarded onto Diamond Star and Cordillera property while here on vacation. Information was gathered and they worked closely with Diamond Star ranch.
- Assisted in handling a person not from Cordillera with a mental health crisis. That person was turned over to law enforcement, medical and mental health personnel without incident.
- Contacted 4 young males who were non-residents that were trespassing and had given false information and destination to the gate attendant. The males were located in the Territories and escorted from the property and warned for trespassing.

Cordillera Public Safety Patrol were dispatched and responded to 225 calls for service January-March 2023.

	YTD		YTD
Alarms	34	Property damage	6
Animal issue: non wildlife	4	Resident complaint	8
Assist Outside Agency	2	Resident/contractor assist	22
Complaint (not noise)	1	Safety detail	9
Domestic trouble	2	Service call	5
Escort	3	Smoke report	0
Fire	6	Suspicious activity	1
Lost/Found Property	3	Traffic safety detail	18
Medical response	2	Traffic violation	1
Miscellaneous	1	Trash violation	89
Noise complaint	10	Trespassing	3
Open door/window	2	Vandalism	1
Missing Person	2	Intrusion Alarm	3
Open garage door	11	Vehicle crash	2
Parking	23	Welfare check	1
Misc. Cordillera CCR Violations	6	Wildlife issue	3
Disturbance	1	Hazardous Condition	1



Employee Spotlight



Glenn Tomasko has been with the Cordillera Metro District since February 12th, 2007.

He was born in New Jersey on February 1st and lived there till he was 6 years old before moving to Littleton Colorado. When Glenn was 17, he decided to enlist with the navy in 1973, after spending three years serving, he moved to Fort Collins where he attended CSU to obtain his GED.

In 1979 Glenn then moved to summit county where he spent 16 of the 28 years living there working for CDOT plowing and maintaining the roads along the I70 corridor.

For the last 16 years, Glenn has been a source of knowledge for the CMD staff, imparting his many years of experience to all those willing to learn. He provides leadership and guidance through the darkest of cold snowy winter nights, leading the team to keep the roads and the people of Cordillera safe. When he's not working Glenn enjoys riding his Harley. When asked "where his favorite place is to go explore?" His answer was simple "Wherever people aren't, that's where I love to ride, exploring places and roads I've never been down and getting myself lost".

Glenn is happiest at work when he is running a dozer and given projects by himself where he can build and create things the way he pictures them in his mind. He prides himself on his self-sufficiency and all the accomplishments he has achieved throughout his life.