

# BOARD MEETING

June 9, 2023



**CORDILLERA**  
*Metro District*



# MEETING AGENDA

DATE: FRIDAY, JUNE 09, 2023

TIME: 9:00AM

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

## 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 | Terence Boyle, Board Member – May 2027

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

Ellen Alexander, Board Member – May 2027

## CALL TO ORDER - 9:00AM

- Call to Order
- Declaration of Quorum/Director Qualifications/Disclosure
- Approval of Agenda
- 2023 Election of Officers – Cheryl Foley, Board President
- Approval of Consent Agenda
  - 04.14.23 Meeting Minutes

## DISCUSSION ITEMS – 9:10AM

- Financial Update – Richard Saxby, Board Treasurer
- Committee Assignments – Cheryl Foley, Board President
- Resolution to Establish Wildlife Committee – Trevor Broersma, General Manager
- Resolution Applying the Wildlife Trust Fund Corpus to Fund Critical Wildfire Mitigation in The District and Establishing the Cordillera Wildlife Fund – Trevor Broersma, General Manager
- Management Team Update – Trevor Broersma, General Manager
- Public Safety Presentation & Discussion  
Cheryl Foley, Board President & Trevor Broersma, General Manager

## PUBLIC COMMENTS – 11:00AM

The board welcomes public comment.

## EXECUTIVE SESSION 1 – 11:30AM

Executive session pursuant to Section 24-6-402(4)(f)(I), C.R.S., to discuss personnel matters related to the general manager's mid-year review.

## **EXECUTIVE SESSION 2 – 12:00AM**

Executive session pursuant to Section 24-6-402(4)(b), C.R.S., to confer with legal counsel to receive legal advice related to the provision of public safety services.

## **ADJOURN – 1:30PM**

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

## June 9, 2023

### **Administration**

#### **Staffing**

- Current Staff Breakdown by Department
  - Administration – 2 Full-time, 2 Part-time
  - Community Operations – 11 Full-time, 1 Part-Time, 1 Seasonal
  - Public Safety – 13 Full-time, 2 Part-Time, 1 Seasonal
  - Equestrian Center – 4 Full-time, 1 Part-time, 2 Seasonal

#### **Safety and Training**

- Public Safety Agents and the Admin Staff attended A “Dealing with Mental Health Crisis” training with Dr. Teresa Haynes of Your Hope Center.
- Completed CPR/1<sup>st</sup> Aid training for 5 additional employees.
- Members of the Comm Ops team participated in a Chainsaw Safety Training class with instructors from Eagle Valley Wildland.
- The team is developing a safety/wellness monthly training calendar for the upcoming year.

#### **Human Resources, Finance and Administration**

- Copper Bar Ranch special use permit was received and reviewed with public hearing June 21.
- Onboarded 2 new seasonal employees.
- Recruiting 1-2 seasonal open space technicians, 1 full-time operations worker.
- April Financials are on the website.
- 2022 Financial Audit is underway.

### **Traffic Calming**

- Cordillera Way speed limit is **30mph**.
  - May we saw **33.1%** of the total cars with speeds higher than the posted limit.
  - Daily average of vehicles on Cordillera Way is 315.
- Fenno Drive speed limit is **25mph**.
  - May we saw **31.0 %** of the total cars with speeds higher than the posted limit.
  - Daily average of vehicles on Fenno Drive is 463.
- All road lane lines have been painted for 10’ wide lanes.
- New traffic calming techniques will be implemented throughout the summer.

### **Equestrian Center**

#### **Barn Updates**

- Lesson program is going strong, with many regular lessons adding up to over 20 per month.

- Capital projects for this year will start this month; Outdoor electrical will be fixed and brought up to code, Paddock and exterior fencing will be replaced, access road widened etc.
- CEC has an excellent team of staff who are keeping the facilities in tip-top shape.
- Dolly Hannon clinic in April was a success! Lots of happy boarders got a chance to ride and watch. Our next clinic will be a Pyramid of Training class with Demo on June 24<sup>th</sup>.

## Horse Camp Update

- All but 2 camp weeks are full. We still have 3 spaces available: 2 – June 20 to 23 and 1 – Aug 8 to 11. More information can be found online at [cordilleraliving.com](http://cordilleraliving.com) or by emailing Annie at: [amorris@cordillerametro.com](mailto:amorris@cordillerametro.com).
- Staffing, schedule and activities are ready to make a memorable summer for many kids and to make our camp a staple summer camp in the Vail Valley.
- 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](http://cordilleraliving.com).

## Boarding Statistics

Stall Horses: 15	Outside Paddock Horses: 16
Property Owners – 3	Property Owners – 7
Non-Property Owners – 11	Non-Property Owners – 5
	Cordillera school horses – 4



## Community Operations

### Project Management

- Bearden Ponds – New aerators and walkway is set to begin install within the next two weeks.
  - Fish stocking has been ordered with the help of Tom Stoffel with Vail Valley Anglers.
- Bearcat Stables Barn – Fencing and new parking lot addition has been completed.
- Ranch Gatehouse – Has been completed, punch list items and flower install set to begin the week of 6/5/2023.
- New sewer lift station contract has been signed and will save significant money. Site inspection is scheduled for end of the month to begin the update to our monitoring system.



- Contract with Strategic Fence for new “Wildlife Fencing” between cordillera and neighboring properties have been signed and scheduled to begin in the next few weeks.

### **2023 Road Program**

- 2023 Road paving contracts have been signed and are scheduled to begin paving in the coming weeks.
  - Granite Springs Trail -2” Overlay
  - Jackson's Path – 2” Overlay
  - Pikes Way – 2” Overlay
  - Powell Court – 2” Overlay
  - Saddle Ridge Road - 2" Overlay
  - Rodeo Drive – 2” Overlay
  - 3 Truck Pull Off Areas as well.
- The operations team has plowed 77 days of the 2022/2023 winter season.
- 1,500 Tons of Salt/Sand used this winter season.

### **Fleet**

- Community Operations Mechanics Completed 72 work order YTD.
- 36 Car Wash Classes were given YTD.
- Community Operations used 9,170 gallons of fuel, drove 85,000 miles and put 2650 hours on machinery.
- Public Safety used 2,170 gallons of fuel and drove 43,300 miles.

### **Trails and Fishing**

- Grooming has been executed 31 times this winter season.
- 35 Miles of trails hiked and cleared of debris.
- 50 Trees Felled YTD.
- Weed spraying open space and right of ways has begun.
- 10 miles of trails have been mowed.

### **Healthy Forest**

- Healthy Forest Committee met on March 22<sup>nd</sup> 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.
- Eagle Valley Wildland has completed fuel break #15 and moving onto #11 on the project map.









## **Public Safety**

- Completed 2 hours of Mental Health Crisis Training
- Installed AED/Narcan at the Equestrian Center lower barn.

### **Community Gate Access Statistics**

- March through May 2023
  - Welcomed 76,492 vehicles through the Divide and Ranch Gates
  - Temporary passes issued: Divide Gate 2443, Ranch Gate 3285 March through May
  - Issued 5 bicycle permits March-May.

### **Notable calls for service March through May 2023.**

- Public Safety responded to a large noise that came from a residence. Upon inspection from the homeowner and Public Safety a bird was found that crashed through the double pane window landing in the residence. Public Safety removed the bird and notified Colorado Parks and Wildlife for further review.
- Public Safety responded to reaction/overdose of a juvenile. The juvenile was cleared by medical for care.
- Public Safety responded to a burglar alarm at a residence and confirmed it was the housekeeper.
- Public Safety responded to a 1 vehicle rollover over at Squaw Creek Road and Fenno Drive. They provided traffic control at the scene until it was released to Colorado State Patrol and the Fire Department.
- Assisted a homeowner with flooding of the residence from the melting snow.
- Public Safety responded to a flooding event at the Divide Short Course, turning off the pumps for water flow and protecting the home from being severely damaged by flooding.
- Responded to a deceased elk in a homeowner's yard. They contacted Colorado Parks and Wildlife and removed the animal with the assistance of Community Operations.
- Assisted the Eagle County Sheriff's Office with a vehicle crashing into a slow sign. The driver was cited by the Sheriff's Office.

**Cordillera Public Safety Patrol were dispatched and responded to 232 calls.  
for service March-May 2023.**

	YTD		YTD
Alarms	54	Property damage	5
Animal issue: non wildlife	8	Resident complaint	4
Assist Outside Agency	2	Resident/contractor assist	10
Complaint (not noise)	1	Safety detail	9
Domestic trouble	0	Service call	5
Escort	0	Smoke report	0
Fire	0	Suspicious activity	1
Lost/Found Property	1	Traffic safety detail	2
Medical response	3	Traffic violation	1
Miscellaneous	1	Trash violation	83
Noise complaint	1	Trespassing	5
Open door/window	15	Vandalism	0
Missing Person	2	Intrusion Alarm	20
Open garage door	17	Vehicle crash	1
Parking	17	Welfare check	1
Misc. Cordillera CCR Violations	12	Wildlife issue	5
Disturbance	0	Hazardous Condition	1



## **Employee Spotlights**

### **Jose Velasco – Community Operations Worker II**



Jose Velasco joined our Operations team in October of 2008 and has worked for The District for almost 15 years. He loves driving the plow truck and running various pieces of machinery and equipment. For the last 10 years Jose has handled the Elk Springs/Lower Ranch snowplowing route.

In a prior career, Jose was a cook and did kitchen work for many years, having worked at The Westin in Avon, The Grand Avenue Grill in Eagle, and at Vail Health Cafeteria for over fifteen years.

Jose grew up in Zacatecas, Mexico and comes from a large family, with 7 brothers and 2 sisters. He has 2 brothers in Chicago and the remainder of his family still resides in Mexico. Family and church are a very important part of his life. Jose and his wife Elvia have been married for over 43 years and share 4 children and 3 grandchildren with one more grandchild arriving soon.

When Jose is not working, he enjoys spending time with his family, attending church twice a week, traveling to Mexico, fishing, hunting, camping, gardening, and remodeling his home.

### **Bob Roman – Public Safety Agent**

Bob Roman has worked as a Public Safety Agent for CMD for the last 6 years. Bob moved to the Vail Valley in 1976 and entered the world of hospitality, first in food and beverage and then later in management. He left the Vail area for a brief period to work at a Sheraton hotel in Orlando, Florida. He was the General Manager at The Seasons Condominiums in Avon, Colorado for several years prior to finding a home at Cordillera.

Bob grew up in Huntington, Long Island, at the northern end of the island, far away from New York City. He enjoyed growing up in a rural area fishing, boating, and water skiing on the shores of Long Island. He graduated with a degree in business administration from Fredonia State University and was a college wrestler at 134 pounds.



Bob and his wife Tamara currently reside in Eagle along with their 2 elderly cats Billy (21) and Kihei (18). Bob enjoys golfing in his spare time.