



CORDILLERA
Metro District

BOARD MEETING

August 9, 2024



CORDILLERA
Metro District

MEETING AGENDA

DATE: Friday, August 9, 2024
TIME: 9:00 AM
LOCATION: 408 Carterville Road, Edwards, CO
and video conference

REGULAR BOARD MEETING

This board meeting is being held in person at the CMD Administration 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 about how to join the Zoom call.

BOARD OF DIRECTORS

Cheryl Foley, President – May 2025 | Terence Boyle, Vice President – May 2027
Richard Saxby, Treasurer – May 2025 | Harry Jasper, Secretary – May 2025
Ellen Alexander, Assistant Secretary/Treasurer – May 2027

CALL TO ORDER – 9:00 AM

- Call to Order
- Declaration of Quorum/Director Qualifications/Disclosure
- Approval of Agenda
- Approval of Consent Agenda
 - 06.14.2024 Regular Board Meeting Minutes p. 2-3

DISCUSSION ITEMS – 9:20 AM

- Wildfire Mitigation and Controlled Burning – Hugh Fairfield-Smith, Fire Management Officer, Eagle River Fire Protection District
- Financial Update – Richard Saxby, CMD Board Treasurer p. 4-13
- 2023 Audit Board Ratification – Paula Kurtz, HR and Finance Administrator
- Management Team Update – Trevor Broersma, CMD General Manager p. 14-18
- FRONTSTEPS Update – Trevor Broersma and Paula Kurtz
- Cordillera Community Road Rules and Violations Policy, Cheryl Foley, CMD Board President p. 19-20

PUBLIC COMMENTS – 10:30 AM

The Board welcomes public comment.

ADJOURN – 11:00 AM

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.



CORDILLERA
Metro District

MEETING MINUTES

REGULAR BOARD MEETING

DATE: Friday, June 14, 2024

TIME: 9:00 AM

LOCATION: 408 Carterville Road, Edwards, CO
and video conference

ATTENDANCE

Board members present in person: Cheryl Foley, President; Richard Saxby, Treasurer; Harry Jasper, Secretary

Board members present via video conference: Ellen Alexander, Assistant Secretary/Assistant Treasurer

Others present in person: Trevor Broersma, CMD General Manager; Paula Kurtz, CMD HR and Finance Administrator; Hugh Fairfield-Smith, Fire Management Officer, Eagle Valley Wildland; Norbert Becker; Susanne Becker

Others present via video conference: Alan Pogue, CMD Legal Counsel; Margaret Henderson of CliftonLarsonAllen; Traci Macnamara McCoy, CMD Communications Manager; David Paradysz, CMD Public Safety Manager; Paul Alegi, Mike Autera, Paige Cumming, Robert Donovan, Lainie Edinburg, Mike Grier, Chuck Jackson, Ellen Mitchell, Dennis Moran, Melissa Murphy, Jerry Nichols, Nukhet Saxby, Mike Warmuth

CALL TO ORDER / DECLARATION OF QUORUM

Director Foley called the meeting to order at 9:02 a.m., noting a quorum was present.

ADEQUATE NOTICE / CONFLICT DISCLOSURE

Board members acknowledged receiving notice of the meeting no less than 24 hours in advance. No disclosures or conflicts with items on the agenda were cited.

APPROVAL OF AGENDA

Director Saxby made a motion to approve the agenda for June 14, 2024. Director Jasper seconded the motion; all approved. Director Saxby made a motion to approve the consent agenda, seconded by Director Jasper. All approved, motion passed unanimously.

DISCUSSION ITEMS

FINANCIAL UPDATE

Treasurer Richard Saxby reported that as of the end of April 2024, operating revenues (mostly taxes and interest) were slightly ahead of budget, and operating expenses were slightly under. Capital expenditures occur primarily during the summer period, so the April numbers are not particularly informative for the Capital Fund.

Next Saxby presented a long-term financial model that he and General Manager Trevor Broersma had been working on to track the ongoing financial health of CMD. Saxby explained that the model shows that CMD needs to maintain a 50% cash reserve—for example, 50% of combined operating (General Fund) and capital expenses (Capital Fund) as measured at each year-end—in order to meet liquidity needs (30%), unexpected/emergencies (10%), and cover variations in the annual capital requirement (10%). He explained that the CMD Finance Committee had earlier conducted an analysis recommending a 50% reserve to address CMD's practical inability to engage in short-term borrowings and any future need for long-term financings at favorable interest rates.

RESOLUTION ADOPTING AMENDED AND RESTATED FINANCIAL POLICIES

Saxby presented a proposed resolution adopting a new CMD financial policy that requires annual updating of the financial model, triennial updating of the capital reserve study, and reasonable endeavors by Staff and the Board to maintain a 50% cash reserve, as noted above.

The proposed policy also imposes limits on new Discretionary Expenditures (as defined in the policy) and requires that the Board take corrective action to maintain the 50% reserve level in the event the financial

model shows that it cannot be maintained without intervention. After Saxby's presentation and Board discussion, Director Jasper made a motion to approve the proposed resolution, seconded by Director Alexander. The Board unanimously approved the resolution and new financial policy.

WILDFIRE MITIGATION AND CONTROLLED BURNING

Hugh Fairfield-Smith from Eagle Valley Wildland (EVW) gave an update on 2024 Cordillera wildfire mitigation projects, noting that Edwards, Colorado, has been identified as one of the top 15 communities in the country at risk for wildfires. He then described 3 areas within Cordillera that EVW recommends for mitigation through prescribed burns. He explained the financial and environmental benefits of prescribed burns, explaining that they are much less costly than mastication and that they also allow vegetation to revive quickly, providing valuable new food sources for wildlife. He stressed the extreme precautions that are taken before a burn is approved and initiated.

Fairfield-Smith requested the Board and the community to consider this approach over the next couple of months so that the Board could approve the burns in time for scheduling them to happen in early 2024 winter or early 2025 spring.

MANAGEMENT TEAM UPDATE

GM Broersma gave the management team report and mentioned a recent wildlife incident involving a bear inside of a residence. In addition to Cordillera Public Safety, Eagle County Sheriff's Office and Colorado Parks and Wildlife responded to the scene. Due to the persistent nature of this bear, Colorado Parks and Wildlife, who makes such decisions about how to respond in these instances, chose to euthanize the bear. To protect the lives of bears in our community, homeowners and contractors must become more vigilant in securing all food and trash around homes, construction sites, and vehicles.

FRONTSTEPS UPDATE

GM Broersma and HR & Finance Administrator Paula Kurtz reported that FRONTSTEPS, the new gate access management system, is in the process of being launched, and that nearly 500 residents had created their new accounts in the first week. As has been explained over the last several months, property owners will be required to manage gate access passes for visitors to their homes using FRONTSTEPS beginning in August. The rollout for the visitor management tool will begin in July, and property owners should be on the lookout for communications letting them know when this feature is available.

SPEEDING AND CONSEQUENCES

GM Broersma next reported that speeding is a continuing problem within Cordillera and that, whereas many drivers (residents, visitors, and contractors) are making renewed efforts to follow posted speed limits, a number of drivers continue to drive at unsafe speeds (clocked in some instances as high as 80 mph). With the information provided by our new FRONTSTEPS technology, we will be better able to identify the speeders and impose penalties, such as shutting off transponders for temporary periods or (particularly in the case of contractors) limiting access to the community altogether. Broersma requested input from the community with respect to the types of legally authorized penalties that are under consideration.

RESOLUTION ADOPTING TECHNOLOGY ACCESSIBILITY STANDARDS

After a brief discussion carried over from the last Board meeting, Director Saxby made a motion to approve a resolution adopting technology accessibility standards for the Cordillera website for viewers with disabilities, and Director Jasper seconded the motion. The Board unanimously approved the resolution. Colorado law requires that these standards be adopted and a statement on the provision of equitable access be posted on the website by July 1, 2024. Traci Macnamara McCoy is CMD's designated accessibility officer and will handle questions and concerns about CMD's policy.

PUBLIC COMMENTS

Director Foley opened the session for public comment, and comments were received from a property owner about the financial resolution, visitor management, and speeding.

ADJOURNMENT

With no further business before the Board, the meeting was adjourned at 11:03 a.m. with a motion by Director Saxby, seconded by Director Jasper.

**Cordillera Metropolitan District
Balance Sheet - Governmental Funds
June 30, 2024**

Reporting Book:

ACCRUAL

As of Date:

06/30/2024

Fund:

Cordillera Metropolitan District

	General Fund	Cordillera Wildlife Fund	Capital Projects Fund	Conservation Trust Fund	Total
Assets					
Cash	\$ 3,873,689	\$ 51,618	\$ 2,475,586	\$ 2,672	\$ 6,403,566
Accounts Receivable	942,189	0	0	0	942,189
Prepaid Expenses	105,444	0	0	0	105,444
Total Assets	\$ 4,921,322	\$ 51,618	\$ 2,475,586	\$ 2,672	\$ 7,451,199
Liabilities and Fund Balances					
Liabilities					
Accounts Payable	\$ 316,101	\$ 0	\$ 699,421	\$ 0	\$ 1,015,522
Total Liabilities	316,101	0	699,421	0	1,015,522
Fund Balances	4,605,221	51,618	1,776,165	2,672	6,435,677
Total Liabilities and Fund Balances	\$ 4,921,322	\$ 51,618	\$ 2,475,586	\$ 2,672	\$ 7,451,199

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statements of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**Cordillera Metropolitan District
Statement Of Revenue, Expenditures And
Changes In Fund Balance - Budget And Actual
For The Month Ended June 30, 2024**

Reporting Book:

ACCRUAL

As of Date:

06/30/2024

Fund:

General Fund

	Month Ending			Year To Date				Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Variance %	
Revenue								
41000 - Property Taxes Operating	\$ 876,599	\$ 580,000	\$ 296,599	\$ 5,401,659	\$ 4,530,000	\$ 871,659	19 %	\$ 5,453,721
41500 - Specific Ownership Taxes	21,618	22,500	(882)	131,289	127,500	3,789	3 %	253,955
42000 - CPOA Service Agreement	0	8,915	(8,915)	53,490	53,490	0	0 %	106,978
43000 - Boarding - Equestrian	29,688	34,470	(4,782)	200,963	204,940	(3,977)	(2) %	408,900
43200 - Lessons & Camps - Equestrian	22,545	10,000	12,545	111,669	98,000	13,669	14 %	145,125
43400 - Bearcat Stables	2,596	2,596	0	15,575	15,574	1	0 %	31,150
43500 - Administration Building Leases	0	2,080	(2,080)	12,480	12,480	0	0 %	24,960
43600 - Trailer Storage Fees	2,040	7,500	(5,460)	40,080	31,800	8,280	26 %	46,800
43850 - Interest Income	28,968	13,333	15,635	132,110	80,002	52,108	65 %	160,000
44900 - Holy Cross Refunds	0	0	0	578	0	578	100 %	2,000
45100 - Transponder/Sticker Revenue	13,370	3,500	9,870	43,825	23,000	20,825	91 %	35,000
45200 - Road Impact Fees	28,180	0	28,180	35,865	20,000	15,865	79 %	20,000
46500 - Sewer Lift Revenue	0	0	0	0	0	0	0 %	5,000
Total Revenue	\$ 1,025,604	\$ 684,894	\$ 340,710	\$ 6,179,583	\$ 5,196,786	\$ 982,797	19 %	\$ 6,693,589

Expenditures

Administrative

54800 - Wages	33,831	32,785	1,047	208,727	213,105	(4,377)	(2) %	426,207
54901 - Payroll Administration	1,122	1,221	(99)	6,019	7,942	(1,923)	(24) %	15,880
54902 - Employee Morale & Welfare	633	400	233	5,328	6,000	(673)	(11) %	22,650
54903 - Safety Program	0	0	0	0	2,723	(2,723)	(100) %	5,443
54904 - Benefits Consultant	76	200	(124)	456	1,200	(744)	(62) %	2,400
54905 - Additional Benefits	197	300	(103)	(44)	1,800	(1,843)	(102) %	3,600
54906 - Wellness	2,025	0	2,025	3,578	2,400	1,177	49 %	4,000
55600 - Payroll Taxes	486	656	(170)	3,280	4,264	(983)	(23) %	8,524

	Month Ending			Year To Date				Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Variance %	Annual Budget
55800 - Retirement 401a	2,154	1,908	246	14,725	12,401	2,324	19 %	24,800
56000 - Retirement 457b	1,677	1,251	426	9,661	8,131	1,530	19 %	16,260
56200 - Workers Compensation	365	210	155	1,528	1,260	268	21 %	2,520
56400 - Health Insurance	4,883	5,665	(782)	31,245	33,990	(2,746)	(8) %	67,980
56450 - Employee Contributions- Health Insurance	(1,041)	(963)	(78)	(6,155)	(5,778)	(376)	7 %	(11,556)
57000 - Audit Fees	0	0	0	0	12,500	(12,500)	(100) %	12,500
57400 - Meeting Expenses	80	958	(878)	1,451	2,876	(1,425)	(50) %	5,750
57800 - Drug/Alcohol/CDOT Testing	0	0	0	260	1,300	(1,040)	(80) %	2,345
58000 - Dues & Subscriptions	499	700	(201)	6,690	7,105	(415)	(6) %	11,305
58400 - Employee Recruitment	150	0	150	2,395	1,610	785	49 %	1,610
59000 - Insurance-Property/Casualty	3,769	3,878	(109)	25,126	23,268	1,858	8 %	46,534
59200 - Legal-General	5,844	6,283	(439)	33,806	37,702	(3,896)	(10) %	75,400
59400 - MIS & Computer Fees	4,599	2,916	1,682	39,467	17,501	21,966	126 %	34,997
59600 - Miscellaneous Office Equipment	4,259	1,000	3,260	4,259	4,500	(241)	(5) %	4,500
59800 - Department Supplies	1,291	1,413	(122)	6,629	8,472	(1,843)	(22) %	16,950
60000 - Paying Agent & Bank Fees	1,118	515	603	3,520	3,090	430	14 %	6,180
60050 - Bad Debt Expense	0	0	0	15,617	0	15,617	100 %	0
60200 - Postage & Courier	747	200	547	861	1,000	(139)	(14) %	2,688
60400 - Printing	634	1,500	(866)	2,302	3,000	(698)	(23) %	3,000
60450 - Copier Maintenance	454	800	(346)	2,625	4,800	(2,176)	(45) %	9,600
60600 - Seminars & Education	0	500	(500)	0	1,500	(1,500)	(100) %	2,500
61000 - Treasurers Fees	26,354	16,075	10,279	162,167	137,596	24,572	18 %	163,730
61770 - Promotions	1,019	0	1,019	3,334	6,000	(2,667)	(44) %	8,500
61790 - Web Site	1,064	574	490	5,085	3,671	1,414	39 %	7,115
61795 - Creative/Photography	0	0	0	0	5,000	(5,000)	(100) %	5,000
64400 - Repairs & Maintenance - Facilities	1,980	489	1,491	3,236	2,456	780	32 %	4,910
66600 - Telephone Expense G&A	795	1,975	(1,180)	10,976	11,850	(873)	(7) %	23,700
66650 - Cleaning	2,015	1,980	35	12,191	11,880	310	3 %	23,760
66700 - Other Contracted Services	16,200	18,119	(1,919)	103,560	108,711	(5,151)	(5) %	217,425
66810 - Electric	405	1,100	(696)	2,542	5,600	(3,057)	(55) %	11,000
66820 - Gas	52	309	(256)	2,703	2,533	170	7 %	5,000
66830 - Trash	589	465	124	2,366	2,798	(432)	(15) %	5,600
66840 - Water	372	625	(253)	1,799	1,725	74	4 %	4,800
67800 - Background Checks	0	300	(300)	0	1,220	(1,220)	(100) %	1,820

	Month Ending			Year To Date				Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Variance %	Annual Budget
69100 - Community Events	24	2,000	(1,976)	5,938	5,000	938	19 %	7,000
Total Administrative	120,721	108,307	12,415	739,253	725,702	13,552	2 %	1,313,927
Community Operations								
54800 - Wages	65,195	67,692	(2,497)	413,175	440,002	(26,827)	(6) %	880,000
54850 - Overtime	1,041	500	541	37,075	13,500	23,575	175 %	30,000
54902 - Employee Morale & Welfare	808	84	724	1,922	502	1,419	283 %	1,000
54903 - Safety Program	352	310	42	1,686	1,860	(173)	(9) %	16,374
54905 - Additional Benefits	704	621	83	4,168	4,035	133	3 %	8,064
54906 - Wellness	0	0	0	0	4,800	(4,800)	(100) %	13,000
55600 - Payroll Taxes	1,107	880	227	6,719	5,724	995	17 %	11,442
55800 - Retirement 401a	4,738	4,008	730	26,678	26,054	624	2 %	52,106
56000 - Retirement 457b	2,632	2,385	247	14,221	15,502	(1,282)	(8) %	31,000
56200 - Workers Compensation	3,461	3,990	(529)	21,416	23,940	(2,523)	(11) %	47,880
56400 - Health Insurance	15,026	15,007	19	88,227	90,042	(1,815)	(2) %	180,084
56450 - Employee Contributions- Health Insurance	(2,913)	(2,721)	(192)	(16,636)	(16,326)	(310)	2 %	(32,652)
58400 - Employee Recruitment	0	0	0	0	1,500	(1,500)	(100) %	2,000
58800 - Engineering	0	1,257	(1,257)	0	5,029	(5,029)	(100) %	8,800
59000 - Insurance-Property/Casualty	2,133	2,427	(294)	12,892	14,560	(1,668)	(11) %	29,122
59400 - MIS & Computer Fees	4,371	811	3,560	5,416	4,866	550	11 %	9,729
59800 - Department Supplies	182	0	182	679	150	529	352 %	150
60600 - Seminars & Education	0	250	(250)	750	6,050	(5,300)	(88) %	6,050
61800 - Repair & Maintenance-Radios	0	341	(341)	3,326	2,047	1,279	63 %	4,093
62000 - Uniforms	1,398	0	1,398	7,317	7,500	(183)	(2) %	9,035
62200 - Road Shoulders/Drainage Maintenance	0	1,713	(1,713)	0	6,854	(6,854)	(100) %	13,706
62300 - Road Maintenance	0	6,080	(6,080)	319	24,320	(24,001)	(99) %	54,713
62500 - Repairs & Maintenance - Community	5,682	575	5,107	6,321	3,450	2,871	83 %	6,896
62600 - Flowers Maintenance	430	2,505	(2,075)	3,040	7,515	(4,475)	(60) %	15,030
62800 - Mowing & Irrigation	5,213	1,408	3,805	5,213	4,224	988	23 %	8,448
63200 - Cinders, Gravel, Chemicals	0	0	0	59,967	25,728	34,239	133 %	77,184
63600 - Street & Holiday Lights	0	0	0	6,506	0	6,507	100 %	6,588
63800 - Street Signage	219	1,391	(1,172)	6,791	6,957	(166)	(2) %	12,521
64400 - Repairs & Maintenance - Facilities	(104)	1,986	(2,090)	16,086	11,916	4,170	35 %	23,829
64500 - Sewer Lift Station Expense	23	371	(348)	258	2,226	(1,968)	(88) %	4,452

	Month Ending			Year To Date				Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Variance %	Annual Budget
66000 - Mosquito Control	0	0	0	0	750	(750)	(100) %	1,500
66200 - Weed Control	0	0	0	269	8,650	(8,381)	(97) %	8,650
66650 - Cleaning	916	1,035	(119)	5,542	6,210	(669)	(11) %	12,420
66810 - Electric	3,426	3,122	304	14,863	18,732	(3,868)	(21) %	37,460
66820 - Gas	151	1,750	(1,599)	9,391	10,500	(1,109)	(11) %	21,000
66830 - Trash	332	1,000	(668)	2,240	7,200	(4,960)	(69) %	17,560
66840 - Water	1,518	2,200	(682)	6,407	7,399	(992)	(13) %	14,800
67000 - Equipment Rental	5,309	0	5,309	26,141	16,476	9,665	59 %	32,950
67200 - Fuels & Fluids	6,671	9,500	(2,829)	53,856	57,000	(3,144)	(6) %	113,995
67400 - Parts & Supplies-Equipment	10,095	14,025	(3,930)	98,730	98,175	555	1 %	168,273
67600 - Major Repairs-Equipment	0	1,500	(1,500)	13,593	14,500	(907)	(6) %	21,000
69800 - Repairs & Maintenance - Parks & Trails	3,452	1,528	1,924	6,376	4,584	1,792	39 %	9,168
Total Community Operations	143,568	149,531	(5,963)	970,940	994,703	(23,763)	(2) %	1,989,420
Public Safety								
54800 - Wages	54,725	61,086	(6,361)	340,110	397,059	(56,949)	(14) %	794,115
54850 - Overtime	7,822	2,100	5,722	32,446	12,600	19,846	158 %	25,000
54902 - Employee Morale & Welfare	0	42	(42)	151	252	(101)	(40) %	500
54903 - Safety Program	0	563	(563)	0	2,252	(2,252)	(100) %	11,178
54905 - Additional Benefits	667	448	219	3,949	2,688	1,261	47 %	5,376
54906 - Wellness	0	0	0	0	2,400	(2,400)	(100) %	10,400
55600 - Payroll Taxes	914	1,222	(308)	6,221	7,940	(1,719)	(22) %	15,882
55800 - Retirement 401a	3,893	3,907	(14)	24,203	25,395	(1,193)	(5) %	50,785
56000 - Retirement 457b	943	713	230	6,238	4,635	1,604	35 %	9,270
56200 - Workers Compensation	3,187	3,465	(278)	19,776	20,790	(1,014)	(5) %	41,580
56400 - Health Insurance	13,148	12,600	548	77,060	75,600	1,460	2 %	151,190
56450 - Employee Contributions- Health Insurance	(1,906)	(2,239)	333	(11,438)	(13,438)	2,000	(15) %	(26,872)
58400 - Employee Recruitment	0	375	(375)	4,038	2,250	1,787	79 %	4,500
59000 - Insurance-Property/Casualty	1,066	1,126	(60)	6,397	6,760	(362)	(5) %	13,516
59400 - MIS & Computer Fees	1,235	1,921	(686)	14,175	11,526	2,648	23 %	23,050
59800 - Department Supplies	586	791	(205)	6,038	4,748	1,291	27 %	9,494
60400 - Printing	0	750	(750)	0	1,500	(1,500)	(100) %	1,500
60600 - Seminars & Education	0	0	0	0	350	(350)	(100) %	500
61800 - Repair & Maintenance-Radios	0	0	0	0	3,376	(3,376)	(100) %	3,376

	Month Ending			Year To Date				Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Variance %	Annual Budget
62000 - Uniforms	1,577	0	1,577	3,013	10,800	(7,787)	(72) %	11,920
64400 - Repairs & Maintenance - Facilities	100	440	(340)	2,894	5,215	(2,321)	(44) %	5,560
66500 - Repairs & Maintenance - Gates	0	0	0	1,288	4,725	(3,437)	(73) %	4,725
66650 - Cleaning	183	358	(175)	1,108	2,152	(1,044)	(49) %	4,300
66810 - Electric	210	455	(245)	1,894	2,720	(826)	(30) %	5,424
66830 - Trash	0	238	(238)	0	1,428	(1,428)	(100) %	2,850
66840 - Water	839	1,200	(361)	2,055	1,825	230	13 %	5,040
67200 - Fuels & Fluids	2,500	2,083	417	6,020	12,502	(6,483)	(52) %	25,000
68100 - Signage	50	0	50	50	650	(600)	(92) %	750
68400 - Gate Access Expenses	12,358	278	12,080	43,623	12,378	31,246	252 %	17,978
Total Public Safety	104,097	93,922	10,175	591,309	623,078	(31,769)	(5) %	1,227,887
Equestrian Center								
54800 - Wages	27,220	24,094	3,126	170,101	156,611	13,489	9 %	313,220
54850 - Overtime	379	450	(71)	6,342	1,950	4,392	225 %	4,000
54902 - Employee Morale & Welfare	217	0	217	1,338	400	939	235 %	500
54903 - Safety Program	350	0	350	381	211	169	80 %	3,411
54905 - Additional Benefits	167	155	12	987	930	57	6 %	1,860
54906 - Wellness	0	0	0	0	2,000	(2,000)	(100) %	3,200
55600 - Payroll Taxes	425	406	19	2,937	2,639	299	11 %	5,273
55800 - Retirement 401a	1,753	1,276	477	11,124	8,299	2,825	34 %	16,594
56000 - Retirement 457b	788	462	326	4,785	3,002	1,783	59 %	6,000
56200 - Workers Compensation	2,095	2,002	93	13,219	12,012	1,207	10 %	24,020
56400 - Health Insurance	4,508	4,213	295	28,668	25,278	3,390	13 %	50,552
56450 - Employee Contributions- Health Insurance	(620)	(685)	65	(3,988)	(4,113)	125	(3) %	(8,223)
58400 - Employee Recruitment	0	300	(300)	266	1,700	(1,434)	(84) %	1,850
59000 - Insurance-Property/Casualty	821	783	38	4,922	4,698	224	5 %	9,396
59400 - MIS & Computer Fees	159	117	42	1,192	702	489	70 %	1,400
59800 - Department Supplies	142	200	(58)	3,248	2,050	1,199	58 %	2,130
60400 - Printing	0	0	0	0	500	(500)	(100) %	500
60600 - Seminars & Education	0	0	0	0	2,500	(2,500)	(100) %	2,500
62000 - Uniforms	1,000	0	1,000	1,000	2,000	(1,000)	(50) %	3,060
64400 - Repairs & Maintenance - Facilities	0	864	(864)	10,644	5,185	5,458	105 %	10,369
66650 - Cleaning	550	600	(50)	3,324	3,600	(275)	(8) %	7,200

	Month Ending			Year To Date				Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Variance %	Annual Budget
66810 - Electric	330	445	(115)	3,752	2,670	1,082	41 %	5,330
66820 - Gas	151	1,458	(1,307)	5,522	8,753	(3,231)	(37) %	17,501
66830 - Trash	213	173	40	1,404	1,038	366	35 %	2,076
66840 - Water	460	500	(40)	2,406	1,900	506	27 %	4,501
67200 - Fuels & Fluids	500	417	83	1,255	2,502	(1,247)	(50) %	5,000
68800 - Horses & Tack	0	0	0	987	500	487	97 %	500
68820 - Animal Care	0	768	(768)	4,833	4,608	225	5 %	9,212
68830 - Grain	0	688	(688)	5,918	4,132	1,786	43 %	8,260
68840 - Hay	0	0	0	62,533	60,225	2,308	4 %	60,225
68850 - Shavings	7,291	0	7,291	14,467	11,340	3,127	28 %	22,680
68860 - Footing	0	0	0	0	2,889	(2,889)	(100) %	2,889
Total Equestrian Center	48,899	39,686	9,213	363,567	332,711	30,856	9 %	596,986
Total Expenditures	\$ 417,285	\$ 391,446	\$ 25,840	\$ 2,665,069	\$ 2,676,194	\$ (11,124)	(0) %	\$ 5,128,220
Other Financing Sources (Uses)								
79000 - Transfer to Other Funds	0	0	0	(1,692,000)	(1,692,000)	0	0 %	(1,692,000)
Total Other Financing Sources (Uses)	0	0	0	(1,692,000)	(1,692,000)	0	0 %	(1,692,000)
Excess of Revenue Over (Under) Expenditures	\$ 608,319	\$ 293,448	\$ 314,871	\$ 1,822,514	\$ 828,592	\$ 993,922	120 %	\$ (126,631)
Fund Balance - Beginning	3,996,902	2,813,715	1,183,187	2,783,469	2,813,715	(30,246)	(1) %	2,813,715
Fund Balance - Ending	\$ 4,605,221	\$ 3,107,163	\$ 1,498,058	\$ 4,605,221	\$ 3,642,307	\$ 962,914	26 %	\$ 2,687,084

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements and the statements of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**Cordillera Metropolitan District
Statement Of Revenue, Expenditures And
Changes In Fund Balance - Budget And Actual
For The Month Ended June 30, 2024**

Reporting Book:

ACCRUAL

As of Date:

06/30/2024

Fund:

Capital Projects Fund

	Month Ending			Year To Date				Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Variance %	Annual Budget
Revenue								
42200 - Water Tap Fees	\$ 0	\$ 10,000	\$ (10,000)	\$ 47,291	\$ 20,000	\$ 27,291	136 %	\$ 40,000
44950 - Sale of Equipment	14,000	0	14,000	38,500	20,000	18,500	93 %	25,000
Total Revenue	\$ 14,000	\$ 10,000	\$ 4,000	\$ 85,791	\$ 40,000	\$ 45,791	114 %	\$ 65,000
Expenditures								
82355 - Traffic Calming	0	0	0	3,100	0	3,100	100 %	0
82385 - Administration	1,572	0	1,572	8,270	27,500	(19,231)	(70) %	35,000
82386 - Bearcat Stables	344	5,000	(4,656)	1,450	50,000	(48,550)	(97) %	55,000
82387 - Community Operations	0	10,000	(10,000)	14,602	30,000	(15,397)	(51) %	46,000
82389 - Equestrian Center	3,893	0	3,893	91,732	65,000	26,732	41 %	65,000
82390 - Equipment Purchases	2,409	33,500	(31,091)	201,968	306,000	(104,033)	(34) %	306,000
82392 - IT	1,941	2,500	(559)	6,106	32,500	(26,393)	(81) %	35,000
82393 - Road Program	641,087	0	641,087	753,818	60,000	693,817	1,156 %	975,000
82394 - Trails & Community Parks	4,647	4,000	647	20,722	15,000	5,723	38 %	15,000
82395 - Public Safety Improvements	33,817	0	33,817	50,778	25,000	25,777	103 %	25,000
82520 - Healthy Forest	7,000	0	7,000	126,250	135,000	(8,750)	(6) %	135,000
Total Expenditures	\$ 696,710	\$ 55,000	\$ 641,710	\$ 1,278,796	\$ 746,000	\$ 532,795	71 %	\$ 1,692,000
Other Financing Sources (Uses)								
49000 - Transfer from Other Funds	0	0	0	1,692,000	1,692,000	0	0 %	1,692,000
Total Other Financing Sources (Uses)	0	0	0	1,692,000	1,692,000	0	0 %	1,692,000
Excess of Revenue Over (Under) Expenditures	\$ (682,710)	\$ (45,000)	\$ (637,710)	\$ 498,995	\$ 986,000	\$ (487,005)	(49) %	\$ 65,000
Fund Balance - Beginning	2,458,876	1,212,141	1,246,735	1,277,170	1,212,141	65,029	5 %	1,212,141
Fund Balance - Ending	\$ 1,776,165	\$ 1,167,141	\$ 609,024	\$ 1,776,165	\$ 2,198,141	\$ (421,976)	(19) %	\$ 1,277,141

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statements of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**Cordillera Metropolitan District
Statement Of Revenue, Expenditures And
Changes In Fund Balance - Budget And Actual
For The Month Ended June 30, 2024**

Reporting Book:

ACCRUAL

As of Date:

06/30/2024

Fund:

Cordillera Wildlife Fund

	Month Ending			Year To Date				Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Variance %	Annual Budget
Revenue								
43850 - Interest Income	\$ 0	\$ 213	\$ (213)	\$ 0	\$ 1,275	\$ (1,275)	(100) %	\$ 2,550
Total Revenue	\$ 0	\$ 213	\$ (213)	\$ 0	\$ 1,275	\$ (1,275)	(100) %	\$ 2,550
Expenditures								
60000 - Paying Agent & Bank Fees	0	7	(6)	0	38	(38)	(100) %	75
Total Expenditures	\$ 0	\$ 7	\$ (6)	\$ 0	\$ 38	\$ (38)	(100) %	\$ 75
Excess of Revenue Over (Under) Expenditures	\$ 0	\$ 206	\$ (206)	\$ 0	\$ 1,238	\$ (1,238)	(100) %	\$ 2,475
Fund Balance - Beginning	51,618	51,402	216	51,618	51,402	216	0 %	51,402
Fund Balance - Ending	\$ 51,618	\$ 51,608	\$ 10	\$ 51,618	\$ 52,640	\$ (1,021)	(2) %	\$ 53,877

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statements of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**Cordillera Metropolitan District
Statement Of Revenue, Expenditures And
Changes In Fund Balance - Budget And Actual
For The Month Ended June 30, 2024**

Reporting Book:

ACCRUAL

As of Date:

06/30/2024

Fund:

Conservation Trust Fund

	Month Ending			Year To Date				Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Variance %	Annual Budget
Revenue								
43850 - Interest Income	\$ 29	\$ 21	\$ 8	\$ 163	\$ 125	\$ 38	31 %	\$ 250
44000 - Lottery Proceeds	1,195	937	258	2,509	1,875	634	34 %	3,750
Total Revenue	\$ 1,224	\$ 958	\$ 266	\$ 2,672	\$ 2,000	\$ 672	34 %	\$ 4,000
Expenditures								
62300 - Road Maintenance	0	2,000	(2,000)	0	2,000	(2,000)	(100) %	4,000
Total Expenditures	\$ 0	\$ 2,000	\$ (2,000)	\$ 0	\$ 2,000	\$ (2,000)	(100) %	\$ 4,000
Excess of Revenue Over (Under) Expenditures	\$ 1,224	\$ (1,042)	\$ 2,266	\$ 2,672	\$ 0	\$ 2,672	(13,360,150) %	\$ 0
Fund Balance - Beginning	1,448	0	1,448	0	0	0	0 %	0
Fund Balance - Ending	\$ 2,672	\$ (1,042)	\$ 3,714	\$ 2,672	\$ 0	\$ 2,672	(13,360,150) %	\$ 0

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statements of revenues, expenditures and changes in fund balances - governmental funds have been omitted.



ADMINISTRATION

STAFFING

Current staffing breakdown by department:

- Administration – 4 full-time
- Community Operations – 11 full-time, 1 seasonal; 2 open positions
- Public Safety – 12 full-time, 2 part-time; 3.5 open positions
- Equestrian Center – 4 full-time, 3 part-time, 2 occasional, 1 seasonal

SAFETY & TRAINING

- Safe driver training was completed for all Public Safety agents and new Comm Ops staff.
- Ongoing training is happening for the new FRONTSTEPS gate access program for all Admin and Public Safety staff.

HUMAN RESOURCES, FINANCE, AND ADMINISTRATION

- Financials are on the website; June financials will be posted after this board meeting.
- The 2023 financial audit was completed and filed.
- EEOC and healthcare compliance reports have been filed for the year.

COMMUNICATIONS

- CMD received a software license grant from Colorado Statewide Internet Portal Authority (SIPA) to support website accessibility compliance. The software has been installed to help make existing PDF documents on the CordilleraLiving.com website compliant with accessibility standards.
- A FRONTSTEPS support page that includes how-to documents and answers to frequently asked questions is available on our website at CordilleraLiving.com/Frontsteps-Support.

EQUESTRIAN CENTER

BARN UPDATES

- The barn is full for the summer with 18 stalled horses and 15 paddock horses.
- The outdoor arena is being thoroughly enjoyed with recent upgrades and irrigation improvements.
- Upcoming clinics: There will be a working equitation clinic for boarders August 14. A clinic with Mica Mabragana, an Argentinian dressage rider, will take place October 4-5, and Dolly Hannon will return with a clinic for staff and boarders also in October.
- Equestrian Center Manager Annie Morris competes in horse shows with her horse Flor on weekends during the summer season for ongoing professional development, experience, networking, and fun.

YEAR-ROUND LESSON & TRAINING PROGRAM

- The CEC has a new independent instructor, Shannon Maloney, who has opened the lesson program to many more riders per week. Homeowners and community members alike have taken advantage of her expertise, with an additional 30 lessons available per month.
- The lesson and training programs continue to be a success, and training remains at capacity.

HORSE CAMP UPDATE

- Cordillera Horse Camp has been wildly successful this summer with many camp weeks operating at full capacity and earning compliments from campers and parents.

- A total of eight Horse Camp weeks were offered from June 11–August 9. Five camps were full with nine participants each; two camps had six campers; and the final week of camp currently has 7 participants registered.
- Camp shows at the end of each week have drawn community members and friends, building interest in our summer camp for upcoming years.
- Camp will continue beyond the summer with the addition of day camps during school breaks for 2024–25.



Summer Horse Camp



Annie and Flor

COMMUNITY OPERATIONS PROJECT MANAGEMENT

- **Equestrian Center:** General maintenance has been ongoing during the busy summer camp season, and we will be replacing all of the mats and refreshing the stalls after camp is over.
- **Training:** We have been working diligently to cross-train our staff to learn and use all of our equipment. One of our new operators will be sent to CDL school next month.
- **Traffic Calming:** As speed continues to be a community-wide issue, Comm Ops has implemented a variety of speed reduction tactics from variable message board signage and cones to narrow roads to delineators in the middle of the road. Please slow down.
- **Road Program:** The 2024 road paving project is complete! We have overlaid many roads in the community and added freshly painted lines.
- **Noxious Weeds:** The unusually wet spring and summer has resulted in the proliferation of the noxious weeds. The CMD trails crew has been managing weeds in community open space since the beginning of May.
- **Other Projects:** We will be freshening up the stain on the street signs in the Divide community this summer.



Trails Maintenance & Development



Noxious Weed Control

FLEET

- **Equipment Spotlight:** Our new 2024 LeeBoy RB50 sweeper (at right) arrived last month and will replace our worn-out 2014 sweeper. The upgraded sweeper has new features and options including the ability to fine-tune the down pressure on the sweeper drum to prolong the life of the bristles by about four times, which will save a lot of money and downtime. The bristles on the new sweeper are also quick to change and allow us to replace the whole drum instead of each individual bristle ring, turning 1-2 hours of work into 15-30 minutes. The cab of the new sweeper is pressured to keep out dust, and its air conditioning, AM/FM radio, and upgraded seats will help reduce operator fatigue.
- **Work Orders:** As of July 24, 93 work orders have been fulfilled.
- **Upcoming Projects:** The parts for the loader-mounted snowblower have arrived; we will begin repairing it so that it is ready for use in the upcoming winter. Unit 384 (F-350 plow truck) will be getting an upgraded oil pan due to previous leaking. This job will need to be done before plow season starts and requires removing the transmission and raising the engine up about one-half inch.



TRAILS AND FISHING

- Cordillera's hiking trails are open and in great shape. Check out the online trails map at CordilleraLiving.com/Hiking; paper maps remain available at the CMD Admin Office and the gates.

- Trails maintenance is ongoing, and we appreciate user reports of downed trees or other issues that need attention. Have an issue to report? Contact Comm Ops Manager Clay Vansteel at cvansteel@cordillerametro.org
- Cordillera's fishing ponds were stocked in July with additional trout and minnows. Hatches include mayflies, caddis, chironomids, damselfly, and dragonflies; flathead minnows are abundant in all ponds except Red Draw. CMD's ponds are located on Granite Springs, Bearden Road, Red Draw, and Granada Glen. Find out more about fishing Cordillera's ponds and river parcels at CordilleraLiving.com/Fishing.

WILDFIRE MITIGATION

- Eagle Valley Wildland (EVW) Fire Management Officer Hugh Fairfield-Smith reports that fire mitigation work within Cordillera is complete for the 2024 season. Within the CMD boundary, 307 acres of land were successfully treated, with a focus on restoring healthy ecosystems that will protect the homes and infrastructure in Cordillera. This area represents nearly 9% of our community's entire open space.
- EVW also reseeded more than 50 acres of land to promote the growth of grasses and forbs that will allow deer and elk to flourish.

PUBLIC SAFETY

- FRONTSTEPS Visitor Management is now in use. Cordillera property owners must now use FRONTSTEPS to issue personalized guest passes for visitors to their homes. By the end of August, Cordillera community members will be using FRONTSTEPS confidently to issue guest passes for their visitors. See CordilleraLiving.com/Frontsteps for updates and support documents.
- Bear sightings and home visits have decreased recently as bears are likely finding more abundant food sources at higher elevations. Our ongoing efforts with trash remediation are proving effective, but it's crucial to stay diligent. Continue to secure all food and trash, and lock your home, car, and garage to keep bears wild.
- In contrast, mountain lion sightings have increased over the past few weeks, likely due to the growing activity of deer and elk offspring. Remain vigilant and take necessary precautions to stay safe.
- Fire danger in the county has fluctuated between moderate and high over the past couple of weeks and has just recently been elevated to very high. Drier conditions in the coming months are expected along with anticipated restrictions.
- Traffic in Cordillera has increased considerably during the summer season, and we have received calls about speeding and passing on double yellow lines. During this busy time, slow down, give yourself extra time, and be especially cautious in work zones.
- Integration of TrackTik Incident Management software continues with implementation of dispatch components and ongoing system refinements.

GATE ACCESS STATISTICS: June and July

- Cordillera Public Safety welcomed approximately **274,818** vehicles through the Divide and Ranch Gates, an estimated 11,000 (+4%) more vehicles than June/July 2023.
 - Divide Gate: 104,499 vehicles
 - Ranch Gate: 170,319 vehicles
- Temporary passes issued: Divide Gate - 1,839; Ranch Gate - 4,093
- Bicycle passes issued: 84

EMPLOYEE SPOTLIGHTS

EQUESTRIAN CENTER SUPERVISOR: CHRIS BATE

Cordillera Equestrian Center (CEC) Supervisor Chris Bate began working at the CEC as a barn hand in September of 2021. Born in Canton, Ohio, Chris has been in the Vail Valley since 2010 and now couldn't imagine calling anywhere else home.

Chris spent 23 years working in the restaurant industry before stepping out of his comfort zone to make a career change and pursue his passion of working with horses at the CEC.

As a riding instructor, Chris specializes in teaching beginner lessons and has been instrumental to the success of Cordillera Horse Camp. He thoroughly enjoys seeing his students fall in love with the equine world as much as he is himself.

Chris can often be found hanging out at the CEC even on his days off work, taking care of his horse Rocco and riding Cordillera's trails.



COMMUNITY RELATIONS SPECIALIST: NANCY MIRES



If you've visited the CMD Admin Office, you've likely received a friendly greeting from Nancy Mires, who began working for CMD in 2022. As CMD's Community Relations Specialist, Nancy does everything from helping answer homeowner questions to issuing gate access passes.

Nancy previously worked for more than 10 years for Slifer Smith & Frampton, spending 5 years of that time as an administrative assistant in their Cordillera office.

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 family and cats, Nancy spends her time competing in biking, running, and skimo races. So far this summer, she has won first place in her category in every Vail Rec District Mountain Bike Race Series event that she's started.

Cordillera Road Safety Rules and Violations Policy

Updated: 8.6.24

1. Introduction and Purpose

The Cordillera Metro District (CMD) and Cordillera Valley Club Metro District (CVC) are experiencing ongoing violations of standards that threaten our community's safety and security including violations of CMD's Rules of the Road, Snow Plowing Rules and Regulations, and other road safety policies. Incidences of reckless driving—speeding, illegal passing, swerving into pedestrian and bicycle lanes, collisions, aggressive overtaking of snowplows, and intentional destruction of traffic barriers—are frequent. We have also experienced other types of behavior on our roads that is not in accordance with our community standards.

While most residents are law-abiding citizens, a few are causing significant issues that need to be addressed. At times, it is necessary to involve the Eagle County Sheriff's Office, but often our organizations are the only source of enforcement for the standards within our community.

This policy aims to maintain order, safety, and harmony by enforcing road safety rules and providing clear consequences for violations using the resources we have available.

2. Authority and Jurisdiction

The Cordillera Metro District (CMD) and Cordillera Valley Club Metro District (CVC) are responsible for enforcing this policy, which applies to all property owners, residents, and staff within this community.

3. Policy Statement

Property owners, residents, and staff entering through the Divide, Ranch, and CVC gates must comply with all CMD and CVC rules. Repeated violations may result in the revocation of Homeowner Lane privileges and the restriction of Community Access Points.

4. Definitions

- **Homeowner Lane:** The Homeowner Lane at each of the Ranch, Divide, and CVC gates is a privilege lane that opens automatically and is accessible only by property owners, residents, and some staff.
- **Community Access Points:** In addition to Ranch, Divide, and CVC gate access points, other regulated Community Access Points include the CMD car wash gate, the Cordillera Equestrian Center gate, and the CMD recycling center gate, among others.

5. Violations and Penalties

CMD and CVC management, along with Public Safety management, will determine the nature of the violation. All violations will be recorded with the date of their occurrence, and penalties will be assessed based on the number of violations accrued within a 12-month period. Community members who have Homeowner Lane access privileges revoked will be required to use the Guest Lane.

- **Major Violations** include but are not limited to reckless driving and other vehicular safety threats.
 - **First Violation: 1-week revocation** of Homeowner Lane access
 - **Second Violation: 2-week revocation** of Homeowner Lane access
 - **Third Violation: 8-week revocation** of Homeowner Lane access
- **Other Violations** are anything other than Major Violations and include but are not limited to parking violations and obstruction to snow removal.
 - **First 2 Violations:** Notification and warning
 - **Third Violation: 1-week revocation** of Homeowner Lane access
 - **Fourth Violation: 2-week revocation** of Homeowner Lane access

CMD and CVC may also limit other Community Access Points or restrict violators from CMD or CVC facilities on a temporary or extended basis. As appropriate, CMD and CVC management reserve the right to reduce or otherwise waive penalties.

6. Notification

Policy violators will be notified verbally or in writing of each violation, at which time the corresponding penalty will be applied. The date of the notification will be recorded.

7. Enforcement

Restrictions to the Homeowner Lane and other Community Access Points will be applied to all vehicles associated with the person in violation. Eagle County Sheriff's Department may be involved if necessary.

8. Amendments

Amendments to this policy may be made by CMD with input from CVC, the Cordillera community, staff, and Board members.