



**CORDILLERA**  
*Metro District*

# **BOARD MEETING**

**FEBRUARY 14, 2025**



**CORDILLERA**  
*Metro District*

# MEETING AGENDA

## REGULAR BOARD MEETING

DATE: Friday, February 14, 2025  
TIME: 9:00 AM  
LOCATION: 408 Carterville Road, Edwards, CO, and video conference

This board meeting is being held in person at the CMD Administration Building and via video conference. To attend remotely, [click here to join via Zoom](#) at the time of the meeting.

### 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
  - December Meeting Minutes p. 2-4
  - 2024 Budget Amendment p. 5-6
  - CPOA Land Lease and Density Transfer p. 7-14

### DISCUSSION ITEMS – 9:20 AM

- Financial Update – Richard Saxby, CMD Board Treasurer p. 15-24
- 2024 Audit Ratification – Paula Kurtz, HR and Finance Administrator p. 25-30
- Management Team Update – Trevor Broersma, CMD General Manager p. 31-35
- Divide Gatehouse Project Overview – Trevor Broersma
- April CMD-CPOA Joint Meeting – Trevor Broersma

### PUBLIC COMMENTS – 11:00 AM

- The Board welcomes public comment.

### ADJOURN – 11:30 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.



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# MANAGEMENT REPORT

February 14, 2025

## ADMINISTRATION

### SAFETY & TRAINING

- CMD Community Operations managers and supervisors completed the DOT required drug and alcohol reasonable suspicion training.

### HUMAN RESOURCES, FINANCE, AND ADMINISTRATION

- Financials are posted on the CordilleraLiving.com website; December financials will be posted after this Board meeting.
- 2024 financial audit preparation has begun and will be happening through May 2025.
- Performance reviews were completed for all full-time employees.
- Four new employees were onboarded; 2 in Comm Ops, 1 in Public Safety, 1 in Equestrian Center.

### COMMUNICATIONS

- A new digital communications display has been installed at the Cordillera Equestrian Center to facilitate communications about equestrian events and scheduling.

## EQUESTRIAN CENTER

### BARN UPDATES

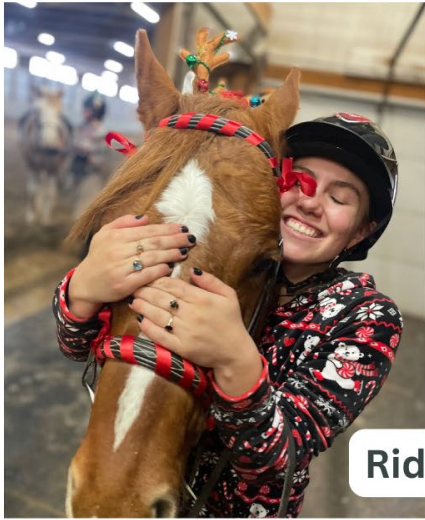
- **Barn Improvements:** The Cordillera Equestrian Center (CEC) is now enjoying the benefits of the hard work completed over the past year. The barn is warmer for clients and horses, less humid, and more energy efficient than ever before.
- **Night at the Arena:** The 3<sup>rd</sup> Annual Night at the Arena was held on February 7 with an amazing turnout, a dressage demonstration, live music, socializing, and time to explore the facility.

### YEAR-ROUND LESSON & TRAINING PROGRAM

- Shannon Maloney and Chris Bate are teaching many weekly lessons to local students.
- The training program remains at capacity.

### HORSE CAMP UPDATE

- Summer 2025 Horse Camp is open for registration for Cordillera property owners and previous campers through March 1, with registration open to the public after that. The CEC team is fine-tuning plans to make 2025 camp season the best yet.
- See [CordilleraLiving.com/Horse-Camp](https://CordilleraLiving.com/Horse-Camp) for more Horse Camp details and registration information.



Riding Lessons and Events



Winter at the CEC

## COMMUNITY OPERATIONS

- **Divide Gatehouse Project:** The Divide gatehouse will soon be undergoing much-needed renovation and repair. The scope of the renovation will include the building's exterior, electric, network cable, surrounding landscaping, irrigation, signage, roadway, curbs, and gutters. At the end of February, some demolition work will begin.
- **Training:** Newer employees on the team are continuing to train on different equipment to further improve their skills and add to the flexibility of the team.
- **Plowing:** The Community Operations team has remained busy so far this winter keeping roads plowed after storms and shoveling out hydrants with assistance from Eagle River Water and Sanitation District.

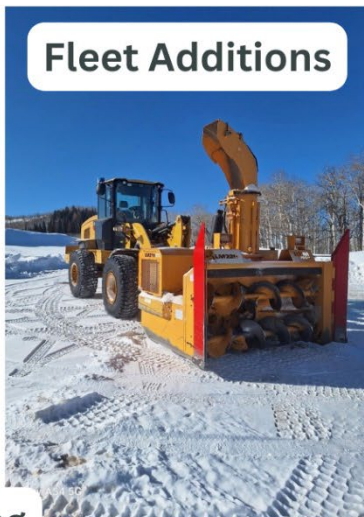
## FLEET

- **New truck:** A new Ford F-350 dually is now in service with the primary purpose of towing equipment and hauling anything that requires a trailer. This addition frees up another vehicle to be dedicated to plowing in the winter.
- **Loader mounted snowblower:** The snowblower has undergone its routine maintenance and is now being used at the Summit and elsewhere in the community.
- **Testing out a new loader:** In the upcoming weeks, CMD will be renting a Cat 908 compact wheel loader to see if it is feasible for a future purchase to replace both of our backhoes and possibly take over a small truck's plow route.

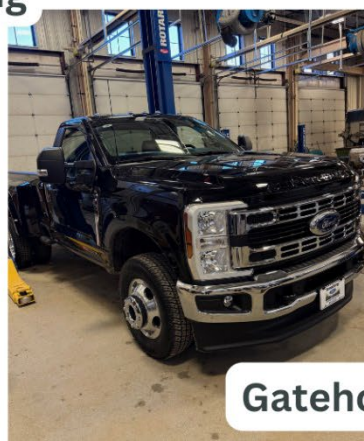




Public Safety Training



Fleet Additions



Gatehouse Project Planning



## TRAILS AND FISHING

- Cordillera's winter trails are groomed regularly and are in good shape for winter hiking and snowshoeing. Trails that CMD manages include Lower and Upper El Mirador trails, all trails in the Territories, and the Lower Camino Loop trail.
- Cordillera's fishing ponds remain closed when any ice forms on their surface

## WILDFIRE MITIGATION

- Following CMD Board approval on October 11, 2024, two prescribed fires are targeted to occur in Cordillera as early as in March, weather and conditions depending. The burns were originally scheduled for November 2024, but conditions were unfavorable at that time. More information, including details about what to expect and how prescribed fires are managed, will be shared as we get closer to the date.

## PUBLIC SAFETY

- **Training & Development:** We are currently developing innovative strategies to enhance the department's internal structure and procedures to meet today's needs. Our objective is to improve effectiveness, retention, and professionalism by fostering team motivation and development opportunities.
- **Adjusted Schedule:** We have implemented adjustments to attended gate hours and restructured team schedules to optimize time efficiency and enhance team well-being. These changes aim to improve the overall effectiveness of safety and security operations for the community.
- **Patrol and Response Optimization:** We are enhancing patrol and response operations by improving communication and data collection with TrackTik's runsheets and GPS systems as well as expanding incident response training with regular sessions and simulated drills.
- **Winter Activity:** The holiday season brought a surge in traffic and visitors to our gates. Enhanced security measures are swiftly identifying attempts to bypass access control, mainly by contractors and vendors.

- **Road Safety:** Road traffic accidents have increased due to slide-offs, mostly involving visitors unaccustomed to winter road conditions in the early mornings and evenings. No serious injuries have been reported.
- **Wildlife:** There has been a notable rise in mountain lion activity over the past month, with numerous sightings and increased wild animal kills on driveways and resident properties. If a carcass remains on private property, call Cordillera Public Safety as soon as possible at (970) 926-2335, and we will either assist with removal or advise of other options depending on the situation.

### GATE ACCESS STATISTICS:

#### December 2024 and January 2025

Cordillera Public Safety welcomed approximately **77,440** vehicles through the Divide and Ranch Gates during December and January.

- Vehicles with Transponders:
  - Divide Gate: 29,184
  - Ranch Gate: 40,720
- Temporary Passes Issued:
  - Divide Gate: 1,001
  - Ranch Gate: 1,925
- Bicycle Permits Issued: 0
- FRONTSTEPS Statistics
  - December 2024
    - Guests invited by residents: 902
    - Total invited guest entries: 2,450
  - January 2025
    - Guests invited by residents: 831
    - Total invited guest entries: 2,160

### EMPLOYEE SPOTLIGHTS

#### NICK CIACCIO: OPEN SPACE COMMANDER

Originally from Marietta, Georgia, Nick Ciaccio attended college at Kennesaw State University and received a B.S. in geography. A month after graduating, he moved to Colorado, which has been a special place to him since he first visited to snowboard at the age of 6.

With interests in land conservation, sustainability, ecology, and environmental management, Nick joined the CMD team in July 2022 and continues to put his knowledge to use maintaining Cordillera's beautiful open spaces and trails. In the summer, Nick keeps Cordillera's trail network in top shape, and when the snow starts falling, he grooms the community's winter trails for hiking and snowshoeing in addition to assisting the Comm Ops plow crew with winter storm cleanup.

On the weekends, you'll likely find Nick knee deep in waders at one of his favorite fly-fishing spots. A former semi-professional soccer player, Nick keeps up his fitness by exploring high alpine lakes and hiking in search of undiscovered places to fish.



## TRACI MACNAMARA MCCOY: COMMUNICATIONS MANAGER



If you've received an email from the Cordillera Metro District, it likely came from the desk of Communications Manager Traci Macnamara McCoy, who has been creating and sending out the monthly Cordillera Connection, newsflashes, and other updates since she joined the team in August 2023.

After graduating from the University of Notre Dame, Traci moved to Colorado Springs and eventually made her way to Vail in 2007, where she worked as an emergency services dispatcher in the Vail Public Safety Communications Center. Before coming to CMD, she managed a full-time writing and editing business for 10 years from her home office in Edwards and has written hundreds of articles on topics ranging from emergency shelters to wildlife encounters, book reviews, and science content for middle school classrooms.

Traci is in her element when she's playing with words, but when she's not at work, you'll find her playing outside, skate skiing on Cordillera's winter trails, mountain biking in the summer, or flying year-round as a recreational pilot.