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## RECORD OF PROCEEDINGS

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### **Minutes of the Regular Meeting Of the Board of Directors of Cordillera Valley Club Metropolitan District August 21, 2018**

The Regular Meeting of the Board of Directors of the Cordillera Valley Club Metropolitan District, Eagle County, Colorado, was held on August 21, 2018 at 8:30 a.m., at the offices of Marchetti & Weaver, LLC, 28 Second Street, Suite 213, Edwards, Eagle County, Colorado, in accordance with the applicable statutes of the State of Colorado.

**Attendance** The following Directors were present and acting:

- Suzi Apple
- Bob Engleby
- Tom Jaffe
- Steve Kiselica
- Kent Myers

Also in attendance were:

- Tom Marcin, Marcin Engineering, POA Director
- Rachel Oys, Erin McCuskey, Joanne Kelly -Cordillera Metro District
- Dave Schlendorf, 11 Sanctuary Lane
- Barbara Scrivens, 372 Legacy Trail
- Vanessa Lyons, 218 Spring Creek
- Sharon Dennis, 1372 Beard Creek Trail
- Harold Dahl, 11 Legends Court (by telephone)
- Ken Marchetti, Marchetti & Weaver, LLC
- Anne Clarke, Secretary to the Meeting

#### **Call To Order**

The Meeting of the Board of Directors of the Cordillera Valley Club Metropolitan District was called to order by Director Jaffe at 8:32 a.m. noting a quorum was present.

#### **Disclosure Matters**

Directors Engleby and Myers reported that they are also members of the executive board of Cordillera Valley Club Property Owners Association (CVCPOA). There are significant business transactions between the District and the CVCPOA. While both the District and CVCPOA serve substantially the same constituency, transactions between the two entities could constitute a potential conflict of interest. The Board noted, for the record, that this disclosure is restated at this time with the intent of fully complying with laws pertaining to potential conflicts.

#### **Changes to the**

#### **Agenda**

Director Jaffe requested that a Road Resurfacing Project driveway issue be added to the agenda.

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#### Public

**Comment** There was no public comment.

**Minutes** The Board reviewed the meeting minutes of the May 15, 2018 Regular Meeting. Upon motion duly made and seconded it was unanimously

**RESOLVED** to approve the May 15, 2018 minutes as presented.

**Public Safety** Ms. Oys acknowledged the departure of Kirk Pliske, Director of Public Safety at Cordillera Metro District, and their plans to re-hire for the position. The District is in the middle of a 60-day review process of the department. She requested suggestions from CVC regarding service levels and any other input regarding the department. She also reported that they held a pilot program with Citadel to test overnight staffing, which was not successful.

Ms. Scrivens, Ms. Lyons, and Ms. Dennis requested additional information regarding security protocols of the Public Safety department. After discussion of incidents that occurred in CVC, as well as other Edwards neighborhoods, it was recommended that an Advisory Committee be formed. This committee will be led by Ms. Scrivens and Ms. Apple will participate as a Director. The committee will gather community feedback and suggest enhanced procedures and protocols for the Public Safety Department.

Ms. Oys, Ms. McCuskey, Ms. Kelly, Ms. Scrivens, Ms. Lyons, and Ms. Dennis departed at 9:27 a.m.

#### Road

Director Jaffe presented a request from a homeowner, claiming that the road contractor damaged their driveway which required a \$1,100 patch and seal coat repair. The Board discussed the limited information available from the homeowner and the contractor. It was determined that additional information was necessary before responsibility for the damage could be determined.

Mr. Marcin reviewed the progress of the road project. The majority of the construction was completed by June 23<sup>rd</sup>. Several punch-list items are still in negotiation. The second pay application is in progress. Mr. Marcin plans to recommend paying for the work which has been completed satisfactorily but with a holdback for the outstanding punch-list items. Director Kisielica recommended keeping as much of a holdback as possible. Mr. Schlendorf commented that he felt the project still needed significant cosmetic work.

Ownership of the land parcel outside of the main entrance was questioned. Mr. Marchetti displayed the Eagle County Assessor's webpage of the parcel, showing that it is owned by CVC POA. It has a large turn-around area that is convenient

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for trucks, but sometimes too inviting for over-night parking. Area signage and the potential for post-office cluster boxes were discussed.

The speed bumps were discussed, including specific placement, total quantity, and individual sizes. The road committee members decided to do a site review to facilitate further discussion.

**Berm** Mr. Marcin reported progress on the berm project. He has had several positive meetings with the golf course club manager regarding construction of a noise attenuation wall on the west side of CVC. There is a significant grade break at the 13<sup>th</sup> tee, with no immediate solutions for mitigation of the highway impact in this area. Two years ago, multiple contractors submitted bids for the landscaping RFP. Today, every contractor has declined the project at any price due to lack of time to perform the work. After discussion, it was determined that the best solution was to have CVCMD purchase the materials and find a small contractor to plant them according to the plan.

Mr. Marcin also reported the planned construction of a berm within CDOT's right of way is the first within the State of Colorado. In order to obtain approval, A highway right of way presentation must be prepared and a petition needs to be signed by 75% of the affected homeowners. Mr. Marcin believes that the work for the November 1<sup>st</sup> submittal deadline can be done for less than \$50,000.

**Operations** Director Jaffe reported that Mr. Carlson's contract has been terminated and McNeill Property Management will be taking over the public works function in CVC. Mr. Marchetti requested a meeting with McNeill Property Management and Mr. Carlson to coordinate the transition.

**Financial Statements** Preliminary July 31, 2018 financial statements, current RETA revenue schedule, and Accounts Payable listing were included in the Board packet for review. Mr. Marchetti reviewed the statements and noted that RETA is currently at \$106,000. The Board discussed the local real estate economy.

**Accounts Payable** The Board reviewed three outstanding invoices from Kumar, a geotechnical engineering firm that performed work in the CVC this summer. It was determined that the work done in April was specifically for the recreational site, which is owned by the POA so therefore is due from the POA. The subsequent work through July was specifically for the road resurfacing so therefore s due from the Metro District. Upon review and by motion duly made and seconded it was unanimously

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**RESOLVED** to approve and ratify the accounts payable listing as presented.

**Adjournment** There being no further business to come before the Board, upon motion duly made and seconded it was unanimously

**RESOLVED** to adjourn the Regular Meeting of the Cordillera Valley Club Metropolitan District Board of Directors this 21st day of August 2018.

Respectfully submitted,



Anne Clarke  
Secretary for the Meeting