

Cordillera Valley Club Property Owners Association  
Board Meeting Agenda  
Tuesday, October 22, 2013, at 3:00PM MT  
Cordillera Metro District Conference Room  
408 Carterville Road, Edwards, Colorado  
and Via Conference Call

Dial 866-628-8620  
Enter code 216248

- I. Call to Order. (3:00PM)
- II. Consideration of Changes to the Agenda. (3:05PM)
- III. Review and Approval of Board Meeting Minutes from September 20, 2013. (3:10PM)
- IV. Financial Matters – Marsha Bjornson (3:15PM)
  - A. Balance Sheet
  - B. Profit and Loss
  - C. Reserve Account Discussion
  - D. 2014 Proposed Budget
- V. DRB Report – Dominic Mauriello (3:30PM)
  - A. DRB Board recent resignations and new appointment. The current Board consists of Steve McKeever, Ted Leach and Michael Current, Architect. Ruth Borne and Suzy Carey have resigned. New proposed appointee is David Adkins.
- VI. Manager's Report – Dan McNeill (3:45PM)
  - A. Summer Projects Update
  - B. Fall Newsletter Topics
- VII. Other Business. (4:00PM)
  - A. ERW&SD Issues: Update on the Removal of Old Water Tank, Landscaping Remediation, Easement for Use of Wetlands and Water Treatment Plant Upgrades – Diane Johnson
  - B. Status of Signage at Round-a-Bout and CVC Entrance (green highway sign, monument sign)
  - C. Set Date for December Membership Meeting
- VIII. Adjournment. (4:30PM)

# DRAFT

Cordillera Valley Club Property Owners Association  
Board Meeting Minutes  
Friday, September 20, 2013, at 8:30AM MT  
Cordillera Metro District Conference Room  
408 Carterville Road, Edwards, Colorado 81632  
And Via Conference Call

MEMBERS PRESENT: Bob Engleby and Steve Smith

MEMBERS PRESENT VIA CONFERENCE CALL: Kent Myers, Tom Marcin and Art Greenfeder

ALSO PRESENT Sara Thurston McNeill, Secretary to the Meeting

- I. Call to Order. With all five Board members either present in person or via conference call, a quorum was established. The meeting was called to order at 8:30AM.
  
- II. Waiver of Notice. Since all five Board members were present in person or via conference call, notice was waived.
  
- III. Consideration of Changes to the Agenda. There were no proposed changes to the agenda.
  
- IV. Review and Approval of Board Meeting Minutes from May 14, 2013. These minutes were drafted and previously distributed to the Board members for review. There were no suggested changes and there was a MOTION: TO APPROVE THE MINUTES OF THE MAY 14, 2013, MEETING OF THE CORDILLERA VALLEY CLUB PROPERTY OWNERS ASSOCIATION BOARD OF DIRECTORS. The motion was duly seconded and carried unanimously.
  
- V. Review of Vision Committee Minutes. Steve Smith held a meeting with several property owners in August. The meeting was a strategic session to

identify possible areas of improvement in the Valley Club, and to come up with ideas to address those areas. Discussion included better communication through a quarterly newsletter that reports on events at the Club at Cordillera, The Lodge & Spa, information from the security gates, the Cordillera Property Owners Association and the Cordillera Valley Club Metro District; the establishment of a Social Committee (with a possible "block party" next spring), appointing a liaison from the CVC POA Board to the Golf Club, appointing a liaison from the CVC POA Board to the CPOA Board, conducting an annual review of the DRB Standards and establishment a long range comprehensive community improvement plan, possibly by a licensed Landscape Architect. Some of the components of the long range plan may include more walking paths, recreational trails and soccer field(s). Steve will continue to schedule Vision Committee Meetings in the future to foster as much community involvement as possible.

VI. Election of Officers. The following Directors were elected to the following positions:

Bob Engleby	President
Tom Marcin	Vice President / Secretary
Kent Myers	Treasurer

Steve was appointed as the Board liaison to the CPOA Board. Kent was appointed as the Board liaison to the CVC Metro District Board. Art will be the Committee Chair for the Long Range Comprehensive Community (Landscaping) Plan Committee.

A Marketing Committee liaison was tabled until the Board had a chance to more thoroughly discuss the marketing efforts that are being put forth by the Cordillera Property Owners Association and the Club at Cordillera.

VII. Other Business. The Board discussed granting an easement to the CVC Metro District so that the MD can maintain the drainage areas owned by the CVC POA. After some discussion there was a MOTION: TO ENGAGE LEGAL COUNSEL FOR THE IMMEDIATE DRAFTING AND EXECUTION OF SUCH AN EASEMENT GRANTING ACCESS UNDER, THROUGH AND OVER ALL POA LAND SO THAT THE MD CAN OPERATE AND MAINAIN ALL DRAINAGE WAYS. The motion was seconded and carried unanimously. The CVC POA would also like to execute an agreement with the CVC MD that would give the MD the full responsibility for the planning, execution and maintenance of drainage-related issues that impact CVC POA parcels. It was also suggested that the MD should consider hiring a qualified Engineering firm to provide professional advice on drainage issues.

The Board approved signing a letter that constitutes an agreement between the Eagle River Water & Sanitation District for their use of the wetlands parcel

adjacent to the Water Treatment Plant (just south of CVC property). The old water tank is mostly removed at this point; there were recently some weather delays. Management has one proposal and is waiting on a second proposal for the revegetation of the dirt road that leads to the tank.

The Recreational Trail being built by Kevin Douglas is now 95% complete.

Kent reported that the Metro District is look at the possibility of installing signage in the northernmost Edwards round-about that indicates the location of the Cordillera Valley Club. The MD must first get permission to place the sign in the round-about from the Edwards Improvement District. The contact person is out of their office on vacation until next week; Kent will follow up.

**VIII. Funding Considerations.** Steve Smith reported that the CPOA is undertaking a large marketing project in conjunction with the Club at Cordillera. The budget for marketing activities is about \$250,000 to be spent in 2013 and 2014; proposed projects will include a website, films (presumably to be used in television advertising, internet and in other interpersonal promotional presentations such as seminars), newsletters and other publications, etc. The CPOA has one full time staff member devoted to handling these marketing activities and is seeking monetary participation from the CVC POA and MD.

The Board discussed the request, with each Director weighing in with their opinion. Most, if not all Directors felt that participation would be beneficial to homeowners, help to restore the "Cordillera" brand and possibly boost property values. All also noted that they would like to see some sort of measurement of what constitutes a successful marketing program (additional number of memberships sold at the Club, increased visitation to the Lodge and recreational amenities by a certain percentage, etc.), along with some tangible benefits to CVC owners, such as access to the Trailhead and Athletic Club at the Summit.

There was a MOTION: TO COMMIT \$10,000 IN 2013 AND \$25,000 IN 2014 FOR THE MARKETING PROGRAM THAT WILL BE UNDERTAKEN BY THE CPOA and CLUB AT CORDILLERA. KENT MYERS WAS APPOINTED THE REPRESENTATIVE FROM THE CVC POA TO THIS MARKETING GROUP. FINAL FUNDING WILL BE FORTHCOMING ONCE THE CVC POA BOARD OF DIRECTORS (OR THEIR REPRESENTATIVE) APPROVES THE FINAL PRESENTATION OF THE MARKETING PLAN. The motion was duly seconded and carried unanimously.

The Vail Symposium, a non-profit organization that provides educational opportunities for Valley Valley residents would like to plan an event at Cordillera. The CPOA requested that the Valley Club POA contribute such an event, and there was a MOTION: TO APPROVE SPENDING UP TO \$2000 FOR A VAIL SYMPOSIUM EVENT TO BE HELD IN CORDILLERA, PENDING

FURTHER INFORMATION. The motion was duly seconded and carried unanimously.

Finally, the Cordillera Community Day was held on August 31, 2013, at the Cordillera Valley Clubhouse. The event was a great success, complete with a fair, parade, food, free golf and live music. There was a MOTION: TO APPROVE AN EXPENSE TO TROON GOLF CLUB OF \$1000 TO HELP COVER THE COST OF THE EVENT. The motion was duly seconded and carried unanimously.

Other budgeting considerations, such as funding the Long Range Community Improvement Plan will be discussed during the budget planning meeting, scheduled for Tuesday, October 22, 2013, at 3:00PM MT. The meeting will be held at the Cordillera Metropolitan District Office at 408 Carterville Road, Edwards, and via conference call.

IX. Adjournment. There being no further business to come before the Board, the meeting adjourned at approximately 9:40AM.

Respectfully submitted,

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Secretary to the Meeting

**Cordillera Valley Club Property Owners**  
**Balance Sheet**  
 As of September 30, 2013

	<u>Sep 30, 13</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1010 - 1st Bank Checking	3,819.27
1020 - 1st Bank-Avon Savings X0132	510,682.24
Total Checking/Savings	<u>514,501.51</u>
Accounts Receivable	8,818.98
1200 - Accounts Receivable	8,818.98
Total Accounts Receivable	
Other Current Assets	669.75
1300 - Prepaid Expenses	669.75
Total Other Current Assets	<u>669.75</u>
Total Current Assets	<u>523,990.24</u>
<b>TOTAL ASSETS</b>	<b><u>523,990.24</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	16,282.58
20000 - Accounts Payable	16,282.58
Total Accounts Payable	
Other Current Liabilities	57,400.00
2020 - DRB Deposits	57,400.00
Total Other Current Liabilities	<u>73,682.58</u>
Total Current Liabilities	<u>73,682.58</u>
Total Liabilities	73,682.58
Equity	
3310 - Working Capital Reserve	63,102.50
3700 - Fund Balance	130,791.65
Net Income	256,413.51
Total Equity	<u>450,307.66</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>523,990.24</u></b>

**Cordillera Valley Club Property Owners**  
**Profit & Loss**  
 January through September 2013

	Jan - Sep 13
<b>Income</b>	
4010 · Assessments	158,750.00
4020 · Design Review Income	9,950.00
4045 · Club Impact Fee	19,470.00
4060 · Interest Income	584.71
4090 · Other Revenue- Late Fees	2,575.16
R-4058 · RE Transfer Assessment	184,100.00
<b>Total Income</b>	<u>375,429.87</u>
<b>Expense</b>	
5090 · Bank Charges	206.70
5100 · Meeting Expense	737.15
5120 · Homeowner Relations	1,440.00
5130 · Ins exp	2,009.25
5150 · Legal fees - G&A	4,515.08
5152 · Club Dispute	114.00
5150 · Legal fees - G&A - Other	4,629.08
<b>Total 5150 · Legal fees - G&amp;A</b>	<u>4,629.08</u>
5160 · Mgmt/Acctg/Admin	
5001 · Accounting	1,933.50
5002 · Management and Administrative	10,350.00
<b>Total 5160 · Mgmt/Acctg/Admin</b>	<u>12,283.50</u>
5180 · Office Supplies	1,543.92
5700 · Holiday Lights	8,551.19
5701 · Landscaping- Turf Area Maint	10,727.04
5702 · Landscaping-Flower Maintenance	32,362.15
5703 · Weed and Pest Control	4,627.94
5704 · Tree Care	4,456.09
5705 · Utilities- Water	13,934.85
5706 · Landscaping Improvements	6,157.50
6105 · Covenant Enforcement & General	0.00
6106 · DRB General Overhead	5,400.00
6180 · DRB Submittals	9,950.00
<b>Total Expense</b>	<u>119,016.36</u>
<b>Net Income</b>	<u><u>256,413.51</u></u>

**Cordillera Valley Club Property Owners  
Vendor Balance Summary**  
As of September 30, 2013

	<u>Sep 30, 13</u>
Avalanche Property Mgmt	3,387.50
Eagle River Water & Sanitation District	8,032.73
Grand Junction Pipe	50.20
Mark Mueller	440.00
Marsha Bjornson	441.00
Mauriello Planning Group LLC	1,650.00
McNeill Property Management	1,281.15
The Club at Cordillera	1,000.00
<b>TOTAL</b>	<b><u>16,282.58</u></b>







**POA Update  
DRB Administration**

**TO:** CVC POA Executive Board  
**FROM:** Mauriello Planning Group, LLC  
Dominic Mauriello, AICP  
Allison Kent, AICP  
**DATE:** October 1, 2013  
**RE:** DRB Activities August - September



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**POA Action Items:**

▶ None

**New Applications:**

- Kennedy, Lot 4, Filing 8 - New landscape plan
- Krueger - Lot 10, Filing 4 - Sketch Plan Approval for new home
- 1855 Beard Creek Trail - Sketch Plan Approval for new home
- Morten - Lot 18, Filing 9 - Building Changes, windows
- Adkins - Lot 2, Filing 2 - Landscape changes (future window changes)
- Elliott - Lot 9, Filing 1 - Landscape changes and boulder wall
- Holman - Lot 11, Filing 8 - Tree removal

**Violations:**

- None

**Compliance Deposits:**

- Lyons - Lot 6, Filing 2 - \$20,000 for new construction
- Hulsizer - Lot 2, Filing 2 - \$5,000 for sport court construction
- Fields - Lot 19, Filing 2 - \$2,500 to ensure viability (to be refunded 6/2014)
- 1855 Beard Creek Trail LLC - \$20,000 for foundation inspection and new home
- Morten - Lot 18, Filing 9 - \$5,000 for building addition

**Valid Approvals (some not actively constructing):**

- Lot 6, Filing 2 - Lyons Residence - New house (under construction)
- 7-Eagles Landscape improvement plan
- Kennedy, Lot 4, Filing 8 - New landscape plan
- Fall Creek - Landscape and tree removal
- All other projects have expired and are required to re-apply under current guidelines

**DRB Administration:**

- Coordination with multiple potential applicants and owners
- Meetings onsite with owners
- Continued monitoring of Lyons residence
- Communication regarding saw noise in Sanctuary
- Coordination with landscape contractors
- Drive-throughs and site visits
- Various calls from realtors and owners
- Tracking down and appointment of new DRB members

**Special Projects:**

- None