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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**

**September 11, 2008**

The Meeting of the Board of Directors of the Cordillera Valley Club Metropolitan District, Eagle County, Colorado, was held September 11, 2008 at 8:30 a.m., at the Chaparral Restaurant at 0101 Legends Drive, Edwards, Eagle County, Colorado, in accordance with the applicable statutes of the State of Colorado. The Board met in joint session with the members of the Executive Board of the Cordillera Valley Club Property Owners Association.

### **Attendance**

The following Directors were present and acting:

- Rick Pirog
- John O'Brien
- Brian Judge
- Jay Morten

The following Directors were absent and excused:

- Emilie Egan

Also in attendance were:

- Robertson & Marchetti, P.C.  
Ken Marchetti & Brienne Olsen
- Cordillera Valley Club Property Owners Association  
David White, Tom Marcin, Wally Carey & John Bowen (by phone)
- Operations & Security Personnel  
Dan Carlson, Rick Adams & Ivan Rapcan
- VAg, Inc.  
Stephanie Lord-Johnson

### **Call to Order**

The Meeting of the Board of Directors of Cordillera Valley Club Metropolitan District was called to order by Mr. Judge, noting a quorum was present. The meeting was held in joint session with members of the Executive Board of Cordillera Valley Club Property Owners Association.

A speaker phone conference call was established to permit participation in the meeting by property owners wishing to participate by phone.

### **Potential Conflicts Of Interest**

Director Judge reported that he is the owner of VAg, Inc., an architectural and land planning firm, and other related entities, and these entities

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provide services to the District such as landscape and berm architecture, master planning, project oversight, construction management and the management of the POA governed Design Review Board. VAg's provision of these services to the District and to the Cordillera Valley Club Property Owners Association 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 Agenda

The Board reviewed the agenda and decided that financial matters should be moved up on the agenda so payables could be approved while a quorum was present.

#### Minutes

The Board reviewed the Meeting Minutes of August 14, 2008. Upon motion duly made and seconded, it was unanimously

**RESOLVED** to approve the Meeting Minutes of August 14, 2008 as presented.

#### Conference Call

The log of public participation in the meeting for those participating in person and by phone is as follows:

#### Public Participation Log

Meeting Date	In Person	By Phone
01/10/08	Meeting	Cancelled
02/14/08	0	0
03/13/08	1	0
04/10/08	0	0
05/08/08	1	0
06/17/08	0	0
07/01/08	0	0
08/14/08	0	0
09/11/08	0	0
10/09/08		
11/13/08		
12/11/08		

#### Financial

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### Report

Mr. Marchetti gave a summary of the financial report and reported that he updated the forecast to reflect current expectations. He reported that the big item changed was the RETA, which was lowered from \$400,000 down to \$300,000. He also explained that by reducing the expenses in the capital projects and landscape improvements, that covered the short-fall in RETA and also the additional security expenses. Mr. O'Brien questioned increasing the homeowner assessment. Mr. Marchetti reported that he is tentatively budgeting for a \$500 increase for 2009, which would make assessments \$1,500 per year. Mr. Judge reported that the Board needs to illustrate why the increase is needed. He brought up the joint service agreement and stated that those should be looked at more closely by the Finance Committee for a more detailed opinion.

### Accounts Payable

The Board reviewed the accounts payable listing. Mr. Pirog stated that he had not yet reviewed last month's VAg invoices related to the berm with Mr. Campos but that he will discuss this with Mr. Campos within the next week. Upon motion duly made and seconded, it was unanimously

**RESOLVED** to approve the accounts payable as presented with approval of the berm portion of VAg contingent on Mr. Pirog's review with Mr. Campos.

### Public Safety Report

Mr. Adams gave a summary of the incident report and explained that there are a lot of people speeding after midnight. He explained that the new 24-hour security is effective and that there is a greater sense of well-being in the community. He reported that the majority of traffic stops in the community are for contractors and service providers.

Mr. Adams also presented a Public Safety Enhancement Plan. He stated that the Board needs to be proactive and maintain the 24-hour security, along with addressing the issues at the West Gate. Mr. Adams highlighted the main issues at the West Gate, which are tail gating, hidden transponders, unauthorized transponder usage, foot & bike traffic, and the absence of monitoring systems. Mr. Adams reported that a manned gatehouse would be very costly, with costs estimated between \$350,000 and \$500,000 to construct plus ongoing staffing costs. Mr. Adams suggested consideration of an unmanned second gate to eliminate tail gating. This would be an inconvenience to homeowners and guests, but initial installation costs would only be approximately \$10,000 per gate.

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Mr. Adams also proposed upgrading the camera monitoring system, installing a better radio system, upgrading equipment and uniforms, and installing CapSure Technology.

Mr. Adams provided a summary of the CapSure technology, which is integrated software for guarded gated communities. The software would provide easy tracking of security incidents and HOA violations. The software would also provide web accessibility and voice-mail authorization. Mr. Adams reported that CapSure would be approximately \$24,000 to purchase or they could lease option as well.

A discussion followed on how to best solve security problems. Mr. Judge suggested getting a copy of Cordillera's security software and asking them how they want to be involved. He suggested building a database over time, which they could integrate with CapSure if they decided to go in that direction. Mr. O'Brien stated that the first place to start would be with improved uniforms. Mr. Adams suggested patches for uniforms, along with a badge and name tag. It was also suggested that guards wear a duty belt to include handcuffs, expandable baton, pepper spray and a radio. Mr. Adams also reported that they needed to upgrade some of the security vehicle equipment, such as the video system and computer system. Mr. Pirog stated that they still needed a policy on security procedures and requested that Mr. Adams provide an outline of security procedures for the Board to review.

### **Operations Report**

Mr. Carlson reported that he received two bids to fix the drainage issue at Pinnacle Point and Beard Creek Trail. The two bids were \$13,500 and \$10,000 and did not include landscape repair. He also reported on the bid for the roadside fence adjacent to Fall Creek, which came in at \$26,000. He explained the fence would be 510 feet from the existing driveway at Reynolds place. He explained he only received one bid so far but he would like to get one more bid for this project. Mr. Carlson also reported that there are 8 to 10 dead junipers on the road going up to the water tank which he will cut down. He also stated that he has been installing the brown roadside delineators throughout the community.

### **Adjournment**

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

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**RESOLVED** to adjourn the meeting of the Cordillera Valley Club Metropolitan District Board of Directors this 11th day of September, 2008.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Brienne Olsen', with a stylized flourish at the end.

Brienne Olsen  
Secretary for the meeting