

ESC Chair Report August 22, 2018

By Amelia Adair, ESC Chair

To save time, which we will devote to working on the revisions of our Stable Rules, I'm submitting my chair report in writing. Please ask me any questions after the meeting, thanks!

1. Stable Rule and Charter Revisions

- Working meeting held July 10 was very productive. ESC members, barn owner Carol Lowey, Board Liaison David McDonald and new alternate Liaison Joseph Gutierrez were present. We developed draft revised Stable Charter as requested by the Board with language required for all Committees. The Charter was subsequently sent out to the entire barn community for comment. We've had some additional feedback which will be addressed tonight.
- We got through discussion of about half of the Rules, and I've received feedback from ESC members separately. We'll continue our discussion at a working meeting held after our meeting tonight. If we get through discussion of all the rules, then we'll approve a revised draft via email for distribution to all barn owners and sharers for comments and discussion at our next ESC meeting.

2. ECIA Staffing Update

- I've met with new ECIA staff Julie Navarro and Anna Hansen twice now, and they are getting things done for the Stables! Both toured the Stables with me and Mike Ault 8/1. Then I met them to go over the Stable files and staff responsibilities for the Stables 8/16.
- Administrative Assistant Anna Hansen will be the person handling new horse paperwork, insurance and barn sales. Based on our meeting, she has already proactively reviewed all stable files and sent out a checklist, so each barn owner can confirm that the information on file with ECIA is accurate
- Anna has updated ECIA's roster, which is now consistent with the ESC's for the first time since last year. She also worked with Covenant Compliance Coordinator Mark Young to add a column to their Roster showing which barn owners are not in compliance with inspection issues or payments. Progress!
- Anna plans to order plastic tags like the ones in use at the dog park, which she will issue to APPROVED new horses coming in to the Stables. The horse owner should then attach the tag to the gate where the new horse is, and keep it there for a month or so, so everyone will know that horse has got a health certificate, Coggins and all paperwork on file with the office.
- Anna is also ordering permanent "bug distribution" signs for us, and will work with us on other key signs in the future

- Loren is no longer with ECIA, so they are seeking to hire another maintenance staff member. Meanwhile, Robert and Uriah have been handling stable maintenance and repairs. I met with Robert on 8/17 to discuss remaining issues. He plans to address them at an upcoming work day at the Stables, either 8/23 or the following week.

3. Water Meters, Water Bills and Audit

- Billing is in progress. Maintenance Supervisor Robert Hurtado read the meters in July, and the office will be using the statistics from the last official horse count in April to issue bills.
- Julie Navarro is working on the water billing audit. Some issues were resolved at the last meter reading, some issues are still now clear. She is seeking old data on water meters and was having Robert re-read a couple of meters with unusual information.
- The EAWSD has discovered a problem with water meter calibration, and as a result water usage rates are increasing, in some cases dramatically, for some meters on ECIA property. This may apply to the main Stables water meter, and if so may be part of the reason why water bills have gotten higher for some.
- Based on our discussion at the financial meeting with David McDonald, Joseph Gutierrez and Karla Lauritsen on 8/1, we are proceeding with the assumption that the water meters (located in stable common areas) are owned by the ECIA, but are like limited common elements in a condominium: that is, since they serve only one barn, they are the ECIA's responsibility to maintain and repair, but maintenance and repair costs should be reimbursed by the barn owner.
- Based on how difficult it has been to untangle the water bills, Julie supports billing barn owners monthly, or at least more frequently, for water reimbursements. ECIA is currently billed monthly.
- Robert supports fixing the meter boxes which still have holes where gophers can fill up the boxes.

4. Roads, Arena and Gates

- Gates: The big news out of our recent financial meeting is that ECIA has \$25,000 allocated in this year's capital improvement budget for electronic gates. Accordingly, Luci W. is getting updated bids, which will be presented to the Board for approval ASAP.
- Upper Arena: Joseph was very helpful in clearing up our budget and how the capital budget works. Among other things we learned from him was that ECIA's procurement policies require us to get three bids not more than one year old for any major project (over \$5,000? Anyway, it applies to the upper arena project). We don't necessarily

have to use other bidders, we can use our preferred bidder, Triple T. Excavating (especially since the bid is well under budget), but we do need those bids. This is a reasonable expectation, I just wish we'd heard about it earlier from Isabel when we discussed the project back at the beginning of the year!

- I have a call in to Shawn Zamora from Red Line Excavating. (505) 471-8780, recommended for arena work by Cat Parks of Trinity. **We need to find one more bidder: any recommendations?**
- Roads: Ken Blake's bid to refurbish our roads, especially the tree road, and resolve drainage issues, has been approved. We are tentatively scheduled to have him start next week, 8/27. At the same time, we'll have him to the bi-annual lower arena harrow and the arroyo field grading.

5. Stable Activity update

- We have a new sharer in Barn #31, Eldorado resident Diane Dratch. She has been mucking for barn owner Tom Fitzgerald and now has an arrangement with him to ride his horse. Please welcome her!
- We will also have a new sharer coming in 9/10 in Barn # 27, brand new Eldorado Resident Liz Matthews, bringing in her Tennessee Walker, Tuck. She just purchased a home in Eldorado in large part because of the Stable Amenity.
- Sadly, the spot in Barn 27 is open because Bonnie Mamp had to put down her lovely elderly mare, Red, recently. Red has been a vivid, long-time presence around our stables, and we miss her. Our condolences to Bonnie!
- We've had at least two stable tours and I've sent out three barn for sale lists over the past month.
- We've had several grandkid visits recently, it's been fun to see them enjoying the Stables.

6. Community Day Planning

- I met with Courtney Handy 8/20 regarding Community Day publicity and planning. Community day will be Sat. 9/22 from 10 to 1 pm
- **Call for volunteers! Everyone who volunteers will get an ECIA hat, refreshments, gratitude and the joy of seeing all those kids smile.**

7. Action item recap below:

Action Item	Responsible Person	Deadline	Status
Draft Stable Rule and Charter revisions circulated to ESC	Amelia	Before July meeting	Draft done for July working meeting
Investigate automated calling, group text, etc.	Mike		
Talk to fire department about Emergency Preparedness plan	Amelia	Before July meeting	Not done; moved to August
Follow up with ECIA Information Committee about website	Mike	Before August Meeting	
Work with Luci to develop Horse Burial proposal, in compliance with county regulations, for ESC consideration	Karla	Before August meeting	In progress
Send documentation of past gates discussion to Committee Members	Amelia	Before August meeting	Done
Propose more detailed road name options	Amelia	Before August meeting	Not done, moved to August
Seek co-chair for Community Day planning	Amelia	Before August meeting	Done
Write Vista's article and e-blast for Community Day	Amelia	August	Done
Propose policy for water meter ownership as part of the Rules revisions	Amelia	July meeting	Done
Confirm who is responsible for handling new horse paperwork in the ECIA office	David	July meeting	Done
Seek chair for the Arroyo Clean Up day	Amelia	August Mtg.	Done
Follow up on status water meter billing audit/investigation	Amelia/ David	July meeting	Partially done, in progress