

HOAMCO

Eldorado Community
Improvement Association, Inc



Monthly Management Report for Eldorado

January 21, 2019

Annual Meeting/Election:		Insurance Renewal:	
May 2019		April 2019 – Daniels Insurance	
Board Terms: One Year		Assessments	
President: David McDonald (Expires 5/4/20)		\$525 annually	
Vice President: Libby Maclaren Expires - 5/3/2021)			
Secretary: Bernardo Monserrat (Expires - 5/3/2021)			
Treasurer: Joseph Gutierrez (Expires - 5/6/19)			
Director: Jody Price (Expires - 5/4/20)			
Director Open position (Expires - 5/6/2019)			
Director: Open position (Expires - 5/4/2020)			
Investment Renewals:		Bank Signature Card, Board Member:	
ALLIANCE RES CD-501 – 2/27/21 CAB RES CD-901 – 3/7/21 NYCB RES CD-187 – 2/27/20 BBVA RES CD-894 – 2/28/19		David McDonald – President Elizabeth Maclaren – Vice President Joseph Gutierrez- Board Treasurer	
Current Association Projects:		Status:	
HOAMCO / Accounting & Staff		Mike Bullock / Project Manager and is now taking charge of all projects throughout community, including pool house renovation, leaks at stables, well study, backwash study.	
		<u>Maintenance</u> New employee Joey Sandoval started working on January 10 th One maintenance position currently available	
Bank Signature card update		Board President, Vice President and Treasurer have	

<p>2019 R&R Projects</p>	<p>completed paperwork for Sunflower First National Bank to update the bank signature card.</p> <ul style="list-style-type: none"> • Dog shade structures have been installed they will be stained in the next couple weeks weather permitting. • Bidding out scopes of work for pool house remodel • Well study is complete and must be up to code • Lighting through CC is being upgraded to LED
<p>EAWSO</p>	<p>New leak was detected at stables, New Image Construction came out and repaired a total of four leaks in this area. One leak was discovered by the island and was repaired. Another leak at dog park was also repaired.</p>
<p>Prairie Dog Removal</p>	<p>This has been completed and vendor secured for 2019</p>
<p>Gopher Removal</p>	<p>Gopher Patrol continues to find and trap gophers.</p>
<p>Maintenance Update</p>	<ul style="list-style-type: none"> • Remodeled downstairs office <ul style="list-style-type: none"> ○ Removed old carper ○ Installed new tiled floor ○ Painted office ○ Assembled new desk • Installed new desk for Mark • Shoveled snow around CC and salted • Repaired snow blower • Asphalt Repair • Cleared snow from bike paths and by school • Monitored stable leaks • Repaired leak at island • Picked up new flooring for Classroom • These items are all aside from regular maintenance at Stables , Dog Park and Hike & Bikes
<p>OFFICE STAFF REPORT</p>	<ul style="list-style-type: none"> • Unanswered notices to homeowners were sent to collections • Filed Liens • Released Liens • Managed AR Accounts • Reviewed accounts before sending 2019 assessments • Ordered equipment and supplies for CC • Developed RFP for website redesign • Developed RFP for annual printing • Requested updated deeds for outdated accounts • Attending committee meeting as liaisons • Updated registration for ECIA trucks & trailers • Cleaned Kitchen • Searched public domain movies • Created movie flyers • Took down holiday decorations

	<ul style="list-style-type: none"> Organized basement storage <p>Courteney:</p> <ul style="list-style-type: none"> Researched for board motions, policies and official paperwork and began organizing the files. Worked with Katrina to start compiling the policies and motions into one file and to upload them to the server. Began planning the 4th of July with staff. Held a monthly meeting to discuss a business fair, midsummer night’s music festival, a garden fair, and an earth day event with 285 recycles, yoga classes, tennis classes, Kabbalah, Technology classes, etc. Helped to setup events for EC&L such as a meditation class, Kabbalah, a documentary, etc. . Coordinated the first ECIA Orientation will function here in January. Held the first Movie Night at ECIA. ECIA staff was involved with the movie nights and other planned events by promoting ECIA events, HOAMCO, activities, staff involvement, and committees. Worked on a future SOP stating where the water, gas, electricity lines will be created with Maintenance supervisor in the future. Still working on updating the website with a Wix model and with a new template for the Vistas/Annau Report. Have worked with vendors to get a web designer. Worked with Bette Knight, Election chair on dates and schedule for the Annual mailing and candidate forums. Covered for Mark’s position by doing reports, inspections, and approvals for architecture and covenant compliance.
<p>Association Projects:</p>	<p>Status:</p>
<ul style="list-style-type: none"> - Well Evaluation - Stable water Leaks - Backwash - Back Flow 	<p>Complete. Well in good shape. 10gl per minute Ongoing inspections. Must be brought up to code AAA Allied is currently doing backwash study Anytime plumbing has replaced valve and brought up to code</p>

- Bath House Remodel	Architect has developed design
Committee	Update:
Election Committee	<p>Old Business: Election Checklist</p> <p>Bette informed the committee that two of the items on the checklist had been completed. The Election Key Dates were given to staff, however, a Calendar of Key Dates that would include dates from Finance and Election Committees has not been finalized for 2019.</p> <ul style="list-style-type: none"> • Status of 2018 Draft Bylaws Documents <ul style="list-style-type: none"> ○ The consensus was that documents on the inventory list with two or more votes would be retained. <p>New Business: 2019 Ballot/Quorum Proxy Statement</p> <ul style="list-style-type: none"> • Butch reviewed the documents and explained to Libby how they functioned. In the process, an error was corrected and some syntax was improved. • Bylaws and Civil Conduct Policy <ul style="list-style-type: none"> ○ The discussion was whether the Civil Conduct Policy could or should be included in the Bylaws. The Committee strongly recommended to the Board that policy should not be in the Bylaws as bylaws and policy documents inherently serve different functions. Also, if a policy was included in the Bylaws, making a change would be difficult and expensive, requiring a vote from the Members in Good Standing. The Bylaws authorize the Board to create needed policies.
F&G Committee	<ul style="list-style-type: none"> • New dog shade structures have been installed • Architect has developed pool renovation design • Pool house project moving along with different vendors
Finance Committee	<p>Public Comment—Barry Silver indicated interest in joining the Committee, and verbally outlined his qualifications; he will submit a written bio for the Board..</p> <p>1. Additions to/Adoption of Agenda—added items:</p> <ul style="list-style-type: none"> • Payment plans and implications for MIGS. Stacy offered to directly contact any ECIA members on any payment plan through HOAMCO web site to reaffirm that would leave them as non-MIGS if not paid in full by March 1—number expected to be very small. • Discussion of resurrecting a Finance Committee annual calendar—Committee members will review year’s contents for February meeting.
Stable Committee	<ul style="list-style-type: none"> • Billing is currently being revised due to new leaks discovered at the stable area • Four leaks were found and repaired • Currently 9 barns are for sale, please contact direct owners for pricing • Amelia and Mike were re-elected as Chair and Secretary

Info Committee

Old Business:

We discussed the Information Packet that is to be given to all new home owners. A listing of businesses and strategic phone numbers has been supplied by Fred Raznick. This info along with a letter from Board President and General Manager make up the packet. It should be ready to publish and put on ECIA web site as soon as a final review is done of the material.

Courteney and the committee discussed deadline dates for Vistas publication. The Info Committee would like to receive a draft three days before the committee meeting. It was also decided later that the Info Committee meeting would be the Tuesday after the Monday Board Workshop meeting.

The Facilities and Grounds has not proceeded on purchase of an electronic sign. This sign would replace the Agora marquee, with that marquee relocated to Ave Eldorado entrance. The Agora does not have electricity hooked up at this time. Another possible location is at Ave Torreon and Ave Eldorado.

Everyone agreed to some general changes to the Vistas look, including more white space, different type size (larger) and redo of calendar.

New Business:

Resident Sam Finn would like to run a series of articles about Eldorado's night Sky Resource. These would enhance appreciation and perhaps make all residents more aware of their lighting usage. Additionally, lectures and sky-watching events with telescopes could be planned. The committee encouraged submission of these articles.

Another resident would like to supply information relating to fire preparedness which could include articles, lectures and demonstrations. On January 17, 2019 Martin Vigil Emergency coordinator for the County will speak at Community Center and other events are planned. Will include such articles in the Vistas.

The cost of printing on recycled paper is approximately \$700 more per month. This cost will be tracked but no change immediately to recycled paper. The layout program used to create the Vistas will move from Quark to AffinityPro which should greatly enhance and ease the layout and production.

The ECIA office is preparing a pull-out calendar covering 1 year ahead, which will list the know upcoming firm date of events in the community.

Conservation Committee

Preserve projects:

**Ecotone proposals, billing, contract status, remaining work on 400 trails
Possible 301 re-route**

Regarding the Trail 401 gully, Jan-Willem Jansens said we need to decide what the problem is and the purpose of the restoration. He said the 401 trail is compromised, and we need to close that trail; water is eroding the trail and increasing the headcut. Even if we address the damage, we have to fill that gully or move the trail. Better drainage of the reservoir is important, as it is breached on far side. [See his handout "Trail 401 Gully Treatment Idea."] We need to first come up with a plan as to where we want the trail, then address drainage. Jan-Willem wants to know the scope and timeline.

John Parker expressed that since we are going to the effort of formulating a proposal, we ought to do as much as possible. He said it is really an old road, not

a trail, but that it might be nice to have a service road, e.g. for EMTs, a pickup with supplies (to repair the fence at foot of Cougar Canyon), etc.

Jan-Willem said he has \$900 in his proposal from last year and has spent 25%, so he can continue with the remaining \$675 and will do it for what he promised. He will contact Mike and set up a new contract. Mike said the best way to approach it would be to put everything in there, and then we could do it in phases if needed. Jan-Willem said this year we should address the trail reroute, plugs, start reshaping the gully, and put in some dams/brush to slow erosion in the gully, then the area will be functional and stable. More work can be done in the longer term. Work can start this spring, the sooner the better. The expectation with El Niño is a longer winter and plenty of spring precipitation, so we'll be well served to get it done sooner. John Parker warned it gets messy when wet, so Jan-Willem suggested May/June when it's drier, but if we have to wait until October/November that would be okay.

Regarding the 101/105, Jan-Willem agreed to walk it on field trip and would make a plan on what we agree needs to be done. We should talk about our priorities, then let him know about the total scope. John Parker said the 101/105 was a priority, and the area west of there, which is badly cupped and gullied; he suggested after the contract is in place and snow is gone to set up a time (February or March) to go out and to bring flagging.

Regarding the 301 loop, Tom Brimacombe said that at the southern point it becomes steep and goes up a knife-back ridge and a steep grade. There's a drainage with ponderosa pines at the southern tip of the trail where he would like to explore an alternative route through the valley and switchback up. He wanted to abandon that steep section, and build a more gradual section. In the next month he will do some flagging and make a map, and invited us to go out with him if we have time. John Parker said there are two ways up onto ridge already, and as a cyclist he enjoys the downhill and it doesn't seem to be having erosion issues. Tom and John agreed that we should go out to look at it, so an email will be sent out with proposed dates.

The Chair emphasized that for Jan-Willem the priorities are the 401 gully and the 101/105, but if he wants to be involved in the 301 he can adjust his scope of work.

Signage replacement and installation

Jim Daniel sent an email and brought images of the six trail signs ("You Are At") along the 300 trails, to review their condition. He said all show some fading/bleaching except the newest one, probably due to the fact that almost all are facing south with considerable sun exposure. He thought new signs should be put in shade to avoid this problem, but John Parker reminded us that the priority is line of sight. Jim said, in addition, that the circles at junctions are badly worn on three of these signs; we could make stickums. Mike said signs aren't that expensive, and that they have contracted with a Santa Fe company for full color signs (they make whatever style, font, colors, wording). Jim reminded us that we have to do signs for the 404. Carol Beidleman said if we replace signs we should make sure they all have consistent language regarding rules and safety etc., and that we should look at the status of signs on all the Preserve trails. The Chair said Mark used Fast Signs. Mike said to get copies of what you want, and they'll put it out for bid; if we have it as a package we should get better pricing, and just identify the problems with bleaching and they'll check on

	warranty. Elizabeth said there were some beautiful new signs in Lamy, and she'll check into who made them. John Parker mentioned the Galisteo Basin Preserve signing (Betsy Walker will check with her County trails contacts re who made them), and said there was a contractor who did both the design and fabrication which is more efficient and saves money. Mike will touch base with Mark to see what he had, and once we have something new Mike could digitize it and have it on file.				
After Hours Emergency Calls:					
None in the last 30 days					
Financial Reporting:			Status:		
December 2018 Financials November 2018 Financials October 2018 Financials September 2018 Financials			Emailed to BOD w/packet on 1/09/19 Emailed to BOD w/packet on 12/07/18 Emailed to BOD w/packet on 11/20/18 Emailed to BOD w/packet on 10/16/18		
Balances (as of 12/31/2018)			Operating Accounts: \$468,122.32 Reserve Account: \$1,063,340.55		
Reserve Contributions			TBD December 2018		
Notable Variances:					
Account #	Description	Budgeted	Actual	Variance	Comments
GL-5800	Office Supplies	\$6,000.00	\$11,750.94	\$5,750.94	Remodeled downstairs office and purchased two new desks.
Vendor Contract Expirations:					
Vendor	Services			Expiration Date	
Pool Pro	Pool maintenance			12/31/2018	

Respectfully Submitted by:
Julie Navarro | General Manager