



## Monthly Management Report for Eldorado

March 19, 2019

<b>Annual Meeting/Election:</b>		<b>Insurance Renewal:</b>	
May 2019		April 2019 – Daniels Insurance	
<b>Board Terms: One Year</b>		<b>Assessments</b>	
<p><b>President: David McDonald (Expires 5/4/20)</b></p> <p><b>Vice President: Libby Maclaren Expires - 5/3/2021)</b></p> <p><b>Secretary: Bernardo Monserrat (Expires - 5/3/2021)</b></p> <p><b>Treasurer: Joseph Gutierrez (Expires - 5/6/19)</b></p> <p><b>Director: Todd handy (Expires - 5/4/20)</b></p> <p><b>Director Open position (Expires - 5/6/2019)</b></p> <p><b>Director: Open position (Expires - 5/4/2020)</b></p>		\$525 annually	
<b>Investment Renewals:</b>		<b>Bank Signature Card, Board Member:</b>	
<p>ALLIANCE RES CD-501 – 2/27/21</p> <p>CAB RES CD-901 – 3/7/21</p> <p>NYCB RES CD-187 – 2/27/20</p> <p>BBVA RES CD-894 – 3/12/20</p>		<p>David McDonald – President</p> <p>Elizabeth Maclaren – Vice President</p> <p>Joseph Gutierrez- Board Treasurer</p>	
<b>Current Association Projects:</b>		<b>Status:</b>	
<b>HOAMCO / Accounting &amp; Staff</b>		<p>Russell Winslow continues as our Construction Manager for the pool renovation project.</p> <p>We are still interviewing for Project Manager &amp; Community Relations &amp; Event Coordinator.</p> <p><u>Maintenance</u></p> <p>All three maintenance positions have been filled. We are currently fully staffed in this department.</p> <p><u>Facility Attendants</u></p> <p>New attendant (Daisy) has been hired to work Saturdays &amp; Sundays.</p> <p>New attendant (Angelo) has been hired to work Monday – Friday.</p>	

<p><b>Bank Signature card update</b></p> <p><b>2019 R&amp;R Projects</b></p> <p><b>EAWS</b></p> <p><b>Prairie Dog Removal</b></p> <p><b>Gopher Removal</b></p> <p><b>Maintenance Update</b></p>	<p><u>Pool</u> Pool Manager has been hired, he will begin working on April 16<sup>th</sup>. All lifeguard applicants will be interviewed by GM &amp; Pool Manager after April 16<sup>th</sup></p> <p>Board President, Vice President and Treasurer have completed paperwork for Sunflower First National Bank to update the bank signature card.</p> <ul style="list-style-type: none"> <li>• Dog shade structures are now stained.</li> <li>• New benches for dog park have been installed.</li> <li>• Work on pool project began week of March 11<sup>th</sup></li> <li>• New wood flooring has been installed in Classroom</li> <li>• Lighting through CC is being upgraded to LED</li> <li>• Portable pitchers mount has been ordered</li> <li>• Safety netting for baseball field has been ordered</li> </ul> <p>Four proposals have been received to replace the water system at the stables. These will be reviewed on April 15<sup>th</sup> BWS.</p> <p>Eco-Solutions will begin Prairie Dog Removal in early April.</p> <p>Maintenance crew will be taking over gopher removal.</p> <ul style="list-style-type: none"> <li>• Courts maintenance</li> <li>• Cleaned out ECIA trucks</li> <li>• Weed removal and mowing at the stables</li> <li>• Trimmed trees around community center</li> <li>• Installed new dog park benches</li> <li>• Harrowed stable arenas</li> <li>• Came in over weekend to turn water on for the stables</li> <li>• Dog station maintenance</li> <li>• Installed infield dirt in baseball field</li> <li>• Installed gutter clips on gutters around CC</li> <li>• Stable fence repair</li> <li>• Worked on irrigation system</li> <li>• Picked up supplies in Santa Fe</li> <li>• Prepping summer equipment</li> <li>• Created flooring for shed storage unit</li> <li>• Stored pool covers</li> <li>• Installed CO2 detectors</li> <li>• Worked on gas heater in Railroad Building</li> <li>• Snow Removal / cleared walkways</li> </ul>
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<p><b>OFFICE STAFF REPORT</b></p>	<ul style="list-style-type: none"> <li>• Released Liens</li> <li>• Managed AR Accounts</li> <li>• Responded to records request</li> <li>• Working on vendor files for pool contractors</li> <li>• Reached out to vendors for new water system at stables</li> <li>• Reviewed water system proposals</li> <li>• Ordered equipment and supplies for CC</li> <li>• Attending committee meeting as liaisons</li> <li>• Reviewed and updated collections report</li> <li>• Training in ABQ</li> <li>• Worked on Vistas layout with IC committee</li> <li>• Coordinating Earth Day</li> <li>• Coordinating Fire Prevention Awareness</li> <li>• Planned Road Clean Up</li> <li>• Preparing for 4<sup>th</sup> of July</li> <li>• Created digital calendar for all events</li> <li>• Secured food vendor for Volunteer Appreciation</li> <li>• Home inspections while Mark was on vacation</li> <li>• Interviewed for Project Manager</li> </ul>
<p><b>Association Projects:</b></p>	<p><b>Status:</b></p>
<ul style="list-style-type: none"> <li>- Well Evaluation</li> <li>- Stable water Leaks</li> <li>- Backwash</li> <li>- Bath House Remodel</li> </ul>	<p>Work has stated to create new well pit</p> <p>Three proposals for new water system have been received</p> <p>New backwash, septic &amp; water systems are being installed</p> <p>Work started on March 11<sup>th</sup> and will be ongoing for the next few weeks.</p>
<p><b>Committee</b></p>	<p><b>Update:</b></p>
<p><b>Election Committee</b></p>	<p>Quorum Proxy Statement counting</p> <p>The counting process in the Election Procedures will be followed. The QPS is printed on the bottom of one page. The return instructions are printed above and inform the recipient to cut off the QPS and return it in the secure prepaid envelope.</p> <p>The Invitation to Observers and Criteria Rules were updated and a letter will be sent to the Board of Directors by the General Manager for QPS Counting Day. All observers, including the Board of Directors' representative, are to sign and return the document to the General Manager by April 29, 2019.</p> <p>Based on the number of QPS returned the last few years, the Election Committee will be able to count QPS without assistance.</p>

<p><b>F&amp;G Committee</b></p>	<p>Pool project is in full effect; all contractors are working well together. All deck and skimmers have been removed. Rough plumbing and framing is in the works. Additional mulch has been added to playground on Compadres Park.</p>
<p><b>Finance Committee</b></p>	<ul style="list-style-type: none"> <li>• The current estimate of costs to be incurred by 12/31/19 is \$740K/</li> <li>• A reasonable contingency for unknowns would be \$30K, for a \$770K total in 2019.</li> <li>• Phase II items to be completed in 2020 currently estimated at \$105K.</li> <li>• Target opening date is July 4, 2019.</li> <li>• The Facilities &amp; Grounds Pool Subcommittee would like to see a Jump Board installed as part of the rehabilitated pool. A check with our current insurer indicates this would add \$6K per year to the Association's current liability insurance, and also cost points earned for favorable claims history. The Association is in the third year of a 3-year contract, which is scheduled for rebid in 2020. Experience indicates that the presence of a Jump or Diving Board, in addition to added liability insurance cost, would reduce the number of carriers willing to bid to provide coverage.</li> </ul> <p>Stable Issues (water lines)</p> <ul style="list-style-type: none"> <li>• Current system leaking at \$9K/month purchased water rate. Water is currently turned on only about 2 hours/day; this restriction is not feasible during warmer weather when horses require water throughout the day.</li> <li>• Replacement distribution system estimate, including 36 Beacon meters (1 per barn) for remote customer readout, is \$110K.</li> <li>• 3 bids received, a 4<sup>th</sup> expected. Work will begin ASAP. <b>This contract will require Finance Committee review per Procurement Policy.</b></li> </ul>
<p><b>Stable Committee</b></p>	<p>Ridding arena panels have been ordered, we are waiting for them to be delivered so we may install them as soon as possible. New stable gates will be spray painted black and new reflectors will be installed on gate.</p>
<p><b>Info Committee</b></p>	<p>Currently working on new website and Vistas redesign. IC has been meeting with website vendors and should be recommending two vendors to the Board of Directors.</p>
<p><b>Conservation Committee</b></p>	<p>Southwest Mountain Surveys will be surveying our greenbelts. Tom Brimacombe was appointed new vice chair for the next three months (April 2<sup>nd</sup> to June 2<sup>nd</sup>). Jim D pointed out that deadfall is blocking the 101 trail near the Galisteo overlook. Paul Fink indicated he would attempt to remove the dead tree.</p>
<p><b>After Hours Emergency Calls:</b></p>	
	<p>None in the last 30 days</p>

Financial Reporting:	Status:
January 2019 Financials February 2019 Financials March 2019 Financials	Emailed to BOD w/packet on 2/07/19 Emailed to BOD w/packet on 3/07/19 Emailed to BOD w/packet on 4/04/19
<b>Balances</b> (as of 3/31/2019)	Operating Accounts: \$1,559,067.21 Reserve Account: \$1,104,963.83
<b>Reserve Contributions</b>	

#### Notable Variances:

Account #	Description	Budgeted	Actual	Variance	Comments
GL-8500	Capital Reserve	\$0.00	\$2,863.55	\$2,863.55	Purchased safety nets and portable pitchers mount
GL-5820	Printing	\$100.00	\$8,239.81	\$8,139.81	This was for annual report which was budgeted for May

Respectfully Submitted by:  
**Julie Navarro** | General Manager