



Monthly Management Report for Eldorado

July 15, 2020

Annual Meeting/Election:	Insurance Renewal:
July 2020	April 2021 – Daniels Insurance
Board Terms: One Year	Assessments
<p>President: Nancy Sulzberg (Expires - 5/2/2022)</p> <p>Vice President: Melicent D'Amore (Expires - 5/3/2021)</p> <p>Treasurer: Salvatore Monaco (Expires - 5/3/2021)</p> <p>Secretary: Carol Sanguinetti (Expires - 5/3/2022)</p> <p>Director: David Sorkin (Expires - 5/1/2023)</p> <p>Open Term (Expires - 5/1/2023)</p> <p>Open Term (Expires 5/1/2023)</p>	\$550 annually
Investment Renewals:	Bank Signature Card, Board Member:
<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>Salvatore Monaco</p> <p>Nancy Sulzberg</p> <p>Melicent D'Amore</p>
Current Association Projects:	Status:
HOAMCO Staff	<p><u>General Manager</u> - Julie Navarro</p> <p><u>Operations Manager</u> - Mike Rogers</p> <p><u>Executive Assistant</u> - Rachel Turnbough</p> <p><u>Pool Manager</u> - Jessica Collins</p> <p><u>Office Assistant</u> – Sarah Skagen</p> <p><u>Maintenance</u></p> <p>Leonard Prada</p> <p>Lawrence Sanchez</p> <p>Joe Everts</p> <p>Angelo Prada</p> <p>Anthony Prada</p>

Maintenance Update

- Set mouse traps and catching
- Weekly harrowing of all arenas
- Monthly dog park maintenance
- Cleared debris from all courts
- Changed marquees
- Mowing at stables
- Installed new trails on field fence at stables
- Added trail from lower arena to arroyo arena
- Repaired pass through gate by main gate at stables
- Painted over graffiti in culvert
- Removed old parking lot light poles
- Installed new parking lot poles
- Lagged lifeguard chair and repaired lifeguard umbrella
- Worked at Ojo de la Vaca trailhead
- Replaced basketball nets at Compadres park

OFFICE STAFF REPORT

- Implemented online reservation system
- Managed AR Accounts
- Released liens
- Responded to records request
- Ordered equipment and supplies for CC
- Provided payoffs for refinancing
- Attending committee meeting as liaisons
- Reviewed and updated collections report
- Set up payment plans for homeowners
- Account Reconciliations
- Set up all Zoom meetings
- Set up new stable owners in Caliber
- Distributed and collected liability waivers
- Booked pool reservations via phone and online
- Job descriptions
- Reorganized website
- Issued pool passes
- Provided first draft of 2021 budget

Association Projects:

- **Community Center Flooring**
- **Community Center Lighting**
- **Stable Water System**
- **Security Cameras**

Status:

- Complete.
- CC lighting, conference room complete. Classroom will be completed late July.
- Complete.
- Project Complete. Currently working with Mike Ault on online service for additional cameras.

<ul style="list-style-type: none">• Parking Lot Lighting• Mechanical Room• Pool Shade Structures• Additional Playground Equipment• Dog Park Annex• New F-150 Truck• Resurface of basketball courts• Parking Lot drainage improvement	<ul style="list-style-type: none">○ Complete.○ Complete.○ Complete.○ Complete.○ Complete.○ Complete.○ Complete.○ Complete.				
Committee	Update:				
Committee Meetings	All meetings are being held using Zoom.				
After Hours Emergency Calls:					
	None in the last 30 days				
Financial Reporting:	Status:				
January 2020 Financials February 2020 Financials March 2020 Financials April 2020 Financials May 2020 Financials June 2020 Financials	Emailed to BOD w/packet on 2/07/2020 Emailed to BOD w/packet on 3/05/2020 Emailed to BOD w/packet on 4/08/2020 Emailed to BOD w/packet on 5/07/2020 Emailed to BOD w/packet on 6/04/2020 Emailed to BOD w/packet on 7/09/2020				
Balances (as of 05/31/2020)	Operating Accounts: \$1,388,118.99 Reserve Account: \$522,349.93				
Reserve Contributions					
Notable Variances:					
Account #	Description	Budgeted	Actual	Variance	Comments
GL-5330	Sponsored Events	\$3,500.00	\$301.20	\$ 3,198.80	No events are currently taking place.
GL-5425	Payroll Facility Attendant	\$6,976.00	\$1,397.66	\$5,578.34	Office Assistant now being coded under Admin payroll.

Respectfully Submitted by:
Julie Navarro | General Manager