



Monthly Management Report for Eldorado

November 14, 2019

| Annual Meeting/Election: | Insurance Renewal: |
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| May 2019 | April 2020 – Daniels Insurance |
| Board Terms: One Year | Assessments |
| President: Nancy Sulzberg (Expires - 5/2/2022) Vice President: Melicent D'Amore (Expires - 5/2/2021) Treasurer: Nancy Sanguinetti (Expires - 5/3/2022) Director: David Sorkin (Expires - 5/4/2020) Director: Todd Handy (Expires - 5/4/2020) Open Term (Expires 5/4/2020) Open Term (Expires - 5/3/2021) | \$525 annually |
| 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 – 3/12/20 | N/A |
| Current Association Projects: | Status: |
| HOAMCO Staff | <u>General Manager</u> - Julie Navarro <u>Operations Manager</u> - Mike Rogers <u>Executive Assistant</u> - Rachel Turnbough <u>Community Relations</u> - Diana Oliver <u>Maintenance</u> Leonard Prada – Supervisor Lawrence Sanchez Joe Everts |

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| OFFICE STAFF REPORT | <ul style="list-style-type: none"> • Released liens • Presented 2020 Budget • Sent out stable billing • Managed AR Accounts • Responded to records request • Ordered equipment and supplies for CC • Attending committee meeting as liaisons • Reviewed and updated collections report • Notarized documents for homeowners • Worked on pet parade • Planning Winterfest • Planning volunteer appreciation dinner • Worked on 2020 R&R • Organized & updated stable files • Coordinated piano tuning • Account Reconciliations |
| Association Projects: | Status: |
| <p>- Well Evaluation</p> <p>- Stable water Leaks</p> <p>- Backwash</p> <p>- Bath House Remodel</p> | <p>New well is working perfectly fine, we have great water pressure.</p> <p>New water system is currently being installed expected completion date is September 16th</p> <p>New backwash, septic & water systems have been installed and irrigation design is created to distribute effluent.</p> <p>Phase 1 of bath house remodel is complete. RFP's for phase 2 have been sent out and should be received by Nov.19.2019</p> |
| Committee | Update: |
| Finance Committee | <p>Public Comment</p> <ul style="list-style-type: none"> • Joseph requested consideration of a recommendation to be added to a Board motion at the 10/24/19 meeting to clarify funding for Stable road repairs related to Stables water system replacement. Complete motion including recommendation for funding: Motion 1, below, (5-0-0). <p>General Manager's Report</p> <ul style="list-style-type: none"> • Review of changes made to budget since October meeting—updated to reflect \$66.5K Capital Family Changing Room requested by Board. Per sf cost of about \$500 plausible because of commercial codes and bathroom complexity. • Any 2019 budget issues/updates that would change year-end estimates – based on latest Financials and invoices as of October 31, 2019 as well |

Information Committee

as Board policy changes (e.g., paying for stable meters)

- Association Reserves review and expected delivery date of report; Review completed, report expected by year-end.
- The FC discussed the shift from paper to electronic filing of liens with Santa Fe County for overdue accounts. The fee for each application and each removal increases from \$25 to \$30, but staff time is saved. As a result, the FC saw no need to change the lien fee applied to each account from the current \$200.
- A second defibrillator was ordered in order to have one in the Community Center and one at the pool.
- Board has decided that water meter replacement costs (as part of Stables water project) will be entirely paid by ECIA. Already in existing budget numbers.

Board Liaison's Report

- Carol Sanguinetti was introduced as the new Board Treasurer.
- The Finance Committee recommended that Carol seek from the Board blanket routine authority to authorize transfers within the Balance Sheet General Ledger accounts, to include authority to authorize purchase and sale of securities such as CDs, with appropriate notice to Board and Finance Committee after such actions. This will allow the Treasurer to maintain proper cash balances and investment instruments.

Meeting October 14, 2019

Information Committee

Conference Room 7 PM

Call to Order

There was no quorum so a working meeting was held.

Attending: Nancy Sulzberg, Sandra Vreeland, Pam Henline, Lee Chiacos via phone

Attendees reviewed:

Published October Vistas

Review articles received for November Vistas

Review proposed Vistas December

Final Budget & Forum

Tree recycling? Holiday decorations?

Someone get to school

Article on youth-Libby

Holiday events

New Board members

2020 assessments

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| <p>Environmental</p> | <p>Ad Hoc Environmental Advisory Committee Minutes 11.8.19</p> <p>Environmental Stewardship Committee Agenda</p> <p>November 5, 2019</p> <p>Call To Order: Meeting called to order at 3:10pm</p> <p>Attendance: Karen Murry Stephanie Levy, ECIA Board Liaison David McDonald, Nancy Ostiguy was a few minutes late.</p> <p>Approval of the October 8, 2019 Meeting Minutes: approved</p> <p>Approval of the November 5, 2109 Agenda: Approved</p> <p>Board Liaison Report: David McDonald</p> <p>Pinon courtyard trees have been injected to control pitch moth.</p> <p>Pool bathhouse elm tree will be discussed at the Nov F&G meeting. Either removal or air knife and barrier the roots to keep out of Pool bathhouse building.</p> <p>EESC will ask Julie and F&G if the hike/Bike trails ant hills have been treated with diatomaceous earth.</p> <p>Old Business:</p> <ul style="list-style-type: none"> Review of the Environmental Audit. EESC will schedule a meeting with Julie to go over what still needs to be worked on at the CC. Will review installation of smoke alarms, door sweeps, correction of courtyard door part, removal of ivy and patching of holes, move employee posters to more visible area for employee access. Procedure for Environmental Management (PEM) and Proposal of Materials/Purchase Use (PMPU), Appendix A, were given final discussion and approved. Motion to send to the ECIA Board for recommendation the Procedure for Environmental Management (PEM) and the Proposal of Materials/Purchase Use (PMPU), Appendix A. Unanimously approved. New special meeting will be early next week to review and approval the EESC pre-approved List of Materials and Supplies with links to websites for ready access to review products or supplies as they are needed to find the most environmental and least harmful. This document will be included in the motion to send to the board. Discussion of ideas for community outreach was postponed to December's meeting |
| <p>After Hours Emergency Calls:</p> | |
| | <p>None in the last 30 days</p> |
| <p>Financial Reporting:</p> | <p>Status:</p> |
| <p>March 2019 Financials April 2019 Financials May 2019 Financials June 2019 Financials</p> | <p>Emailed to BOD w/packet on 4/07/19 Emailed to BOD w/packet on 5/10/19 Emailed to BOD w/packet on 6/05/19 Emailed to BOD w/packet on 7/06/19</p> |

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| July 2019 Financials | Emailed to BOD w/packet on 8/07/19 |
| August 2019 Financials | Emailed to BOD w/packet on 9/05/19 |
| September 2019 Financials | Emailed to BOD w/packet on 10/04/19 |
| October 2019 Financials | Emailed to BOD w/packet on 11/06/19 |
| Balances (as of 10/31/2019) | Operating Accounts: \$703,794.31 Reserve Account: \$455,950.64 |
| Reserve Contributions | |

Notable Variances:

| Account # | Description | Budgeted | Actual | Variance | Comments |
|-----------|--------------|------------|-------------|--------------------|--|
| GL-5280 | CC Supplies | \$300.00 | \$1,947.85 | \$1,647.85 | Purchased new defibrillator |
| GL-6003 | Pool Payroll | \$0.00 | \$13,057.68 | \$13,057.68 | Pool was open through Oct. |
| GL-6636 | Stable Water | \$1,000.00 | \$3,400.00 | \$2,400.00 | Water truck rental was coded to this GL. |

Respectfully Submitted by:
Julie Navarro | General Manager