

**Eldorado Community Improvement Association, Inc.**  
**Monthly Board of Directors Meeting FINAL**  
**January 15, 2015**

**TIME AND PLACE:**

A regular meeting of the ECIA Board of Directors was held on Thursday, January 15<sup>th</sup>, 2015 at the Community Center.

**CALL TO ORDER:**

President Ryen called the meeting to order at 7:00 pm.

**DESIGNATION OF QUORUM:**

The roll was called and the following members answered present:

Dag Ryen (President), Pam Henline (Vice President), Gershon Siegel (Secretary), Jeanne Calzada (Director), David Yard (Director), Todd Handy (Treasurer) and Greg Colello (Director). Staff members present were Mark Young and Paul Skojec from HOAMCO.

**APPROVAL OF AGENDA:**

President Ryen asked for approval of tonight's meeting agenda. Director Calzada asked for a few minutes before the meeting began to read a resolution into the minutes. All were in agreement with the agenda and it was approved unanimously.

**ANNOUNCEMENTS:**

President Ryen made the following announcements:

- The issue with an overcharge on the ECIA Buildings County Property Tax Bill is still pending due to the County Treasurer's office misplacing the records. County representatives have assured the ECIA that this matter will be resolved as soon as possible.
- There are now a number of Christmas trees on the ECIA grounds that residents are dropping off and will eventually be mulched. That mulch will be used in the dog park.
- Staff member Brian Bennett has added solar lights to the marquee closest to the ECIA which illuminates the sign enough to be read at night. Due to the fact that it is not bright the ECIA has not received any complaints from the neighbors about the lighting of the sign.

Director Calzada read a formal resolution in recognition of the outstanding voluntary service of Board President, and Acting General Manager, Dag Ryen. This Resolution is attached to these minutes as a formal record.

Following Director Calzada's reading of the formal resolution, resident Frank Schober also congratulated President Ryen on the recognition of his service and read a congratulatory letter from the Mayor of President Ryen's home town in Norway. He then presented a framed picture of it to President Ryen that depicted a Norwegian battle scene, in recognition of Dag's Norwegian ancestry.

**RESIDENTS:**

There were approximately five residents attending the meeting.

**OPEN FORUM**

There were no residents to speak under the open forum.

**CONSENT AGENDA :**

Treasurer Handy made a motion to approve the Consent Agenda. This motion was seconded by Director Calzada. The motion passed unanimously with all members in favor.

1. 15-01-01.1 Motion to approve Board minutes from the December 18th meeting
2. 15-01-01.2 Motion to approve the Treasurer's Report
3. 15-01-01.3 Motion to approve the Staff Report
4. 15-01-01.4 Motion to approve the Committee Reports

Copies of these documents are available upon request at the ECIA offices.

### **OLD BUSINESS**

There was no old business.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

1. 15-01-02 Treasurer Handy made a motion to adopt the fee schedule for HOA assessment certificates and HOA disclosure documents. Secretary Siegel asked for clarification on the matter of charges for duplicate assessment certificates from the ECIA in the future. Treasurer Handy pointed out that there may be a charge if it had been over 30 days since the original certificate had been requested and that there were charges to the ECIA associated with such a request. HOAMCO representative, Paul Skojec, stated that an updated status letter could be provided, at no charge, provided there was no change to the original requested letter. Director Colello asked for clarification from Treasurer Handy if these charges were in keeping with the signed contract with HOAMCO and Treasurer Handy confirmed that they were. Director Colello also questioned whether a home refinance would incur a certificate charge in the future and HOAMCO Representative, Paul Skojec, confirmed that a home refinance would incur a certificate charge, after HOAMCO took over on February 1st. This motion was seconded by Director Calzada and passed unanimously and the motion is attached to these minutes.

### **FINAL ORDER OF BUSINESS:**

There was no further business.

The regular meeting was adjourned at 8:00 PM and the Board went into executive session to discuss litigation issues at that time.

Submitted By:

Gershon Siegel, Secretary \_\_\_\_\_ Date: \_\_\_\_\_

### **COMMITTEE REPORTS**

Finance Committee:

Committee Liaison, Todd Handy reported the Finance Committee held their regular meeting on Wednesday, January 7, 2015 at 9:30 AM. The Committee did have a quorum. The Board Treasurer was also present.

The Committee was presented with the status of the following by the Board Treasurer:

-GM recruitment with HOAMCO

- Ongoing coverage of managing ECIA
- HOAMCO conversion status
- Review of the documentation retention policy options
- Discussion of the internal audit
- Update of the status for the external year end audit

Treasurer's Report: The financial statements were reviewed and discussed including

- Accounts Receivables
- Work on account coding review and corrections
- Collection procedures

The Finance Committee reviewed the startup of the 2015 operational calendar

The Committee will next regularly meet on Wednesday, February 12, 2015, at their regularly scheduled date and time.

Information Committee:

There was no January meeting and no report.

Facilities and Grounds Committee:

Committee Liaison, Todd Handy, reported that the Facilities and Grounds Committee held their regular meeting on Wednesday, January 7, 2015 at 4:00 PM. The Committee did have a quorum. The Board Treasurer was also present as the alternate board liaison.

The Committee was presented with the status of the following by the Board Treasurer:

- GM recruitment with HOAMCO
- Ongoing coverage of managing ECIA
- HOAMCO conversion status
- Update of the status for the external year end audit, notably the 2014 Reserve and Replacement (R&R), Maintenance, and Capital items

The committee commented on a possible R&R item not showing up on the P&L, it was pointed out by the Treasurer that the item (Base course repair) could have been mis-coded on the invoice.

The committee discussed several general items including:

- 2015 Base course repair, including the responsibility of the county's share with the recent MOU
- Budget amounts for R&R, repairs and Capital projects
- Snow removal on the basketball courts
- New recreational programs such as "Disc Golf", etc.

The Committee will next regularly meet on Wednesday, February 4, 2015, at their regularly scheduled date and time.

Road Committee:

There was no January meeting and no report.

#### Conservation Committee:

Director Yard reported that Greg Colello stood in for him as ECIA board liaison at the January Conservation Committee,

The reported the Conservation Committee met on Tuesday January 6<sup>th</sup> 2015, with Tom Brimacombe, Tom Bredenberg, Mary Clark, Cherry Payne, John Cannella, John Parker, Jim Daniel, and Mark Young in attendance, Greg Colello as liaison, with Greg Egemeier and Arnold Atkins as guests.

Discussed were the status of the new preserve trail head signs, which have been held up at the vendor. Possibility of utilizing another vendor was considered if the signs are not complete by March 1, 2015.

Remediation of green belt areas with goats, and possible remediation grazing with goats, will be presented to the Board for consideration.

The Committee acknowledged receipt of \$7800.00 as budgeted by the Finance Committee for 2015, which did not include funds to rebuild the Galisteo Creek damage incurred in September of 2014. The Galisteo Creek damages may require a federal Army Corp of Engineer permit and grant monies could be applied for.

Ecotone's prioritized list for 2015 will be presented to the committee in February. Tom Brimacombe offered a list of suggested projects to maintain, and repair trails 301, 401, 203, 201, and 105, as well as a master plan for 400, and 300 series trails. Mr. Brimacombe also recommended hand tool work on the trail in the green belt between Vista Grande Library, and the Rail Trail.

John Parker accompanied COLPAC on the newly acquired Thornton Ranch (by Santa Fe County), and recommended trail work to preserve sensitive archeology.

The County funded Rail Trail project has moved between Ave Vista Grande and Rabbit Rd, as well as the spur to the Community College.

The Committee reviewed its 2014-2015 goals, and considered a request for the Windmills and Dreams book to add the Conservation Committee's contributions to the ECIA from 1996 -2014.

In other business Greg Colello brought up the issue of eroded and rogue header trails on the greenbelts. Steve Griego requested via e-mail a Gallina Park trail project slated for 2016. Arnold Atkins brought up concerns of erosion between the Rail Trail and Enebro Rd, and it was decided to utilize Mr. Atkins for some volunteer work in the area.

Robert Egemeier attending his 3rd. meeting and was nominated to serve on the Conservation Committee. The Committee is very pleased to have Rob in our service.

Next meeting will be held at 7:00 on February 3, 2015.

#### Stables Committee:

There was no January meeting and no report.

#### Election Committee:

Committee Liaison, Jeanne Calzada, reported that the Election Committee met on Wednesday, January 14, 2015 with the required quorum in attendance. Both the meeting agenda & minutes

of the previous meeting were approved by unanimous vote. With no public in attendance, there was no open forum.

Following discussions regarding the Nomination Petition and the changes reflecting the accurate Date of Record as March 2, 2015 and general discussion regarding Open Meetings Act standards, the committee revisited their submission for inclusion in the Annual Report.

The committee discussed the 2015 election process and discussed tentative dates for two candidate forums. Dates will be forwarded to the ECIA Board for consideration and approval at the upcoming Board Retreat on Saturday, February 7, 2015. There was further discussion concerning a number of options for forum moderators.

The committee formalized election ballot language and discussed the proposed multi digit number on the ballot and mailing envelope to further enhance security.

Additional discussion focused on creation of a Non-Disclosure Statement for use with any vendor selected to print the ballots and the importance of such a statement for general use where necessary.

The committee's final activity of the meeting was a comprehensive review & discussion of the By-Laws Review Action List.

The next meeting of the Election Committee will be on February 7, 2015 at 2PM in the Community Center Conference Room.

Architecture Committee:

Board Liaison, Pam Henline, reported that there was just one meeting since the last Board meeting on January 7, 2015. At this meeting four roof mount solar applications were approved. Other plans reviewed at this meeting were as follows:

• It was felt that solar on 2nd story roof at 1 Casa Del Oro Court could be a problem and a site inspection took place on January 10. It seemed that a ground location would be well screened and less intrusive. Resident will have to resubmit application for this change.

- Addition of room and portal to house were approved.
- Tear down and rebuild of fence was approved

• 2 Manzano Lane is allowed to have 2 satellite dishes. FCC regulations specify that as long as both dishes are needed and used, and one dish cannot get the desired reception, then those dishes are allowed. The board needs to look at policy regarding the covenants and AC rules and guidelines to reflect the FCC legal rules.

The AC committee voted to remove the necessity of providing electrical usage when applying for solar as according to the law, the ECIA cannot limit the amount of electricity generated.

ADHOC IT Committee

There was no report.