

ECIA Board Working Session Agenda
Thursday, May 17, 2018
Open Meeting / 4:00 pm
Community Center Classroom Building
Call to Order/Attendance

President David McDonald, Vice President Claudia Ahlstrom, Secretary Jody Price, Treasurer Joseph

Gutierrez, Director Henline, Director McCormick, were all present. Director Henriksen had an excused

absence. Community Relations Coordinator Courteney Handy and General Manager Isabel Ugarte were

present.

Announcements

Approval of Agenda

Motioned moved to approve by Henline, seconded by Price. Agenda approved.

Open Forum

- Eddie Marshal: He stated that there is a lot of work that needs to be done at the pool and also

suggested that the Pool should close after labor day: 1. Engineer study that needs to happen. The

contractor is suggesting September. 2. Lack of lifeguards as they go back to school. Eddie suggested that ECIA Vistas is not promoting enough to get lifeguards—Isabel and Courteney stated that eblasts have been done, marquee postings, web postings, craigslist postings, HOAMCO job postings, Pool ad hoc has reached out, there have been postings on Indeed. etc. Lifeguards are just not available due to a national shortage. Isabel said that the number of lifeguards that were here from two years ago, even from last year, the lifeguard numbers have gone down. Eddie said that other employees should become lifeguards here for ECIA.

o Henline responded that the Centennial closes at Labor Day, ECIA should ask the lifeguards if they would want to work here at ECIA after the closing pf Centennial.

McCormick said that the training here for lifeguards is very well done. An article in the Vistas would be good to pinpoint the education and need for lifeguards-put it in the July issue. McDonald suggested that a working group to focus on this lifeguard problem.

Henline volunteered to work with Eddie on this.

o The study for the pool needs to occur in September. The pool will need to be drained.

Eddie stated that Improvement has been taken away from the community.

Variance Requests

83 Herrada Road- resident wants to place a small accessory structure more than 15 feet from the home.

- Recommended unanimously by the architecture Committee to be approved. A screened fence

would be used to cover view of the accessory. Suggestions from Ahlstrom were to inform the neighbors of the accessory. Gutierrez suggested that a member/chair from the Architecture committee or Mark Young to be present to speak about the variances. The Variance would be going back to the Architecture Committee.

Consent Agenda Items

- Review of April 19 and 22, 2018 Board Working Session Meeting Notes; and April 25, 2018 meeting
- 1. 1. Correction April 25, meeting: Page 30 #7. Need to correct the 5 minute rule in the Board meeting

minutes. The tape was listened to and there was confusion on the 3 minutes vs. 5 minutes rule for

the open forum. The minutes need to be corrected.

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2. 2. Motion 4.25.05-Withdrawn, not dismissed.
3. 3. The meeting was not adjourned at 6:05 PM.
4. 4. What about the typos? –send them to Isabel.
5. 5. Isabel will be making all of the corrections and will submit the clean copies to the board.
6. 6. Board Working Session: “Gophers will be trapped and relocated” is not a complete sentence in

the notes.

7. 7. Price had excused absences for the Board meeting. Yard should be added to the list of attendants.
8. 8. The variances should be more concise and specify board meeting.
9. 9. Anne Salzmann’s name is spelled incorrectly in the Board meeting notes.

*All above will be added to the consent agenda.

- Review of April Covenant Compliance Report.
- Review of April General Manager’s Report.
- Gutierrez said that there may not be a need to discuss or approve the GM report if the report is

already emailed and given to the board. McDonald said that approving the report and discussing the report is a way to discuss what is going on at the office and what is being done.

- Henline asked if there was a minutes and agenda book, or a motions book. Katrina Pederson and

Patty Stevens have been working on this for every committee and board meeting. It is open for the public. Price said that there is a way to post all information from every meeting to the website

as well as the manager's report (without legal info. and staffing info) online. Price suggested a link.

- • McCormick suggested having a HOAMCO link on the new website to add information as well as

the manger's report. This eblast/post on the website would be updated monthly.

- • Due to the gopher infestation at the Stables, the budget for the gophers will be at least 10K over

budget. There are also lots of gophers near the dog park and baseball field. Isabel suggested a yearly contract to have Gopher patrol come out to come and take care of the gophers, so this infestation is taken care of and never occurs again.

- • Parking lot restriping will occur this Sunday. An eblast, marquee, and web posting will occur

tomorrow.

- • Update with the 11K bill with the water company and the leak. Isabel has spoken to the GM at the

EAWSD and she was able to negotiate the bill. ECIA is waiting to hear back from the EAWSD to hear of the price change.

- • Asset Panda (asset management software), has been working with Isabel and ECIA and is in the

process of training the employees on how to use the product. This product will help the ECIA employees to be up-to-date on expiration dates on tools, supplies, or equipment. Asset Panda will

also send work orders to the Maintenance crew in real time. Isabel will give a presentation on the

product when it is live.

- • Monday, May 21, at 10 AM, there will be a F&G and Finance committee meeting to discuss the

hike and bike trails. They will discuss: 1. The future years R&R (2019-20) with a look at moving projects forward or back as needed. 2. The projected capital expenditures over future years.

3. 3. Financing what is identified as needed projects. An RFP needs to be provided at the meeting.

- • Henline asked about the notary policy. Henline said that the community should be able to come to

the ECIA to notarize documents. Isabel asked if there was a motion passed for this? No, but Henline will write the motion. Isabel asked McDonald to explain what he witnessed this past week.

Managers from HOAMCO will be coming in to help with the staffing dilemma at ECIA. Isabel has not had a chance to ask other HOAMCO managers on their policies on notaries. Currently, ECIA

does not have a notary. Mark may be asked to become a notary.

Action Items

- • ECIA Recycling policies - Eldorado 285 Recycles
- • Tabled. The Representative didn't show up.
- • Review of 2012 Board policy relating to Amenity Use Group Eligibility and Risk
- • Gutierrez said there was a gentleman at the Annual meeting who had discussed the possibility of

not having alcohol on the ECIA property and why homeowners can't rent out the pool. By making residents rent, the lifeguards could be warned in the future of how many people will be at

the pool at one time so there is a sufficient amount of lifeguards. Gutierrez also said that there should be rentals for after hours at the pool.

- • McCormick suggested that there should be liability insurance. She wondered why the diving

board was not allowed back into the pool. Henline said that no insurance company will cover a diving board.

- • Henline argued that there is no need for ECIA homeowners to rent out the pool. In the past there

would be need for insurance and the coverage of the cost for the lifeguards. Could we allow after

hours parties from 8-10 PM?

- • Should ECIA be an alcohol-free place?
- • The 2012 policy does not discuss the pool. The policy will be updated by Henline.
- • Price said that the pool should be a first come first serve. There will be havoc if we allow a lot of

people reserving a certain spot every day, as there will be problems and the community will fight back. Isabel will look into the policy for pool rentals from 2015.

Management as well as current roster sheets for groups meeting at ECIA – Handy.

- • Tabled.
- • Communications with Residents, Community Forum- McDonald.

- McDonald would like three members from the board to sit at one table and listen to the community and let them talk to the board. This could be a once a month meeting that could benefit the community.

- Gutierrez said that this could make the meeting even longer as items on the agenda would

increase. Ahlstrom suggested that board members go to different viewpoints like the library, or agora, to hear what the community has to say, then send the information to the standing committees. Gutierrez asked how this type of communication is different than the open forum.

The difference would be casual conversation versus being on record.

- The first meeting would be June 4 @ 6 PM-7:30 PM. Classroom.
- Mailed in assessments not being received by Date of Record – McDonald

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- McDonald has heard many complaints that residents have complained that they mailed their

assessments way in advance before the due date, but then are not recorded until after the March

1st date. How does this get remedied? The election committee is tasked with this. Isabel said that

changing anything could affect the policy.

- Review of ECIA Committees best practices documents – Henline / Price.
- Price wants this document to clarify what each committee roles are.
- Review of Guidelines for ECIA postings on NDE – Henline / Price.
- Review of ECIA waiver forms – Henline.
- Henline will make a motion for next week.
- Electronic Meeting Policy – Price/McCormick
- Tabled. Amelia Adair will be sending in a sample of an electronic meeting policy from Colorado.
- Task force to study and report on the structure of Board Working Sessions – McDonald
- McDonald suggested that the reports section should be moved to the Board meeting as it will be

heard by a greater audience.

- Galisteo Basin support letter to Ed Moreno – Henline
- The conservation committee would like to write a letter to show the public how important the

Galisteo Basin is needed. No motion needed for this. All agreed to allow this letter to exist.

- Staff will get the letter on an ECIA letterhead and get David McDonald to sign.
- Election issues follow-up, duplicate ballots, other issues – Price
- Aiming for July to be discussed.

- • Pool closure after Labor Day – McDonald/Ahlstrom
- • Reasons for pool to be closing after Labor Day 1. Engineer study that needs to happen. The

contractor is suggesting September. 2. Lack of lifeguards as they go back to school. Please read

the Open Forum from above.

- • Action item to discuss the pool for the next meeting.
- • Moving Dog Park entrance – McDonald/Ahlstrom
- • Move the dog park entrance away from the pool. The slope near the entrance will also need to be

fixed. The recommendation from F&G is to open the old entrance for the dog park and to lock the

current gate for the pool season. The cost for this would be around \$1,500. Ahlstrom will write the motion for this.

- • Notification to Residents of the paving of Compadres – McDonald
- • This will be happening in the next few weeks. An eblast will go out when the date is confirmed.

Talk to the PR person (Christine Kelsey) from the County to get the complete letter stating what the County plans to do at Compadres.

Unpaid Goats

- • Henline brought up the fact that Amanita Thorpe is asking for the second half of her payment.

Amanita has sent the invoice and Isabel has sent the payment.

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- • The invoices from 2013 was \$2,300, from her previous job here at ECIA. There is a vendor file

for Amanita from 2013 that Isabel needs to look at it. Gutierrez suggested that there needs to be a

certified invoice proving that Amanita did the work. Isabel asked if there was a formal contract between Amanita and ECIA or proof of liability insurance. Isabel will look for the Amanita Thorpe file/previous motions from the board.

Reports

- • Conservation Committee Report – Henline.
- • Tabled to the next board meeting.
- • Election Committee Report – Price.
- • Tabled to the next board meeting.
- • Environmental Advisory Ad Hoc Committee – McDonald.
- • Tabled to the next board meeting.

- • Faculties & Grounds Committee – Ahlstrom.
- • Tabled to the next board meeting.
- • April Financial Report – Gutierrez.
- • Tabled to the next board meeting.
- • Information Committee Report – Price.
- • Tabled to the next board meeting.

Open Board Discussion

- • Recycled Asphalt Pavement-(RAP)
- • McDonald said that the County should come to meet with the group Better Eldorado to discuss

RAP. McDonald suggested that Better Eldorado should give their side of the story regarding

RAP. Gutierrez stated that ECIA doesn't have a say on what the County could do, ECIA can only

make suggestions. Price suggested that there should be a formal request for a presentation from

Better Eldorado to show the County and the Board. Henline said that the County should listen to the people whose roads are being affected and have the residents correctly notified. Isabel suggested an open forum. Gutierrez said that the open forum won't work because ECIA won't have answers. Instead, Gutierrez suggested that Ed Moreno and the County be there to see the presentation. Perhaps the Road Committee should be there as well.

- • Short Term Rentals – Henline
- • Tabled until June.
- • **Adjourn**
- • **Executive Session – Legal matter**
- • **Next Scheduled Meeting:** ECIA Board of Directors Meeting -- Wednesday, May 23, 2018 in

the

- • Railroad Building / 7:00PM: Open Meeting

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Notes taken by Courteney Handy