

Approved Minutes dtd 5/13/21
Finance Committee Meeting Tuesday, May 11, 2021
9:30 AM Electronic Zoom Format

Distributions: Previous Minutes, Financial Reports, Agenda

Attendees: Committee: Amelia Adair, Dan Drobnis (Chair), Kathy Ritschel; Board: Sal Monaco (President), David Sorkin (VP, Alt. Liaison); HOAMCO ECIA Staff: Julie Navarro (General Manager), Mike Rogers (Operations Manager), Kristen Kipp (Bookkeeper, Portfolio Manager); Guest: Joseph Gutierrez
Any ECIA member wishing a copy of distributions please contact financechair1@gmail.com

1. **1. Public Comment—None.**
2. **2. Adoption/Modification of Agenda—Rev B adopted as distributed.**
3. **3. Approval of Minutes**

April 15, 2021 Regular Meeting Approved as distributed.

4. **4. Financial Reports—15 minutes TOTAL** for Committee questions prior to meeting
 - Review of April, 2021, Income and Bank Statements
 - Review of Accounts Receivable and Collection Activities—Julie reported that she has contacted all accounts newly behind for 2021, and only 21 new liens have been issued for 2020 vs. about 80 for 2020. Accounts Receivable balance of money owed to ECIA is down over \$50K from April 2020.
 - Reserve Cash transfer--\$50K recommended by FC in April from Operations to smooth Reserve cash flow was done, but too late to show on April financial report.
5. **5. General Manager's/Operation Manager's Report**
 - Changes to near-term Replacement/Repair items—none in April
 - Sufficient Chlorine has been purchased for 2021 pool season to avoid possible shortages.
 - Preparations to maintain 30-yr R&R report and Financial Model in Asset Panda under way. FC expects to see:
 - Report of substantial progress in the form of preliminary reports at June meeting.
 - Reports with correct data available at July meeting for comparison to former EXCEL spreadsheet.
 - Reports at August meeting for use in Financial Model and 2022 budget discussions.
 - Compadres Basketball Court resurface scheduled for 6/28, tough enough to skateboard on.
 - New ground and tree lighting scheduled for Community Center patio.
 - Baby pool replastering scheduled—good time since Baby pool not opening.
 - Outdoor Shower—rinse only—installed, including hot water. Changing room also expected to be open.
 - Playground and Dog Park mulch being replaced/replaced.
 - A new Pool handicapped space has been designated for improved access.
 - Picnic table frames are good, only need new wood at cost savings.
 - Smart locks and gate latches proposed for Dog Park to limit access/liability from non-ECIA users.
 - Transfer of ECIA property near stables to EAWSD—Quitclaim deed prepared, but needs precise Boundary Survey to match existing fence—have it done professionally if necessary. Deed from AMREP to ECIA for stable property appears to anticipate property used by EAWSD being transferred.
 - Security Camera Installations—Compadres Park signals now received at Community Center, needs tweaking.

- Pool electricity use—gas space heaters being investigated for winter changing room and mechanical room freeze prevention for greater efficiency.
 - Other Committees, including Facilities & Grounds
6. **6. Board Liaison's Report**
- Organizational Meeting—New Officers Sal Monaco President, David Sorkin VP, Carol Sanguinetti remains Secretary. New Treasurer later in May.
 - Insurance done April 15.
 - Four people have applied for appointment to three open Board positions.
 - Committee Chairs will be asked to report at each Board meeting.
7. **7. Office Procedures Review plan and schedule**
- **Sal has dropped off review group, Joseph has joined. Date now Monday, 5/17, 10 AM on Zoom. Group:**
 - Amelia Adair
 - Dan Drobnis (Chair)
 - Joseph Gutierrez
 - Kathy Ritschedl
 - David Sorkin
8. **8. Capital Project Requests**
- **Azul Hike/Bike Update**
 - Mike has found former Azul map/survey and will forward to Joseph.
 - County has allocated \$10K for planning.
 - \$22.5K in 2021 budget for Legislative Match.
 - **Stables—Amelia will present to Board for Preliminary Indication of Interest.**
 - 4 culverts to improve drainage and facilitate road maintenance..
 - Obstacles in Arroyo to enhance recreational riding.
 - **Additional Marquee**
 - Area near Stables entrance may be on suitable ECIA property
 - Has easy access to electricity for lighting or remote programming
 - Amelia will coordinate survey at same time as EAWSD property transfer survey.
 - **Disc Golf Course**
 - Requires about 1 acre per "hole" with wooded obstacles.
 - Expected to be contentious wherever located.
 - Facilities/Grounds Committee proposing Los Alamos Park greenbelt near Ave. de Compadres.
9. **9. Next Meeting**
- WEDNESDAY June 9, 9:30 AM, Zoom. Note—not regular time to accommodate schedules.
10. **10. Adjourn 11:10.**