

ELDORADO

at Santa Fe

1 La Hacienda Loop
Santa Fe, New Mexico 87508
Office: (505) 466-4248

Draft ECIA Board Meeting Minutes

Tuesday, June 20, 2023

Via Zoom and In-Person in ECIA Classroom

Call to Order and Introductions

The meeting was called to order at 5:31 PM; held in-person and via Zoom. President Amelia Adair, Vice President Jonathan Turkle, Treasurer Joseph Gutierrez, and Directors Carol Sanguinetti and Ken Howard were in attendance and quorum was met. Secretary James Herbert Williams and Director Mary Bonilla had excused absences.

HOAMCO staff, General Manager Julie Navarro, Communications Director Jessica Neal, Operations Director Mike Rogers, and Covenant and Compliance Coordinator Mark Young, were present.

President Adair called for any additions or corrections to the Agenda as presented. Following discussion, Director Adair moved to approve the Agenda as presented without objections. Hearing none, the Agenda was approved as presented.

President Adair called for any additions or corrections to the Minutes of the May 16, 2023 Board Meeting as presented. Hearing none, Director Adair moved to approve the Minutes as presented without objections. Hearing none, the May Board Meeting Minutes were approved as presented.

Community Connections

Volunteers Sue Garfitt and Karen Koon were thanked and recognized for their advancement of the Pollinator Garden project. Residents Ryan Klinkrodt and resident Henry Lanman were thanked and recognized for their work to help bring the Bicycle Pump Track project to fruition.

Open Forum

There were no questions or comments from the membership.

President's Report and Announcements

President Adair announced ECIA's annual **4th of July Celebration and parade**. There will be a **Bike Decorating Party** at the Community Center on **July 3 at 4 PM**. The VRRC will hold a **New Resident Welcome event at the Community Center on July 15 at 9:30 AM**.

Treasurer's/Finance Report and County Liaison Update

Treasurer Gutierrez reported as of the end of May, the Association has spent 29% of the 2023 budget. \$34,700 receivables have been uncollected, with 2% outstanding. The current cash account has \$327,558, which is higher than this time last year and shows ECIA has strong financial health.

Mr. Gutierrez attended a meeting hosted by Santa Fe County to discuss Infrastructure Capital Improvement Projects (ICIPs). He reported on the status of the County's hike/bike trail work in Eldorado. ECIA's ICIP priority requests are still the same as last year: upgrading Compadres Road and the Azul hike/bike trail, and those projects are on the County's ICIP list.

The Finance Committee (FC) will be taking a closer look at the reserve projections in the next two Committee

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meetings, in anticipation of 2024 budget discussions.

Following ECIA's issuance of a request for proposal through our architect, bids for assembly of the maintenance facility capital project have come in significantly higher than the originally budgeted amount. The FC discussed possible options at its June 13 meeting, and has requested more information from the bidders, plus year end budget projections from GM Julie Navarro. OM Mike Rogers and FC member Russell Winslow, who is tracking this project, will report to the FC at its July 11 meeting, so the FC can make a recommendation to the Board for consideration at the July Board meeting.

Management Report

GM Navarro presented her monthly report in writing. She also reported that operations and compliance assistant, Jocelyn Rizo, resigned. Current staff will absorb her responsibilities. GM Navarro is working on budget projections and preparing the first draft of the 2024 budget. Committee chairs were asked to provide their 2024 budget requests to GM Navarro by **July 7, 2023**. 14 lifeguards have been hired; the Board requested an update next month on how many lifeguards are likely to stay past Memorial Day, and how we can incentivize guards to stay.

ECIA's insurance broker informed the office that our commercial general liability insurance carrier, Cincinnati, has advised us we may no longer allow any sports-related lessons to be provided at any common area amenity. Since the Stable Amenity is insured by a different Farm and Ranch carrier, Scottsdale, which is more flexible, lessons may continue to be provided at the Stable Amenity. Following discussion, GM Navarro will continue investigating insurance options with other brokers and the ECIA's attorney, and seek a clear statement of unapproved vs. approved activities from the insurance carrier. The Board requested management be proactive in communicating changes and restrictions on lessons to members via signs and written and electronic notifications.

OM Rogers reported the gas line at the pool has been repaired and is holding pressure. Once the line is inspected, the gas meter will be reinstalled, and the pools can then be heated. Meanwhile the pool is open. The pump track is complete and is being well-used. There will be a **Grand Opening ceremony and First Ride at the 4th of July Celebration at 1 PM**. The Dog Park entry system is expected to be completed by the end of this week. Residents will be notified when they are able to access the park with their proximity cards.

CD Neal thanked Members for providing their feedback on the Draft/Proposed Social Media Policy. Many suggestions were relevant and will be incorporated in a revised version of the policy to be presented to the Board prior to the July meeting. CD Neal will investigate Facebook's options for security of the ECIA Board, volunteers, staff and commenting members. CD Neal reviewed recently updates on the ECIA website including more information on the first page, comment forms for residents, and reorganization of the Board webpage where residents can review and comment on draft policies.

Motions

1. Treasurer Gutierrez moved to approve the Facilities and Grounds Committee recommendation of an ECIA Amenity Guest Policy which states "Residents take priority over guests during play times at all ECIA amenities". Director Ken Howard seconded and with all in favor, the motion was approved.
2. The Conservation Committee (CC) motion was discussed during New Business as part of the discussion of current trail categorizations; please see below for details.

Committee Reports may be viewed on their respective page of the ECIA website: www.eldoradosf.org. The

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quarterly Committee Chair Meeting will be held July 13. Committee chairs should send agenda items to President Adair. Director Howard reported the Bylaws Review Committee members have all agreed to serve, and the initial meeting will be held July 10. The CC reported that it will discuss the feedback from the townhall regarding the Greenbelts management policy at its next meeting. Compliance Policy Update Task Force requested Director Howard to serve as a Board liaison. F&G Committee reported on the progress of the pollinator garden reserve replacement project which will be named in honor of late ECIA volunteer Nolan Zisman. Vice President Turkle reported on the GIS project. The Volunteer Retention and Recruitment *ad hoc* Committee reported on the new resident welcome event, memorials, and other activity. It will be reviewing its charter at its next meeting. The Architecture Committee (AC) reported on the number and type of projects, the status of the project to update the Architectural Guidelines, and the many public comment opportunities coming up. It plans to recommend to the Board new standards for staff and AC authority over routine items.

No Variance Requests

Old Business

- Board retreat follow up – the Board plans to hold a retreat this fall to conduct strategic planning. GM Navarro will seek a third-party facilitator for this event, and the Board will work on scheduling it during the upcoming Committee Chair Meeting.
- Executive Assistant Ciara Walsh discussed a draft annual Board Calendar with President Adair. President Adair shared the proposed Board monthly calendar which includes various deadlines for the Board, committees, and staff to get the agenda, motions, and board packet ready before Board meetings, and minutes posted afterwards. At least two Board members will meet following the FC meeting (held a week before the Board meeting) to review the agenda, motions, tasks from the previous meeting, and determine progress of policies and motions expected on the upcoming meeting agenda.

New Business

- Review current trail categorizations in ECIA greenbelts and the Preserve. Vice President Turkle and CC rotating chairs Thomas Bredenberg and Paul Butt explained trail standards, definitions, and the plan for re-routing a non-approved trail access point into the greenbelt off Camerada Loop due to erosion. After discussion, the Board determined this project is a maintenance project within the CC's authority, so no Board action is necessary for the project to go ahead. The Board requested a matrix of trail types, standards and which trails meet those standards for posting on the website and sharing with the community. Paul Butt will prepare a list of terms and definitions to present at the CC meeting.
- Proposal for a staff position to manage ECIA open spaces -- the CC has proposed ECIA hire a staff person to oversee ECIA open space including greenbelts and the Preserve. The CC will provide a job description, qualifications, and estimated payroll to GM Navarro, for consideration by the Board as part of the 2024 budget.
- ECIA staff will prepare a flow chart clarifying communication responsibilities of the Board, committee chairs and staff.

Adjourn

With unanimous approval, the regular Board meeting adjourned at 8:42 PM. The Board moved into Executive Session to discuss legal matters. The next regular Board Meeting will be held in-person at the Community Center and via Zoom **Tuesday, July 18 at 5:30 PM.**