

Monthly Management Report for Eldorado



September 2023

Annual Meeting/Election:	Insurance Renewal:		
May 2024	April 2026 – Daniels Insurance		
Board Terms: One Year	Assessments		
President: Amelia Adair (Expires - 5/2026) Vice President: Johnathan Turkle (Expires 5/2024) Treasurer: Joseph Gutierrez (Expires - 5/2026) Secretary: James Herbert Williams (Expires - 5/2025) Director: Carol Sanguinetti (Expires 5/2025) Director: Mary Bonilla (Expires 5/6/2024) Director: Ken Howard (Expires - 5/2026)	\$570 annually		
Investment Renewals:	Bank Signature Card, Board Member:		
ALLIANCE RSV CDARS CD-783 (1/18/24) 4.25% ALLIANCE RSV CDARS CD-742(3/7/24) 4.65% ALLIANCE OP CDARS CD-087 (12/07/23) 4.25% ALLIANCE RSV CDARS CD-538 (10/12/23) 2.85% CIT RES CD-901(3/7/24) .80%	Amelia Adair Joseph Gutierrez Jonathan Turkle		
HOAMCO Staff	General Manager - Julie Navarro Operations Manager - Mike Rogers Executive Assistant - Ciara Walsh Director of Communications - Jessica Neal Covenant Compliance Officer - Mark Young Administrative Assistant - Paola Artega Facility Attendant - Katelyn Navarro Pool Manager - Logan Dutton		

	<u>Maintenance -</u> Leonard Prada - Lawrence Sanchez - Angelo Prada - Anthony Prada – Thomas Stagl
Maintenance Update	 Set mouse traps and catching Set Gopher traps Weekly harrowing of all arenas Monthly dog park maintenance Relocated round pen arena Picked up tree trimmings from volunteers Mowing at stables Mowing around CC Mowed hike and Bike Trails Installing new beacon meters at stables Replaced posts on dog park fence Covered graffiti in box culvert by stables Moved round pen at stables to new location
MANAGER REPORT	 CMCA recertification complete Completed CAI Community Leadership Training M-203 Signed up for CAI Community Governance Course M-204 Held monthly staff meeting Working on updating SOPs Hired new Compliance Administrative Assistant Participated in Board Retreat Working on Paid Holiday Policy Updated staff flowchart Updating job descriptions Managed AR Accounts Responded to records request Followed up on payment plans Reviewed and updated collections report
	 Working on AR accounts to obtain payments Updated 2024 budget v6 Scheduling next Board Retreat June 8th 2024 Stable beacon meter training Working with new Reserve Study company
Association Projects:	Status:
Capital Projects	

Association Projects:	Status:
Capital Projects New Maintenance Facility Pump Track Stable Training Equipment Speed Bumps Dog Park Entry System	In progress Complete Complete Complete Complete

R&R Projects Classroom Floor Ice Maker Stove & Refrigerator Kitchen Remodel Island Xeriscape Pool Manual Vacuum Kubota Tractor Toro Mower	Meeting with contractors for quotes Volunteers working on this project Complete. Complete. Complete.				
Committee	Update:				
Committee Meetings	All meetings are being held using Zoom and some are also being held in person. Please contact the office for more information.				
After Hours Emergency Calls:					
	None in the last 30 days				
Financial Reporting:	Status:				
September 2023 Financials	Emailed to BOD w/packet on 10/5/2023				
Balances (as of 9/30/2023)	Operating Accounts: \$882,619.93 Reserve Account: \$1,301,926.95				

Notable Variances:

Account #	Description	Budgeted	Actual	Variance	Comments
GL-5885	Vistas Newsletter	\$4,166.67	\$8,545.67	\$4,379.00	This covers two months
GL- 5857	Maintenance Uniform	\$541.67	\$1,407.76	\$ 866.09	Purchased work boots for maintenance team

Respectfully Submitted by: **Julie Navarro** | General Manager