

**LAKE MOOVALYA KEYS
Board of Directors
Regular Meeting**

July 2, 2012

CALL TO ORDER

Vice-President Chuck Baker called the regular meeting of the Lake Moovalya Keys Board of Directors to order at 6:02 p.m.

PRESENT

Vice President: Chuck Baker

Secretary/Treasurer: Laura Lancaster (via teleconference)

Board Members: Chris Chambers, Blane Coon, William (Squeak) Kossnar, Ryan Shubin, Kit Furnell & Christie May Ward (via teleconference)

ABSENT

President: Jack Sweeney

OTHERS PRESENT

Bookkeeper/Recording Secretary: Sue Thomson

General Manager: Heather Wilson

Legal Counsel: John C. Churchill

Guests: Carla Faulkner (David Plunkett Realty)

CALL TO PUBLIC

MINUTES

Mr. Kossnar moved to approve the June Minutes; Ms. Lancaster seconded the motion, with one correction, and the motion carried unanimously.

FINANCIAL REPORTS

Bookkeeper Report, Prepaid Bills & Bills for Approval – There was a discussion about the tools that were recently replaced; the continuing service of our webmaster, Net Serve Onsite; and Kirk Construction's invoice, which includes seven hours of labor on the guard shack door project. Mr. Chambers said that the door jamb also had to be taken out and replaced, and he doesn't know exactly how long they were there, but it was a long time. Ms. Wilson said they made two trips. Mr. Baker said we should have gotten a bid. The McIntosh Controls' (additional) invoice for \$644 for gate repairs was discussed. Mr. Chambers said his price is great, considering he had to rebuild the entire system, whereas the last vendor monkey rigged it. Ms. Wilson said the gate is working, but the keypad is not. Mr. Chambers said McIntosh seems very

knowledgeable. Mr. Kossnar moved to approve payment of \$644 to McIntosh Controls for the additional gate repairs and to approve payment of the Prepaid Bills and the other Bills for Approval. Ms. Wilson said that McIntosh bill was for the motor and the box, and that he offered to come to the next Board meeting. Mr. Chambers said he spent at least twenty minutes with him. Mr. Shubin seconded the motion; there being no further discussion, the motion carried unanimously.

PREPAID BILLS FOR APPROVAL

Date	Num	Name	Memo	Amount
		Larry's Professional		
06/07/2012	6454	Painting	Paint guard shack door & jam	249.31
06/07/2012	6455	McIntosh Controls, Inc.	Entrance & exit gate service & repair	672.84
06/07/2012	6456	Auto-Owners Insurance	Liability/Property	2,234.39
06/07/2012	6457	Allied Waste Services	3-0527-0040037	2,457.33
06/07/2012	6458	Frontier	667-2840	58.67
		"	667-4484	140.31
06/07/2012	6459	Davis Building Supply	Guard shack door supplies	13.34
		"	Oil, trimmer line, saw blade	92.45
		"	Security supplies	66.57
06/11/2012	6460	Christopher Risen	Tube Float security 24 hrs. @ \$15/hr.	360.00
06/11/2012	6461	Troy Denham	Tube Float security 15 hrs. @ \$15/hr.	225.00
06/11/2012	6462	Henry R. Baca	Tube Float security 17 Hrs. @\$15/hr.	255.00
06/11/2012	6463	Scott Looper	Tube Float security 12 hrs. @ \$15/hr.	180.00
06/11/2012	6464	Heather Wilson	Power washer (Home Depot)	434.31
		"	Lawnmower, trimmer & hedger (Sears)	744.06
06/13/2012	6465	AT&T	928-667-4484	30.63
06/15/2012	6466	Heather Wilson	Advance	925.00
		"	Fuel	100.00
06/19/2012	6467	APS	732930287 & 589381281	1,709.34
06/19/2012	6468	Brooke Utilities, Inc.	53017-11860	292.67
06/28/2012	6469	Otis Hall	June Groundskeeping	650.00
06/28/2012	6470	Heather Wilson	June balance	925.00
		"	Fuel	100.00
06/29/2012	*	Sue Thomson	June	1,150.00
		"	May Pitney Bowes Rental	28.00
				14,094.22

BILLS FOR APPROVAL

NetServeOnSite (annual website maintenance)	150.00
Kirk Construction (guard shack door)	1,009.15
McIntosh Controls (gate repairs)	644.39
Law Office of John Churchill (May & June services) – HOA	225.00
Law Office of John Churchill (May & June services) – Grybowski	22.50
Law Office of John Churchill (May & June services) – Vescio	75.55

Mr. Shubin moved to approve the June Balance Sheet; Ms. Lancaster seconded the motion, and the motion carried unanimously. Ms. Lancaster moved to approve the June Profit & Loss Statement; Ms. Ward seconded the motion, and the motion carried unanimously.

Collections Report – Mr. Churchill is to handle the Lot 200 (Riddle) collection matter. Mr. Churchill presented trust account checks from his office representing Mr. Vescio's payment in full of the court-ordered attorney fees. Ms. Thomson reported that the Grybowski's (Lot 201) paid \$847.50 today towards the court-ordered judgment against them. Ms. Thomson was asked to get a copy of the judgment from Mr. Churchill's paralegal and send a letter and a current statement to the Grybowski's.

GENERAL MANAGER REPORT

Ms. Furnell said she feels bad that Ms. Wilson is picking up dog poop. Ms. Lancaster reported that the vacant lot on Yaqui Loop is full of dog poop. Mr. Kossnar said the vacant lot on Apache Loop is the same. Mr. Baker asked that lot numbers be included in the General Manager's report items relating to loud music complaints. *Mr. Chambers moved to approve the June General Manager's Report; Ms. Furnell seconded the motion, and the motion carried unanimously.*

OLD BUSINESS

Security for the shed has been improved with a better lock, and Otis is aware that he is to use the shed for our equipment only.

Ms. Wilson talked about the gate motor being repaired and that the keypad is sporadically acting up; it works when reset, then it stops working again. McIntosh said that with as many people that we have coming in and out, the solenoid wears out, and he thinks replacing that part might fix it. Ms. Wilson reported that Mr. Sweeney told her he could install the part when he returns on Friday. The McIntosh bid is an over-the-phone diagnosis, and Mr. Sweeney thinks the problem is something else. The gate has been left open during all of these problems. McIntosh believes the motor was not previously well maintained, but it will be fine, and he thinks what we have is not a bad system. Mr. Kossnar said Mr. Sweeney will be busy when he returns, and we should pay McIntosh to fix it. Mr. Churchill advised that the problem with Mr. Sweeney fixing the gate is that we have no recourse if something goes wrong.

Mr. Kossnar moved to hire McIntosh Controls to repair the gate per the McIntosh proposal and to expedite the part. Mr. Baker seconded the motion. Ms. Furnell suggested that we get different bids for different scenarios if the problem turns out to be something else, in light of the fact that the next Board meeting is not until September. Mr. Chambers said Mr. Sweeney and Ms. Shockley have previously reprogrammed the gate more than once, and McIntosh may recommend a new keypad system. Ms. Ward asked if we have inquired of other HOA's whether they have these issues. Ms. Wilson said that the situation is due to heavy usage, and parts needs to be replaced every year or 18 months. Mr. Baker agreed that we have a tremendous amount of usage, and should we be looking at a new keypad system. Ms. Wilson said the antenna has been replaced. Mr. Chambers said we had two antennae (one for the old clicker, and one for

the new one) and the system would lock up with too much button pushing. He said he attempted to call McIntosh, but he was not available. Mr. Baker suggested e-mail communication between Board members to approve recommendation(s). Mr. Kossnar said this is not a regular maintenance budget item. Mr. Baker said if it's a lot of money, we can have a special meeting. Mr. Kossnar suggested a \$1,000 budget, and he retracted his motion.

Mr. Baker moved to authorize Ms. Wilson to call McIntosh Controls, and if McIntosh feels we have the correct system and it's adequate for our purpose, then McIntosh is to proceed with ordering parts per the bid and do the repairs. If McIntosh thinks our system is antiquated and inadequate, then he is to recommend something else besides the bid fix, and that he give us a bid, at which time we will e-mail the Board and make a decision. Mr. Kossnar seconded the motion, and the motion carried unanimously.

Mr. Kossnar said he has the sign verbiage. Ms. Lancaster said putting signs on the gate would add more weight to it. The signs should read: *This Property is Under Surveillance*, and *No Trespassing...Residential & Guests Only*, per Deputy Knowles, with the appropriate A.R.S. Section number(s). The signs need to be posted before the entrance. Mr. Baker suggested they be put on the gate. *Mr. Kossnar moved to approve the purchase of two signs that say, "This Property is Under Surveillance", and "No Trespassing...Residential & Guests Only" with the proper A.R.S. Section numbers. Ms. Furnell seconded the motion, and the motion carried unanimously.*

Mr. Coon said he received a complaint about the Robby Gordon *SPEED* banner at Lot 223, and is this a different issue from the Rich Ferber Parasail advertising logo on his parasail boat. Ms. Furnell said she believed the *SPEED* banner is not the same thing. Ms. Wilson was asked to talk to Ms. Shockley about removing the banner in order to comply with the CC&R's.

NEW BUSINESS

Mr. Baker reported that Otis's job duties can be increased; that the oleanders may need to be trimmed annually. It was noted that we have no recycling dumpsters; that we should probably look into that, and that is something Otis could monitor. It was noted that Otis had four people going through the trash bins "recycling". Mr. Baker asked Ms. Wilson to review Otis's duties and see what else she thinks Otis needs to do. Mr. Baker said he thought that the trees and the weeds by the bridges need to be cleaned. He asked Ms. Wilson to make her recommendation at the next meeting. Mr. Churchill advised that we should make it clear to Otis that he is an independent contractor and that by his using other people to help him, he is creating a problem. A consensus of the Board (Ms. Lancaster, Ms. Ward, Mr. Coon, Mr. Kossnar, Ms. Furnell and Mr. Baker) agreed it is not a good thing.

Mr. Kossnar made a motion that no dumpster diving be allowed. Ms. Ward seconded the motion. Mr. Kossnar suggested designating an area for recycling. Mr. Chambers said Otis originally was going through the dumpsters to pull out big metal and appliances, but now he is going through everything. Mr. Baker suggested that Otis propose to us a recycling plan, and Ms. Wilson said we should designate a recycle bin, but it was noted that people will have a hard time complying. Mr. Churchill would like to

see the Association's liability reduced by having Otis suggest a recycling plan. Mr. Baker said that the General Manager is in charge of the groundskeeper, and she oversees Otis. *There being no further discussion, the motion carried unanimously.* Mr. Baker asked Ms. Wilson to go back to Otis and revise his Job Description, and we will evaluate his duties and compensation at the next Board meeting. Ms. Wilson is to show the Board what she started on his Job Description revision.

Mr. Chambers said we need to re-gravel the parking lot, especially the portion by the gate. Mr. Kossnar suggested 3/4" gravel, and Mr. Chambers said Colorado River Sand & Rock will spread it. Mr. Baker said gravel can tear up the street if it gets dragged out of the lot, so he suggested 2" rock to. Mr. Chambers said the perimeter area is still in good shape, the center section is all that's bad. All trailers would have to be removed for the re-graveling. *Mr. Chambers made a motion to approve the purchase, delivery and spreading of two 28-ton loads of 2" rock, not to exceed \$500. Mr. Kossnar seconded the motion, and the motion carried unanimously.*

Mr. Baker reported that although July 4 is occurring mid-week, the Association decided to hire security for the weekend prior to the 4th, as well as security for the weekend after the 4th. There will be someone posted at the gate from 2 p.m. on Friday until midnight, as there was last weekend. There was, and will be, a security person patrolling from 8 p.m. to 3 a.m. nightly on both holiday weekends. Ms. Furnell recommended security personnel wearing "Security" t-shirts. Ms. Wilson said they had bright yellow vests on. Ms. Wilson will get the "Security" t-shirts.

Ms. Kossnar made a motion to hire security personnel for Labor Day weekend. Ms. Lancaster seconded the motion, and the motion carried unanimously.

Mr. Baker said he drove all around the Keys last weekend, and that Ms. Wilson is keeping track of all rental properties. He said that 60-70% of the people that were here last weekend were renters. Mr. Baker wants to defer Mr. Kossnar's agenda proposal to start charging fees to rental owners. Mr. Baker said he noted last weekend that rental properties had a minimum of four vehicles and 10-15 people, minimum, at each rental property. Ms. Furnell said she believed that any fee of this nature should not have to be borne by all homeowners, thus no general increase in dues. Mr. Kossnar said that if there wasn't a *Tube Float*, we would not have a need for security personnel; we would not be having dumpster problems; and the keypad at the gate would probably not have to be fixed. Carla Faulkner said her renters have openers, but Mr. Baker said if there are four vehicles for each rental unit, how do the other three vehicles get in? Mr. Kossnar asked what all of this costs the homeowners. Ms. Lancaster asked that the matter be tabled until September so the Board can come up with some solutions. Mr. Baker said we should monitor and see what it costs us, and Ms. Lancaster said she had no problem with that. Ms. Wilson is taking care of the Tenant Information Sheets, and she said some lots are suspected rentals, but it is hard to prove they are renting without knocking on doors.

Mr. Chambers suggested hiring someone to pressure wash the bridges at the end of the year when the River is lowered.

The next regular meeting date was set for September 10, 2012.

ADJOURNMENT

The meeting adjourned at 7:17 p.m.

Submitted by Recording Secretary, Sue Thomson

APPROVED BY BOARD OF DIRECTORS SEPTEMBER 10, 2012