

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

September 10, 2012

CALL TO ORDER

President Jack Sweeney called the regular meeting of the Lake Moovalya Keys Board of Directors to order at 6:00 p.m.

PRESENT

President: Jack Sweeney

Vice President: Chuck Baker

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

ABSENT

Secretary/Treasurer: Laura Lancaster

OTHERS PRESENT

Bookkeeper/Recording Secretary: Sue Thomson

General Manager: Heather Wilson

Guests: Charlie Ward (Lot 227), Gary Svider (Lot 233), Lauri Burke (Lot 122), Carla Faulkner (David Plunkett Realty)

CALL TO PUBLIC

MINUTES

Mr. Baker moved to approve the July Minutes; Mr. Shubin seconded the motion. Ms. Ward questioned the item on page 5, "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" and whether that should have been excluded from the Minutes since that item was not on the previous agenda. Ms. Thomson said, yes, it should be included, since the Minutes are a record of what transpires during meetings. Mr. Baker said anyone can bring up anything in a meeting, but he said this is why the matter got deferred. There being no further discussion, the motion carried unanimously.

FINANCIAL REPORTS

Mr. Baker moved to approve the Bookkeeper Report, Prepaid Bills & Bills for Approval. Mr. Kossnar seconded the motion, and the motion carried unanimously.

PREPAID BILLS FOR APPROVAL

Date	Num	Name	Memo	Amount
07/03/2012	6472	NetServeOnSite	1 year website service	150.00
07/03/2012	6473	Henry R. Baca	July 4th Security - 18 Hrs. @\$15/hr.	270.00
07/03/2012	6474	Christopher Risen	July 4th Security - 18 hrs. @ \$15/hr.	270.00
07/03/2012	6475	McIntosh Controls, Inc.	Entry gate motor repairs	644.39
07/03/2012	6476	Kirk's Cabinets & Countertops	Guard shack door repairs	1,009.15
07/03/2012	6477	Global Gate Controls, Inc.	25 remotes	313.75
07/05/2012	6478	Frontier	667-2840	58.67
		"	667-4484	62.15
07/05/2012	6479	Allied Waste Services	3-0527-0040037	3,001.66
07/05/2012	6480	Law Office of John C. Churchill	HOA (May & June)	225.00
		"	Grybowski (May & June)	22.50
		"	Vescio (May & June)	75.55
07/05/2012	6481	Davis Building Supply	Lawn & guard shack door supplies	137.82
07/05/2012	6482	SCF Arizona	505072 - May & June	253.00
07/10/2012	6483	Beaver Insurance Agency	United States Liability Ins.	1,454.00
07/11/2012	6484	AT&T	928-667-4484	25.30
07/11/2012	6485	Robert L. Kerbs, dba Parker Tree Service	Trim 6 palms & 3 trees	800.00
07/11/2012	6486	Christopher Risen	July 4th Security - 14 hrs. @ \$15/hr.	210.00
07/11/2012	6487	Henry R. Baca	July 4th Security - 20 Hrs. @\$15/hr.	300.00
07/13/2012	6488	Heather Wilson	Advance	925.00
		"	Fuel	100.00
07/17/2012	6489	APS	732930287 & 589381281	1,664.46
07/17/2012	6490	Brooke Utilities, Inc.	53017-11860	353.80
07/31/2012	6491	Heather Wilson	July balance	925.00
		"	Fuel	100.00
07/31/2012	6492	Otis Hall	July Groundskeeping	650.00
07/31/2012	6493	Sue Thomson	July	1,150.00
		"	June Pitney Bowes Rental	28.00
08/06/2012	6494	Allied Waste Services	3-0527-0040037	2,363.33
08/06/2012	6495	Frontier	667-2840	59.70
		"	667-4484	63.19
08/15/2012	6496	Heather Wilson	Advance	925.00
		"	Fuel	100.00
08/17/2012	6497	APS	732930287 & 589381281	1,541.04
08/17/2012	6498	Brooke Utilities, Inc.	53017-11860	293.05
08/17/2012	6499	AT&T	928-667-4484	26.24
08/17/2012	6500	K Storage, Inc.	M-3	247.50
08/23/2012	6501	APS	732930287	149.96
08/23/2012	6502	McIntosh Controls, Inc.	Keypad repairs #25103	401.23
		"	Gate motor repairs #25104	960.74
08/23/2012	6503	Parker Office Supply	GM supplies	147.04
08/28/2012	6504	Desert Dominion Security	Labor Day Security (21 hrs.)	528.15
08/31/2012	6505	Heather Wilson	August balance	925.00
		"	Fuel	100.00

08/31/2012	6506	Otis Hall	August Groundskeeping	650.00
08/31/2012	6507	Sue Thomson	August	1,150.00
		"	July Pitney Bowes Rental	28.00
				25,838.37

BILLS FOR APPROVAL

Law Office of John Churchill (July 20 invoice) – HOA	157.50
Law Office of John Churchill (July 20 invoice) – Grybowski	215.50

Mr. Baker moved to approve the July Balance Sheet; Mr. Coon seconded the motion, and the motion carried unanimously. Mr. Baker moved to approve the August Balance Sheet; Mr. Coon seconded the motion, and the motion carried unanimously. Mr. Baker moved to approve the July Profit & Loss Statement; Mr. Shubin seconded the motion, and the motion carried unanimously. Mr. Baker moved to approve the August Profit & Loss Statement; Mr. Kossnar seconded the motion, and the motion carried unanimously.

Collections Report – New activity was reported on the Collections Report.

GENERAL MANAGER REPORT

Mr. Kossnar moved to approve the July General Manager’s Report; Mr. Baker seconded the motion, and the motion carried unanimously. Mr. Kossnar moved to approve the August General Manager’s Report; Mr. Baker seconded the motion, and the motion carried unanimously.

OLD BUSINESS

The *SPEED* banner was removed from Lot 223 and replaced with a *NASCAR* banner. Ms. Burke asked about the parasail boat and sign, and Mr. Sweeney said the parasail sign is down, and if the boat is parked in the canal, there is nothing we can do about it, since it is a Federal waterway monitored by the Army Corp. The Army Corp can’t enforce wake laws, and they can’t deny access in a no-wake zone. No further action was taken on either matter.

Mr. Sweeney reported that the gate is now working. Ms. Wilson reported there hasn’t been one problem since it was fixed. Mr. Baker said the motor hadn’t been overhauled in ages. The repairs included replacing the keypad, gate controller and battery backup. Mr. Sweeney ran McIntosh through the system for about an hour, and it was determined there was no need to replace the system.

Mr. Sweeney said he is still working in California until October, and he hasn’t checked into a security system. He said if we want cameras installed on the streets, they would have to be on solar power, as there is no power on the Keys’ streets, and he said the cost to do this would be at least \$50,000-\$75,000. Signal transmitters would be needed on every pole that would have to be installed. He said when he looked at putting a pole in the trash bin area awhile back, the estimated cost was about \$7,500. Mr. Baker said

we talked about putting a camera at the first bridge and maybe one other one, plus a better camera to capture license plate numbers at the gate. Mr. Sweeney said it would cost about \$2,700 for a better camera to read license plates, one that zeros in on the plate and magnifies the numbers. He said it would cost between \$10,000 and \$12,000 for what Mr. Baker proposes. He said having a camera at the first bridge would capture everyone who gets in the Keys other than through the gate.

Mr. Baker suggested wiring electrical from the guard shack or Hopi Drive to the bridge. Mr. Sweeney said we would still have to cut the street and trench, and all we would be eliminating would be the solar aspect. He said 50 amp electrical would diminish by the time it got to the bridge. We would need a meter with power, with a solar signal or transmitter. He added that with the current camera, we can read most license plates because vehicles have to stop at the gates. Mr. Kossnar said we need to add more light at the entrance gate, as it is too dark. Mr. Sweeney said the exit gate is really dark, and lights would have to be placed on the side of the guard shack. Mr. Sweeney said he would look into it.

Ms. Wilson said she got a quote for the surveillance signs at \$43 each. There was a discussion about the language of the signs, and it was clarified that both signs would say the same thing, incorporating both warnings on each sign.

Otis's job description was updated by Ms. Wilson, who separated his compensation for trash duties from landscaping duties. She said his compensation for the trash duties comes to \$440 per month, with Otis cleaning up twice a week at \$15 per hour. She discussed property maintenance, which includes lawn mowing, edging, fertilizing, spraying weeds and maintaining the oleanders (except the Riverside Drive oleanders), maintaining all bushes and shrubs at the bridges and the palms at the entrance. Those duties amount to \$270 per month. Ms. Wilson recommended Otis be given a pay increase of \$100 per month, but we should not be billed extra for his trimming the oleanders. Mr. Baker said he talked to Otis about the new payment arrangement, and Otis is agreeable to it. *Mr. Kossnar moved to approve a pay increase of \$100 per month to Otis Hall for Groundskeeping. Mr. Baker seconded the motion. Ms. Ward questioned the Outside Services amount for Grounds/Landscape on the July Profit & Loss Statement, and Ms. Thomson explained that Parker Tree Service is also included in that line item. There being no further discussion, the motion carried unanimously.*

Concerning a recycling plan, Ms. Wilson reported that Otis and his friends are no longer going through the trash. There was a discussion about the pro's and con's of having a recycling area, with Mr. Chambers reiterating that prohibiting 'dumpster diving' is all about liability. Ms. Ward said that Otis was to consider proposing a recycling plan. Ms. Wilson said she has seen an improvement in the trash clean-up process. Mr. Sweeney took the recycling matter off the agenda, adding that there are no recycling trash trucks in our area anyway.

Ms. Wilson reported that the cost to re-gravel the parking lot is about \$14 a ton for ¾" rock, 1" deep. CRIT Sand & Rock said it would take 28 tons, and she was instructed to proceed.

Assessment to Rental Owners – Mr. Baker said at the last meeting he explained that Ms. Wilson is keeping track of the rentals. Mr. Kossnar mentioned a fee issue, and Mr. Baker suggested waiting until the season is over. Mr. Baker said Ms. Lancaster sent him an e-mail on 9/5/12 after receiving the agenda, expressing her objection to the rental issue being on the agenda, and about Mr. Baker purportedly going ahead with the matter at the meeting in her planned absence from the meeting. (The matter was placed on the Agenda under Old Business which Ms. Thomson prepared at her own direction, per prior protocol instructions). Mr. Baker replied to Ms. Lancaster's e-mail, telling her that he planned on waiting until the end of the season to bring up problems, and he also thought it was a good idea to talk outside the meeting to come up with solutions. In Ms. Lancaster's 9/6/12 e-mail which says, "It was not on the agenda for the last meeting. Chuck brought it up because he chaired the meeting. So this should not be old business and I even asked that we discuss it outside the meeting and come together with a solution TO the meeting TOGETHER. Thanks Chuck you knew I would not be at this meeting. VERY disappointing yet I should not be surprised. I was trying to be proactive ... You screwed me.", Mr. Baker said he is unhappy about this, and he wants the Board to know what transpired. He said we didn't always have an agenda, and that we can discuss things that are not on an agenda. That we can talk about them; we just can't vote on anything that is not on an agenda; that questions and suggestions are okay, and that's what Board meetings are for. Mr. Baker said Ms. Lancaster's e-mail comments were uncalled for. He added that Ms. Lancaster is not here on holidays and that she has two rental houses, and when she's in Parker part time, she stays somewhere else besides in the Keys. He said he would rather work with Carla Faulkner on this matter, since she is more familiar with all the rental issues.

Mr. Sweeney said after his review of the General Manager reports for the last two months he sees very few problems. He said he doesn't see renters putting a burden on the trash system, and he doesn't want to see us turning this into an adversarial issue. He said it is counterproductive to talk about a renter fee.

Mr. Baker produced a photo of 12 kids diving off the 8' roof at Lot 118, which roof is not even directly over the water. He showed the photo to the lot owner who became very upset about the incident. Mr. Baker also produced a photo of sheets hanging outside at Lot 118, put there to dry by the cleaning people.

Mr. Sweeney said parents should tell their kids not to jump off roofs. Mr. Kossnar said parents are doing it too.

Ms. Furnell said her recollection on the matter of possibly increasing dues was to adjust for extra dumpsters and extra security. Mr. Sweeney said the Profit & Loss Statement shows a year-to-date profit of \$26,000, so we're not in the red. He said the P&L doesn't support a blanket statement regarding raising dues in general.

Ms. Ward asked, when job duties switched, are we now not supposed to call the General Manager. Mr. Sweeney said nothing has changed since the switch, and contacting the General Manager is supposed to be common courtesy. Mr. Chambers said that Ms. Wilson needs to be aware of people jumping off roofs, and Mr. Baker said we can stop them; that it is a liability issue. Mr. Sweeney said the rental agents have

more authority. Mr. Chambers said at least Ms. Wilson should be made aware of these types of incidents. Mr. Sweeney took the rental owners' assessment matter off the agenda.

NEW BUSINESS

Ms. Wilson reported that she is happy with the local security company she hired for Labor Day weekend. They had an official vehicle, and uniforms were worn by their personnel. She said the Keys were packed for the holiday.

The large oleanders will be trimmed to 6' (from the high point of the street). They are being trimmed way back this time, since they re-grow with a vengeance. Mr. Baker said there is tons of dead material inside the bushes, and they will be trimmed so that the gardener can clear out the underbrush. We will wait until October or November to trim them. It was reported that we spent \$2,400 in 2010 to trim them, but that also included the trees we just topped. The current quote for the large oleanders is \$3,000 to thin and trim them to approximately six feet high. It was suggested that we mark the desired height with spray paint to assure they get trimmed to the correct height. *Mr. Baker made a motion to approve the bid for \$3,000 to thin and trim the large oleanders to a height of approximately six to eight feet from the high spot in the road; with the desired height to be marked with spray paint. Mr. Kossnar seconded the motion, and the motion carried unanimously.*

The Lot 228 proposed plans to construct a house, seawall and dock were reviewed. *Mr. Sweeney made a motion that the proposed plans for the construction of a house, seawall and dock at Lot 228 be approved. Mr. Shubin seconded the motion, and the motion carried unanimously.*

Mr. Sweeney reported that Troy Denham was uncomfortably hot during his post in the guard shack over the holiday, so Troy installed a new air conditioner. The unit works great, and Troy would like to be paid \$150 for the unit. *Mr. Shubin made a motion that the Association pay Troy Denham \$150 for the new guard shack air conditioner he purchased and installed himself. Mr. Baker seconded the motion, and the motion carried unanimously.*

ADJOURNMENT

The meeting adjourned to Executive Session at 7:05 p.m.

The regular meeting resumed at 7:20 p.m. and adjourned at 7:20 p.m.

The next regular meeting date was set for October 1, 2012.

Submitted by Recording Secretary, Sue Thomson
APPROVED BY BOARD OF DIRECTORS OCTOBER 1, 2012