

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

March 2, 2015

CALL TO ORDER

Chris Chambers called the regular meeting of the Lake Moovalya Keys Board of Directors to order at 6:03 p.m.

PRESENT

Secretary/Treasurer: Laura Lancaster (via teleconference)

Board Members: Chris Chambers, Kit Furnell, Mark Nicholls, Tony Gaipa, Christie May Ward & Ryan Shubin (via teleconference)

ABSENT

President: Jack Sweeney

Vice President: Chuck Baker

OTHERS PRESENT

General Manager: Heather Wilson

Business Manager/Recording Secretary: Sue Thomson

Legal Counsel: John C. Churchill

Guests: Gary Svider (233), Charlie Ward (227) & Carla Faulkner (David Plunkett Realty)

CALL TO PUBLIC

MINUTES

Ms. Ward moved to approve the February Meeting Minutes. Ms. Lancaster seconded the motion and the motion carried unanimously.

FINANCIAL REPORTS

Ms. Ward moved to approve the February Balance Sheet; Mr. Gaipa seconded the motion and the motion carried unanimously. Ms. Lancaster moved to approve the February Profit & Loss statement; Ms. Furnell seconded the motion and the motion carried unanimously.

Ms. Furnell moved to approve the Bookkeeper Report, Prepaid Bills & Bills for Approval; Ms. Ward seconded the motion and the motion carried unanimously.

Citations: Parking citations (2) were issued to Lot 118 on 2/11/15.

PREPAID BILLS FOR APPROVAL

Date	Num	Name	Memo	Amount
02/02/2015	6927	Buckskin Fire Dept.	Usage fee for Board Meeting	25.00
02/03/2015	6928	Global Gate Controls, Inc. HD Supply Facilities	25 Stanley remotes	312.50
02/03/2015	6929	Maintenance	Dog station supplies	117.27
02/03/2015	6930	Frontier	667-2840	64.86
		"	667-4484	62.51
02/05/2015	6931	Davis Building Supply	Light bulbs & lawn care	13.54
02/10/2015	6932	Desert Dominion Security	Race weekend	1,081.45
02/10/2015	6933	Shaffer Welding Services	Fabricate & repair mailbox base	150.00
02/10/2015	6934	Jack Sweeney	Fasteners to reinstall mailbox	14.93
02/13/2015	6935	Heather Wilson	Advance	925.00
		"	Fuel	100.00
02/14/2015	EFT	Republic Services	3-0527-0040037	410.07
02/17/2015	6936	APS	732930287 & 589381281	1,628.56
02/24/2015	6937	Parker Office Supply	Flags	102.59
02/25/2015	EFT	Brooke Utilities, Inc.	53017-11860	216.86
02/27/2015	6938	Heather Wilson	February balance	925.00
		"	Fuel	100.00
02/27/2015	6939	Otis Hall	February Groundskeeping	750.00
02/27/2015	6940	Sue Thomson	February	1,150.00
		"	January Pitney Bowes Rental	28.00
		"	Postage	126.24
				8,304.38

BILLS FOR APPROVAL

A&E SERVICES (2014 tax returns)	\$350.00
Law Office of John C. Churchill #23029 (January HOA services)	225.00
Law Office of John C. Churchill #23030 (Pierce lien)	109.67

GENERAL MANAGER'S REPORT

Ms. Ward moved to approve the February General Manager's report. Ms. Lancaster seconded the motion. There was discussion about the ongoing sinkhole repairs, and that Ms. Wilson is working hard on getting the utility line problems resolved so the streets can be patched in time for the April seal-coating project. The biggest problems are on Apache and on Moovalya Drive, and Ms. Wilson said she met and did a walk-through with Nelson Digging (Mike's

Contracting is too busy to do the work) regarding the asphalt patching. She also said T&C Seal Coating has been in contact with Nelson Digging. Ms. Wilson expressed her frustration with Brooke Water, and she has hounded their customer service line and e-mailed them every day; the Apache break was supposed to be fixed two weeks ago, and she's hoping it gets repaired this week, along with the break at Lot 9. Ms. Wilson has received a proposal from Nelson Digging for the repairs. There's also a Suddenlink problem on Hopi & the intersection of Papago & Apache which has been called in. Nelson Digging is a subcontractor of Brooke Utilities, so they will be in touch with each regarding the status of their breaks.

Mr. Nicholls asked if we should put a moratorium on digging in the streets until after the seal coat is done. Ms. Wilson said that utility companies and private contractors are the ones that need to dig up the streets when there is a utility problem. Mr. Chambers said we can keep tabs on needed repair projects, and we can check their work to make sure it's done properly and timely. Ms. Wilson said repairs are typically bunched together, since vendors are charged \$500 per trip to the hot patch plant.

Ms. Wilson also said the utility companies are mostly called in by homeowners, not the HOA. Mr. Churchill said the Association owns the streets and the homeowners have only an easement, so we have the ultimate power-making decision on when repairs can be made. He said we could also have the utility companies post a bond. Ms. Wilson said she will show Mr. Sweeney the spots she walked with Nelson Digging. *There being no further discussion, the motion to approve the General Manager's report carried unanimously.*

OLD BUSINESS

Ballot Revision - Ms. Thomson explained why the ballot was revised (after it was approved at last month's meeting). A nomination was submitted via e-mail to the GM on the afternoon of March 2, but it wasn't discovered until the next morning. After Mr. Sweeney's initial rejection of the nomination due to expiration of the nomination submission deadline, and the homeowner thereafter becoming upset that her name would not be added, Ms. Thomson was instructed by Mr. Sweeney to consult with Mr. Churchill about the matter. Mr. Churchill said to add the name, since the posted deadline for submitting nominations fell on a weekend, with the nomination being submitted the following business day and, therefore, it should be allowed.

Street Maintenance Proposal – Ms. Thomson reported that T&C Seal Coating's proposal is \$750 more than it was three years ago. They will be seal-coating the streets after utility break repairs are made. Mr. Chambers asked that Ms. Wilson have T&C pay more attention to detail after blowing dirt from of the cracks before applying the crack fill; crack filling over dirt is not very effective. Striping will be a separate expense by a separate vendor.

Ms. Lancaster moved to approve the T&C Seal Coating proposal of \$30,250. Ms. Ward seconded the motion and the motion carried unanimously.

Mr. Nicholls moved to approve the Nelson Digging proposal of \$2,673.50 to saw cut and do eight patches. Ms. Furnell seconded the motion and the motion carried unanimously.

Ms. Thomson will give Ms. Wilson the name of the striper in Phoenix who we usually hire for that and she can compare his bid with the other two bids she has already received.

Ms. Wilson said she spends a lot of time trying to resolve Brooke leaks. Mr. Chambers said that a contractor's failure to comply can result in a bond requirement. Mr. Churchill agreed and said we can do that, and then cancel the bond upon satisfactory completion. It can be a cash or paper bond, and one bond can cover multiple projects. We're talking about a bond, not a general liability insurance certificate.

Mr. Ward made a motion to send a letter to all utility companies to let them know we are getting ready to seal coat the streets and that they should contact Ms. Wilson with their schedule of proposed work so we can track work in progress. Mr. Nicholls seconded the motion and the motion carried unanimously.

Groundskeeper Maintenance Agreement – Ms. Wilson said she has revised the groundskeeper agreement, but she is not insisting on getting Otis's signature on it. Ms. Ward mentioned that the Board previously approved all job descriptions, a few years ago, and shouldn't we be consulting that job description. Ms. Wilson said she would distribute it to the Board after locating it in her computer files.

NEW BUSINESS

Income Tax Returns – Ms. Thomson said she would get an officer's signature on the tax returns at a later time, since all corporate officers are absent from the meeting tonight.

Lot 94 Construction Plans – Mr. Sweeney submitted his letter approval of the Lot 94 remodel plans, saying that he reviewed them and they comply with all requirements. *Mr. Gaipa made a motion that the remodel plans for Lot 94 be approved. Mr. Nicholls seconded the motion and the motion carried unanimously.*

Ms. Ward questioned Mr. Baker's several, consecutive absences and wondered about the cause. Ms. Thomson and Mr. Churchill both replied was that Mr. Baker missed three consecutive meetings due to illness, which is no longer an issue.

ADJOURNMENT

The meeting adjourned at 6:51 p.m.

The next meeting date is April 6, 2015.

Submitted by Recording Secretary, Sue Thomson
APPROVED BY BOARD OF DIRECTORS APRIL 6, 2015