

LAKE MOOVALYA KEYS
Board of Directors
Approved Meeting Minutes
December 4, 2017

CALL TO ORDER:

President Tony Gaipa called the Board of Directors Meeting of the Lake Moovalya Keys to order at 6:00 pm.

PRESENT:

President:	Tony Gaipa	Lot 118
Secretary/Treasurer	Kit Furnell	Lot 16
	Kathy Northcutt	Lot 73 and Lot 102
	Chuck Smith	Lot 103 and Lot 104
	Chuck Baker	Lot 116 and Lot 117
	Chris Chambers	Lot 164
	Jack Sweeney	Lot 197
	Bill Manderscheid	Lot 228

OTHERS PRESENT:

General Manager/ Recording Secretary:	Heather Wilson	Lot 166
Legal Counsel:	John C. Churchill	Lot 153 and Lot 154

VIA TELEPHONE:

Vice President	Mark Nicholls	Lot 169
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ABSENT:

<u>GUESTS:</u>	Fabio Gaipa	Lot 120
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CALL TO THE PUBLIC:

No response from the public

MINUTES:

Mr. Sweeney made a motion to approve the November 2017 **Meeting Minutes**. Mr. Manderscheid seconded the motion and the motion carried unanimously.

BOOKKEEPERS REPORT, PREPAID BILLS AND BILLS FOR APPROVAL:

Mr. Manderscheid made a motion to approve the November 2017 Bookkeepers Report, Prepaid Bills and Bills for approval. Ms. Northcutt seconded the motion and the motion carried unanimously.

NOVEMBER PREPAID BILLS

Date	Num	Name	Memo	Amount
11/07/2017	DEBIT	MyFax Services	Virtual Fax Fee	10.00
11/07/2017	7409	Buckskin Fire Dept.	Usage fee for Board Meeting	25.00
11/07/2017	7410	Patrick Porterfield	Over seeding grass	150.00
11/07/2017	7411	Heather Wilson	Disclosure Fee Commissions	150.00
11/07/2017	7407	Davis Building Supply	Winter seed/manure	287.58
		"	Cleaning supplies	21.90
11/07/2017	7408	Frontier	667-2840	71.82
		"	667-4484	69.38
		Law Office of John C. Churchill	Oct. HOA	165.00
11/07/2017	7412	Churchill	Oct. HOA	165.00
11/07/2017	7413	CopperPoint Mutual	Worker's Comp.	348.37
11/14/2017	DEBIT	Republic Services	3-0527-0040037	3,340.30
11/15/2017	7414	Heather Wilson	GM Advance	1,200.00
		"	Fuel	100.00
		"	Recording Secy. Advance	125.00
11/21/2017	DEBIT	APS	6276651000	56.23
11/21/2017	DEBIT	APS	6125100000	1,661.37
11/22/2017	7415	Desert Dominion Security	Thanksgiving	533.40
11/27/2017	DEBIT	Brooke Utilities, Inc.	53017-11860	239.86
11/28/2017	7416	K Storage, Inc.	M-3	247.50
11/28/2017	7417	Desert Dominion Security	Extra Thanksgiving hrs.	76.20
11/30/2017	7418	Heather Wilson	GM Balance	1,200.00
		"	Fuel	100.00
		"	Recording Secy. Balance	125.00
11/30/2017	7419	Otis Hall	November Groundskeeping	800.00
11/30/2017	7420	Sue Thomson	November Bookkeeping	1,250.00
		"	Postage	7.84
				12,361.75

BILLS FOR APPROVAL

Law Office of John C. Churchill (November/HOA)	\$ 137.50
Law Office of John C. Churchill (November/Bolton)	\$ 55.00
Law Office of John C. Churchill (November/Brooke Water)	\$ 247.50

FINANCIAL REPORTS:

Balance Sheet

Mr. Sweeney made a motion to approve the November 2017 **Balance Sheet**.

Mr. Baker seconded the motion and the motion carried unanimously.

Profit and Loss Report

Ms. Northcutt made a motion to approve the November 2017 **Profit and Loss**

Statement. Mr. Sweeney seconded the motion and the motion carried unanimously.

GENERAL MANAGER’S REPORT:

Mr. Smith made a motion to approve the November 2017 **General Manager’s Report**.

Ms. Northcutt seconded the motion and the motion carried unanimously.

OLD BUSINESS:

Construction Progress Report

Ms. Wilson reported that we currently have ten (10) lots in the Moovalya Keys that are under construction or are pending Architectural Drawings for Board approval, varying from; new construction, garage additions, interior and exterior remodels. These Lots are as follows: Lot 14, Lot 41, Lot 56, Lot 67, Lot 101, Lot 123, Lot 199, Lot 207, Lot 224, Lot 227

Mr. Manderscheid requested that Ms. Wilson contact the La Paz County Building Department and confirm as to whether or not there is a construction time line once a permit has been issued.

Lot 181 - 8801 Yaqui Loop

Ms. Wilson reported that the Halls are not present at the meeting today to report on the construction progress of their lot.

Ms. Wilson did report that the old decking has been completely removed, new skirting has been completed, the old patio cover has been removed and three (3) new sets of stairs have been installed.

Ms. Sweeney requested that Ms. Wilson send a letter to the Hall's requesting that the Halls complete the painting of the new skirting and the new stair cases that have been installed so that they do not deteriorate and get destroyed by weather. Mr. Sweeney also requested that the Halls remove all of the old wood and other items that are being stored on the canal side of their property, their side yards and the street side of the property.

Ms. Wilson will report back at the next meeting.

Brooke Utilities

Mr. Churchill reported that on November 13, 2017 his office sent Brooke Utilities a letter demanding that they pay the Eight Hundred and Eighty-Five Dollars (\$885.00) for the clean-up expenses due to their underground water breaks. Mr. Churchill also reported that the letter states that failure to pay the Eight Hundred and Eight-Five Dollars (\$885.00) the Association will file a complaint seeking damages for Eight Hundred Eighty-Five Dollars (\$885.00) plus attorney's fees.

Mr. Churchill will report back at the next meeting.

2018 Street Improvements

Ms. Wilson reported that T and C Seal Coat is requesting that the double layer of slurry coating take place February 19, 2018 thru March 2, 2018, weather permitting.

The Board agreed to proceed with the slurry coating starting February 19, 2018 thru March 2, 2018, weather permitting.

OLD BUSINESS CONTINUED:

Block Wall at Entrance:

Ms. Wilson reported that she has submitted the costs to the Insurance Company for the block wall damages and that the insurance company has approved the costs to repair the block wall and sign.

Ms. Wilson will report back at the next meeting.

Street Striping Proposal

Ms. Wilson reported that she met with Fast Line Parking Lot Striping and Maintenance and that she will be in receipt of their price by the end of the week. Ms. Wilson stated that she contacted two other striping companies, but they declined to bid due to their work load.

Ms. Wilson reported that the striping of the streets will be a two (2 day process, which will require no street closure and that the striping will be scheduled for March 5 and March 6, 2018 weather permitting.

Ms. Wilson reported that she will present the price for the street striping at the next Board Meeting.

NEW BUSINESS:

“No Parking Signs”

Ms. Wilson reported that people have been parking in a “No Parking Zone” at Yaqui Loop and Moovalya Drive. Ms. Wilson also reported that there are no signs posted at that location that say “No Parking”. Ms. Wilson asked for the Board’s approval to post “No Parking” signs at this location, so that if it is necessary, she can have the vehicles towed.

Mr. Sweeney made a motion to purchase two (2) “No Parking” signs with directional arrows on Moovalya Drive and Yaqui Loop. Mr. Manderscheid seconded the motion and the motion passed unanimously.

EXECUTIVE SESSION:

The Meeting adjourned at 6:15 pm for an Executive Session

6:15 Executive Session is now in session

6:25 Executive Session ended

6:25 regular Board of Directors Meeting is now back in session.

The next Board of Directors meeting date is January 8, 2018.

Meeting adjourned at 6:30 pm.

Submitted by Recording Secretary, Heather Wilson