

**LAKE MOOVALYA KEYS**  
**Board of Director**  
**Approved Regular Meeting Minutes**  
**January 9, 2017**

**CALL TO ORDER:**

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

**PRESENT:**

President:	Tony Gaipa	Lot 118 and Lot 120
Secretary/Treasurer	Kit Furnell	Lot 16
	Kathy Northcutt	Lot 73 and Lot 102
	Chuck Baker	Lot 116/117
	Chris Chambers	Lot 164
	Mark Nicholls	Lot 169
	Jack Sweeney	Lot 197

**VIA TELEPHONE:**

Chuck Smith	Lot 103 and Lot 104
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**OTHERS PRESENT:**

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

**ABSENT:**

Vice President	Christie May Ward	Lot 227
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**GUESTS:**

Kim Harsch	Robert Gory Realty
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**CALL TO PUBLIC:**

No call to the public

**MINUTES:**

Mr. Sweeney made a motion to approve the December 2016 **Meeting Minutes**. Mr. Nicholls seconded the motion and the motion carried unanimously.

**EXECUTIVE SESSION MEETING MINUTES:**

Mr. Chambers made a motion to approve the December 2016 **Executive Session Meeting Minutes**. Mr. Sweeney seconded the motion and the motion carried unanimously.

**BOOKKEEPER'S REPORT, PREPAID BILLS AND BILLS FOR APPROVAL  
SUBMITTED BY SUE THOMSON:**

**DECEMBER PREPAID BILLS**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
12/07/2016	EFT	MyFax Services	Virtual Fax Fee	10.00
12/07/2016	7258	Buckskin Fire Dept.	Usage fee for Board Meeting	25.00
12/07/2016	7259	Law Office of John C. Churchill	Nov. HOA	110.00
		"	Nov. Bolton	422.50
			Remove two dead palm	
12/07/2016	7260	Mike's Contracting, Inc.	trees	157.41
12/07/2016	7261	Frontier	667-2840	67.27
		"	667-4484	65.61
12/07/2016	7262	Republic Services (0032276)	Thanksgiving dumpster	98.72
12/07/2016	7263	Davis Building Supply	Lawn care	343.37
		"	Fire ants spray	8.76
12/15/2016	EFT	Republic Services	3-0527-0040037	2,759.12
12/15/2016	7264	Heather Wilson	GM Advance	1,200.00
		"	Fuel	100.00
		"	Recording Secy. Advance	125.00
12/15/2016	7265	Havasu Sweeping	Street sweeping	440.00
12/15/2016	7266	APS	732930287 & 589381281	1,638.30
12/21/2016	7267	Desert Dominion Security	11/25 & 11/26	508.00
12/21/2016	7268	Postmaster	Stamps	141.00
12/22/2016	EFT	Brooke Utilities, Inc.	53017-11860	400.37
12/27/2016	7269	Crop Production Services, Inc.	Weed spray	85.14
12/30/2016	7270	Heather Wilson	GM Balance	1,200.00
		"	Fuel	100.00
		"	Recording Secy. Balance	125.00
12/30/2016	7271	Otis Hall	December Groundskeeping	750.00
12/30/2016	7272	Sue Thomson	Dec. Bookkeeping	1,250.00
		"	Postage	8.67
12/31/2016	7277	Petty Cash	Replenish petty cash	198.97
				<b>12,338.21</b>

**DECEMBER BILLS FOR APPROVAL:**

Law Office of John C. Churchill (HOA December)	137.50
Law Office of John C. Churchill (Bolton December)	1,897.50

Mr. Sweeney made a motion to approve the December 2016 **Bookkeepers Report, Prepaid Bills and Bills for Approval**. Mr. Nicholls seconded the motion and the motion carried unanimously.

**FINANCIAL REPORTS:**

Ms. Northcutt made a motion to approve the December 2016 **Balance Sheets**. Ms. Furnell seconded the motion and the motion carried unanimously.

**PROFIT AND LOSS REPORT:**

Mr. Sweeney made a motion to approve the December 2016 **Profit and Loss Statement**. Ms. Northcutt seconded the motion and the motion carried unanimously.

**GENERAL MANAGER'S REPORT:**

Mr. Sweeney made a motion to approve the December 2016 **General Manager's Report**. Ms. Northcutt seconded the motion and the motion carried unanimously.

Ms. Wilson reported to the Board that she has received an email from a homeowner asking permission to have a "Community Yard Sale" on February 25, 2017 and February 26, 2017 at which time the entry gate would be left open from 8:00 am until 3:00 pm and that she will be available on those days to assist with the "Community Yard Sale".

Ms. Furnell suggested that we post it on the Website for all homeowners to see. Ms. Wilson stated that she will make up a flyer and have it posted on the website.

Mr. Sweeney made a motion to allow the "Community Yard Sale on February 25<sup>th</sup> and February 26, 2017. Ms. Furnell seconded the motion and the motion passed unanimously.

**OLD BUSINESS:**

**Construction Progress Report:**

Ms. Wilson reported that we currently have twelve (12) Lots in the Moovalya Keys that are under construction, varying from; new construction, garage additions, interior and exterior remodels. The Lots that are under construction are as follows: Lot 3, Lot 8, Lot 9, Lot 14, Lot 41, Lot 56, Lot 118, Lot 169, Lot 199, Lot 207, Lot 224 and Lot 227.

Ms. Wilson reported that the Owners of Lot 8 have contacted her and they advised her that they have hired a new person to finish up their project.

**Lot 181 - 8801 Yaqui Loop:**

Ms. Wilson reported that she has met with the Halls and they still have not completed the clean-up of their lot. Ms. Wilson stated that decking around the mobile home has been removed and that there is no skirting and that there is no longer an emergency exit out of the home which is against Building Code.

Ms. Wilson reported that she has spoken with the new Code Enforcer with the La Paz County Building Department and he will be going back out to the property and perform another inspection.

Mr. Gaipa reported that we need to wait until we hear back from the Building Department before we make a decision as to what we are going to do about the condition of the Hall's Property. Ms. Wilson is to report back at the next meeting.

**VDMA Parking:**

Letters to Property Owners has been put on hold.

**OLD BUSINESS CONTINUED:**

**COMMUNITY EMAIL:**

Ms. Wilson reported that she is still in the process of collecting and verifying email addresses and will report back at the next meeting.

**SINK HOLES:**

**Lot 4 - 8782 Moovalya:**

Mr. Sweeney reported that he is still waiting for the bid to cut and patch the asphalt and he will report back at the next meeting.

Ms. Wilson reported that she could a get a bid from Nelson Digging. Mr. Sweeney agreed that we need to reach out to another contractor for a bid.

Ms. Wilson will report back at the next meeting.

**Yaqui Loop Bridge Sink Holes:**

Mr. Sweeney reported that he and Mr. Nicholls met with Advanced Plumbing and that Advanced Plumbing ran their camera down the sink holes and it appears that there is a concrete cavern below.

Mr. Sweeney reported that water was ran down the hole to see where the water was going to come out at. Mr. Sweeney reported that **no** water was coming out of the hole and running into the canal.

Mr. Sweeney reported that now that he has verified what is at the bottom of the sink hole, we can now proceed with filling the sink hole with a two sack concrete without the concrete running off into the canal.

Mr. Sweeney reported that he still has not received a price from Stanton Construction and asked Ms. Wilson to see if she could get another bid from Nelson Digging.

Mr. Chambers suggested that the Board approve \$600.00 to proceed with the work if Ms. Wilson is able to get another bid from another contractor, with a commitment from them to start the work, should this happen before our next board meeting in February 2017.

Mr. Sweeney made a motion to have Ms. Wilson get another bid to fill the sink hole and if the cost is under \$600.00 to proceed with the work. Mr. Nicholls seconded the motion and the motion pass unanimously.

**Palm Trees at Entrance:**

Ms. Wilson reported that there has not been a good selection of Palm Trees at this time to purchase and that she wanted to wait until March we have a better select of trees. Ms. Wilson will report back at the next meeting.

**NEW BUSINESS:**

**ANNUAL MEETING:**

Mr. Gaipa presented to the Board that the Annual Meeting take place on April 15, 2017, which is Easter weekend. Mr. Sweeney stated that we traditionally have the Annual Meeting on Easter weekend.

Mr. Sweeney made a motion that the Annual Meeting take place on April 15, 2017 at the La Paz County Sheriff's Boating and Safety Building and to authorize Ms. Wilson to post a special notice on the website notifying homeowners that are interested in serving on the Board, to submit a letter of interest and a small bio back to the Board no later than March 15, 2017. Mr. Nicholls seconded the motion and the motion carried unanimously.

Ms. Wilson reported that she will have the special notice posted on the website for the February Special Notices.

**BUDGET REVIEW COMMITTEE:**

Mr. Sweeney reported that we are definitely spending our equity maintaining what we have and our current dues are not covering our expenses.

Mr. Sweeney reported that we are currently \$12,000.00 arrears, year to date, and that he felt we need to seriously look into increasing the dues at least \$10.00 per month which is \$30.00 per quarter.

Mr. Sweeney also stated that we have not raised our dues in at least fifteen (15) years and asked that Ms. Wilson find out the last time the dues were increased and report back at the next meeting.

Ms. Wilson reported that the trash fees have gone up over \$5,000.00 in the past three years and that she is working with the Republic Waste Representative for any type of cost saving options.

Ms. Wilson reported that there is no cost savings by sending back the extra bins during the winter months, that it actually costs more, due to the pickup and return fees. Ms. Wilson is going to look into having a pick up only once a week during the winter months. Ms. Wilson will report back at the next meeting.

Mr. Sweeney once again reported that we are definitely losing equity and that we need to put ourselves in a position that if something major happens we are prepared.

Mr. Sweeney stated to the Board that we seriously need to look into raising our dues at least \$10.00 per month/\$30.00 per quarter, which is a 20% increase.

Mr. Sweeney stated that if the dues increase is under 20%, the Board is in the position to only vote among the Board Members without putting it out to vote to the homeowners and that it is the Board's responsibility to be sure that we are covering our operating expenses and that we are taking care of our association's property.

**NEW BUSINESS CONTINUED:**

**BUDGET REVIEW COMMITTEE CONTINUED:**

Mr. Baker stated that we need to have this on the Agenda for the February 6, 2017 Meeting so that we are notifying homeowners that the Board will be discussing the HOA dues possible increase at the February 6, 2017 Board Meeting.

Mr. Baker stated that this will give the homeowners enough notice to make arrangements to attend the February 6, 2017 Board meeting to voice their opinion and to have the opportunity to ask any questions.

Mr. Gaipa asked the Board to take a close look at the reports, so that it can be discussed at the next meeting and asked Ms. Wilson to verify when the fiscal year ends and report back at the next meeting.

**VEGETATION MANAGEMENT COMMITTEE:**

No Report.

**BUILDING HEIGHT COMMITTEE:**

Building Height Committee has not met.

**EXECUTIVE SESSION:**

6:30 Executive Session is now in session.

**Bolton Property:**

Mr. Churchill stated that he still has not heard back from the Title Company and that we are waiting for the Title Report.

**EXECUTIVE SESSION CONTINUED:**

**VDMA Property Lines/Parking:**

Mr. Churchill reported that we are going to table this issue at this time.

7:00 Regular Meeting is back in session

The next Meeting date is February 6, 2017.

The Meeting adjourned at 7:06 pm.

Submitted by Recording Secretary, Heather Wilson