

LAKE MOOVALYA KEYS
Board of Directors
Approved Meeting Minutes
February 5, 2018

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
Vice President	Mark Nicholls	Lot 169
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
--	----------------	---------

ABSENT:

Legal Counsel:	John C. Churchill	Lot 153 and Lot 154
----------------	-------------------	---------------------

CALL TO THE PUBLIC:

BOARD OF DIRECTORS MEETING MINUTES:

Mr. Manderscheid made a motion to approve the January 2017 **Board of Directors Meeting Minutes**. Mr. Nicholls seconded the motion and the motion carried unanimously.

BOOKKEEPERS REPORT, PREPAID BILLS AND BILLS FOR APPROVAL:

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

JANUARY PREPAID BILLS:

01/07/2018	DEBIT	MyFax Services	Virtual Fax Fee	10.00
			Disclosure Commission	
01/12/2018	7436	Heather Wilson	(Lot 21)	50.00
01/12/2018	7437	Heather Wilson	GM Advance	1,200.00
		"	Fuel	100.00
		"	Recording Secy. Advance	125.00
			Usage fee for Board	
01/12/2018	7438	Buckskin Fire Dept.	Meeting	25.00
01/12/2018	7439	Frontier	667-2840	71.82

		"	667-4484	69.38
01/12/2018	7440	Davis Building Supply	Cleaning supplies	30.66
			Sue Thomson Surety	
01/12/2018	7441	Beaver Insurance Agency	Bond	359.00
01/14/2018	DEBIT	Republic Services	3-0527-0040037	915.51
01/17/2018	7442	SIGNCRAFT	Repair metal lettering	255.00
01/18/2018	7443	SIGNCRAFT	Banners	172.56
01/23/2018	DEBIT	Brooke Utilities, Inc.	53017-11860	198.48
01/25/2018	DEBIT	APS	6276651000	90.00
01/25/2018	DEBIT	APS	6125100000	1,661.37
01/29/2018	7444	Postmaster	Stamps	100.00
			Deposit on double lay	
01/30/2018	7447	T & C Seal Coating, Inc.	slurry	40,000.00
01/31/2018	7445	Heather Wilson	GM Balance	1,200.00
		"	Fuel	100.00
		"	Recording Secy. Balance	125.00
01/31/2018	7446	Otis Hall	January Groundskeeping	800.00
01/31/2018	7448	Sue Thomson	January Bookkeeping	1,250.00
		"	Postage	9.31
		"	Perforated statement	
		"	paper	23.30
		"	Tax forms	8.00
				48,949.39

BILLS FOR APPROVAL:

Law Office of John C. Churchill (December/HOA)	\$ 110.00
Law Office of John C. Churchill (January/HOA)	\$ 110.00

FINANCIAL REPORTS:

Balance Sheet

Ms. Northcutt made a motion to approve the January 2017 **Balance Sheet**.
Mr. Smith seconded the motion and the motion carried unanimously.

Profit and Loss Report

Mr. Sweeney made a motion to approve the January 2017 **Profit and Loss Statement**.
Mr. Baker seconded the motion and the motion carried unanimously.

GENERAL MANAGER'S REPORT:

Dog Bite

Mr. Baker reported that in the General Managers report, Ms. Wilson stated that her dog was bitten by another dog that lives in the Keys and that he wanted to know how that was handled. Ms. Wilson reported that she was walking her dog and that a Labrador retriever at Lot 177 - 8839 Yaqui Loop charged out of the garage and bit her dog on the head and mouth.

GENERAL MANAGER'S REPORT CONTINUED:

Dog Bite Continued

Ms. Wilson reported that the homeowner has received a citation for the dog being off the leash and that the homeowner has been put on notice that the next time Animal Control will be called. Ms. Wilson also reported that she has told the homeowner that it is the homeowner's responsibility to keep their dog contained and under control at all times. Ms. Wilson stated that the homeowner is taking this incident very seriously and is making every effort to keep the dog secured and under control.

Moovalya Keys Trash Fire

Mr. Baker reported that in the General Manager's report it was reported that we had a trash fire in the Moovalya Keys trash bins and that he was concerned about the response time from the Buckskin Fire Department.

Mr. Baker stated that according to the homeowners that witnessed the trash fire, it took about twenty minutes before anyone showed up to put the fire out, and that it was the Parker Volunteer Fire Department that eventually arrived to put the fire out.

Mr. Chambers reported that the Buckskin Fire Department was out on a rescue mission and that they dispatched a call out to the Parker Volunteer Fire Department for their assistance and that the Buckskin Fire Department did send out a tinder truck with an off duty Buckskin Fireman.

Mr. Baker reported that if this would have been a house fire and not just a trash fire, we could have lost more than one home and this concerns him.

Mr. Gaipa asked how the fire started. Mr. Wilson reported that she is only going by what the homeowners told her and that it was hot coals from a fire pit or a fireplace that was dumped into the dumpsters without being fully extinguished.

Mr. Smith a motion to approve the January 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.

Ms. Wilson also reported that Lot 207 is complete and the construction deposit will be refunded.

Mr. Chambers presented to the Board, preliminary plans for the Board to preview prior to proceeding with construction drawings for the Board's input. Mr. Sweeney stated that the Board needs to see the construction set of drawings and not the preliminary renderings. Mr. Chambers will be presenting the construction drawings at the next Board meeting for approval.

OLD BUSINESS CONTINUED:

Lot 181 - 8801 Yaqui Loop

Ms. Wilson reported that she has composed a letter that is to be sent to the Halls once the Board approves it. Ms. Wilson stated that the letter is basically requesting that the Halls remove all old construction materials from the canal side, the street side and both sides of the house and to paint the skirting, handrails and stairs.

Mr. Nicholls reported that the handrails are not to code. Mr. Chambers reported that we are not here as a Board to determine as to whether or not that the construction work that has been completed is to code, but it is the Board's position is to determine heights and setbacks.

Mr. Sweeney stated that it is up to the homeowner to insure that any construction that takes place on their property is up to code and that they receive the proper approvals from the Building Department and instructed Ms. Wilson to proceed with mailing the Halls the letter.

Ms. Wilson will report back at the next meeting.

Brooke Utilities

Mr. Churchill was not present at the meeting to report on the demand letter for the clean-up costs on Yaqui Loop and Apache Loop that his office has sent to Brooke Utilities.

Ms. Wilson stated that she is not aware of any type of payment that was received from Brooke Utilities.

2018 STREET IMPROVEMENTS:

Slurry Coating

Mr. Gaipa reported that we are on schedule to start the slurry coating on February 19, 2018 and that notices have been mailed out to all homeowners and that it is also posted on the website.

Street Striping

Mr. Sweeney reported that he was not present at the last Board meeting when the Board made the decision go with a standard of 9' from the center of all of the streets. Mr. Sweeney stated that he feels that it is a bad idea because not all of the streets are going to be able to allow the 9' from the centerline.

Mr. Chambers reported that the Buckskin Fire Department requires a 20' clearance for emergency vehicles, but due to the narrow streets in the Keys the 18' clearance was the minimum that the Buckskin Fire Department was going to allow, but that the Buckskin Fire Department was not going to sign off on it.

Mr. Sweeney reported that the intention of the white line was not to create a bunch of parking, but that the white line are painted to keep the streets clear for the Fire Department and other emergency vehicles.

2018 STREET IMPROVEMENTS CONTINUED:

Street Striping Continued

Mr. Baker stated that the white line striping has been where it is for the past 3-4 years and that it is what the homeowners are accustomed to.

Mr. Sweeney stated that we are not going to be able to make every homeowner happy when it comes to the white line striping and that we need to stick with the existing white line striping as it was before the slurry coat.

Mr. Sweeney also stated that the white lines are not on the individual homeowner's property line, they are on the street, which is considered common area.

Ms. Wilson reported that the striping company has been out to the property to pre measure and they plan to come back out to verify their measurements prior to the slurry coating.

Mr. Sweeney made a motion to restripe the streets as they are now. Mr. Baker seconded the motion and the motion passed unanimously.

Mr. Baker asked if we were going to stripe Moovalya Drive on the riverfront side where the Vista De Monumento lots are.

Mr. Sweeney stated that if we stripe the Vista Del Monumento side of Moovalya Drive that the stripe would be painted across a majority of the properties driveways and that he felt that we might be causing more of an issue than it is worth.

Mr. Gaipa stated they we really only have problems with a couple of the homeowners parking in the street and obstructing traffic and that we should deal with these individuals.

Mr. Sweeney stated that we cannot enforce a parking citation, but if they are parked in the street blocking or obstructing the flow of traffic we do have the right to tow all vehicles that are parked in the street.

Mr. Sweeney made a motion to **not** stripe the riverfront side of Moovalya Drive where the Vista Del Monumento Lots are. Kit Furnell seconded the motion and the motion passed unanimously.

PROPERTY OWNERS ANNUAL MEETING:

Annual Meeting Financial Reports

Mr. Gaipa reported that the Property Owners Annual Meeting will be on March 31 2018 at the La County Sheriff Boating and Safety on Riverside Drive.

Mr. Gaipa reported that the 2017 Financials and the 2018 Budget will be voted on by the Board at the Property Owners Annual Meeting as submitted by Sue Thomson.

PROPERTY OWNERS ANNUAL MEETING CONTINUED:

Voting Package Continued

Ms. Wilson reported that the Property Owners Annual Meeting packages will go out in the mail on February 18, 2018 and that in the cover letter of the package, it is asking Property Owners that have topic that they would like to be on the agenda for the

Property Owners Annual Meeting to respond by March 2, 2018 so that the Board can review the request at the March 5, 2018 Board Meeting.

Ms. Wilson also reported that there is a special website posting regarding the Property Owners Annual Meeting and that the notice informs the property owners of the Lake Moovalya Keys that if they would like to have their name on the "Voting Ballot" to submit a letter of interest to the Board of Directors no later than February 2, 2018 via email or the U.S. Mail. Ms. Wilson reported that she has **not** received any requests from property owners to be on the ballot.

NEW BUSINESS:

8764 Navajo Lane

Mr. Gaipa reported that this property has gone into foreclosure and that there are \$1,236.00 in past due HOA Dues and the Title Company has made an offer of \$234.00 to pay off the past due balance.

Mr. Sweeney stated that this property has actually gone back to the bank and that our past due HOA fees are behind the 1st, 2nd and 3rd trustees.

Mr. Baker suggested that Mr. Churchill's office handle the Title Company's offer.

Mr. Smith made a motion to have Mr. Churchill's office make contact with the Title Company and that Mr. Churchill settle with the Title Company as to how he sees fit. Mr. Sweeney seconded the motion and the motion passed unanimously.

Brooke Utilities:

Ms. Furnell reported that Brooke Utilities had mailed out a letter to all of their customers advising them of an increase in their water bill. Ms. Furnell is asking that all homeowners take the time to respond back to Brooke Utilities as to why we should pay more money for the poor quality of their water, their lack of customer service, the quality of their repairs that has cost us a lot of money in water damage to our streets and large clean up bills that we have yet to be reimbursed for.

Mr. Sweeney reported that the water samples that have been taken from his water faucet has failed every time they take a sample.

EXECUTIVE SESSION:

No Executive Session

The next Board of Directors meeting date is March 5, 2018.

Meeting adjourned at 6:50 pm.

Submitted by Recording Secretary, Heather Wilson