

**LAKE MOOVALYA KEYS**  
**Board of Directors**  
**Approved Meeting Minutes**  
**May 7, 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
	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
	Kevin Auman	Lot 137
	Jack Sweeney	Lot 197
	Bill Manderscheid	Lot 228

**OTHERS PRESENT:**

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

**GUESTS:**

Don Alexander	Lot 115
Laurie Auman	Lot 137
Sandra Kjellberg	Lot 189
Kim Harsch	Robert Gory Realty

**ABSENT:** Chris Chambers Lot 164

**CALL TO THE PUBLIC:**

No call

**ANNUAL MEETING MINUTES:**

Mr. Sweeney made a motion to approve the March 2018 **Homeowners Annual Meeting Minutes**. Mr. Manderscheid seconded the motion and the motion carried unanimously.

**BOARD OF DIRECTORS MEETING MINUTES:**

Mr. Manderscheid made a motion to approve the April 2018 **Board of Directors Meeting Minutes**. Mr. Auman seconded the motion and the motion carried unanimously.

**BOOKKEEPERS REPORT, PREPAID BILLS AND BILLS FOR APPROVAL:**

Mr. Sweeney made a motion to approve the **April 2018 Bookkeepers Report, Prepaid Bills and Bills for approval.** Mr. Baker seconded the motion and the motion carried unanimously.

**APRIL PREPAID BILLS**

Date	Num	Name	Memo	Amount
04/03/2018	DEBIT	Arizona Corporation	Annual Report Filing Fee	10.00
04/04/2018	7474	Global Gate Controls, Inc.	20 remotes	277.00
04/07/2018	DEBIT	MyFax Services	Virtual Fax Fee	10.00
04/09/2018	7475	Buckskin Fire Dept.	Usage fee for Board Meeting	25.00
04/13/2018	7476	Heather Wilson	GM Advance	1,200.00
		"	Fuel	100.00
		"	Recording Secy. Advance	125.00
04/13/2018	7477	Heather Wilson	Disclosure Commissions	250.00
04/14/2018	DEBIT	Republic Services	3-0527-0040037	1,974.00
04/19/2018	7478	CopperPoint Mutual	Worker's Comp installment	632.50
04/19/2018	7479	Buckskin Sanitary District	112770 sewer assessment	428.66
		"	112790 sewer assessment	428.66
		"	112800 sewer assessment	428.66
04/24/2018	DEBIT	APS	6125100000	1,659.68
04/24/2018	DEBIT	APS	6276651000	65.88
04/26/2018	DEBIT	Brooke Utilities, Inc.	53017-11860	257.26
04/26/2018	7480	Frontier	667-2840	72.12
		"	667-4484	69.68
04/30/2018	7481	Heather Wilson	GM Balance	1,200.00
		"	Fuel	100.00
		"	Recording Secy. Balance	125.00
04/30/2018	7482	Otis Hall	April Groundskeeping	800.00
04/30/2018	7483	Sue Thomson	April Bookkeeping	1,250.00
		"	Postage	12.50
				<b>11,501.60</b>

**BILLS FOR APPROVAL**

Law Office of John C. Churchill (March/HOA)	\$ 110.00
Law Office of John C. Churchill (April/HOA)	\$ 632.50

**FINANCIAL REPORTS:**

**Balance Sheet**

Mr. Manderscheid made a motion to approve the April 2018 **Balance Sheet.**  
Mr. Baker seconded the motion and the motion carried unanimously.

**Profit and Loss Report**

Mr. Manderscheid made a motion to approve the April 2018 **Profit and Loss Report.**  
Mr. Baker seconded the motion and the motion carried unanimously.

## **GENERAL MANAGER'S REPORT:**

Mr. Smith made a motion to approve the April 2018 **General Manager's Report**. Mr. Sweeney seconded the motion and the motion carried unanimously.

## **OLD BUSINESS:**

### **Construction Progress Report**

Ms. Wilson reported that she has emailed the Board Members the Construction Progress Report.

Ms. Wilson reported that **Lot 206 - 8710 Hopi** has been added to the list that the homeowner is installing a new roof and performing interior improvements.

Ms. Wilson also reported that **Lot 208 - 8730 Hopi** has been added to the list and that the homeowner is performing an exterior and interior improvements. Ms. Wilson reported that the deposit has been received and that the drawings have been submitted to the Board today for approval.

### **Brooke Utilities Asphalt Replacement Papago Loop**

Ms. Wilson reported that the asphalt replacement on Papago Loop has been completed.

### **Rental Committee Up date**

Mr. Sweeney reported that Robby Kaufman has set up a committee, however he is not here today to report on the Committee.

Mr. Gaipa stated that Mr. Kaufman needs to attend the next Board meeting so that he can publically announce who is on the rental committee and who homeowners should contact if they want to be a part of the rental committee.

Mr. Gaipa also stated that the rental committee needs to report to the Board on a monthly basis so they can present to the Board their recommendations in regards to the short term rentals.

## **NEW BUSINESS:**

### **Brooke Utilities Conveyance of Property at Boat Ramp**

Mr. Gaipa reported that Brooke Utilities is offering the Moovalya Keys to gain ownership of the boat ramp property that is closest to the trash cans in exchange for the installation of a chain link fence that would cost about Two Thousand Eight Hundred Dollars (\$2,800. 00).

Mr. Sweeney made a motion to accept Brooke Utilities proposal to take ownership of the boat ramp property based on the fact that Brooke Utilities is to provide the Moovalya Keys with a survey that is acceptable by the Board. Mr. Manderscheid seconded the motion and the notion carried unanimously.

### **Gate Codes**

Mr. Gaipa reported that at the Annual Homeowners Association meeting it was suggested by some of the homeowners that we change the gate code to get a tighter security on our gate.

## **NEW BUSINESS CONTINUED:**

### **Gate Codes**

Ms. Wilson reported that the gate codes have not been changed in over ten (10) years and that a lot of non-residences have a gate code to get into the Moovalya Keys.

Mr. Sweeney suggested that we consider only having one code for the gate and that the code is changed quarterly and that we notify homeowner of the new code with the quarterly dues statement.

Ms. Northcutt suggested that we change the gate code only once a year. Ms. Wilson stated that other associations change their gate code at least once a year in effort to secure the entrance gate. Ms. Wilson also stated that changing the gate code is a simple task that is all done by computer online.

Mr. Gaipa asked if we are having that many problems with unauthorized people coming through the gate. Mr. Sweeney stated that we have a lot of unauthorized people coming through our gates to dump their trash and that if someone really wants to come inside the Moovalya Keys all they have to do is sit at the gate and eventually someone will come along that does have access to the gate and they will follow them in.

Mr. Gaipa stated that it is the consensus of the Board is that we do not change the gate codes at this time.

### **Street Striping Committee**

Mr. Gaipa reported that it was suggested at the Homeowners Annual Meeting that we form a committee for the street striping.

Mr. Sweeney suggested that since next year we will be seal coating the streets so we should take into consideration of installing street markers prior to the seal coating so that the street striper has something to go by.

Mr. Gaipa reported that we should consider setting a standard width on all of the streets with the exception of Moovalya Drive so that we are consistent.

Mr. Sweeney reported that the white lines do not designate parking that the white lines needs to be as far apart as possible so that we can get emergency vehicles down our streets. Mr. Sweeney stated that just because a homeowner builds on 5' set back from street, it is not our obligation to close up our streets to give them parking when we need to be concerned about the life safety of our streets.

Mr. Sweeney stated that we should set the street standard at 18' that we need to have the streets as wide as we can get them for life safety issues.

Mr. Manderscheid stated that should we ever have a problem with emergency services not being able to gain access to homeowners, we are really setting ourselves up for liability issues due to the width of our streets and that we should keep the streets as wide as possible.

**NEW BUSINESS CONTINUED:**

**Street Striping Committee Continued**

Mr. Auman stated that due to the fact that in order for us to be in compliance, our streets should be at 20', then we should try to get as close to the 20' as possible.

Mr. Gaipa stated that years ago homeowners were allowed to build their house on a 5' setback, which was not allowing enough room for parking and that is why the setback rule went from a 5' setback to a 10' setback so that homeowners would be able to park out front of their house.

Mr. Nicholls reported that we really had a minimal amount of complaints this year and that if anyone has an issue with the white line as it lays now to get in touch with Ms. Wilson before the next striping job so that she can take care of it.

Mr. Gaipa stated that these are some of the concerns that will be taken up with the striping committee that will be formed next year.

**Approval Lot 208 – 8730 Hopi Drive**

Mr. Sweeney reported that the homeowner is re-roofing and re-pouring his concrete patio, re stuccoing the exterior and installing new windows and doors.

Mr. Sweeney stated that the homeowner is half way done with the project and that the work started without prior Board approval. However Mr. Sweeney stated that the work that is being done is work that we would have approved and that the owner does have a construction deposit on file,

Mr. Nicholls reported that it is not our responsibility to be sure that homeowners obtain the proper building permits for the work that they are having performed on their property, that it is the homeowner's responsibility to obtain the proper permits.

Mr. Sweeney stated that our job is to be sure that the homeowners comply with our CCR's, set back and heights and at this point the homeowner is in compliance with our requirements.

Mr. Sweeney made a motion to approve the drawings as submitted, Mr. Smith seconded the motion and the motion passed unanimously.

**EXECUTIVE SESSION:**

6:45 PM Executive Session is now in session

The next Board of Directors meeting date is June 4, 2018.

Meeting adjourned at 7:00 pm.

Submitted by Recording Secretary, Heather Wilson