

**Q Mountain Vista HOA/Water Company  
Board of Directors Meeting  
July 19, 2017 5:00 PM  
Senior Center, 40 Moon Mountain Road, Quartzsite, AZ**

**Call to Order and Verification of Quorum present:**

**Mike Glover - President**

**Margaret Cookston - Secretary**

**Cathy Siler - Treasurer**

**Dave Collier - Director**

**\*\*Absent - Cletus Winkler - Vice President**

**Motion to Approve Minutes of May 11, 2017 Open Board of Directors Meeting 2nd  
by Margaret Cookston**

**Treasurer Report**

**Account Balances as of July 18, 2017:**

**HOA -**

<b>Operating Funds =</b>	<b>\$24,039.35</b>
<b>Money Market Account =</b>	<b>\$11,614.12</b>
<b>HCB Road =</b>	<b>\$83,543.40</b>
<b>Total =</b>	<b>\$119,196.87</b>

**Water Company -**

<b>Operating Funds =</b>	<b>\$13,636.11</b>
<b>Savings =</b>	<b>\$ 7,143.99</b>
<b>Total =</b>	<b>\$20,788.10</b>

**Combined HOA/Water Funds \$139,984.97**

**June / July HOA Major Expenses -**

**Expenses include general maintenance and costs associated with day to day operations**

**\$5,000 transferred from Operating Funds to HCB Road Account**

**June / July Water Company Major Expenses - \$4,113.17**

**Meters (60 new meters purchased)**

**Current inventory is 130 new meters**

On behalf of the BOD, condolences are offered for the passing of JoAnne Robinson. Mrs. Robinson was a great friend and neighbor. She was a strong supporter of the HOA and generously donated her personal funds for the improvement of our community. Her family would like to thank all of her friends and neighbors for their help and well wishes.

## Unexpected Emergencies

- If the association member/property owner would like to have the association contact someone regarding an unexpected situation on their property the Board advises leaving current contact information including an alternative contact other than themselves with the office. Contact information may also be provided to the Quartzsite Police Department. Filing a Vacation Hold Form with the police will inform them you are away and they will periodically drive by your property. Additionally, the Neighborhood Watch Program is in full swing, meeting once a month. The Committee works in cooperation with the Police Department.
  
- The Board also advises that if water is left on while a member is out of town that someone be delegated to check on the property on a regular basis. The Water Company only employs people to read the meters and perform minor repairs UP TO AND INCLUDING THE METER. The Water Company and/or Board of Directors are not responsible for repairs on the property. The BOD is currently making every effort to move all meters from the homeowners property to the commons area.

## Proposal to amend by-laws to extend and stagger BOD terms.

A discussion was held during the May 11, 2017 Open BOD Meeting and it was decided that the BOD would move forward with an amendment to the By-Laws to extend and stagger the terms of Board Officers. President Glover contacted the HOA Attorney and received information regarding the extension and staggering of BOD terms. Some benefits realized by increasing Officer terms are that members are more likely to be committed to making a difference when serving more than one year and longer terms allow long term projects to be completed. It also allows outside agencies to see cohesiveness among the Officers.

- **RESOLUTION NO. 1702 - A RESOLUTION OF THE GOVERNING BOARD OF THE Q MOUNTAIN MOBILE HOME PARK HOMEOWNERS ASSOCIATION, LA PAZ, COUNTY, ARIZONA, AGREEING TO A SPECIAL MEETING OF THE MEMBERS FOR THE PURPOSE OF VOTING FOR THE AMENDMENT OF ARTICLE III, SECTION 1 OF THE BY-LAWS OF Q MOUNTAIN MOBILE HOME PARK; AND REPLACE IN IT'S ENTIRETY WITH THE FOLLOWING:**

Section 1. Number and Qualification. The number of the directors of the Association is hereby fixed at five (5). Members of the Board of Directors shall be members of the Association. The intent of the Association is for the directors to serve staggered, two-year terms and each director elected shall hold office until his or her successor is elected and qualified. To accomplish that goal, at the annual meeting where this amendment is adopted or at the first annual meeting following the adoption of this amendment, whichever occurs first, one more than half of the directors will be elected for two-year terms and the remaining directors will be elected for a one-year term (with the elected directors receiving the highest votes serving the longer terms). At each annual meeting thereafter, the members shall elect directors to replace those directors whose terms have expired, and all such directors shall be elected for a term of two (2) years, except that the Board shall have the right to cause a director to be elected for less than a two (2) year term if it becomes necessary to re-establish the staggered terms.

Simply stated, if the amendment is adopted, the 3 Directors with the most votes in the 2018 BOD election will serve 2 year terms, with the other 2 Directors serving 1 year terms. The 2019 election will elect 2 members to serve 2 year terms, and so on.

Ballots will be mailed to all HOA Members and a Special Meeting of the Members will be scheduled to vote on this amendment.

**Comments -**

Mr. Collier - This is a good idea not only for our members but it presents to those on the outside that we are a steady board.

**VOTE:**

Resolution was passed by unanimous vote.

**Meeting with Town of Quartzsite**

The ACC Staff Engineer, Mr. Smalia contacted Mr. Glover and requested he gather additional data regarding the Company's purchase of heavy equipment for the purpose of installing the infrastructure themselves and to explore the possibility of the Town providing assistance with installation. Because of his experience and expertise with heavy equipment, excavation and road repair, Mr. Glover contacted Mr. Stoker to determine what type of equipment would be necessary. Mr. Stoker explained that the quality of equipment with the hydraulics needed to install infrastructure in the heat would cost \$60,000 - \$80,000 for new, and \$30,000 - \$40,000 for used. A cost estimate was provided to support his statement. Mr. Glover contacted the Company's water attorney to determine liability risks associated with installing the infrastructure ourselves. To accomplish this, the Company would be responsible for providing liability insurances such as Worker's Compensation, protection insurance on the equipment and would require hiring qualified equipment operators.

Mr. Collier stated that he does not feel that he is qualified to oversee or install a water system.

As requested Mr. Glover spoke to Mr. Ferguson via telephone June 13 to explore the possibility of obtaining their assistance. A meeting was scheduled for July 18 to discuss the issue further, however, Mr. Ferguson left town and has not rescheduled.

Mr. Glover inquired with the WIFA representative whether the WIFA funding could be used to purchase equipment to perform the installation ourselves, and/or whether the funds could be used to hire the Town of Quartzsite to install the infrastructure. It was confirmed that because WIFA funding is federal and state funding there are certain rules for disbursement. The project is placed into the bidding process. WIFA reviews the bids and selects the company. The Town of Quartzsite also contracts to have this type of work performed, therefore, most likely the Town would not submit a bid.

Mr. Glover stated that past experience with the Town Administration has not resulted in any favorable progress for our community. He explained that a letter was mailed via certified mail to the Town Administration to request enforcement of town codes regarding the Byrd properties on Byrd Lane. The BOD has not received a response to this request, nor did the

BOD receive a response to the petition filed on the White house. The improvements to the White house property are the result of intervention by the County Supervisor.

Mr. Collier shared that the Town has developed a Beautification of Quartzsite Committee that is looking for volunteers to help. The goal of the Committee is to compliment people in the town that have taken care of the town and have done things to improve the town over the years. It is not intended to point fingers at those that need to take action to correct or improve things. Neighborhood Watch Meetings are held at 6 p.m. at the Community Center on the 1st Thursday of each month.

### **Update on Pipeline Upgrade and Replacement Project -**

The ACC published their Staff Report in response to the Rate Increase and Finance Applications. The ACC recommendations include their proposal for a new rate structure for meter fees and water usage along with a surcharge amount to finance the loan.

ACC Staff proposal includes only the replacement of the main lines at the beginning of Cienega up to and around Hacienda; and on Connor Lane from Comanche south to Hagley, then west on Hagley Loop to Q Mountain Lane. The proposal includes 17 fire hydrants. The cost of this proposal is \$502,721.

The Staff Report is a 62 page document and can be viewed at [www.azcc.gov](http://www.azcc.gov); Docket No. W-02518A-16-0179 and W-02518A-16-0410. A copy is also available at the office for review.

The application submitted to ACC included a 2 Phase implementation. Phase one of the project recommended the installation of new infrastructure surrounding the entire perimeter of the subdivision and the installation of hydrants. Phase two will replace the remaining main lines, including all lateral lines. Installation of fire hydrants placed every 1,000 feet is not in compliance with the International Fire Code (IFC). Mr. Glover met with the Town Fire Chief to discuss a variance to allow installation at 1,000 feet and was advised that he would approve a variance if an ending date showing when all hydrants will be installed is submitted. The ACC proposal does not provide for hydrants to be installed in compliance with IFC standards and does not provide a start or end date for a Phase two. The ACC recommendation requires the Company to refile for additional system improvements if the water loss is not significantly reduced from their recommended pipeline replacement.

It is the recommendation of the Engineers and the Accountant that we provide a response to ACC to implement and fund the 2 Phase implementation. It is the opinion of the Engineer and Accountant that implementing the project as recommended by ACC will not resolve the water loss issue and will not remedy the problems we encounter with leaks.

The BOD concurs that a response in disagreement with ACC Staff Recommendations will be submitted. Mr. Glover is the Company Representative for the applications and will submit the response on behalf of the BOD.

**Motion to Adjourn 2nd by Cathy Siler**  
**Meeting adjourned 6:15**