

**Q Mountain Vista HOA/Water Company
Board of Directors Meeting
Oct. 1, 2015 3:30 PM
Senior Center, 40 Moon Mountain Road, Quartzsite, AZ**

Call to Order and Verification of Quorum Present:

**Mike Glover – President
Margaret Cookston – Secretary
Jorge Cifuentes – Director**

Not Present -

**Nancy Winscom – Vice President
Cathy Siler - Treasurer**

Meeting minutes from Aug. 6, 2015 Open Board of Directors Meeting were approved.

Treasurer Report - As of Oct. 1, 2015:

Water Company

Operating Funds = \$23,969.21
Savings = \$7,235.92
Total = \$31,205.13

HOA –

Operating Funds = \$24,087.89
Money Market Account - \$10,087.07
HCB Road - \$25,264.16
Total Checking/Savings - \$59,439.12

Follow Up items from Aug. 6 meeting:

- **ACTION:** Nancy Winscom as appointed as Committee Chairperson to research and identify the number of property owners unable to physically or financially maintain the commons area of their lot, the area needing maintenance, and the anticipated cost for the HOA to provide this service. The information was requested to be presented at the next BOD meeting.

Due to the absence of Nancy Winscom, the issue is tabled again until Ms. Winscom returns.

REMINDER - Road Improvement Fund Discussion on budget for road improvement is tabled until the water pipeline replacement issue is resolved.

Introduction of Office Manager, Alexis Ashley

- Alexis Ashley was introduced to attending members. Established office hours are 10:30 a.m. to 3:00 p.m. Tue, Wed, and Thurs.

Open BOD Meeting Agenda Topics

Non Board member requests for agenda topics to be added to the agenda for an Open Board of Directors meeting must be submitted in writing to the HOA Office or to any Board Member at least 48 hours prior to the scheduled meeting time. Requests must include a summary of the agenda topic to be discussed. Requests for agenda topics from current Board members will be honored up to the meeting time.

UPDATE -- CC&R Enforcement Letters

Multiple letters requesting compliance with the CC&Rs for a variety of violations such as on street parking, weed removal, trash and/or debris removal and maintenance of homes have been mailed. To date 19 letters have been sent to property owners. Appreciation is extended to those that have taken action to clean up their lot and/or bring the property into compliance as requested by the BOD.

- 10 letters mailed during July results
- 3 full compliance
- 2 partial compliance with follow up to address remaining violations

- 2 elevated for legal counsel
- 3 reissued
- 9 letters mailed Sept. 28

Damage to wash on Spring St

The recent heavy rain caused debris and other trash to accumulate in the culverts installed by the State Road Shed causing it to back up and cause damage to our property. Mike met with the Supervisor of the Road Shed who agreed to assist with clean up of the wash, but before work could start, he needed to contact their Environmental Specialist. During the meeting Mike also pointed out the open dumpsters that allows trash and garbage to get out and litter our property along Spring Street and that action should be taken to approach the State to receive covered containers. It is anticipated that they will assist with clean up.

Signs advertising yard sales, etc.

Members wishing to advertise any sale must have signs approved through the BOD. HOA CC&R restrict sizes and purpose for signs. In addition, Quartzsite Zoning ordinances restrict the length and frequency of yard or rummage sales. Q Mountain Vista adheres to Quartzsite zoning ordinances. Signs not approved will be removed.

- **CC&R Article V Use Restrictions. Section 5.14 Signs:** No signs may be installed or placed upon the Common Area except as approved in advance by the Board of Directors. No signs shall be displayed on any Lot so as to be Visible From Neighboring Property except the following:
 - a "For Sale" sign and a temporary "Open House" sign,** each no larger than eighteen by twenty-four inches (18" x 24") and a "For Sale" sign rider no larger than six by twenty-four inches (6" x 24"), while the Lot is for sale;
 - a "For Lease" or "For Rent" sign and a temporary "Open House" sign,** each no larger than eighteen by twenty-four inches (18" x 24"), while the Lot is for lease or rent;
 - (c) political signs as permitted by the City of Quartzite and La Paz County** may be placed on the Lot up to forty-five (45) days before an election and up to seven (7) days after an election (or, if no such regulations exist, one political sign not exceeding twenty-four inches by twenty-four inches (24" x 24"));
 - (d) one residential identification sign** with a total face area of eighty (80) square inches or less;
 - (e) such signs as may be required or permitted by law; and**
 - (f) signs approved by the Declarant or Board of Directors.**
- **Quartzsite Zoning Ordinance Article 7 General Provisions Section 22 YARD SALES, SWAP MEETS AND RUMMAGE SALES** permits one yard sale lasting no longer than seventy-two (72) hours at a time and held no more frequently than one (1) time every thirty (30) days. Therefore, additional yard sales cannot be held at this property prior to Oct. 22, 2015.

Renter Information / Registered Vehicle Form / Association Member Survey

- Landlord TPT Registration with Department of Revenue

It is a new requirement of Arizona Department of Revenue for any person engaging in rental of their property to register with them.

- Forms requesting renter information and registered vehicles are required to be completed and returned to the office by Nov. 15, 2015.

A survey will be mailed to Association Members to identify their most critical concerns/issues. The information will be gathered for use in determining action(s) needed for the 2016 Board of Directors.

Update on HOA Sign

Quartzsite Planning and Zoning approved the permit to install a sign for the subdivision. The sign will be placed at the corner of Cienega Ave and Q Mountain Parkway. The sign is an "Announcer" sign and will be installed in a concrete foundation. In addition, the commons area where the sign will be placed should have the trees trimmed, the weeds removed and if possible dressed up with decorative rock.

Board Member Cifuentes questioned the cost of the sign and expressed concern that it was too high. He does not disagree with the proposal of Mr. Glover, but stated he was hesitant to spend the money in anticipation of unknown expenses that may arise in the future. President Mike Glover described the quality of the sign and expressed that it would be a sign that would last a very long time. The sign will meet the needs of the BOD to

make announcements and notifications of meetings, water shut off, etc. and will have capability to be lit in the future. The sign is warranted against vandalism such as graffiti, or other damage. Further discussion about the appealing visual appearance created at the entrance into the subdivision is important to the property values.

COMMENTS

- Charlene Santivaschi commented that the Homeowners should be allowed to vote for approval of the sign. The Board President explained that this is a meeting of the Board of Directors to conduct Board business and that the approval of funds for this type of expense is not a "Special Assessment" requiring a vote of the membership.
- Mary Staberg asked about the cost of permits required for installation and whether or not the permits have been approved. The cost of the permit is \$47.16 and was approved.
- Virginia Howe commented that a sign will allow our children to find us.
- Charlene Santivaschi commented that she has experienced increase in her taxes, insurance, health insurance, medicine that some people like to steal, and stated that everything has gone up; that for 4 years now the Board has raised them because they can. She expressed that she is strapped and directed her comments to the Board President that he keeps adding more and more and more and that he drives by her house 3, 4, 5 times a day and demanded she be left alone.
- Director Cifuentes responded that everyone is in the same position financially, but that since Mike and the rest of the Board Members have been elected, the balances in the HOA and Water Company have increased and Secretary Cookston commented the balances continue to grow. Director Cifuentes commented that the current BOD has done a good job managing the funds. He wants to use caution and be careful where the money is spent. Ms. Santivaschi interrupted with a comment related to photographs taken of her yard. Director Cifuentes reminded the members that the comments are limited to the purchase of the sign. He asked for additional comments on this subject.
- Bill Foote questioned the funds needed for landscaping and installation offering his services to help with installation of the sign. He is a concrete worker by profession and is willing to provide skill, labor and knowledge to help the HOA install the sign.
- President Glover accepted his offer and stated any unused funds would be re deposited into the HOA General Fund.
- Mary Staberg stated that along Q Mountain Parkway where the sign is requested to be placed is city property and the only place it can be installed.

VOTE

Resolution 1512 to approve a release of funds of \$5,901.00 for the purchase of a "Header/announcer" sign to be placed at the corner of Cienega Ave. and Q Mountain Parkway and approximately \$2,500 for sign mounting and installation, and the clean up and upgrade of the sign location was passed by unanimous vote.

UPDATE - After coordination with Mr. Foote regarding the installation, it was determined a better placement of the sign is further west on Q Mountain Parkway close to the center point between Cienega and Connor.

Update on Water Pipeline Upgrade/Replacement Project

A letter received from Arizona Corporation Commission (AZCC) regarding a Staff Report was forwarded to all BOD members for review. The report is an inquiry concerning possible solutions and funding mechanisms for small water companies. One of the things identified is that small companies are afraid or will not raise their rates. This is directly related to us in that our service fee rates are extremely low in comparison. Board members were encouraged to review the University of North Carolina Environmental Fund Rate Dashboard. The dashboard provides statistics regarding water company operating funds and expenses. According to this dashboard our water company is doing fairly well, however, there is no reporting of funds for the operation of the water company, i.e., wages, contract labor, etc. A raise in the meter fee optimizes our solvency.

- A rate case application will be submitted to increase only the meter service fee and will be based on our needs.
- At this time Mr. Glover is exploring alternatives to include the installation of isolation valves and meters and is considering what can be done to drain the system i.e., hydrants.
- A request for a meter test required the need to replace the pressure regulator, back flow assembly and drain valve. As a result the water will be shut off at approximately 9 a.m. Thursday, October 8. The

installation of the drain valve allows for meter testing without participation by the Town of Quartzsite and can be performed at our convenience. This is the beginning of the water pipeline replacement project.

- 18 new meters have been purchased. Because we use mechanical meters, they should be replaced every 10 years. Currently there are 52 meters more than 10 years old.

AZCC Rules for Water Company

AZCC mandates the charges for water service and usage. There is no allowance for assessment of late fees for non-payment and the only recourse this water company has for delinquent payment is to disconnect the service and charge a reconnection fee. Other fees include requests for water service turn on/off after business hours. The water company owns the property to the water meter and no water customer should turn the water on or off from the meter to the road. The enclosed approved rate schedule will be enforced. **A copy of this handout should accompany all rental agreements until a revision is implemented.**

As owners of the water company, water customers are encouraged to take actions that will save the company money and increase revenue. Members are encouraged to contact their financial institution and use on line bill pay for payment of HOA and water bills. The BOD is exploring electronic notification for HOA and Water billing to eliminate postal costs and expedite payments. If interested, send an email to the attention of Alexis Ashley at qmtn@tds.net Benefits include expedited notification of amounts due and timely receipt of payments. BOD will also explore the ability to submit electronic payments directly to HOA and or Water Company.

During this discussion, Charlene Santivaschi became disruptive to the meeting and was asked to leave and complied with the request.

Board of Directors

Association members are encouraged to deploy their knowledge and skills on a voluntary basis for the purpose of improving the Q Mountain Vista HOA. Positions are voluntary and Directors should expect to be active in the overall function and business of the Association.

- **Applications will be accepted until COB Monday, Nov. 16, 2015.**
- Ballots will be sent with November water bills the first week of December.
- Meet the Candidates meeting tentative early December.

Joann Robinson – Announcement

Ms. Robinson informed the residents that the coyotes are roaming through our neighborhood and asked that you not leave food out and to use caution when putting your pets out in the late hours of the evening and the early hours of the morning.

Rock Fiesta

Secretary Cookston reported that the sound levels for the concert have not been announced and the residents should be prepared for loud music. She also expressed concern for the security of the subdivision. She has contacted the Office of the Mayor for a meeting to express her concerns and is awaiting a call back. Comments or concerns regarding the Rock Fiesta can be directed to the Office.

Comments

Director Cifuentes reported that the home behind his has had 3 attempts at a break in, so he cautioned all residents to be aware and be careful. If you see something suspicious call 9-1-1.

Adjournment