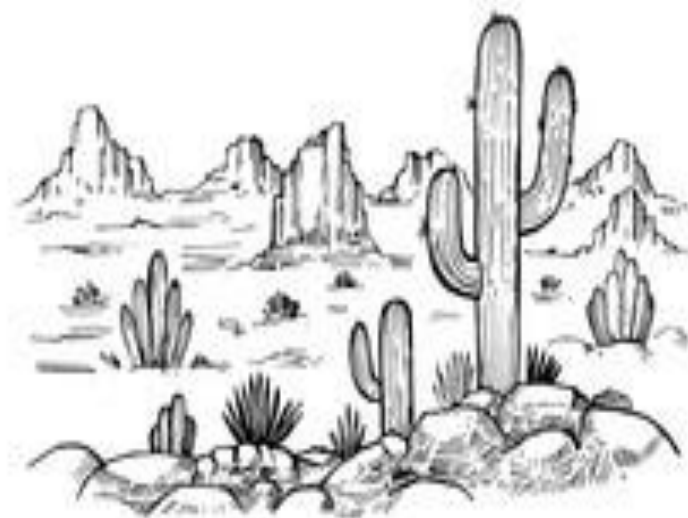


YUMA EAST LOT OWNERS ASSOCIATION, INC.

# RESIDENT INFORMATION GUIDE

Issued May 2024

Please retain and file with your important papers



# RESIDENT INFORMATION GUIDE

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# RESIDENT INFORMATION GUIDE

## Yuma East Lot Owners Association, Inc. (YELOA)

**A Housing Community for Persons 55 Years of Age or Older**

**Mailing Address: PO Box 25027, Yuma AZ 85367**

**Office Address: 11357 E 35<sup>th</sup> Pl (inside Yuma East Country Club)**

**Phone Number: 928 305-0197**

**Email: [yeloa1@hotmail.com](mailto:yeloa1@hotmail.com) Website: [www.yeloa.org](http://www.yeloa.org)**

**Facebook: Yuma East Residents Forum**

## INTRODUCTION

This Resident Information Guide provides important and useful information for all residents to ensure that Yuma East remains one of the most desirable 55+ communities in Yuma. Please read this information and if you have any questions, contact one of your district representatives or any of the board members.

Each property owner in Yuma East is a member of Yuma East Lot Owners Association, Inc. (YELOA).

YELOA exists to identify, defend, and maintain the Covenants, Conditions and Restrictions (CC&Rs) pursuant to the Articles of Incorporation. The CC&Rs aid in maintaining the aesthetic value as well as real estate value for the 662 lots of the Yuma East community. The CC&Rs also maintain Yuma East as a federally designated **Housing Community for Persons 55 Years of Age or Older**.

## WELCOME

We are happy you have selected Yuma East in which to establish your home. Your neighbors have worked hard to make and keep Yuma East a “Housing Community for Persons 55 Years or Older” and to keep the community looking pleasant and orderly.

All homeowners are encouraged to be active in YELOA by attending meetings, serving on committees, contributing comments and ideas, and by seeking election to the board of directors.

## **YUMA EAST BOUNDARIES AND LEGAL DESCRIPTION**

### **BOUNDARIES**

Yuma East consists of 662 lots east of the city of Yuma, within the boundary of S Fortuna Rd, E 40<sup>th</sup> St, S Scottsdale Dr and E 34<sup>th</sup> St.

### **LEGAL DESCRIPTIONS**

Yuma East is comprised of eight subdivisions that are the Yuma County legal description for each property by lot number. See Map A located at the end of this guide.

Subdivisions	Lot Numbers
YE#1	1 thru 52
YE#2	53 thru 179
YE#3	180 thru 375
YE#4A	376 thru 439
YE#4B	440 thru 523
YE#4C	524 thru 619
YE#4D	620 thru 684
YE#6	1 thru 22

## **YUMA EAST VOTING DISTRICTS**

The voting districts are different than the legal descriptions above. While the subdivisions above are the Yuma County Legal Descriptions, the voting districts are sections of the community identified for electing the board of directors and voting on issues.

Each lot has one vote on issues that are presented to the Yuma East Lot Owners Association, Inc. (YELOA) members.

The lot owners elect sixteen members to the YELOA Board of Directors every two years. The board is guided by the CC&Rs and the by-laws.

For voting equity, YELOA uses four **voting districts** to facilitate the elections. See Map B located at the end of this guide.

## **GOVERNING DOCUMENTS**

The following YELOA governing documents are available on our website [www.yeloa.org](http://www.yeloa.org), at our office in the Yuma East Country Club located at 11357 E 35<sup>th</sup> Pl, or you can request a copy from your district representative.

### **COVENANTS, CONDITIONS AND RESTRICTIONS (CC&Rs)**

The Covenants, Conditions and Restrictions (CC&Rs) are the regulations that apply to all properties in Yuma East and are the deed restrictions applicable to your property.

### **BY-LAWS**

By-laws govern how the association operates and contain information needed to run the association as a business.

## **ARTICLES OF INCORPORATION**

Articles of incorporation are a set of formal documents filed with a government body to legally document the creation of a corporation.

## **BOARD OF DIRECTORS**

The YELOA Board of Directors is comprised of residents elected by the YELOA members. The association board is guided by the President, Vice-President, Secretary, and Treasurer. Refer to the current Board of Directors list located at the end of this guide.

## **BOARD COMMITTEES**

Board committees are in place to address specific community issues and tasks and serve as an advisory role for the community. Refer to the current list of board committees, chairperson(s) and committee descriptions.

## **MEETINGS**

### **BOARD MEETINGS**

YELOA Board of Directors monthly meetings are held at 1 p.m. on the fourth Monday of each month from September through May. All property owners are welcome and encouraged to attend and participate. The meetings are held at the Yuma East Country Club (YECC) located at 11357 E. 35<sup>th</sup> Pl.

### **ANNUAL MEETINGS**

A YELOA annual meeting is held each year, usually scheduled for the second Monday of January. All property owners are encouraged to attend. Check the newsletter and website for the date and time or call 928 305-0197 for details. The annual meeting is held at the Yuma East Country Club (YECC) located at 11357 E 35<sup>th</sup> Pl.

## **YELOA OFFICE SPACE**

The YELOA board leases office space in the Yuma East Country Club (YECC) building, located at 11357 E 35<sup>th</sup> Pl, providing a space for meetings and business dealings with YELOA, and use of the facility for the annual meeting and the annual YELOA district luncheons. Useful forms can be picked up at the office as well.

### **FORMS AVAILABLE TO PICK UP AT THE YELOA OFFICE**

Useful forms are available at the YELOA office in the file system on the door. *YECC hours for pick up are 10 a.m. to 2 p.m. Monday through Friday (please note that summer hours may differ).* To help us with printing costs, please take only the forms that you need. Thank you. PLEASE REMEMBER THAT THESE FORMS CAN ALSO BE PRINTED FROM OUR WEBSITE.

- Quarterly YELOA Newsletter
- Current Director / District Representative Contact List
- Vacation Notification Form
- Resident Emergency Information form (from Rural Metro)
- Owner and Renter Age Affidavits
- Complaint Form

## DISTRICT LUNCHES

Each year, typically in February and March, YELOA hosts a free and informative lunch for each district. You're invited to come and share in the fun and get to know your representatives and neighbors. Refer to Map B YELOA Voting Districts at the end of this guide to determine which district your property is in. We hope to see you there.

## METHODS OF COMMUNICATION

### YELOA WEBSITE [www.yeloa.org](http://www.yeloa.org)

The website contains important and interesting information about YELOA. Keep up to date on the latest information with YELOA Community News. Sign up for text or email notifications to know when updates are available.

### FACEBOOK GROUP "Yuma East Residents Forum"

Find important YELOA updates, scheduled events, fun facts etc. as well as communicate with group members. It is a Private Group so request to JOIN.

### EMAIL [yeloa1@hotmail.com](mailto:yeloa1@hotmail.com)

You can communicate with YELOA via our email address. Your questions or comments will be directed to the person with the most expertise, and you will receive a timely response.

### WELCOME COMMITTEE

Shortly after moving into a residence, a member of the committee will call on new residents to deliver a packet of useful information to help navigate through our YELOA 55+ neighborhood and in Yuma as well.

### YELOA NEWSLETTER

The newsletters, published in March, June, September, and December are posted on the YELOA website and are emailed to those who have signed up for email correspondence. *Paper copies are available at the YELOA office located inside the Yuma East Country Club.* To sign up for email correspondence from YELOA visit our website [www.yeloa.org](http://www.yeloa.org).

You can advertise in our newsletter! Provide us with your business card or business information and **let all 662 lot owners know what you have to offer!** Contact your district representative if you're interested in this great opportunity.

## ANNUAL DUES

If you **OWN** property in Yuma East, you are a member of the Yuma East Lot Owners Association, Inc. Each property is assessed annual dues and the current amount for each property is \$30.00.

### WHY DO I PAY DUES?

Often asked is, "why do I pay annual dues?" There are administrative costs involved in running your YELOA. A few examples are, necessary insurance policies, printing and mailing costs for annual dues, elections, notifications, special mailings and more, financial reporting, office space



rental, post office box rental, gravel program costs, telephone expenses, and a reserve for other expenditures that may arise.

### **INVOICES MAILED**

Each year, the invoice for your annual dues is sent out the first part of January and the due date is January 31. The by-laws require payment in full within 90 days.

### **CHANGES TO YOUR CONTACT INFORMATION**

If you need to update your mailing address to ensure your invoice reaches you in a timely manner, call or email the YELOA Treasurer. Refer to the Board of Directors list at the end of this guide for the phone number or send an email to [yeloatreasurer@hotmail.com](mailto:yeloatreasurer@hotmail.com).

### **FEES AND ACTIONS FOR LATE PAYMENTS**

- **Payments made after February 1** - A \$10 late fee will be assessed, resulting in a total of \$40 required by March 1.
- **Payments made after March 1** - Will result in a Demand Letter for the dues and late fees owed. The letter will be a "Notice of Claim of Lien" against the property. The administrative fees for the letter will be \$350 and will be added to the account's assessments. The past due assessments, late fees and demand letter fees totaling \$390 must be paid by April 1.
- **If assessments are not paid by April 1, a lien will be placed on your property for the balance owed.**
- A 10% interest assessment will be added to your account when dues become delinquent. This interest assessment will be applied in January to any balance brought forward from the year before.

A \$15 fee will be charged for any returned checks.

### **PAYMENT TIPS**

- When writing your check, please record the Phase and Lot Number which can be found on the top right-hand side of your invoice (Example: P3-249).
- Mail your check to YELOA, PO Box 25027, Yuma AZ 85367 **OR** drop off at the YELOA office and place in the YELOA lock box. Place your check in an envelope with your Yuma address written on the front. *YECC office hours for drop off are 10 a.m. to 2 p.m. Monday through Friday.*
- If you use direct banking, please put your Phase Number and Lot Number in the account or memo section.
- If you prefer to pay in cash, call the YELOA Treasurer. See the Board of Directors list at the end of this guide for the phone number.
- At this time we are unable to accept credit cards for payment.

### **FEES**

When a property changes ownership, a Resale and Title Disclosure fee of \$300 is levied. Monetary fines or assessments may be levied by the board of directors for CC&Rs violations.

## MEMBER SERVICES

### **NOTARY PUBLIC SERVICE**

A Notary Public service is available for all property owners in Yuma East. The Notary is Daun Troncin. Contact Daun at 928 920-4769 or email [dauntroncin@yahoo.com](mailto:dauntroncin@yahoo.com).

### **GRAVEL AVAILABILITY PROGRAM**

When the original lots of Yuma East were set, there were no water drainage problems. Now, after heavy rain, there are areas that have serious water retention problems causing flooding. *Yuma County Zoning Ordinances state that each lot needs to retain all rainwater that falls on the lot plus one-half of the rain that falls in the street in front of the lot.*

To help with this water-runoff problem in our community, YELOA will pay for 2 yards of gravel for the space between the fence and the street, known as the right-of-way. If this right-of-way is all brick, it impedes water retention and causes part of the problem. Any material would have to be removed and replaced with the ¾" gravel which would provide a place for water to soak into the ground.

YELOA will supply the gravel and the property owner will supply the labor. If you choose to hire someone to do the labor, contact Daun Troncin for a reference.

**This is a one-time offer per owner.** For more information call Daun Troncin at 928 920-4769.

## YUMA EAST LIFELONG LEARNING

Check out the **Yuma East Lifelong Learning** website at [yelearning.org](http://yelearning.org) for information about monthly seminars on topics of interest to Yuma East residents.

## YUMA EAST COUNTRY CLUB

Yuma East Country Club (YECC) is a local club at 11357 E 35<sup>th</sup> PI and membership is optional. Anyone living in Yuma East or in the Oasis Del Este condos is invited to join. In addition to the swimming pools, the YECC offers special meals, exercise classes, games, social meetings and much more. If you are interested, please visit their website at [www.yumaeastcc.com](http://www.yumaeastcc.com). Call 928 342-7786 to schedule a tour. The YECC office is open 10 a.m. to 2 p.m. Monday through Friday. *(Please note that summer hours may differ)*

## HELPING TO PROTECT YOU AND YOUR PROPERTY

### **VACATION NOTIFICATION FORM**

#### ***THIS FORM IS FOR ALL RESIDENTS NOT JUST SEASONAL RESIDENTS***

The YELOA board members monitor Yuma East properties for damage and problems all year round.

If you're out of town when a storm hits, your water line breaks, or any other damage or problem is noticed, we will need to contact you. If we don't have a phone number or email address, we'll send a letter, but letters take time to get to you and we would like to let you know as soon as possible. *No one from the YELOA Board will go onto your property without your permission.*

Complete the Vacation Notification Form and mail to YELOA, place it in the lock box outside the YELOA office, or give to one of your district representatives or any board member. *Please be assured that YELOA will keep your information confidential.*

If you have questions, contact your district representative.

**The Vacation Notification form is available on our website [www.yeloa.org](http://www.yeloa.org) or can be picked up at the YELOA office**

### **EMERGENCY MEDICAL INFORMATION FORM**

In addition to being able to contact you if you are away (see Vacation Notification Form above), it is of vital importance that YELOA or your trusted neighbor has emergency contact information on file for you or you post this information in a conspicuous place in your home (i.e., on a refrigerator door).

There have been incidents when we have been unable to contact a family member or other person in the event of an emergency with a resident. Have you entrusted someone with a key to your home? Let us know who and provide their contact information so they can be notified in the event of an emergency. Contact one of your district representatives with this information.

Please help us help you!

**An Emergency Medical Information form is available on the Rural Metro website [www.ruralmetrofire.com](http://www.ruralmetrofire.com) , our website [www.yeloa.org](http://www.yeloa.org) or can be picked up at the YELOA office**

### **STREETLIGHTS**

If a streetlight is on or off all the time, please get the number off the pole and the closest address to the pole. Call the Arizona Public Service at 602 371-6140 or 800 253-9405 to get the light working again.

### **BURN PERMITS**

If you want to burn weeds, branches, or leaves using a PROPANE TORCH or in a BURN BARREL, you are required to obtain a burn permit from Rural Metro. This does not apply to warming fires (or cooking marshmallows!). Contact Rural Metro for current costs for permits.

Call 928 782-4757 or visit their office at 2029 S Arizona Ave in Yuma.

## **CC&Rs - COMMON ISSUES**

### **PROPERTY REMODELS, ADDITIONS – YUMA COUNTY PERMITS**

Before you add ANY kind of structure to your property or make any alterations be sure to first check with the Yuma County Department of Development Services at 928 817-5000.

Before you start your project, contact a member of the Architectural Committee for guidance. Refer to the Board Committees list at the end of this guide for contact information.

## **PARKED VEHICLES**

Vehicles (including but not limited to motorized vehicles, boats, trailers, and RVs) shall not be parked on / in the street for over 24 hours. Vehicles shall not be parked on / in the right-of-way at any time. The right-of-way is the area from the front lot line to the street pavement. One vehicle per lot shall be allowed at any one time on a property for repair or restoration. Any vehicle being repaired or restored must be stored and worked on within a conforming accessory building or behind a screen in such a manner as to not be visible from beyond the lot boundaries.

## **YARD MAINTENANCE**

Each lot owner shall maintain a neat and uncluttered lot for **twelve months of the year**. County specs regarding yards require weeds 24" and higher to be removed and if a yard has over 25% overgrown weeds, they need to be removed. Please note the area between the fence and street is the lot owner's responsibility and weeds need to be cleared from this area. This is such a beautiful neighborhood; let's keep it that way.

## **ANIMAL ISSUES**

- **Barking Dogs**  
A barking dog nuisance comes under a violation of a Yuma County Noise Abatement Ordinance. Limiting a dog's barking is especially important from 10 p.m. to 7 a.m. as many residents enjoy sleeping in.
- **Reporting Animal Complaints**  
To report animal complaints, i.e., barking dogs, dog bites, stray dogs, lost or found pets, animals running at large, or other animal related problems call the Yuma County Sheriff Office Animal Control dispatch at 928 783-4427.
- **Number of Animals Allowed**  
YELOA CC&Rs state that the maximum number of four-legged household pets allowed is four.
- **Common Courtesies**  
When walking your dog, please keep it on a leash and pick up the dog droppings; leaving droppings on the street is a health issue.

## **RESIDENT AGE RESTRICTIONS**

- **Owners**  
If you are an **owner** of a YELOA property, an Owner Age Affidavit is **required** because YELOA is federally recognized as "A Housing Community for Persons 55 Years of Age or Older". Most Owner Age Affidavits are completed when a property is purchased; however, if you have never signed an Owner Age Affidavit, please call Daun Troncin at 928 920-4769.
- **Renters**  
If you are a **renter** in YELOA, a Renter Age Affidavit is **required**.
- **Landlord of Renters**  
If you are a landlord of renters and use a rental agency or realtor, please provide Daun Troncin with the name of the company or agent. Call 928 920-4769 or email Daun at [dauntroncin@yahoo.com](mailto:dauntroncin@yahoo.com)

- **Age Affidavit Forms**

Both age affidavit forms are available on our website, [www.yeloa.com](http://www.yeloa.com), from any board member or can be picked up at the YELOA office. **Remember that your signature must be notarized or witnessed by a board member when completing this document.**

**Important** - All property management companies, individuals and realtors are to comply with the provisions of the Yuma East Covenants, Conditions and Restrictions (CC&Rs) when advertising, showing, renting, leasing, buying, or selling property in Yuma East.

## **FILING A COMPLAINT / CC&Rs COMPLIANCE VIOLATIONS**

If you wish to make a formal complaint to the board regarding an issue of concern or a noted CC&Rs violation in our community, you must complete a Complaint Form to get an investigation or remedy action started. Submit the completed Complaint Form to one of your district representatives. See the Board of Directors list in the Appendix for the district representatives for your property.

The basic process for most complaints is: The district representative receiving the complaint will make an appointment to meet with the complainant to review the issue and ensure that the Complaint Form is complete. The matter will then be handled by the Architectural Committee or district representative for investigation and resolution. The complainant will be notified when the complaint has been resolved.

**A Complaint Form is available on our website [www.yeloa.org](http://www.yeloa.org), can be picked up at the YELOA office, or request a form from your district representative.**

## **RESOURCES**

### **RURAL METRO - FIRE PROTECTION AND EMERGENCY SERVICES**

**IMPORTANT - Rural Metro Fire is the provider of emergency fire and medical services in our community.**

Living in an unincorporated community has benefits, such as a lower cost of living and lower property taxes. Part of the property tax collected in a municipality pays for public safety, such as a fire department and police department. In unincorporated communities, there are no such taxes for public safety.

By not having fire department coverage as a Rural Metro Fire member, homeowners will be charged for any Rural Metro Fire response as a fee-for-service, be it medical or fire emergency. A Rural Metro Fire member pays no additional fees above the annual membership.

**For more information visit the Rural Metro website at [www.ruralmetrofire.com](http://www.ruralmetrofire.com) or call 928 539-1813.**

### **YUMA COUNTY SHERIFF'S PROGRAMS**

#### **Are You OK? Program**

The Yuma County Sheriff's Office has a program called "Are You Ok?" The program is a telephone reassurance program that ensures daily contact with senior citizens and/or disabled persons that live alone.

## **Vacation Notification Program**

- **Unoccupied for 30 Days or Longer**

Citizens residing in the unincorporated areas of Yuma County can submit a Vacation Notification Form prior to departing the area for an extended period of time (more than 30 days). Sheriff's Office volunteers will conduct periodic home security checks for the dates specified on the submitted forms. **NOTE:** Winter visitors must submit a new Vacation Notification Form every year. The Vacation Notification Forms may be submitted to the Sheriff's Office in person, by mail, or via email.

- **Unoccupied For Less Than 30 Days**

If your home will be unoccupied for a short duration (less than 30 days), you may call the Yuma County Sheriff's Office at 928 783-4427 and request an intensive patrol (711) of your home. The patrols are conducted by Sheriff's Deputies. Keep in mind that, according to the Sheriff's Office, these home checks are on a "as time permits basis". In most cases, a good neighbor keeping an eye on your home is much more effective than any intermittent law enforcement patrol.

**For more information on these programs, visit their website [www.yumacountysheriff.org](http://www.yumacountysheriff.org) or stop by the Foothills office on S. Frontage Rd (next to the library)**

## **PROPERTY TAX EXEMPTIONS**

Each year between the first working day in January and March 1, all eligible residents of Yuma County may file for exemptions on your property tax. There are several different types of exemptions available. There is a list of criteria published each January in the newspaper. It is not very complicated but has limits:

1. The owner must be an Arizona resident
2. The property must be the primary residence
3. At least one of the owners must be at least 65
4. The owner must have resided in the residence at least two years.
5. There are income limitations for the property valuation freeze exemption. Income tax returns for three years must be provided.
6. For the widow/widower benefits, the spouse must have resided with the spouse in Arizona at the time of death.

**For more information contact the Yuma County Assessor's Office**

**410 Maiden Ln Yuma AZ 85364**

**Phone 928 373-6040 or email [assr-info@yumacountyaz.gov](mailto:assr-info@yumacountyaz.gov)**

## **VOLUNTEER OPPORTUNITY**

### **SHERIFF'S CIVILIAN VOLUNTEER PROGRAM**

The Civilian Volunteer Program is one aspect of the Yuma County Sheriff's Office League of Volunteers (S.O.L.V.). These volunteers perform a number of important tasks vital to the overall mission of the Sheriff's Office.

For more information contact the Yuma County Sheriff's Office League of Volunteers, Inc.  
3911 S Pico Ave Yuma AZ 85364 Phone 928 819-2212 Website: [www.yumacountysheriff.org](http://www.yumacountysheriff.org)

## IMPORTANT PHONE NUMBERS

Emergency	911	Sheriff Traffic	928 783-4427
Sheriff Main	928 783-4427	Adult Abuse	877 767-2385
Sheriff Foothills	928 342-1477	Illegal Activities	928 782-7463
Report Fraud	877 382-4357	TTD Hearing Impaired	877 815-8390
Rural Metro Office	928 782-4757	YRMC Nurse Hotline	928 336-2273
Emergency Water	928 580-0064	Yuma Regional Hospital	928 344-2000
Foothills Utilities	928 342-1238	US Post Office Foothills	928 305-0187

County Supervisor Darren Simmons 928 373-1120  
[Darren.simmons@yumacountyaz.gov](mailto:Darren.simmons@yumacountyaz.gov)

## EXPLORE WHAT YUMA HAS TO OFFER

Yuma is a great place to live – after all, it’s been deemed the sunniest place on earth according to the World Meteorological Organization! Check out the Visit Yuma website [www.visityuma.com](http://www.visityuma.com) to learn about fun activities and places to see.

## APPENDIX

2024 Board of Directors

2024 Board Committees and Chairperson(s)

Map A – Yuma County Legal Descriptions Map

Map B – YELOA Voting Districts Map

# 2024 BOARD OF DIRECTORS

(updated 3/25/2024)

## OFFICERS

Ben Welch, President  
Daun Troncin, Vice President  
Julia Salinas, Secretary  
DeeAnn Mooney, Treasurer

<b>DISTRICT</b>	<b>REPRESENTATIVE</b>	<b>PHONE</b>
<b>A</b>	<b>34<sup>TH</sup> STREET THRU 35<sup>TH</sup> STREET</b>	
	DeeAnn Mooney	406 240-8810
	Leann Hobson	425 879-2653
	Ruth Berger	224 430-6096
	<i>Vacant</i>	
<b>B</b>	<b>35<sup>TH</sup> PLACE THRU 37<sup>TH</sup> PLACE</b>	
	LeEtta Shaffner	605 280-0173
	Terri Watts	928 503-9838
	<i>Vacant</i>	
	<i>Vacant</i>	
<b>C</b>	<b>37<sup>TH</sup> LANE THRU 38<sup>TH</sup> LANE</b>	
	Daun Troncin	928 920-4769
	Ben Welch	801 450-7290
	Judi Heikens	408 497-3710
	<i>Vacant</i>	
<b>D</b>	<b>39<sup>TH</sup> STREET THRU 39<sup>TH</sup> LANE</b>	
	Janet Malik	419 350-6727
	Jim Nys	406 431-9445
	Julia Salinas	928 920-2722
	<i>Vacant</i>	



## 2024 BOARD COMMITTEE CHAIRPERSON(S)

Architectural	Ben Welch, President Robert McCleod 928 753-5845 (board appointed) Carl Shaffner 280 9062 (board appointed) Jim Shaw 775 463-9140 (board appointed)
Budget	Ben Welch, President
Communications	
Newsletter & Guide	Julia Salinas, Secretary
Website & Social Media	Jim Nys
Welcome	Janet Malik
Compliance/Complaints	LeEtta Shaffner
Liaison/Acquisition	Ben Welch, President
Member Services	Daun Troncin, Vice President
Policies & Procedures	
Real Estate	Julia Salinas, Secretary

## BOARD COMMITTEE DESCRIPTIONS

### **ARCHITECTURAL**

Provides guidance to homeowners on questions and issues regarding property improvements to ensure adherence to YELOA CC&Rs and county requirements and guidelines.

### **BUDGET**

Oversees the financial aspects for YELOA. Ensures YELOA adheres to the budget and guidelines set up by the committee.

### **COMPLIANCE / COMPLAINTS**

Serves as a central point for the receipt, tracking, and documentation of formal complaints in the community.

### **COMMUNICATIONS**

- **Newsletter and Resident Information Guide**  
Provides residents with important information regarding life in the YELOA community.
- **Website and Social Media**  
Monitors and maintains the digital formats of YELOA communications.
- **Welcome Committee**  
Welcomes new residents to the community by delivering helpful documents and coordinating annual district lunches.

### **LIAISON / ACQUISITION**

Works with YELOA, Condos 1, Condos 2, and Yuma East Country Club for the common good of the 55+ Community. Some of the things worked on are roads, security, and neighborhood cleanup.

## **BOARD COMMITTEE DESCRIPTIONS (CONT.)**

### **MEMBER SERVICES (GRAVEL PROGRAM, NOTARY, AGE AFFIDAVITS)**

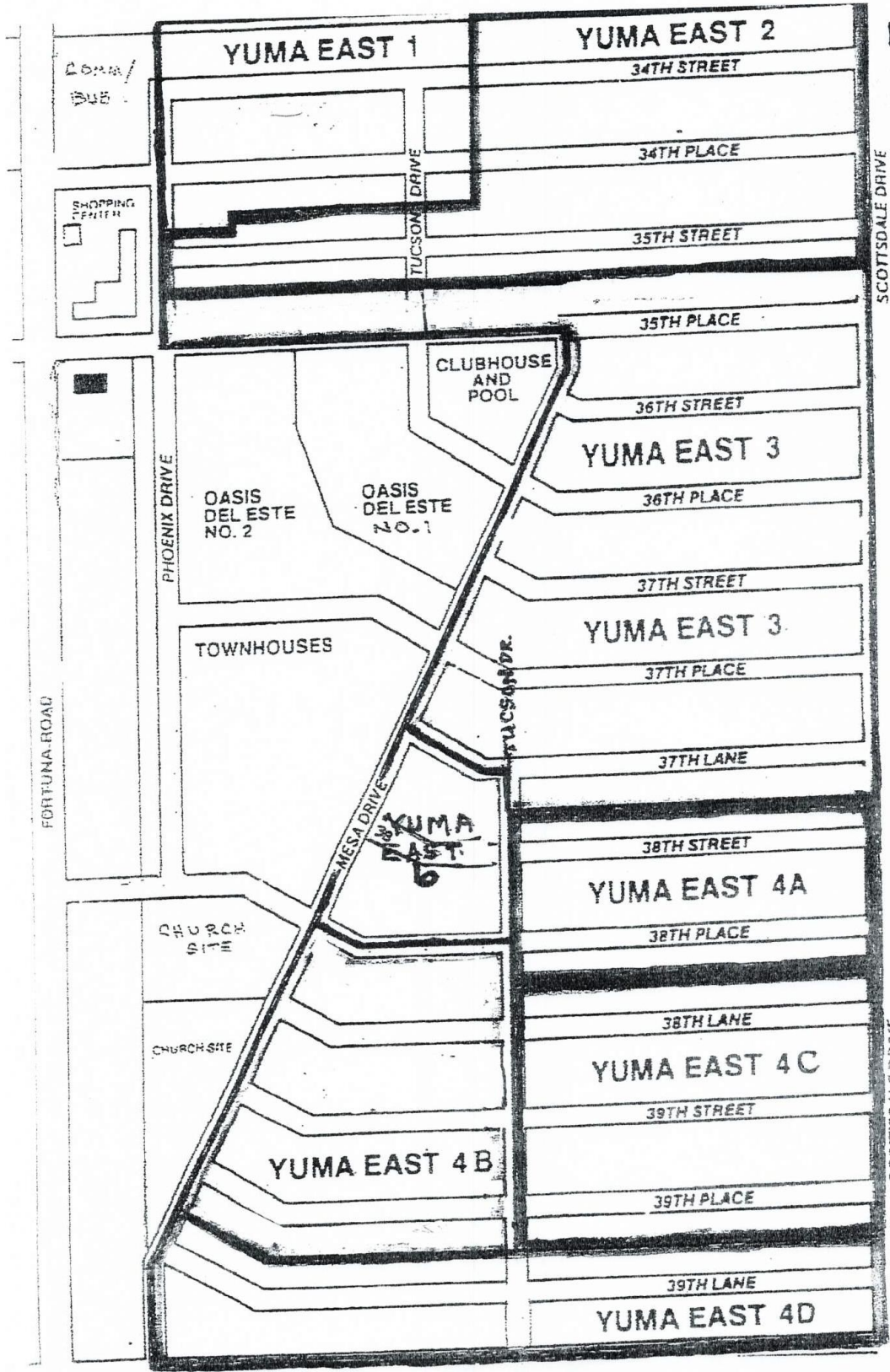
Responsible for coordinating services available to YELOA residents such as notary service and gravel availability. Monitors verification of required Age Affidavits.

### **POLICIES AND PROCEDURES**

Develops policies and procedures to support YELOA By-Laws and CC&Rs.

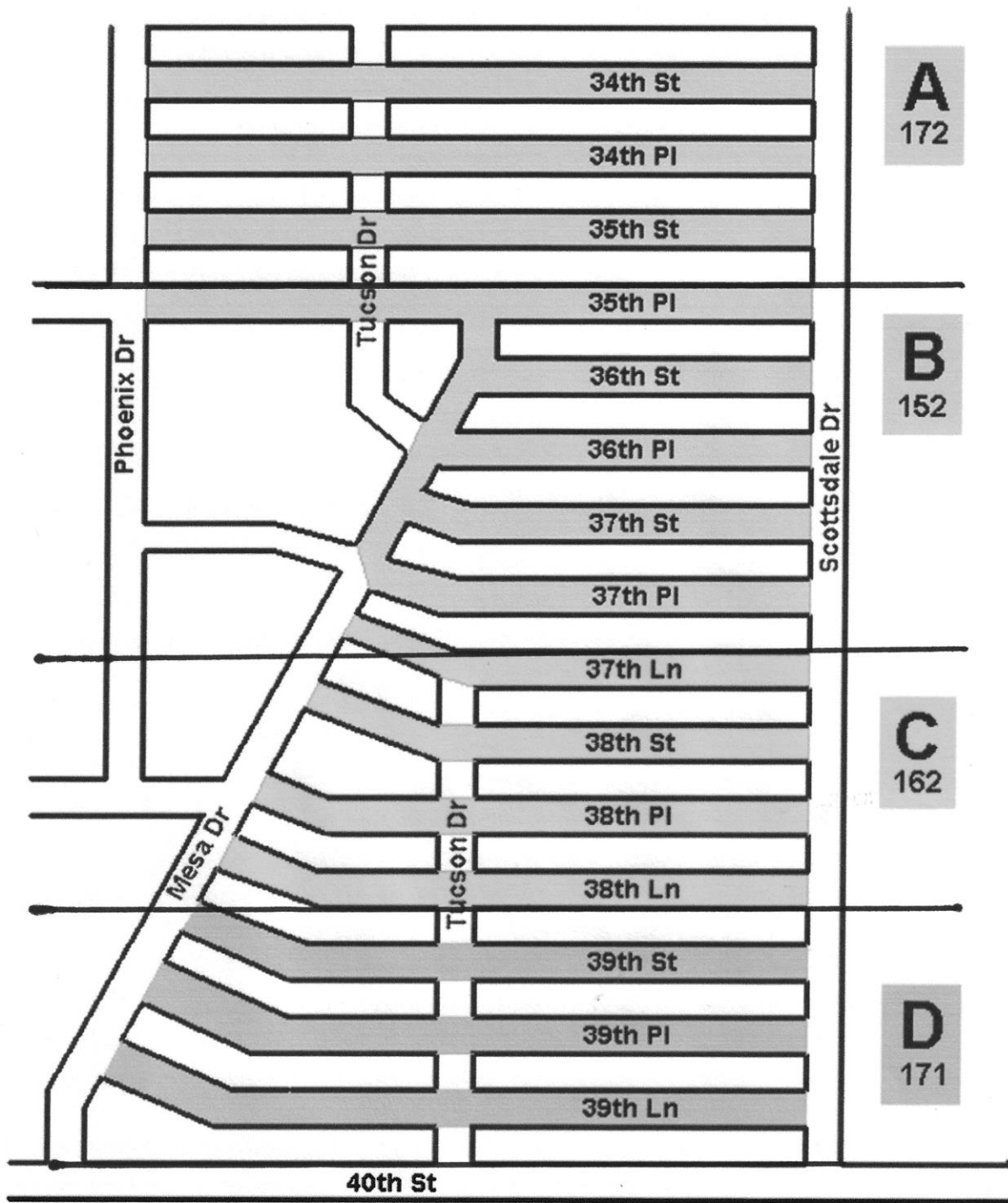
### **REAL ESTATE**

Monitors home sales to ensure all new home buyers receive YELOA documents required to be delivered during the escrow process. Keeps statistics of annual sales.



**MAP "A"**

LEGAL PHASE DESCRIPTIONS OF YUMA EAST PROPERTIES  
 ACCORDING TO YUMA COUNTY



**VOTING DISTRICTS**