

## FREQUENTLY ASKED QUESTIONS – Mariposa Neighborhood Association

### **Q: Why was the Mariposa Neighborhood Association (MNA) formed?**

A: Mariposa currently has a Community Association (CA), which is professionally managed by CCMC for Harvard Investment Company. The board of directors of the Mariposa CA consists of three members, whom represent Harvard, High Desert, and Pulte Homes. No Mariposa resident or private property lot owner sits on the board and therefore the residents do not have input on the decisions that are made affecting our neighborhood, and may not for years. A neighborhood association (NA) has legal standing and political clout and is required to be solicited for input on various planning initiatives and infrastructure projects in their area of impact by local, state, and federal agencies. An NA would hold quarterly meetings, monitor the activities of various city and county boards, keep the neighborhood informed of actions which could potentially directly or indirectly affect the community as a whole, consists of board members whom would represent and voice the concerns of their individual neighborhoods, and a board that would represent the entire MNA and speak in a united voice.

### **Q: How was the MNA formed?**

A: An initial email was sent out last summer to those residents whom had expressed an interest in forming a MNA on Nextdoor.com and through word of mouth to confirm their interest in volunteering their time and resources to the effort. To those whom expressed continued interest, another email was sent along with an Action Plan and date for the kick-off meeting, which was held on November 11, 2018. Nine resident volunteers attended the meeting and became the Steering Committee, whose initial objective was to research the process for forming a Rio Rancho recognized NA, and then completing the tasks required to prepare and submit a recognition application package to the Rio Rancho City Clerk for approval. One requirement of becoming a recognized NA was to form a leadership structure, including a board of directors and officers. The Steering Committee members volunteered to become the 2019 MNA Board of Volunteer Directors, who then elected officers (president, vice-presidents, secretary, and treasurer).

Another major task to completing the recognition application package was to prepare a set of By-Laws that would not only describe a leadership structure, but would also prescribe the rules that would govern the MNA. These By-Laws were crafted and signed, along with the recognition application, by the 2019 MNA Board of Volunteer Directors at a February 24, 2019 meeting, which were submitted to the Rio Rancho City Clerk for approval on February 26, 2019 (a copy of which can be found on our website, [MariposaNeighbors.org](http://MariposaNeighbors.org), under Documents). On March 7, 2019, the MNA Board of Volunteer Directors received a confirmation email from the City Clerk's office that our application had been processed and approved. And the week of March 24<sup>th</sup>, 2019, the MNA was included as a City of Rio Rancho recognized NA on the City's webpage: <https://rrnm.gov/335/Homeowners-and-Neighborhood-Associations>.

### **Q: What is a Rio Rancho recognized NA, and how do you become recognized?**

A: The purpose of the City of Rio Rancho's *Neighborhood Association Recognition Policy* (Administrative Policies and Procedures, Chapter 9, Article 2, 2000) is to promote communications between NAs and City government and to identify and resolve issues involving neighborhoods and the private sector. This policy also stipulates the recognition requirements, the responsibilities of both the recognized NA and the City, and delegation authority. Further, to become a recognized NA, an application is required to be completed. This application requires association boundary information, a list of officers, and by-laws. The package is then submitted to the City Clerk for processing and approval. (A copy of this policy can be found on our website, [www.MariposaNeighbors.org](http://www.MariposaNeighbors.org), under Documents.)

**Q: What is the purpose of the MNA?**

A: According to our By-Laws (a copy of which can be found on our website, [www.MariposaNeighbors.org](http://www.MariposaNeighbors.org), under Documents), the purpose of the MNA shall be to preserve the property values and quality of life for private lot owners and residents of our unique neighborhood by:

- Maintaining safety and security, including advocating for emergency response services;
- Protecting natural resources, aesthetics, and recreational opportunities;
- Promoting improved communications with our elected and appointed government officials and agency representatives;
- Providing input and representing the neighborhood’s concerns to the City of Rio Rancho and Sandoval County representatives; and
- Monitoring of and providing feedback to the Mariposa CA’s enforcement of covenants.

**Q: What is the difference between an HOA or CA and an NA?**

A: It is not the intention of the MNA to duplicate the roles of the Mariposa CA, but it is important to recognize the differences between the two and the need and desire of MNA members to have both at this time, because each provides an important service in preserving the quality of life of our unique neighborhood. Below are general definitions of an NA and a CA, which were taken from the website [www.neighborhoodlink.com](http://www.neighborhoodlink.com). You can also find a table which describes the specific differences and roles of the MNA and the Mariposa CA on our MNA website, [www.MariposaNeighbors.org](http://www.MariposaNeighbors.org), under Documents.

Definition of a Neighborhood Association: A voluntary organization of residents who work together to improve and maintain the quality of life in their neighborhood, which meet regularly to accomplish specific goals in their neighborhoods.

Definition of a Community or Homeowner Association: A formal legal entity created to maintain common areas and enforce private deed restrictions, which are typically created when a development is built.

**Q: Who is eligible to be a member of the MNA?**

A: According to MNA’s By-Laws, any homeowner, individual private lot owner, or rental resident residing within the MNA-described boundaries shall be eligible for membership. The MNA boundaries as set forth in our By-Laws are described as follows: bounded on the North by New Mexico State Trust Land; bounded on the East, Southeast, South, and West by Rio Rancho Estates Unit 25; and bounded on the Northwest by the Mariposa Preserve.

**Q: How were the 2019 MNA Board of Volunteer Directors selected and who are they?**

A: As mentioned in an FAQ above, resident volunteers attended the MNA kick-off meeting on November 11, 2018, and became the Steering Committee, whose initial objective was to research the process for forming a Rio Rancho recognized NA, and then completing the tasks required to prepare and submit a recognition application package to the Rio Rancho City Clerk for approval. One requirement of becoming a recognized NA was to form a leadership structure, including a board of directors and officers. The following Steering Committee members (whom are listed by name, board and committee position, and neighborhood) volunteered to become the 2019 MNA Board of Volunteer Directors, who then elected officers (president, vice-presidents, secretary, and treasurer). As described in the below FAQ, the By-Laws require that each of the 9 Mariposa neighborhoods shall provide a representative to sit on the Board of Directors. Though some neighborhoods are currently under- or over-represented on the Board, this will be rectified at our Annual Meeting in October.

Cassandra D'Antonio, President  
Eric Gregory, Co-Vice President  
Zach Bryan, Co-Vice President  
Anne Apicella, Secretary  
Lynn McGowan, Treasurer  
Kerry Neef, Director & IT Committee Member  
Mary Grace James, Director & IT Committee Chair  
Nancy Hatchett, Director & RESCOM Committee Chair  
Sarah Felsing, Director & RESCOM Committee Member  
Ted Walters, MNA CA Liaison

Sierra Vista  
Vista de Santa Fe  
The Estates  
The Peaks (Castle Peak Loop)  
Vista Sandia  
Sierra Vista  
The Peaks (Castle Peak Loop)  
Vista Manzano  
The Peaks (Pikes Peak Loop)  
The Peaks (Castle Peak Loop)

**Q: How will the 2020 MNA Board of Directors and Officers be selected and elected?**

A: According to MNA's By-Laws, at the Annual Meeting, to be held on the fourth Sunday in October of each year, the following Mariposa neighborhoods shall provide a representative to sit on the MNA Board of Directors for a one-year term: Vista de Santa Fe, Vista Sandia, Vista Manzano, Sierra Vista, Desert View, The Peaks (Pikes Peak Loop), The Peaks (Castle Peak Loop), the Estates, and Redondo @ Mariposa (Pulte's new development). The manner in which each neighborhood representative is selected shall be left up to each individual neighborhood, e.g., through volunteers, caucusing, etc. Officers shall be elected from and by the MNA Board of Directors during the annual meeting for a one-year term. For specifics and descriptions of the responsibilities of the MNA Board of Directors and Officers, please refer to our By-Laws, which can be found on our website, [www.MariposaNeighbors.org](http://www.MariposaNeighbors.org), under Documents.

**Q: How often are the General MNA meetings and how will I be notified?**

A: According to MNA's Recognition Application and By-Laws, the MNA will hold a general NA meeting on the fourth Sunday of every quarter at the Mariposa Community Center, starting on Sunday, April 28, 2019, including an Annual Meeting held the fourth Sunday in October of each year. MNA members will be notified of these meetings through Nextdoor.com, meeting signs, and our website [www.MariposaNeighbors.org](http://www.MariposaNeighbors.org).

**Q: Why are you asking for annual voluntary membership dues and what is it providing?**

A: According to MNA's By-Laws, annual membership dues shall be established at either the first general meeting of the fiscal year or at the Annual Meeting by the Board of Directors, which will be based on an estimated budget provided by the Treasurer. **Payment of dues by MNA members shall be strictly voluntary, and non-payment of dues shall not preclude membership.** Accordingly, the 2019 MNA's Board of Voluntary Directors has set the 2019 annual dues at \$20/household. The MNA's Treasurer has estimated an operating budget of \$1000 to cover such expenses as maintenance of the website, bank account and P.O. Box fees, survey services, meeting materials, occasional printing needs, etc. The estimated 2019-2020 budget can be found on our MNA website, [www.MariposaNeighbors.org](http://www.MariposaNeighbors.org), under Documents. Voluntary membership dues will be collected at each MNA General Meeting, beginning at the April 28, 2019 meeting, or by mailing to MNA, P.O. Box 1894, Bernalillo, NM 87004.

**Q: Why become a registered member of the MNA and how?**

A: The City of Rio Rancho's recognition policy requires the MNA to poll the general membership whenever it chooses to assert an official opinion on an issue to the City. Registered members will have access to community surveys, membership directories, updated information on issues that concern our community, future newsletters, MNA scheduled meetings, and other important information, which would only be available through our website. The MNA will use the [www.mariposaneighbors.org](http://www.mariposaneighbors.org)

website as the primary place to register members. The best way to register is to send an email to [info@MariposaNeighbors.org](mailto:info@MariposaNeighbors.org) with your name and Mariposa address or private lot information. Once we have verified that you are a homeowner, individual private lot owner, or rental resident residing in Mariposa, you will then receive an email from the website prompting you to create an account. We also ask that you choose a username that is recognizable and use your neighborhood (Sierra Vista, Vista de Santa Fe, The Peaks, etc.) as your location, rather than Rio Rancho. For neighbors choosing not to register via the website, a registration card will be available upon request and at the April 28<sup>th</sup> MNA General Meeting and other quarterly MNA General Meetings. This registration card can be completed and submitted to an MNA Board Member, or by mailing to MNA, P.O. Box 1894, Bernalillo, NM 87004.

**Q: How do I become actively involved in the MNA?**

A: Besides becoming a MNA Board member, there will be plenty of opportunities to become involved. After the first Annual Meeting, on April 28, 2019, and after we gather the results of our Core Issues & Concerns Survey, which will be presented at our July 2019 quarterly meeting, several special committees may be organized to address specific concerns or needs.

**Q: What is the role of an MNA CA Liaison?**

A: The 2019 MNA Board of Volunteer Directors determined that it would be important to assign someone the task of being a liaison between the MNA and the Mariposa CA. The MNA CA Liaison will focus on four main areas:

- Reviewing the Mariposa CA budget quarterly and raise concerns/requests as needed, e.g., to assure that the reserve funds are being maintained to address future expense needs.
- Reviewing the Mariposa CA's Covenants, Conditions & Restrictions (CCRs) as currently written and request that they are updated periodically to address the changing community as construction progresses, including identifying areas for improvement and monitoring compliance of residents and developers (Mariposa CA responsibility).
- Communicating with the Mariposa CA Manager in order to establish a formal process for both individual residents and the MNA to report issues and concerns to the CA, and to ensure that there is an established feedback method for resolution and closure of open issues. Conversely, the Mariposa CA will be able to direct residents to the MNA when an issue/concern may be best addressed by the MNA, e.g., when issues need to be addressed by the City.
- Meeting regularly with the MNA Resident Communication Committee (RESCOM) and the MNA Board of Directors.

**Q: What is the role of the Resident Communication Committee (RESCOM)?**

A: The 2019 MNA Board of Volunteer Directors determined that it would be important to form a RESCOM. The responsibilities of RESCOM are to:

- Provide feedback mechanisms for residents (survey annually, monitor feedback, mine Nextdoor.com and MNA meetings for needs, focus groups, interviews, etc.), compile feedback, and submit formal reports to the MNA Board of Directors and Mariposa CA, via the MNA CA Liaison, as needed.
- Monitor, manage, coordinate, and report resident feedback and progress on resident issues between the residents and the MNA Board of Directors and/or MNA CA Liaison, as needed.

- Attend MNA Board of Director meetings and relevant City/County meetings
- Provide benchmarking studies and data on various issues, as needed.

The following are FAQs regarding the purpose and importance of the current and future surveys that every MNA member is encouraged to complete.

**Q: Who is surveyed?**

A: Initially, residents who register on the MNA website ([www.MariposaNeighbors.org](http://www.MariposaNeighbors.org)) will receive a link to the current survey. The more the survey responses received, the better the data the MNA can work with. Please feel free to invite your fellow neighbors to register on the MNA website so they will receive a link to the surveys. Surveys will also be available to registered members on the MNA website under Documents.

**Q: What topics will be covered by the surveys?**

A: Initially, the MNA developed broad categories for discussion. These categories were gleaned from Nextdoor.com posts, Mariposa CA newsletter articles, City and Mariposa CA board meetings, etc. Categories that are being emphasized in the current survey include:

- Infrastructure (planning/development, utilities, maintenance, water, drainage, arroyos, traffic, roads, etc.)
- Safety/Security/Sanitation (trash, builder issues, dog issues, fire/rescue services, Neighborhood Watch, etc.)
- Neighborhood Quality of life (dark sky, noise, Community Center hours and offerings, trails, new resident orientation, etc.)
- Property Values (upkeep of individual properties, upkeep of common areas, visual appeal, pride in Mariposa, parking, etc.)

**Q: What happens to my survey comments? Are they private?**

A: Survey comments are kept strictly confidential and are only used in the aggregate to identify common issues and to communicate those issues through aggregated charts and non-identifiable comments. Over time, survey responses will be helpful in determining if issues are being adequately addressed.

**Q: Why and how are residents surveyed?**

A: MNA members are surveyed to ensure that the MNA has current input on resident concerns, compliments, and areas of focus. This aggregated data will be used to bring community concerns at large to the attention of Mariposa’s governing bodies and to co-develop strategies for keeping the positives and working on improvements for the good of all residents. Goals are to increase resident input and representation, i.e., a voice with credibility and weight and to promote effective communication between the MNA, Mariposa CA, and the City to foster a knowledgeable citizenry. MNA members can expect to be surveyed twice year. Additional surveys may be sent for specific issues that arise during the year, and residents are welcome to suggest survey topics for consideration as well through our MNA website at [info@MariposaNeighbors.org](mailto:info@MariposaNeighbors.org).

**Q: How do I let the MNA know of an issue I think should be addressed?**

A: MNA members are encouraged to communicate issues and concerns through our MNA email address at [info@MariposaNeighbors.org](mailto:info@MariposaNeighbors.org).