

**The Villages at Queen Creek Homeowners Association  
Board of Directors Meeting**

**The Villages at Queen Creek Clubhouse - 21515 E. Village Loop Road, Queen Creek, AZ 85242  
November 17, 2011**

**1. Call to Order**

- President Bill Lehman called the meeting to order at 7:05 p.m. Also in attendance: Larry Murphy, Vice President; Bruce Ervans, Treasurer ; Sharron Owen, Secretary; Brett Ferguson, Director ; Cindy Anderson, Community Manager, AAM.

**2. Open Homeowner Forum**

- Homeowners were given the opportunity to discuss each agenda item prior to Board decision.

**3. Review & Approve Minutes - October 27, 2011**

- Without objection, the Board agreed to accept the October 27, 2011 Open Session meeting minutes as presented.

**4. Treasurer's Report - October 2011**

- Bruce reviewed the October 2011 Financials which were also provided in the homeowner's meeting packets.

**5. Committee Reports**

- Architectural Committee  
Next Architectural Committee meeting is scheduled for November 19<sup>th</sup> at 1:00p.m.
- Budget/Finance Committee  
The Budget/Finance Committee meeting was held as scheduled on November 16<sup>th</sup>, minutes were not available yet for review.

**6. Contract Reports**

- Management Report - AAM  
Community Manager Cindy Anderson gave the Management Report.

**7. Unfinished Business**

- Transfer Fees (*Recommendation from the Budget/Finance Committee*)  
The Budget/Finance Committee recommends that the Board of Directors obtain a legal opinion, not to exceed \$300, regarding the new limitations on Transfer Fees pursuant to SB 1149. The committee would like an opinion on if the Association's Transfer Fee may be increased from \$50 to \$120 with \$50 allocated to the Operating Account and \$70 allocated to the Reserve Account.  
Bill made a motion to obtain a legal opinion, not to exceed \$300, as recommended by the Budget/Finance Committee with regards to increasing the Transfer Fee. Bruce seconded the motion. The motion carried.

**8. Contract Reports (*continued*)**

- Landscape Report - H&N  
Supervisor Austin Witzel gave the landscape update including discussing the recent replacement of 150 dead trees in streetscapes as warranted by H&N Landscape. Austin also discussed issues with "stink-weed" growing through a lot of the Desert Carpet plants throughout the community.

**9. Unfinished Business (*continued*)**

- Painting of Pool Pillars & Walls - *Ratify Approval*  
Bruce made a motion to ratify the approval of the painting of the pool pillars and walls at a final cost of \$3,590.00. Brett seconded the motion. The motion carried.

- Security Camera Monitoring & Policy - *Discussion*  
Discussion took place regarding creating a policy. Cindy is to poll other community managers to see if they have any Associations with a Security Camera Monitoring Policy. Cindy is to report back at the January meeting.
- Clubhouse Meeting Room Revised Rules & Fees  
Discussion took place regarding the draft revised policy. Concerns were voiced regarding charging homeowners for occasional private parties or social gatherings.  
Bill made a motion to adopt the Clubhouse Meeting Room Revised Rules & Fees with the following charges: 1.) homeowners/residents will not be charged an hourly rate for occasional parties and/or social gatherings, however all other rules will apply, 2.) lines will be added for the individual renting the meeting room to initial the first two rules on the front page. Brett seconded the motion. The motion carried.

## 10. New Business

- Clubhouse/Pool/Fitness Center Usage Restrictions, Additional Signage & Fees for Violations (Discussion)  
-Bill made a motion to approve 3 signs for the pool gate which cite the gate closure statute at a cost not to exceed \$100.00. Bruce seconded the motion. The motion carried.  
-Cindy is to obtain proposals for the installation of locking doors on the meeting room and a key-lock on the storage closet.
- Board Requested Change Order from Raven Pools - *Ratify Approval*  
Bill made a motion to ratify the approval of the Board requested change order from Raven Pools for \$2,392.67. Bruce seconded the motion. The motion carried.
- Adjust Fence Shepherd Hook by Golf Restaurant, Replace Door Handles & Misc. Upgrades - *Ratify Approval*  
Bruce made a motion to ratify the approval of the adjustment of the fence shepherd hooks by golf restaurant, replace the door handles and miscellaneous upgrades by Sun King Fencing at a cost of \$954.45. Brett seconded the motion. The motion carried.
- Revised Pool Plant & Granite Plan - *Ratify Approval*  
Sharron made a motion to ratify the approval of the revised pool plant and granite plan from H&N Landscape at a cost of \$3,251.15 which was a \$585.40 increase over the original plan due to the addition of larger and more plants. Larry seconded the motion. The motion carried.
- Pool Tree Removal - *Ratify Approval*  
Sharron made a motion to ratify the approval of the pool trees removal bid from H&N Landscape at a cost of \$500.00. Brett seconded the motion. The motion carried.
- Clubhouse Signs - *Ratify Approval*  
Sharron made a motion to ratify the approval of the purchase of 35 various clubhouse, pool and parking lot signs from FastSigns at a cost of \$1,307.78. Larry seconded the motion. The motion carried.  
Cindy is also to order 2 signs for the meeting room stating the maximum occupancy (40).
- Concrete Removal for Repair of Irrigation (Parcel 11A, Lot 5) - *Ratify Approval*  
Bruce made a motion to ratify the approval of the concrete removal and irrigation repair at parcel 11A, lot 5 from H&N Landscape at a cost of \$629.12. Brett seconded the motion. The motion carried.  
Cindy is to follow up with Austin for alternative cost efficient options for the under-sidewalk irrigation repairs.
- 2011 Audit - CPA Engagement Letter from Ginsburg & Dwaileebe CPAs  
Bill made a motion to accept the engagement letter from Ginsburg & Dwaileebe CPAs. Bruce seconded the motion. The motion carried.

- Bill gave updates on the following items:
  - Traffic light installation on Village Loop Road South is scheduled to take place in early 2012.
  - Drywell installation in the drainage area near the tot lot by parcel 7, off of the Sierra Park entrance is scheduled to take place in early 2012 with the assistance of the Town of Queen Creek. The Town will also be installing flapper valves on the wash side of the drainage area to assist in not allowing water to come through that area.
  - The Rancho del Rey assessment amendment has been executed.

#### **11. Adjournment**

- There being no further business to discuss, Bill adjourned the meeting at 8:45 p.m.

Respectfully Submitted By,

*Cindy Anderson*

Cindy Anderson

Recording Secretary

For the Board of Directors

The Villages at Queen Creek Homeowners Association