

**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  
February 24, 2011**

**1. Call to Order**

- President Bill Lehman called the meeting to order at 7:13 p.m.
- Also in attendance:  
Larry Murphy, Vice President  
Jeff Shank, Treasurer  
Sharron Owen, Secretary  
Brett Ferguson, Director  
Carla Helmstadter, Vice President of East Valley Operations, AAM  
Cindy Anderson, Community Manager, AAM

**2. Homeowner Forum**

Issues discussed:

- Streetscape tree replacement for Lot 21 in Parcel 15 - Cindy Anderson and ELS will follow up.

**3. Review & Approve Minutes – January 27, 2011**

- The Board and homeowners agreed to waive the reading of the minutes as copies were provided to all. Without objection, the Board approved the January 27, 2011 Open Session meeting minutes as written.

**4. Treasurer's Report – January 2011**

- Jeff Shank reviewed the January 2011 Financials in detail. The Financials were also provided in the meeting packets. Jeff also discussed that the Budget & Finance Committee will be meeting regularly to review the Association's expenditures and income.

**5. Committee/Contract Reports**

- Architectural  
Committee member Todd Sautter gave a report on February's submittals and decisions.
- Budget/Finance  
The Budget & Finance Committee information was provided by Jeff Shank during the Treasurer's Report. The February 10, 2011 Budget & Finance Committee meeting minutes were provided to Cindy Anderson for the Association's records.
- Social Committee  
*-Update from Bill Fischbach of April 30th "The Gathering - Villages Family Block Party"*  
Bill Fischbach was not in attendance due to illness, Bill Lehman reported on the donations received and activities planned for this event. The Social Committee is also tentatively planning an event for October/November, details to come.
- Landscaper's Report - ELS  
Mike McDowell gave the February Landscape Maintenance Report and provided copies for the Board.  
*-ELS, use of credit voucher 2010 and 2011*

Greg Parker discussed that he has reviewed all of the Villages at Queen Creek invoices and the 2010 \$3,000 credit voucher had not been used so the Board may use the voucher in 2011. In addition to the \$3,000 credit voucher, ELS has offered a \$2,000 Arbor Care voucher.

*-ELS, review of loss plant/tree chart and plans to replant*

Discussion took place about the maintenance of the streetscapes that have missing plants/trees and if the Association is entitled to a credit from ELS because these streetscapes require less maintenance. Greg Parker discussed that weed control and raking of these streetscapes continues to take place. The streetscapes with missing trees have been identified and mapped by ELS. Greg also agreed that the \$2,000 Arbor Care voucher may be used towards tree installation. Greg offered to have 100 - 15 gallon trees installed for the credit voucher amount of \$5000. Greg discussed other additional values for an extended contract with ELS. Bill Lehman will schedule a special meeting in the next week to begin the process of selecting the locations of the streetscape tree installations.

- **Manager's Report - AAM**

Community Manager Cindy Anderson gave the Manager's Report, which was also provided for the Board for review.

## **6. Unfinished Business**

- **Floodway Update**

Discussion took place about potential solutions for the floodway issue. The Board is in the process of working on this issue and will have additional information as the situation progresses.

- **Oversight Committee**

1. *Establishment of Committee*

Bill Lehman made a motion to establish an Oversight Committee to review all of the Association's contracts and bidding processes. Treasurer Jeff Shank will chair this committee. Larry Murphy seconded the motion. The motion passed unanimously.

2. *Appointment of Residents to Serve*

-Larry Murphy made a motion to appoint Terri Lehman to the Oversight Committee. Sharron Owen seconded the motion. Bill Lehman abstained from voting. The motion carried.

-Without objection, the Board agreed to appoint Bruce Ervans, Jim McLees and Bill Fischbach to the Oversight Committee.

- **Canopy Replacement for Tot Lot**

Proposals were provided from Shade 'n Net, Dave Bang Associates, USA Shade and ELS. Without objection, the Board agreed to accept the proposal from Shade 'n Net at a cost of \$1,500.

## **7. New Business**

- **Arizona Parking Solutions**

1. *Termination of Street Parking Enforcement Contract*

Based on the recommendation from the Budget & Finance Committee and an estimated cost savings of \$6,250.00, Larry Murphy made a motion to terminate the contract with Arizona Parking Solutions. Jeff Shank seconded the motion. The motion passed unanimously.

- **Clubhouse – Securing at Night**

1. *Termination of Nick Catanese*

2. *Approval of Hiring John Allen*

Based on the recommendation from the Budget & Finance Committee and an estimated cost savings of \$3,245.00, Larry Murphy made a motion to terminate the agreement with Nick Catanese for clubhouse securing and contract with John Allen for these services. Jeff Shank seconded the motion. The motion passed unanimously.

- Website - Discussion on the need to update  
Sharron Owen and Cindy Anderson are currently working on updating and changing the community website so it's more user-friendly.
- Financial Audit - Hiring an independent auditor to conduct an audit of the financials of the Villages at Queen Creek  
Bill Lehman made a motion to have an audit of the Association's financials performed. Jeff Shank seconded the motion. The motion passed unanimously.
- Name Tags for "The Gathering" Block Party Event  
Sharron Owen made a motion to purchase name tags for Board members, Committee members, AAM staff and ELS staff for the event. Brett Ferguson seconded the motion. The motion passed unanimously.
- Clubhouse Heating/Air  
Without objection, the Board agreed to table this issue until the March meeting.
- Progress of Reorganization & Restructure of the Community  
Bill Lehman discussed the change in community manager, recent cost savings the Board has implemented and the establishment of the Oversight Committee.

**8. Adjournment**

- There being no further business to discuss, Bill Lehman adjourned the meeting at 8:55 p.m.

Respectfully Submitted By,

*Cindy Anderson*

Cindy Anderson  
Community Manager  
For the Board of Directors  
The Villages at Queen Creek Homeowners Association