

**Queens Bay Resort & Condominium
Directors Meeting Minutes
Wednesday April 10, 2024, 1:00pm Arizona Time
Zoom**

- I. President Pederson called the meeting to order at 1:06 p.m. Arizona time Vice President Mims, Secretary/Treasurer Laing, Directors Meyers, and Kaufmann, Owners Doug and Lisa Currey, Connie Collette and Property Manager Starkey were present.
- II. President Pederson asked for a motion to approve the minutes from the March 13, 2024 Directors meeting. Director Kaufmann made a motion to approve the minutes. Director Meyers seconded the motion. The motion passed with a unanimous vote.
- III. Matt Neilsen from Corum System Software and Storage provided information on the Corum software proposed for the Queens Bay Security Systems. The current software program subscription through Cloudvue does not have great customer service and has not been responsive to our requests for help. The Cloudvue software restricts our ability to store camera feed to 7 days. This limits our ability to help the owners when there is an issue.
 - A. The Corum software has facial recognition and license plate recognition which helps speed up the review of the camera feeds tracking a situation across the complex. It also has camera linking to easily track a situation between cameras.
 - B. The cost for each of the different systems includes updates to the servers and the cost for the subscription.
 - C. Each of the systems requires a three year contract. The HOA cannot enter into a contract greater than one year. We have asked these vendors to re-submit a proposal with this restriction in mind.
- IV. Josh Scordel from Advanced Pool Solutions and Liquid Assets, a local pool maintenance company our property team turns to for assistance with the pools reviewed the different types of pool heater options for the HOA. Josh will provide an updated proposal for the ETI 96% efficient pool heater. The ETI heater has a longer warranty and will use less resources to heat the pool. The HOA requested a proposal for the pool equipment area. Many of the mechanical parts in this area are original and are showing their age. With new equipment comes new ways of saving energy and resources and can eliminate any safety issues for staff.
- V. Owner Volunteer Project Research Updates
 - A. The directors reviewed the detailed information provided to us by the elevator team of Wayne Tuttle and a friend of his who was an elevator maintenance person. In summary, it's not a matter of if we need to modernize the elevator it is a matter of when. There are many options available to the HOA to help us keep the costs down. He will finalize his recommendations for the board after reviewing the proposal from TKE with his friend the former elevator maintenance person and reviewing what our staff has already completed.
 - B. The directors reviewed the information gathered by Larry Corkery. Larry met with the city with the idea of installing a water meter for each Condo. He felt there was not enough potential savings. He is still reviewing the analysis. The city made suggestions for us to consider. The suggestions are ensuring the sprinklers are watering the plants and not leaking out into the parking lot. Not running the fountain in the summer because of excessive evaporation. Cover the pool all year after hours to help reduce evaporation. And finally replacing the grass with turf. The city is

rolling out a new program to help cover up to 50% the cost. The city is still working on the details for this program.

- C. Director Meyers is continuing to gather information from the one remaining property management company willing to take on our complex.
- D. Property Manager Starkey connected with Gus in regard to his research on a charging station. The original purpose of this research is the lack of charging stations in town. There have been some additional stations installed in town, one located in the upper lot at London Bridge Resort. Property Manager Starkey will research charging station locations in Lake Havasu. This could be a useful thing we have available to share with owners and guests.

VI. Property Project Updates

- A. There was a landscaping leak by the wash station and the enclosed area by the back wall and all have been repaired.
- B. The latch for the gate in the garbage area was broken and has been repaired.
- C. A new high wind protocol will be added to the trouble shooting guide to check owners patios and decks for open umbrellas to notify the owner and suggest they close their umbrella so it does not blow away.
- D. A new petty cash log has been created for tracking incoming and outgoing petty cash.
- E. A new padlock has been purchased for the drive through gate near the wash station. The original padlock disappeared, and a delivery person entered through this gate. The staff have secured the gate.
- F. Property Manager Starkey updated the directors on the back flow valve replacement for tower 1. It was noted in the new proposal a permit from the fire department is required (a recent update to the local fire departments protocol) and the HOA's fire alarm system will need to add new sensors to the valve.
 - 1. Director Mims made a motion to approve the fire permit fee and the Western Alarm fee to replace sensors on the new valve. Director Kaufmann seconded the motion. The motion passed with a unanimous vote.
 - 2. Treasurer Laing will sign the proposal from Arizona West Fire & Safety.
- G. Property Manager Starkey updated the directors on the back flow valve replacement out near the trash area has been completed.
- H. Property Manager Starkey shared the update on Western Alarm. They have received the permit from the Fire Department and will begin the modernization for the fire alarm system on April 22.
- I. Property Manager Starkey reviewed the list of tasks the staff have been completing from the elevator modernization list provided by TKE. He will share this with Wayne Tuttle.
- J. Property Manager Starkey reviewed the reason for changing out the hall lighting. The current fixtures have a detachable housing ring which allows for buildup of spider webs and dirt, causing extra cleaning for staff. The rings are dirty and beat up and need to be replaced. The new bulbs are flush with the ceiling and the trim is built onto the bulb, which means the ring and bulb are replaced at the same time and will present a clean look throughout the complex and no spider webs inside the housing unit and around the bulbs. The directors recommend replacing bulbs as they burn out along the outside corridors.

VII. Review of Financial Records

- A. Treasurer Laing reviewed the February 2024 month end records. The HOA has a reserve balance of \$304,072 dollars. The operating balance is \$467,321. This

includes \$6,913 in owners who are late with their dues payments. There are 7 owners who are late with their dues. Building maintenance, we have spent \$19,440 through April 9. This includes the two plumbing repairs. We have a positive balance of \$4,003.

- B. Treasurer Laing reviewed the written proposal asking permission to seek a quote from the CPA to review our reserve accounts and provide a report to the directors and the owners. The directors agree with the proposal and request a quote to perform the work for a proposed assessment. In addition to the assessment asking if the CPA performs Reserve Studies and if not, do they have a recommendation. Treasurer Laing will submit the request for a quote to the CPA and report back to the directors.

VIII. There were no other topics

- IX. President Pederson requested a motion to adjourn the meeting at 2:40p.m. Vice President Mims so moved. Director Kaufmann seconded the motion. The motion passed with a unanimous vote.

The next three Directors Meetings – Start times will be 1:00 p.m. Arizona Time

- May meeting is cancelled due to travel schedules for several of the directors.
- June 12
- July 10
- August 14