



January 1, 2024

Dear Realtors:

Many times we find that there are aspects of the operation of the Grayhawk Community Association that are confusing to Realtors and new buyers. Included with this letter are some informational handouts that address some of the more frequently asked questions.

Enclosures include:

- Intro letter for the Realtor Registration and Open House Policy
- Retreat Village Realtor Access Policy
- Realtor Registration Form
- Open House Sign Regulations
- For Sale Sign Recommended Standards
- Assessment Analysis
- 2024 Schedule of Assessments
- Community Enhancement Fund Summary
- Resale Disclosure and Lien Estoppel Fee Information
- Realtor Tours
- Contacts for Sub-Associations

I am always available to answer any questions that you or your buyers have about the Grayhawk community. The on-site office is located at the address listed below and is open Monday through Friday from 8 a.m. to 5 p.m. Please feel free to stop in or contact the association at (480) 563-9708.

Sincerely,  
CCMC

*Stacey Harvey*

Stacey Harvey  
Community Association Manager



## **Retreat Village at Grayhawk Realtor Access Policy**

All Realtors must be registered through the Grayhawk Community Association to be granted access to the Retreat Village. A Realtor Access Form, a clear copy of a valid driver's license and business card must be submitted to complete the registration process.

The form is available to completed online at [grayhawkcommunity.org](http://grayhawkcommunity.org). It is also available at both gates, in the Realtor Packet on [grayhawkcommunity.org](http://grayhawkcommunity.org) or in the Grayhawk Community Association office at 7940 E. Thompson Peak Parkway, Ste. 102. Completed registrations may be submitted at the above address, via fax to 480-563-9709, emailed to [nquinn@ccmcnet.com](mailto:nquinn@ccmcnet.com) or can be submitted through the Grayhawk website. A legible cell phone photo of the form, driver's license and business card are acceptable.

Once registration is complete, it is good for one year. Registration will be dated the day that the office receives a *completed* registration packet.

If at any time the Realtor is uncooperative with regard to filling out the form or the registration and verification process, they are to be logged into the visitor's log and an incident report is to be filled out. A copy of this report will be forwarded to the Community Manager. The Realtor may be denied access and asked to exit the property.



## Grayhawk Realtor Registration

All Realtors accessing the Retreat Village must be registered with the Grayhawk Community Association. This registration must be provided annually and will be dated on the day that a completed registration packet is received by the Grayhawk office. **Please allow up to 48 business hours for processing.**

Agent Name: \_\_\_\_\_

Realty Company: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_

Email Address: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
Agent Signature

\_\_\_\_\_  
Date

Please attach a **LEGIBLE** copy of your business card and driver's license with your registration. You may also take a picture of the cards with your cell phone and email it to Nian Quinn at [nquinn@ccmcnet.com](mailto:nquinn@ccmcnet.com) or mail or fax to 480-563-9709.

\*Grayhawk will not SHARE or SELL any information obtained as part of this registration process.

\*\*Grayhawk reserves the right to refuse access to anyone for any reason deemed necessary.



## **GRAYHAWK COMMUNITY ASSOCIATION OPEN HOUSE SIGN REGULATIONS**

The following rules apply to both the gated and non-gated areas within the Grayhawk community:

1. A realtor Open House sign used by the seller or the seller's agent may be placed on the seller's property during the Open House. Realtor Open House signs are not permitted on association common areas.
2. Only authorized Grayhawk Open House signs are permitted on association common areas, including sidewalks adjacent to association common areas.
3. There is no restriction on the number of signs which can be utilized on common areas (including sidewalks adjacent to association common areas) for Open Houses in the community as long as all of the signs are the Grayhawk Open House signs. Retreat owners may leave a flyer with directions to the open house with the gate attendant. These flyers will be distributed to anyone who inquires about the open house. It is the responsibility of the owner to assure that there are an adequate number of flyers available to be distributed that day.
4. Grayhawk Open House signs are available for sale in the Grayhawk Community Association site office at cost. Currently the cost to produce these signs is \$100.00 each and can be paid with credit card or check. The site office is located at 7940 E. Thompson Peak Parkway, Suite 102. No buy back or rental programs are available.
5. Signs other than authorized Grayhawk Open House signs on association common areas will be removed by the community roving patrol officers.
6. Open Houses are permitted daily from 8 a.m. and 6 p.m.
7. Proper maintenance of the Grayhawk Open House signs is the responsibility of the sign owner. Signs that are deteriorated will not be permitted within the community.
8. Additional signage violations include but are not limited to: Usage of unauthorized signs, improperly maintained signs, improperly located signs, and attaching of balloons or other information to signs.

**Grayhawk reserves the right to amend these rules at any time.**



## **Grayhawk Community Association “For Sale” Sign Recommended Standards**

1. In accordance with Arizona Revised Statute 33-1808(F), (one) 18”x 24” “For Sale” sign and (one) 6”x 24” rider attached to the bottom of the sign may be installed on a property.
2. The sign shall be installed in the front yard only. The sign shall be placed parallel to the front curb in the center of the property, and be a minimum of 18” from the sidewalk or curb. No corner signs are permitted.
  - a. No additional signs may be placed on view fences or on/over walls. No sign may be erected, attached, or painted upon fences, rocks, or natural features.
  - b. No sign may be placed or attached to fixed structures such as utility/light poles and boxes, traffic control signs and signals, or any other roadside structures.
3. It is recommended that signs be mounted on an Association approved signpost style known to Realtors and Realty Sign companies as “The Grayhawk Model”. The signpost should be a 4’x 4’ white vinyl “double” post. The sign should be installed such that the top of the sign is no more than 4’ above the ground.
4. No other attachments to the sign are allowed including, but not limited to, fliers, tubes or containers, balloons, banners or other promotional material.
5. A property that is “For Sale by Owner” shall use an Association approved “For Sale by Owner” sign. Additional information shall be in black lettering/numbering and contained in the designated area on the sign.
  - a. One 6”x 24” rider may be attached to the bottom of the sign. No other attachments to the sign are allowed including, but not limited to, fliers, tubes or containers, balloons, banners or other promotional material.
6. Grayhawk Residents selling a condominium home/townhouse where the structure is surrounded by common property may place one 18” X 24” sign in one window which is most easily viewed from the adjacent street. This also applies to condominium homes/townhouses that are “For Sale by Owner”.
7. Signs shall not be illuminated.
8. Any “For Sale” sign which is placed, posted, or affixed in the commonly owned property will be removed by the Grayhawk Community Association. The person or entity responsible for installing a sign in/on association common area is liable to the GCA for the cost of removing the sign, with such costs being a minimum of \$25.00 per sign.
9. These temporary signs require no permit.
10. Signs shall be removed within 5 days after Close of Escrow.
11. The homeowner shall be responsible for the appropriate placement, maintenance, and removal of the sign.



## 2024 ASSESSMENT ANALYSIS

### Grayhawk Community Association

- Landscape Maintenance of Common Areas
  - Greenbelts
  - Desert-belts
  - Hike and Bike Trails
  - Pocket Parks
  - Playground Facilities
  - Storm Repair
- General Maintenance
  - Walls/Fences
  - Playgrounds
  - Ramadas
  - Monument Signs
  - Mailboxes
  - Irrigation
- Utilities
  - Water
  - Electric
- 24 Hour Roving Patrol
  - Personnel
  - Vehicle
- Management
  - CCMC
  - Site Staff
  - Administrative
  - Site Office Expenses
- Administrative
  - Newsletter
  - Professional Fees
  - Insurance
  - Tax Related
- Reserves

### Retreat Village Association

- Entry Gates
  - Maintenance
  - Personnel
  - Supplies
  - Phone Lines
- Landscape/Common Area Maintenance
  - Desert-belts
  - Hike and Bike Trails
  - Ramada's
  - Streetscapes
  - Entry Features
- General Maintenance
  - Tennis Courts
  - Hike and Bike Trails
  - Streets
  - Sidewalks
  - Street Sweeping
  - Monument Signs
  - Mailboxes
- Utilities
  - Water
  - Electric
- Management Services
- Administrative
  - Professional Fees
  - Insurance
  - Tax Related
- Reserves

### Neighborhood Assessment

Neighborhood Amenity - (pool, spa, tennis court etc.)

### Condominium Sub-Associations

Avian	Vintage
Cachet	Encore
Tesoro	The Edge
Villages @ Grayhawk	Venu

\*\* All relative condominium expenses pursuant to individual budgets and documents. \*\*

***This list is in no way intended to be comprehensive, but is intended as a general guide and breakdown of expenses at each level of membership. For further information or copies of current budgets, please contact the association office at (480) 563-9708.***

# 2024 SCHEDULE OF ASSESSMENTS

## The Grayhawk Master Association

\$ 976.80 Annual Dues - Grayhawk Community Association

\$ 976.80 **\$ 244.20 per quarter**

## Pinnacle

\$ 976.80 Annual Dues - Grayhawk Community Association

\$ 516.00 Annual Dues – Pinnacle (gated entry, private streets and tot lot)

Annual Total

\$ 1,492.80 **\$ 373.20 per quarter**

## The Retreat (Talon Fairways, Firenze and Serenity)

\$ 976.80 Annual Dues – Grayhawk Community Association

\$ 1,464.00 Annual Dues – Retreat

Annual Total

\$ 2,440.80 **\$ 610.20 per quarter**

## Peregrine

\$ 976.80 Annual Dues – Grayhawk Community Association

\$ 1,464.00 Annual Dues – Retreat

\$ 396.00 Annual Dues – Peregrine (pool/spa and tennis court)

Annual Total

\$ 2,836.80 **\$ 709.20 per quarter**

## Crown Point

\$ 976.80 Annual Dues – Grayhawk Community Association

\$ 1,464.00 Annual Dues – Retreat

\$ 1,649.40 Annual Dues – Crown Point (pool/spa, tennis court, front yard landscaping)

Annual Total

\$ 4,090.20 **\$ 1,022.55 per quarter**

## Crown Point Norte

\$ 976.80 Annual Dues – Grayhawk Community Association

\$ 1,464.00 Annual Dues – Retreat

\$ 1,200.00 Annual Dues – Crown Point Norte (pool/spa, tennis court, front yard landscaping)

Annual Total

\$ 3,640.80 **\$ 910.20 per quarter**

## Los Vientos

\$ 976.80 Annual Dues – Grayhawk Community Association

\$ 1,464.00 Annual Dues - Retreat

\$ 576 Annual Dues – Los Vientos (pool/spa and tennis court)

Annual Total

\$ 3,016.80 **\$ 754.20 per quarter**

**Volare**

\$ 976.80	Annual Dues – Grayhawk Community Association
\$ 1,464.00	Annual Dues – Retreat
\$ 660	Annual Dues – Volare (pool/spa and tennis court)
<u>Annual Total</u>	
\$ 3,100.80	<b>\$ 775.20 per quarter</b>

**Halcon**

\$ 976.80	Annual Dues – Grayhawk Community Association
\$ 1,464.00	Annual Dues – Retreat
\$ 408.00	Annual Dues – Halcon (pool/spa and tennis court)
<u>Annual Total</u>	
\$ 2,848.80	<b>\$ 712.20 per quarter</b>

**Monterey & Talon Point**

\$ 976.80	Annual Dues – Grayhawk Community Association
\$ 1,464.00	Annual Dues – Retreat
\$ 468.00	Annual Dues – Monterey (pool/spa and tennis court)
<u>Annual Total</u>	
\$ 2,908.80	<b>\$ 727.20 per quarter</b>

**Renaissance**

\$ 976.80	Annual Dues – Grayhawk Community Association
\$ 1,464.00	Annual Dues – Retreat
\$ 2,472.00	Annual Dues – Renaissance (pool/spa, tennis court, front yard landscaping, house painting, and front yard plant replacement)
<u>Annual Total</u>	
\$ 4,912.80	<b>\$ 1,228.20 per quarter</b>

**Avante**

\$ 976.80	Annual Dues – Grayhawk Community Association
\$ 1,464.00	Annual Dues – Retreat
\$ 624.00	Annual Dues – Avante (pool/spa and tennis court)
<u>Annual Total</u>	
\$ 3,064.80	<b>\$ 766.20 per quarter</b>

## Condominiums at Grayhawk

**Villages at Grayhawk**

\$ 976.80	Annual Dues – Grayhawk Community Association (billed quarterly)
\$ 5,148	Annual Dues – Villages (billed monthly)
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\$ 6,124.80	

**Avian**

\$ 976.80	Annual Dues – Grayhawk Community Association (billed quarterly)
\$ 1,464.00	Annual Dues - Retreat Village (billed quarterly)
\$ 4,440.00	Annual Dues – Avian (billed monthly)
	<i>Please contact management for more information</i>



**Vintage at Grayhawk**

\$ 976.80

Annual Dues – Grayhawk Community Association (billed quarterly)

\$ 4,800.00

Annual Dues – Vintage (billed monthly)

*Please contact management for more information***Venu**

\$ 976.80

Annual Dues – Grayhawk Community Association (billed quarterly)

Annual Dues – Venu (monthly varies based on square footage).

*Please contact management for more information.***Edge**

\$ 976.80

Annual Dues – Grayhawk Community Association (billed quarterly)

Annual Dues – Edge (monthly varies based on square footage).

*Please contact management for more information***Tesoro - Villas**

\$ 976.80

Annual Dues – Grayhawk Community Association (billed quarterly)

\$ 4,980.00

Annual Dues – Tesoro Townhomes (billed monthly)

\*water, sewage and alarm monitoring included

*Please contact management for more information***Tesoro - Townhomes**

\$ 976.80

Annual Dues – Grayhawk Community Association (billed quarterly)

\$ 4,200.00

Annual Dues – Tesoro (billed monthly)

\*water and sewage NOT included

*Please contact management for more information***Cachet Condominiums - Townhomes**

\$ 976.80

Annual Dues – Grayhawk Community Association (billed quarterly)

\$ 1,464.00

Annual Dues – Retreat (billed quarterly)

Annual Dues – Cachet (billed monthly by Cachet)

*Please contact management for more information***Cachet Condominiums - Villas**

\$ 976.80

Annual Dues – Grayhawk Community Association (billed quarterly)

\$ 1,464.00

Annual Dues – Retreat (billed quarterly)

Annual Dues – Cachet (billed monthly) + \$55 utilities charge

*Please contact management for more information***Encore - Townhouse**

\$ 976.80

Annual Dues – Grayhawk Community Association (billed quarterly)

Annual Dues – Encore (billed monthly)

*Please contact management for more information***Encore - Villas**

\$ 976.80

Annual Dues – Grayhawk Community Association (billed quarterly)

Annual Dues – Encore (billed monthly)

*Please contact management for more information*



## **COMMUNITY ENHANCEMENT FUND**

The Grayhawk Board of Directors has approved an amendment to the Covenants, Conditions and Restrictions which allows for the establishment of a Community Enhancement Fund. This fund is for the purchase of future amenities and is not for maintenance of existing amenities. Funds are collected at closing and payment can be negotiated between the buyer and seller. Following is a simplified version. The amendment can be found in its entirety in the Covenants, Conditions and Restrictions for Grayhawk.

### **ASSESSMENT AMOUNT**

Grayhawk Master Association  
½ of 1% (.005) of total sales price

Fee will never be less than 1/8% (.00125) or greater than 1/2% (.005) and can be changed by the Board of Directors.

Retreat Village Association (additional)  
½ of 1% (.005) of total sales price

Fee will never be less than 1/16% (.000625) or more than 1/2% (.005) and can be changed by the Board of Directors.

### **EXEMPTION**

A one-time exemption to this fee is granted to every homeowner holding title by December 31, 1998. This exemption lasts for as long as the person owns the property. No matter when the property is sold, the transaction will not be subject to the fee.

The one-time exemption expires when the property transfers and all future sales of said property are subject to the fee.

### **EFFECTIVE**

All homes purchased on or after January 1, 1999 are subject to the fee.



## **RESALE DISCLOSURE AND LIEN ESTOPPEL FEE (REGARDING THE SALE OF A HOME)**

The Resale Disclosure and Lien Estoppel Fee includes the expense of providing the CC&R's, By-laws, the statement for the Title Company and the deed violation inspection done on all closings. This fee also covers settlement of the seller's account and set up of the new owner. Effective date January 1, 2014.

### **Fee Schedule**

Grayhawk Fee	Resale Disclosure and Lien Estoppel Fee	\$382.00
Retreat Village Fee	Resale Disclosure and Lien Estoppel Fee	\$382.00
Sub-Association Fee	Resale Disclosure and Lien Estoppel Fee Crown Point (Additional Disclosure Fee)	\$382.00

HOA disclosure information and documents for the Grayhawk Community Association, Retreat Village Association and Crown Point can be ordered through HomeWiseDocs.

*If the home is in the Retreat Village Association, order the Retreat Village and the Grayhawk Community Association will automatically be pulled as well.  
Contact condominium management companies for information on their disclosures.*

**Questions? Please call a Title Specialist at CCMC at (480) 921-7500 for assistance.**



## Condominium Management Contacts

### Avian

Associated Property Management  
480-941-1077

### The Edge

Associated Property Management  
480-941-1077

### Cachet

First Service Residential  
480-551-4300

### The Village

First Service Residential  
480-551-4300

### Encore

Associated Property Management  
480-941-1077

### Venu

Vision Community Management  
480-759-4945

### Tesoro

Associated Property Management  
480-941-1077

### Vintage

Associated Property Management  
480-941-1077



All realtor tours must be approved by the Grayhawk Community Association management team prior to the tour date.

If a tour is not approved the attendants of tour will not be allowed into the community.

Contact Ashley Scott at [ascott@ccmcnet.com](mailto:ascott@ccmcnet.com) or 480-563-9708 to schedule a tour.