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Power Ranch Community Association Open Session Meeting Minutes

Carriage House

August 21, 2017 - 5:30 pm

Directors Present: Matt Dominy, President Gary Whelchel, Vice President
 James Piercy, Treasurer Hannah Boles, Secretary
 Randy Dix, Director Becky Cholewka, Director

Absent: Robert Jamison, Director

CCMC Management: Andy Auteri, Community Manager Juliann Mowen, Assistant Community Manager
 Delores Ferguson, President Nick Ferre, Vice President

Homeowner Forum

There were 2 homeowners in attendance. Topics brought to the Board were:

- Homeowner application request for DRC and Budget & Finance Committees.

Call to Order

Meeting called to order: 5:34pm

Consent Agenda

Motion to approve the consent agenda that includes:

- The board meeting minutes from June 26, 2017
- August and September Tree Trimming

Gary motioned, James seconded, all in favor, motion passed.

Management Report

- July financials are complete. There was no Budget and Finance Committee meeting in July due to the manager change.
- The new Community Manager, Andy Auteri, began working at Power Ranch on Monday, July 31, 2017.
- Currently looking to fill a full time position for Grounds Service.
- Actively interviewing for the Lifestyle Assistant position.
- The communication plan draft is in final stages and will be reviewed by the Board in September's meeting.
- The splash pad is completed.
- The landscape around the bocce courts is near completion. We are trying to keep foot traffic off the seeded areas as the grass is starting to come in.
- Working on getting bids to replace the parking lot asphalt at the Ranch and Carriage House in the near future.
- Maintenance team continues to work on the bollard light retrofits as they are approximately 90% complete.
- Four Peaks will be doing palm tree trimming in the Knolls. The pools will be closed during that time to provide access to the crews.



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- With the change in managers and summer vacations, with the exception of DRC, all committee meetings were cancelled.

Lifestyle Report

August events included Community Blood Drive, Teenage Mutant Ninja Turtle Party, Senior Women's Self Defense Class, Boost Your Energy, How to Prevent Cyber Bullying, Eating Clean Class, Quartermania, Early Release Wednesday – Decorate A Birdhouse, New Resident Welcome Party, and Princess Tea Party.

Action Items

- Homeowner Paint Extension

Due to financial hardship the homeowner on Tatum Ln requested a paint extension until January 30, 2018 be approved by the Board.

Motion to approve paint extension until October 31, 2017 for the homeowner on Tatum Ln.

Randy motioned, Becky seconded, four in favor, one deny, one abstain, motion passed.

- Zero Touch Mailing

Due to the increase in violations and tenant letters sent out per month. The Board reviewed the Zero Touch Mailing data spreadsheet which indicates the cost to produce and mail the letters in house at \$.80 per letter verse Zero Touch Mailing at \$.81 per letter.

Motion to approve Zero Touch Mailing to mail violation and tenant letters.

Gary motioned, Becky seconded, all in favor, motion passed.

- Review and Approve Vision from Strategic Planning

Board reviewed revisions to the Vision on the Board Mission Statement.

Motion to approve the Vision on the Board Mission Statement with amended changes.

Randy motioned, Hannah seconded, all in favor, motion passed.

- Management Contract

The CCMC three-year contract expires on December 31, 2017. The Board appointed an Ad Hoc Contract Committee to review the existing contract and commence negotiations for a new contract. That Committee consisting of Gary (Chair), James and Becky have met with representatives of CCMC, including Delores Ferguson, Division President and Nick Ferre, Division Vice President and independently to discuss the contract, make recommendations for updates and review the financial portion as presented by CCMC and requested by the Committee related to a five-year agreement. The contract has been updated with revisions by CCMC as requested by the Committee and is thus ready for presentation and discussion. The Board reviewed the red-line version of the five-year contract.



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Motion to approve Management Agreement with red-line amendments.
James motioned, Randy seconded, all in favor, motion passed.

- Procurement Policy

Outlined in the CCMC contract are various approval provisions that provide management opportunity to make purchases, draft contracts etc. on behalf of the Power Ranch Community Association. The Ad Hoc Contract Committee indicated the viability of the thresholds outlined in the contract given the size and scope of the community and its amenities. Therefore, CCMC provided a draft Procurement Policy that better defines thresholds, cost centers, etc. to help address the Committee's comments and concerns and as implemented by other communities of similar structure.

Motion to approve Procurement Policy.
Becky motioned, James seconded, all in favor, motion passed.

Information Items and Community Reports

- President

Reminder to please attend the New Resident Welcome Dinner this Wednesday, August 23rd.

- Treasurer

The July financials were placed on the board portal.
Total Cash is \$1,622,676
Total Accounts Receivables are \$278,583 and increase of \$95,915
Total income is \$332,215 or \$23,657 over budget
Total expenses is \$276,625 or (\$40,045) below budget
Capital fund account is \$249,307
Reserve account = \$4,882,523
Reserve expenses = \$5,376

- Budget Finance

No Meeting. Budget Season is September and October.

- Design Review

No longer excepting custom paint schemes. Next meeting is September 5th.

- Knolls

No Meeting.

- Landscape

No Meeting.



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- **Playground Recreation**

No Meeting.

- **GCCA**

No Meeting.

Board Member Forum

Matt – Next month, will be communication plan and committee structure focus.

Robert – Absent.

James Piercy – Two words: Kitchen renovation.

Gary – He got wet walking his dog in the early morning sprinklers.

Hannah – Quartermania was a lot of fun.

Becky – Welcome Andy.

Randy – None.

Meeting adjourned: 6:22 pm