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Power Ranch Community Association Open Session Meeting Minutes

Carriage House

March 28, 2016 - 6:30 pm

Directors Present: Matt Dominy, President Gary Whelchel, Director Randy Dix, Director
Hannah Boles, Director Robert Jamison, Director
Directors Absent: Jeff Gundlach, Vice President Judy Mitchell, Treasurer
CCMC Management: Stephanie Fee, Community Manager Ruth Ingoldsby, Assistant Community Manager
Jordyn Rudd, Recreation Associate

Homeowner Forum

Three homeowners in attendance. A topic brought to the Board was a request to add kid fishing friendly fish such as sunfish or red ear to the lake.

Call to Order

Meeting called to order: 6:36 pm

Election of Officers

Randy nominated Matt to be President, Hannah seconded, all in favor, passed.
Matt nominated Jeff to be Vice President, Randy seconded, all in favor, passed.
Gary nominated Judy to be Treasurer, Randy seconded, all in favor, passed.
Matt nominated Hannah to be Secretary, Gary seconded, all in favor, passed.

Consent Agenda

Motion to approve the consent agenda that includes:

- The meeting minutes from February 22, 2016
- Bad debt write-off of \$452.38
- Filter replacements for Ranch House Pool of \$6,940.95 from reserves

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

Management Report

- February financials completed, variance report was distributed to Budget Finance. The financial reflects a net profit of \$5,798.21 for the month and \$95,160.59 for the year. February had 26 home closings.
- There was a fire in the Orchards Park and an insurance claim has been filed. The repair is on today's agenda.
- Focus for the news magazine is change – at the Ranch House, board members, playgrounds, etc
- Amnesty collection project which focused on 60 accounts has had a 70% response rate including 21 paid in full, 10 payment plans, and 5 partial payments. \$17,581.37 (35%) has been collected so far and only waived 3% in late/interest fees.



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- Ranch House will be officially open April 1, 2016 and Jordyn will primarily be there. It is listed on the facility rental module.
- Four Peaks began removal of the desert carpet and irrigation repairs on phase three of the main arroyo. It will be ready for plants and granite at the end of the month.
- We received a sample lighting fixture to use to replace the lights in the solar ramadas due to vandalism. This was scheduled as a reserve item (\$21,000) which has now been allocated for earlier replacement at a cost of under \$7,000.
- Still working on bids for the remaining park surfacing. Hessor has bid \$17k (under the \$30k budget).
- Maintenance replaced the missing fence panel as was requested by the Flood Control District.
- Paperwork to file a complaint with the Registrar of Contractors on Imagine Builders is ready. Punch list items are still being completed.
- DRC has 28 paint submittals for the April meeting and the committee will also be reviewing guidelines for driveway extensions.

Action Items

- Orchard Park Repair

On March 12, 2016 there was a fire at the ramada in the Orchard Park. Building Department is requiring a new beam as well as new electrical wiring both which require permits. We received bids from two companies Finesse and Valley Wide Restoration. An insurance claim was filed with Auto Owners with a deductible of \$5,000. Financial Impact: The budget line item most suitable for this repair is 0661 Fences and Walls with an annual budget of \$9,000. The bid from Valley Wide is \$9,569.15 and Finesse bid is \$11,702.

Motion to approve the Valley Wide Restoration to repair the damage to the Orchard Park.
Gary motioned, Randy seconded, all in favor, motion passed.

- Bulletin Boards

The Board had previously requested the costs to install a double-door, locking bulletin board at each neighborhood park, Ranch House park, and Barn pool so community information can be displayed on one side and home owners can post items on the other side. US Markerboard has a 30"H x 45"W, plastic lumber, free-standing outdoor message center that is weatherproof, durable, and comes in 5 color choices at a cost of approximately \$650 each compared to Best-Rite 36"H x 48"W, anodized aluminum, free-standing, enclosed bulletin board at \$1,418 each. Financial Impact: \$7,825.81 and \$30 each for installation by on-site maintenance. This can be paid from the \$250 collected at closings for working capital (approximately 32 homes).

Motion to approve the purchase of 13 bulletin boards from US Markerboard at \$7,825.81.

Hannah motioned, Gary seconded. Board discussion if that type of communication was necessary, the quality of the item, who decides what gets posted, how it is policed, and if only the main park is necessary. Call for vote: 2-3 against, motion failed.

Motion to table this item and bring back at a later date after the strategic planning session.
Hannah motions, Gary seconded, all in favor, motion passed.



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- **Girl Scout Troop 48 Overnight Request**

Girl Scout Troop 48 has request to hold an overnight campout in the Ranch House on either March 18 or April 15.

Motion to deny the Girl Scout Troop 48 overnight request.

Gary motioned, Robert seconded. Board discussed the issues of supervision, insurance, and precedent. All in favor, motion to deny passed.

- **Legal Counsel/Collections**

Curtis Ekmark has merged his firm with Carpenter Hazelwood which will make them a very large firm. Curtis will retain select accounts and Power Ranch is one that he wishes to keep. All Collection accounts currently in process moved with Penny Koepke to Maxwell and Morgan. There are many options for HOA legal counsel. Lynn Krupnik has started her own firm and was joined by Adrian Speas and Eric Boyd; both who have worked on Power Ranch Community Association and provided legal opinions. Kathryn Battock who worked collection accounts with Penny at Ekmark and Ekmark joined Vial Fotheringham a national firm with impressive credentials and seem very technologically savvy compared to prior practices.

Motion to retain Curtis Ekmark as legal counsel for the Association, keep current collection accounts with Penny Koepke, and transfer a sampling of new accounts to Vial Fotheringham.

Hannah motioned, Randy seconded. Call for vote: 4-1 in favor, motion passed.

- **Committee Liaison and Appointments**

Committee liaisons need to be appointed. As treasurer, Judy Mitchell will be the Budget Finance liaison and chair. Randy Dix (Design Review), Gary Whelchel (Knolls), and Hannah (Playground) were all asked if they would like to continue to be the liaison for the committee they were previously. All agreed. Robert was asked if he would like to be the liaison for the Landscape committee. He accepted.

Motion to approve the following liaisons: Judy – Budget Finance, Randy – Design Review, Gary – Knolls, Hannah – Playground, and Robert - Landscape.

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

Matt requested that each liaison bring their recommendations for committee members to the next meeting.

- **Ranch House Cameras**

Based on the amount of vandalism the Association has experienced lately and the potential issues that may arise in the game rooms and Ranch House areas; we are proposing that cameras be installed. This would provide an extra layer of safety for the members and would assist in verifying identities when coupled with the card access system. Two other CCMC communities that have similar facilities although somewhat larger utilize cameras inside the recreation centers or clubhouses. This can be paid from Capital Improvements. Elite Integration who is finishing the wiring of the media room provided a quote of \$6,188.91 for installation of cameras.

Motion to approve the installation of cameras through Elite Integration for \$6,188.91.

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



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Discussion Items

- Access Cards

With the opening of the Ranch House and the need to access with the card system, we can foresee requests for additional key cards. We have looked for historical data and reached out to former staff members on the reasoning behind allowing only one card per family and found nothing. We have checked with other CCMC communities and many communities allow 2 per home and some allow one card for everyone 14 and older. Because we have only permitted one card per home, the Board may want to consider allowing families to request a second card for a minimal fee of \$10. This could be a limited opportunity for homeowners and only on transition of new homes can an additional key can be purchased for \$10. The cost of additional keys are would be covered by the \$10 collected. Stephanie to draft policy resolution.

- Strategic Planning Dates

After the election, the Board gathers to update their strategic plan and set goals for the coming year. This is typically done off site usually at Spectrum Community Center. Date set for 6:00 pm April 20, 2016.

Community Reports

- President

New resident welcome scheduled for April 13 on the Carriage House patio.

- Treasurer and Budget Finance

Treasurer report is included in the Budget Finance meeting minutes included in the packet and includes the recommendation to purchase 5 CDs with the funds from the CDAR and CD that are maturing in April.

Motion to purchase a 18 month CD from Tennessee Bank (1.3%), a 19 month CD from Harbor Bank (1.25%), and a 18 month CD from Synchrony online (1.25%) and 2 additional 36 month CDs from other banks provided the rates are better than a two-year term.

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

- Design Review

The DRC Committee is reviewing the driveway/parking expansion issue and will have it finalized at the next meeting.

- Knolls

No meeting this month.

- Landscape

No meeting this month.

- Playground Committee

No meeting this month.

- GCCA

No meeting this month.



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- **Lifestyle Report**

March events included the Home and Paint Expo, spring break events, Egg Scramble, Pizza and Paint, Party in the Park and Movie Night, Splash Pad Opening, and Ladies Bunco Night. The 2016 goal is to increase tween and teen activities and as such there were approximately 50 tweens in attendance at the Friday night flashlight egg hunt. Phone numbers are also being collected as a means of communicating with this group as they don't read email. The Aspire directory will be sent to residents in mid-April and a Wedding and Event Directory booklet is in the works. The community partnership rodeo is scheduled for April along with Canvas and Cocktails, Financial Wellness series, the community garage sale, new resident welcome, and lady bug release.

Board Member Forum

Robert said that he is happy to be a part of the board. Gary mentioned that mischief seems to be higher during spring break and glad it's over.

Motion to adjourn meeting. Gary motioned, Randy seconded, all in favor. Meeting adjourned: 7:55 pm