

BOARD OF DIRECTORS MEETING
Monday, September 15, 2014 @ 1:00 PM
AGENDA

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| 1. Call to order, pledge to flag | Bill Hansen |
| 2. Establish a quorum | Bill Hansen |
| 3. Welcome to PORA members, guests, and press | Bill Hansen |
| 4. Minutes of June 16, 2014 regular meeting for approval | Bill Hansen |
| 5. PORA membership July 31, 2013 - | 12,231 |
| PORA membership for July 31, 2014 - | <u>12,353</u> |
| PORA membership in one year - net gain | 122 |
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 | |
| 6. Presidents report | Bill Hansen |
| A. Announcement of Committee Appointments | |
| B. Ad Hoc Committees: | |
| 1. Infrastructure changes – Executive Board and Al Gervenack | |
| 2. Farmers Market – Mike Trent and Bill Frye | |
| 7. Executive Director's report | Connie Scott |
| A11 Other Activity | |
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| 8. Financial reports: Action Required/Motion | Susan Lewis |
| 9. Presentation by Banner Health | Debbie Flores |

STANDING COMMITTEE REPORTS

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|---|----------------|
| 10. <u>Bingo</u> | Mike Trent |
| 11. <u>Governmental Affairs/Utility Rates</u> | Bill Hansen |
| 12. <u>PORA Adult Learning</u> | Dave Poling |
| 13. <u>Luke Air Force Base</u> | Mike Trent |
| 14. <u>Marketing</u> | Bob Gooltz |
| 15. <u>Membership and Development</u> | Bill Frye |
| 16. <u>Community & Corp. Commission Development</u> | Al Gervenack |
| 17. <u>Transportation & Water -Discuss SCW Traffic Accident Analysis</u> | Merlyn Carlson |
| 18. <u>Business & Professional Community Liasion</u> | Jim Swanson |

NEW BUSINESS

- | | |
|--|-------------|
| 19. Discuss approval for Marketing to process credit cards at their desk
Motion to approve the process, via computer, and approve to complete the
Moneris application, with no startup fees; \$13.00 monthly charge, plus
the current credit card processing fees. | Bill Hansen |
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| 20. Membership communication system | Bill Hansen |
| a. Selective to membership | |
| b. Comprehensive – all requested readers | |
| c. Alternative membership contact methods | |

21. Discuss update of the PORA E-Newsletter Policy Statement Bill Hansen
 The Policy currently reads: Political event postings will be limited to announcements for commonly recognized and active political parties. Individual candidates or political position notices will not be published.
Motion to strike ~~Individual candidates or political position notices will not be published~~ and insert in lieu of – Notices for the following will not be eligible: 1) Naming an individual candidate's Appearance. 2) Political notices which embody subject matter that extends into a partisan position representation.
22. Discuss meeting with First Bank – new to Sun City West Bill Hansen
 23. Discuss woman's ring turned into Lost & Found 2012 Connie Scott
 24. Discuss proposal to repair cracks in the PORA parking lot Connie Scott
Motion to approve proposal from Asphalt Restoration to apply hot rubberized crackseal to all larger cracks, totaling approximately 500 feet. Large cracks will be sealed two times for the sum of \$643.80, this includes tax, material and labor Connie Scott
25. Discuss C.P.A. Engagement Letter Connie Scott
Motion to approve a two year commitment to C.P.A., Jenner and Darling, to perform the audit for the two years ending June 30, 2013, and June 30, 2014. The cost for the two years would remain the same annual amount of \$3,700, to be signed by the Executive Director
26. Discuss Sun Cities Publishing annual Sponsorship Agreement Connie Scott
Motion for the President to sign the annual Sponsorship Agreement with Sun Cities Publishing to publish the 2015 Sun City West telephone book which provides annual income of \$17, 220.00
27. Offer a motion expressing the Boards appreciation to Susan Lewis Merlyn Carlson
 and the BMO Harris Bank
Motion to express the Boards sincere appreciation to BMO Harris Bank of Sun City West, Arizona, as represented by Ms. Susan Lewis, Vice-President, for the courtesies expressed to PORA to effectively invest and safe keep our financial needs
28. Next meeting October 20, 2014
 29. Comments from Board of Directors
 30. Comments from PORA members, press or visitors
 31. Adjournment



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PORA - Property Owners and Residents Association

Executive Director's Report September, 2014

Administration

- I would like to thank Director Lewis for her assistance in opening two new CDs. One at Mutual of Omaha Bank and one at Compass Bank, both in Sun City West, to take the place of two BMO Harris Bank CDs that matured in June and July of 2014. The reason for the change of banks was due to the maximum insurance coverage of \$250,000 limit, restricted by FDIC regulations.
- I would like to thank Director Trent for all of the help that he has given us with the maintenance and the protocol for our American and state flag.
- Karen Bertelsen and I attended a breakfast at the Surprise Chamber of Commerce for an update on Chamber Committees.
- The filters were changed throughout the building and the outside air conditioners were inspected per our annual agreement with Sun City Mechanical. Two motors were replaced and one air conditioner needed repair as it was leaking Freon.
- Phoenix IT is the new company maintaining our computers and server off-site. Lynn Greene and George Hoover were not satisfied with our previous IT company, Team Logic, because of the poor response time that it took to resolve an issue.
- President Hansen, Director Carlson, Larry Woods, and I met with EPCOR in regard to the waste water issue involving Corte Bella.
- Primary voting was held at PORA on August 26th. The turnout was very disappointing to representatives manning the polls. They were at their stations from 6:30 a.m. until 8:00 p.m.
- The Safety brochures were updated and printed, due to the latest golf cart legislative bill signed by Governor Brewer. Marketing updated the original safety brochure and sent the final copy to Adult Assistance Homecare for approval for printing. Adult Assistance Homecare graciously paid for the printing of the brochures.
- We have hired a new employee to replace Betty Merwin in the CC&R Department. Her name is Barbara Beshers. She will work in the CC&R Department two days a week and assist with extra PORA projects one day a week once she is trained in CC&Rs.
- The agreement with Sun Cities Publishing, next year's 2015 Sun City West phone book, in the amount of \$17,220, is awaiting President Hansen's signature.
- I did not reach the summer goals of rearranging files in my office or in the back spare room due to various important issues that developed over the summer.

CC&Rs

- There were 95 open violations at the end of our fiscal year. There were 1,999 field visits and a total of 50 compliance reviews for the fiscal period of July 2013, through June 2014.
- There were 108 open issues in the month of July and 214 field visits. 86 open issues in August with 141 field visits.
- Betty Merwin, CC&R Coordinator, resigned as of September 05, 2014. Terry Taylor and Pat Dvorsak will work five days a week and Barbara Beshers will work two days a week.
- Please review the attached report that the CC&R Department is currently forwarding to the Rec Centers

PORA Adult Learning – Monthly Report – August 2014

Staffing & Training

- ASAP and office procedures continue to be revised

Class Registration and Revenue

Summer I - Final	Summer II – Final
Revenue - \$2605	Revenue - \$2215
Credit issued – (\$65)	Credit issued – (\$140)
Credit payments - \$190	Credit payments - \$170
Class registrations - 218	Class registrations - 201
Unique students - 185	Unique students - 152

Summer Sessions I and II (May 5-Aug 29)

- Summer II Honoraria were sent to instructors

Fall Session 2014 (Oct 1-Dec 16)

- Catalogs arrived 8/27. Steering Committee members were asked to help with distribution
- Registration will open September 2
- Instructor Orientation is scheduled for Thursday, Oct 2 from 9-11:30; invitations were sent

Spring 2015

- Email was sent to all instructors for Spring 2015 class proposals
- Initial planning has begun. 74 classes have been confirmed to date

Steering Committee

- Committee met 8/8; next meeting is 9/12

Miscellaneous

- "A Gift of Learning" gift certificate has been developed
- Sun Health has had good attendance for their Community Education summer classes at PORA

Respectfully submitted,

Coleen Coble and Diane Skaff, Adult Learning Coordinators

9/2/2014

C:\Users\execdir.PORA1\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\J690SCIR\PAL Monthly Report - Aug 2014.docx

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Bingo Report August-14

Number of Weeks Played 4
Number of Players 1214 Avg: ~ 304

Total in Checking Account as of: 7/31/2014 \$ 28,476.72

Income: 17726.00

Total Card Sales 17570.00
Total Supply Sales 156.00

Expenses: 15896.90

Total Prizes Awarded 13832.00
Inducements Paid Out 980.00

Other Expenses
Repair & Maintenance 85.00
Rent 900.00
Promotion-Advertising 99.90

Total in Checking Account as of: 8/31/2014 \$30,305.82

Respectfully Submitted,



Mike Trent, Director
Bingo Proceeds Coordinator

PORA Financials
June 2014

The numbers below reflect year to date totals from July 1 – June 30, 2014, a full fiscal year. Below is a snapshot of the *top* sources of income, total expense and net income vs. 2014 numbers.

<u>Source</u>	<u>2014 Actual Income</u>	<u>2013 Actual Income</u>	<u>% Increase/Decrease</u>
<i>Revenue:</i>			
Bingo	\$224,924	\$229,388	- 2.0%
Membership	\$145,336	\$142,087	+ 2.3%
Business Services	\$118,601	\$ 98,568	+20.3%
Adult Learning	\$ 38,630	\$ 27,496	+40.5%
Total Revenue	\$677,898	\$684,634	- 1.0%

The Total Revenue reflects the revenue stream from all sources. Above are the top 4 sources only. The negative variance reflected above in Total Revenue, is a direct result of the loss in phone book income of approximately \$45,340. That being said, PORA has closed the gap of lost income from that source by increasing their revenue stream significantly in Adult Learning Classes and Business Services.

	<u>2014 Actual Expense</u>	<u>2013 Actual Expense</u>	<u>% Increase/Decrease</u>
Total Expense	\$625,783	\$593,097	+ 5.51%
Net Income	\$52,114	\$91,537	

YTD numbers reflect PORA is operating within the planned budget with a positive variance in income of \$39,490 and under expense budget by \$13,749.

Cash Assets:

BMO Harris Operating Account	35,573.26	
BMO Harris Money Market Sav's	113,747.27	
BMO Harris CD's (2)	98,429.42	
US Bank CD	32,363.55	
BMO Harris Bingo Account	30,295.23	
Mutual of Omaha CD's (4)	249,436.95	
Total Cash Assets	\$ 559,845.68	2013 Cash Assets \$ 477,481.89

Susan Lewis, Treasurer, 09/15/2014

Sept 15, 2014 Board Report for Adult Learning

FY 2014/2015

Summer Session II: 152 Students 253% of Target (60)
 201 Classes 193.3% of Target (104)
 \$2,215 Revenue 123 % of Target (\$1,800)

Fall Session As of Sept 15, 2014 (Courses Begin Oct.6th)

~~200~~²⁰⁷ Students ~~35%~~^{37%} of Target (570)
~~383~~³⁸⁰ Classes ~~33%~~^{30.17%} of Target (1,160)
~~\$5,830~~^{\$5,408} Revenue ~~24.58%~~^{37.6%} of Target (\$15,550)

Staff Changes on the Horizon

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Air Force Print News Today

Air Force news from around the world

Luke AFB celebrates 100th F-35 flight

56TH Fighter Wing Public Affairs

8/27/2014 - LUKE AIR FORCE BASE, Ariz. -- Luke Air Force Base launched its 100th F-35A sortie at approximately noon on Tuesday.

"Flying the 100th F-35A sortie at Luke is a tremendous accomplishment," said Maj. William Andreotta, 61st Fighter Squadron chief of standardization and evaluations. "It is also a tribute to all the hard work and dedication put forth by the men and women of the 61st FS and 61st Aircraft Maintenance Unit."

The 61st AMU has been dedicated to keeping the new fighter technology in flying condition.

"With every new weapon system comes a learning curve, and our maintenance team has done an exceptional job maximizing the balance between training opportunities and keeping pace with flying operations," said Lt. Col. Benjamin Smith, 56th Maintenance Group deputy commander.

Luke recently welcomed its seventh F-35 jet on August 20, bringing the F-35 program into full swing.

"Being a part of Luke's transition from F-16s to F-35As has been an incredible and rewarding experience," said Andreotta. "Every day we fly we are paving the way for a new era at Luke AFB."

For more information, contact 2nd Lieutenant Tanya Wren, 56th Fighter Wing public affairs, at (623) 856-6011.



An F-35 lands Aug. 26, 2014 at Luke Air Force Base. The fighter jet had completed its historic 100th sortie at Luke. (U.S. Air Force photo by Senior Airman Marcy Copeland)

COMMITTEE REPORTS**PORA BOARD MEETING****September 15, 2104****ROADS, SAFETY & TRAFFIC Meeting (previous held 5/28/14—next 9/24/14)**

- ADOT moving ahead in completion of 303 along with both interchanges, Grand & El Mirage.
- ADOT also will starting to complete sound wall west and north side of SCW
- ADOT just announced have accepted one of the three options on Bell/Grand intersection
- MCSO continues to shore up their availability of Traffic Officers in SCW.
- Grant proposal for Electronic Speed Monitor remains on track.
- Second publishing of Safety Brochures have been completed. (Donated by Adultcare Assistance Homecare)
- Participated in Governor's signing of new golf cart law clarifying "golf cart laws of the road".
- Helping to roll out Posse's Traffic Accident Analysis completed by MCSO for calendar year 2013

WATER COMMITTEE: Previous Meeting held 9/2/14 next meeting 10/7/14

- Todd Patty representing SCWRC Golf Courses presented a undated on water usage to date—
 - To date have used 214 acre feet less than allotment
 - Received 3.62 inches of rainfall to date
 - Finished lakeshore repair on Pebblebrook
 - Reduced turf on Echo Mesa (115 ac turf)
 - Cost of water on all 7 golf courses=\$16,000/year
- Dave Hunter representing Briarwood updated committee.
 - One well with 714 acre feet allotment, down 15 ac. Ft from normal so far, 150 ac. Turf
- Bill Hansen, President of PORA, summarized Waste Water Issue
 - Three options:
 - Reconstitute (Agua Fria/Anthem)
 - Deconsolidate (each sovereign)
 - Full consolidation (Into 5 districts)
- Discussed need to craft and publish Water and Waste Water awareness fact sheets.

2015 PORA COMMITTEE GOALS

ROADS, SAFETY & TRAFFIC COMMITTEE

- Build upon improved “listening” and responsiveness to communities traffic safety issues
- Continue to liaison and enhance coordination with MCDOT
- Continue to liaison and enhance coordination with ADOT
- Continue to liaison and enhance coordination with MCSO
 - Continue to build number & availability of Deputies assigned to SCW for Traffic Safety
- Secure grant success to fund two new electronic speed monitors
- Continued distribution of Safety Brochure
- Success of goals will be measured by reduced traffic issues and fatalities

WATER COMMITTEE

- Build upon improved “listening” and responsiveness to communities water issues & needs
- Continue to liaison with EPCOR
- Continue to liaison with RCSCW Golf Courses
- Continue to liaison with Briarwood Golf Course
- Craft and distribute documented issues surrounding the building of understanding and awareness of SCW water sources, availability, use, & sustainability as well issues surrounding SCW waste water
- Success of goals will be measured by availability and cost of water and waste water.