

BOARD OF DIRECTORS MEETING
Monday, November 17, 2014 @ 1:00 PM
Minutes

Attendees: Merlyn Carlson, Vice President
Susan Lewis, Treasurer
Mike Trent, Secretary
Bill Frye

Dave Poling
Jim Swanson
Bob Gooltz

Connie Scott, Executive Director

Absent: Bill Hansen, President
Al Gervenack

- | | | |
|---|---------------|----------------|
| 1. Call to order, pledge to flag | | Merlyn Carlson |
| 2. Establish a quorum | | Merlyn Carlson |
| 3. Welcome to PORA members, guests, and press | | Merlyn Carlson |
| 4. Minutes of October 20, 2014, meeting was approved. | | Merlyn Carlson |
| 5. PowerPoint presentation of Heart Safe Community award
SCW Fire District | | Rebecca Haro |
| 6. PORA membership July 31, 2014 | 12,353 | |
| PORA membership for October 31, 2014 | <u>12,405</u> | |
| PORA membership in fiscal year net gain | | 52 |
| PORA membership one year ago October 31, 2013 | <u>12,072</u> | |
| PORA membership one year ago- net gain | 333 | |
| 7. President's report – none | | Bill Hansen |
| 8. Executive Director's report –report attached | | Connie Scott |

A11 Other Activity

Motion by Jim Swanson: to send a thank you card to Rec Center President Marion Mosley for his kind words and support, was seconded and passed Unanimously.

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| 9. Financial reports –verbal report | Susan Lewis |
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STANDING COMMITTEE REPORTS

- | | |
|---|-------------------------------|
| 10. <u>ACC Community Liaison</u> – no report | Al Gervenack |
| 11. <u>Bingo</u> -report attached | Mike Trent |
| 12. <u>Governmental Affairs</u> – no report | Bill Hansen |
| 13. <u>Luke Air Force Base</u> -no report | Mike Trent |
| 14. <u>Marketing</u> –no report | Bob Gooltz |
| 15. <u>Membership</u> –no report | Bill Frye |
| 16. <u>PORA Adult Learning</u> -report attached | Dave Poling |
| 17. Motion by Jim Swanson: to recess and go into executive session
was seconded and passed unanimously.
The recess ended at 3:00 p.m. and the meeting will come to order | |
| 18. <u>SCW-ABC Community Liaison Update</u> – no report | Merlyn Carlson
Jim Swanson |
| 19. <u>Transportation & Water</u> -report attached | Merlyn Carlson |
| 20. <u>Utilities</u> – no report | Merlyn Carlson |

AD-HOC COMMITTEE REPORTS

- 21. Infrastructures changes – no report
- 22. Farmers Market – no report

Hansen/Gervenack
Trent/Frye

NEW BUSINESS

- 23. Discuss Utilities meeting
- 24. Discuss results of SCW Unite petition drive
4,036 signatures were collected. We have since received an extra
72 signatures that were turned in after the November 10th deadline.
- 25. Present PORA Board Resolution
Jim Swanson moved to adopt the following Resolution:

Merlyn Carlson
Merlyn Carlson

Merlyn Carlson:

Resolved: The PORA Board of Directors hereby authorize
Albert Gervenack to act as an additional Official Intervener in Docket
#W-01303A-09-0343 and SW-01303-A-09-0343, in absence of W.R. Hansen, during
the final week of hearings.

The foregoing Resolution was approved by no less than a majority vote
of the PORA Board:

- 26. Nominating Committee to compile a list of nominees
- 27. Next meeting December 8, 2014
- 28. Comments from Board of Directors
- 29. Comments from PORA members, press or visitors
- 30. Adjournment at 3:35 p.m.

Merlyn Carlson

By: Mike Trent
Mike Trent, Secretary

Date: 12/8/14



#7

PORA - Property Owners and Residents Association

Executive Director's Report November, 2014

Administration

- October seemed to be the month for plumbing problems. A new commode was needed in the women's restroom.
- The Newcomers Coffee was a huge success. According to Rec Center reports, this was one of the largest crowds to date.
- Two employees resigned in October. Janie Fallon in Consumer Services and Coleen Coble in PORA Adult Learning.
- The polling staff voiced their disappointment with the low turnout of voters.
- The annual inspection of fire extinguishers and the emergency lighting has been completed throughout the building.

CC&Rs

- There were 85 new issues for the month of October and 167 field visits.
- The department is beginning to increase their field visits.

Membership

- The front office has been busy with 1,944 calls and walk-ins in October; 478 more than the month of September.
- Ellie Rabon continues to work on the Sun City West phone book.

Consumer Services

- There were 1,290 calls and walk-ins in the month of October.
- Janie Fallon resigned effective October 31st. We have hired a new employee, Diane Jones.
- Janie conducted the Consumer Services Lunch & Learn before leaving, which gave Diane training ideas for the lunch & learn next year. Diane also attended the Newcomers Coffee to prepare her for future events.

Visitors Center

- There were 977 visitors in the month of October; an increase of 347 from the previous month of September.
- 85 Homes were sold in October.
- 46 PORA members used the notary service in October.
- Volunteers referred 25 prospective buyers to the brokers/agents in October.

Marketing

- The Marketing Department now has the ability to process credit cards from their desks, saving them leg work and time. November 1st was the start date and the program is running smoothly.
- Ad space has sold out for the Spring 2015 PORA Adult Learning catalog bringing in \$4,150 compared to \$3,200 for spring 2014.
- The Vendor Expo, March 7, 2015, will be merging with the LPGA event and we are working with Kevin Wurgler and the Rec Centers to make both events a success.
- Both Marketing Coordinators have been working extra hours to keep up with the work.

PORA Adult Learning

- The first draft of the Spring 2015 catalog has been submitted to the printer on November 6th.
- Instructor Orientation was held on October second from 9:00 a.m. until 11:30 a.m. The session was well received based on attendees comments. A big thank you to the Steering Committee members for bringing refreshments.
- A full report will be given by Director Poling.

#10

**Bingo Report
October-14**

Number of Weeks Played 5
Number of Players 1650 Avg: ~ 330

Total in Checking Account as of: 9/30/2014 \$ 31,487.57

Income: 23494.00

Total Card Sales 23265.00
Total Supply Sales 229.00

Expenses: 24034.86

Total Prizes Awarded 17110.00
Inducements Paid Out 1230.00
Other Expenses
Repairs & Maintenance 10.00
Bingo Supplies 219.41
Tax-License 669.96
Insurance 4562.00
Promotion-Advertising 225.00
Bank Charge 8.49

Total in Checking Account as of: 10/31/2014 \$30,946.71

Respectfully Submitted,

Mike Trent

Mike Trent, Director
Bingo Proceeds Coordinator

Adult Learning Update for Nov 17, 2014**Nov. 11**

With Bob Gooltz I met with Gordon Crofts (son owns Croft Investments of Salt Lake City). Showed us all of the rooms and listened carefully to our needs. He did not know the exact size of the building, and had no idea as to lease terms. Their firm has owned the building (and the building next door) for a little over a year.

The building we are interested in has 3 units (1, 2 and 3.) Unit 1 is leased to a physical therapist, He said they would move him to the adjoining building if we decided we needed the additional space. Units 2 and 3 are immediately available.

Nov 12

Talked with Realtor Lance Richards and he did not have a floor plan of the building and asked if I would want to join him and his architect the week of Nov 17-21 to map the building and discuss lease terms.

Lease

Current asking price is \$1/sq.foot/month (with electricity and telephone on lessee). He insisted (at least three times) this price was very negotiable. I told him I would bring this information to the PORA Board on Monday, Nov 17th, and if they showed any interest in pursuing this possibility, I would get back to him right away.

Details

1. Entire building is 7,000-7,500 sq. ft. (to be confirmed)
2. Available two units (1 and 2) are approx. 5,000-5,500 sq.ft
3. Initial lease terms: \$1/sq.ft
4. Units 2 and 3 have a connecting hall
5. There are potentially 4-5 classrooms plus a very large conference room (approx 53x35)
6. Lots of plumbing that creates great opportunities for the cooking classes we want to introduce
7. There are two separate reception areas and at least 3 small rooms that could be offices or very small classrooms.
8. M and W restrooms plus one single restroom.

9. Lots of Parking both in front and in back.

10. If we needed the space then Unit 1 could be made available.

IMPORTANT CONSIDERATIONS

if we proceed with a Fund Raising program for a building of our own , originally planned for 8,000 sq.ft, our Architect told us to plan on at least \$1,200,000

The fund drive would probably take at least 2-3 years.

As of this date I do not believe that we have sufficient tuition revenue to support an independent 501(c)3 operation.

In any event we would be at least 3+ years before we would be able to move into our own building (between fund raising and construction)

IF we were able to negotiate a much lower lease rate, then perhaps we could :

1) move the PAL operation across the street by summer 2015

2) launch a 501 fund drive that would be for operating funds (staff, lease costs, utilities, etc.

3) This fund drive would be for \$300,00-\$500,000, which would be **FAR** short of the 1.5mm needed for a building.

4) At this point we might be able to enter into serious discussions with the Rec Center toward merging our two Learning programs under **the SUN CITY WEST ADULT LEARNING CENTER** banner, and hopefully with the RCSCW joining PORA in underwriting some portion of the overall costs of operating the Center.

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BEFORE THE ARIZONA CORPORATION COMMISSION

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2 **BOB STUMP**
3 **Chairman**

4 **GARY PIERCE**
5 **Commissioner**

6 **BRENDA BURNS**
7 **Commissioner**

8 **BOB BURNS**
9 **Commissioner**

10 **SUSAN BITTER SMITH**
11 **Commissioner**

12 **IN THE MATTER OF THE APPLICATION)**
13 **OF ARIZONA-AMERICAN WATER)**
14 **COMPANY, AN ARIZONA)**
15 **CORPORATION, FOR A)**
16 **DETERMINATION OF THE CURRENT)**
17 **FAIR MARKET VALUE OF ITS UTILITY)**
18 **PLANT AND PROPERTY AND FOR)**
19 **INCREASES IN ITS RATES AND)**
20 **CHARGES BASED THEREON FOR)**
21 **UTILITY SERVICE BY ITS)**
22 **ANTHEM/AGUA FRIA WASTEWATER)**
23 **DISTRICT, SUN CITY WASTEWATER)**
24 **DISTRICT, AND SUN CITY WEST)**
25 **WASTEWATER DISTRICT)**
26 _____)

DOCKET NOS. SW-01303A-09-0343
W-01303A-09-0343

NOTICE OF REQUEST OF ASSISTANT CHIEF
ADMINISTRATIVE LAW JUDGE DWIGHT D. NODI
ON A PROCEDURAL MATTER, November 17, 2014

27 **The Property Owners & Resident Association, of Sun City West, hereby**
28 **discloses its authorization of Director Al Gervenack to act on behalf**
29 **of PORA whenever its president, W.R. Hansen, is not physically able to**
30 **attend the hearing sessions.**

Dated: November 17, 2014


W.R. Hansen, President of PORA

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Property Owners and Residents Association
13815 W Camino del Sol
Sun City West, AZ 85375

PORA BOARD RESOLUTION

On November 17, 2014, the PORA Board of Directors, conducted by voice vote, did authorize the appointment of Albert E. Gervenack, Board Member of PORA, as additional official Intervenor, in the absence of W. H. Hansen, in Docket #W-01303A-09-0343 and SW-01303A-09-0343, in accordance with the requirements of the Arizona Supreme Court Rule 31(d) (28).

Director

As Secretary of the PORA Board of Directors, I hereby certify that by mail vote, the above Resolution was passed ____ to ____.

Dated: _____

Mike Trent, Secretary