



IronOaks at Sun Lakes Committee Charter **Master Planning**

1. **Committee Type:**

- 1.1. Standing committee of Sun Lakes HOA 3 (DBA IronOaks at Sun Lakes, hereinafter "IronOaks"), with authority to make specified recommendations to the Board of Directors ("Board").

2. **Purpose:**

- 2.1 To develop a long-term vision for the community.
- 2.2 To advise the Board on directions IronOaks should be taking to achieve the vision.
- 2.3 To prepare and recommend a Master Plan based on community input.
- 2.4 To monitor progress toward achievement of Master Plan targets based on measurable standards included in the Plan.
- 2.5 To recommend Plan updates and modifications as needed.
- 2.6 This committee shall exist in perpetuity.

3. **Authority:**

- 3.1. The Committee shall have responsibility for the specific duties described below and the authority to undertake such other duties as are assigned by the Board.

4. **Organization:**

- 4.1. As set forth in the Standing Committee General Requirements.

5. **Meetings and Procedures:**

- 5.1. As set forth in the Standing Committee General Requirements.



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6. Responsibilities:

Including but not limited to the following:

- 6.1 Assure the committee has skill in the areas of demographics, real estate, financial planning and analysis, benchmarking, strategic planning, measurement systems and related processes, facilities management and HOA operations. These skills will be necessary to perform the functions required of the committee, including serving as a research group for the Board and management on special projects.
- 6.2 Provide ongoing education and feedback to the community and other committees regarding the Master Plan and Core Purpose and Value Statements.
- 6.3 Assure the association has relevant and factual measurements to enable the Board, management and other IronOaks committees to properly monitor performance and progress against the Master Plan.
- 6.4 Identify and benchmark, on an ongoing basis, competitive HOAs and /or HOAs we want to emulate to provide the Board, management and other IronOaks committees with information that will be useful to them in their decision making processes.
- 6.5 Evaluate on a regular basis the alignment of our Master Plan and Core Purpose and Values Statements with the internal and external trends, especially demographics, and recommend amendments to the Board when and where appropriate.
- 6.6 Conduct an annual IronOaks customer satisfaction survey to measure IronOaks' performance in this area.
- 6.7 Research and evaluate new sources of revenue for the Board, management and the homeowners to evaluate.
- 6.8 Assist the Board in evaluating capital addition and capital improvement requests as they relate to our long-term objectives as outlined in the Master Plan. This includes developing a system and processes by which the Board can evaluate and prioritize such requests.
- 6.9 Perform such other duties as assigned by the Board.