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community council

Meeting of the Board of Directors
June 28, 2017
Anthem Civic Building
3701 W. Anthem Way
Community Room

The Board of Directors will be meeting in executive (closed) session starting at 5:15 p.m. pursuant to A.R.S. Section 33-1804(A) (1) and (3).

6:30 p.m.
Open Session
ANNOTATED AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ESTABLISH QUORUM**
4. **ADOPT AGENDA**
5. **APPROVE MEETING MINUTES**
   A. May 24, 2017 Open Session Meeting Minutes Approved
6. **PRESENTATIONS/AWARDS/ANNOUNCEMENTS**
7. **STAFF REPORTS/FINANCIALS**
8. **OPEN DISCUSSION**
   (Persons interested in speaking or submitting a question or comment to the Board, are asked to complete a Question/Comment form and submit to the Recording Secretary.)
9. **CONSENT AGENDA/APPROVAL**
   All items listed under Consent Agenda are considered to be routine by the Board and may be approved/accepted by one motion with a voice vote.
   A. **ACCEPT COMMITTEE REPORTS**
      1) Community Planning and Development Committee
         a. May 16, 2017 Meeting Minutes Approved
      2) Economic Development Committee
         a. June 7, 2017 Meeting Minutes Approved
10. **DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA**
11. **COMMITTEE UPDATES AND ACTION ITEMS**
    A. Consider Appointments to the Anthem Youth Advisory Council Approved
    B. Consider Committee Member Appointments Approved
    C. Utilities Panel: Report on the Wastewater Rate Case Decision by the Arizona Corporation Commission
12. **OLD BUSINESS**
13. **NEW BUSINESS**
    A. Consider Approval of Resolution 2017-R-04, Amending Section 2.4.1 of the Board Policy Manual, Investment Policy Approved
    B. Consider Approval of Resolution 2017-R-05, Amending Section 4.4.4 of the Board Policy Manual, Anthem Youth Advisory Council (AYAC) Approved
    C. Consider Approval of Resolution 2017-R-06, Amending Section 5.2.3.4 of the Board Policy Manual, Skate Park Not Approved
14. **ADJOURNMENT**

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COMMUNICATION BRIEFING

June 28, 2017

MARK YOUR CALENDARS *Board presence requested.

- July 3: Independence Day Celebration, 6-10 p.m., Community Park
- July 6: Parent Summer Series, 6:30-7:30 p.m., Civic Building
- July 6: Teen Summer Series, 1-3 p.m., Civic Building (*recurs each T/W/Th through Aug. 3*)
- July 10: Red Cross Blood Drive, 11 a.m.-5 p.m., Civic Building
- July 14: Representative Town Hall, 9 a.m., Civic Building
- July 18: Village Board of Directors Meeting, 6 p.m., Civic Building
- July 19: Senior Cinema Wednesday, 2 p.m., Civic Building
- *July 26: ACC Board of Directors Meeting, 6:30 p.m., Civic Building
- July 27: ACCCA Board of Directors Meeting, 6 p.m., Civic Building
- July 28: Parents' Night Out, 6:30-10 p.m., Community Center

CEO/COO/CFO OUTREACH AND GENERAL INFORMATION

- *MCDOT project.* MCDOT has started a project on Daisy Mountain Drive to connect traffic signals to the Traffic Management Center (TMC). Connection with the TMC will allow for improved signal operation at the intersections and provides the opportunity to respond to traffic issues in real-time. The project includes installation of fiber along Daisy Mountain Road from Gavilan Peak Parkway to I-17. Most of the work will be in the median. There will be some lane restrictions at times for equipment set up and directional drilling, specifically the inside lane along Daisy Mountain and the southbound right lane of Gavilan Peak at Daisy Mountain. There are no road closures scheduled. MCDOT project lead is working with Parks and Facilities; MCDOT PIO is working with our Communications department.
- The Memorial Day ceremony was well attended, and the weather was more palatable since the ceremony started earlier this year, at 9 a.m. The Daisy Mountain Veterans provided some logistical support with this year's ceremony, which we appreciate.
- The Arizona Corporation Commission, at their open meeting June 13 (which was attended by Roger Willis, Jenna Kohl, and Utilities Panel Member Jeff Wilson), approved full consolidation of their five wastewater districts. The final numbers are not yet known, but the fully phased-in flat rate will be around $38 per month (with no additional charge based on water usage). The phase-in will take place in five annual steps.
- Staff has also been focused on preparations for the Anthem Way Values Awards ceremony; addressing park use issues in preparation for a work session with the Board; participating in meetings related to the Community Center Renovation project; and meeting with the new MCSO Captain serving the Anthem area. We also held mandatory training for all staff on harassment prevention and diversity in the workplace, led by Eric Dowell of Ogletree Deakins, a top employment law firm in the Valley.

COMMUNICATIONS

- *Resource & Activity Guide.* The next guide is scheduled for July 1 delivery. Two issues remain in 2017: September and November.

- *Website Redesign.* Staff continues to work on the development site and migrate/create content. A late summer rollout of the new site is planned.
- *Independence Day.* Ads, press releases, social media, eNews, etc. are all being executed as part of the campaigns for these special events. Staff will be on site for photography.
- *MCSO.* Staff met with the new MCSO District 4 Captain Cory Morrison. The crisis communication plan has been updated. Staff assisted with the planning and execution of the Deputy Coleman Memorial Run on June 7, and provided photographs to MCSO following.
- *MCDOT.* Staff works closely with MCDOT on upcoming roadwork projects (see CEO update) and ongoing communications issues (traffic studies, connecting residents to MCDOT, etc.).
- *AVM.* Paver purchases have reached an all-time high pace for sales. The next laying of pavers is scheduled for August. The Memorial Day Ceremony was a success, with over 1,500 in attendance. Staff and the AVM committee are now planning for Veterans Day.
- *Wastewater Rate Case.* Staff has provided support to the Utilities Panel at meetings, with talking points and updates to the website, eNews, etc. regarding the wastewater rate case.
- *Staff Support.* HOAs, Civic Building and Community Center programs, LED sign scheduling, info requests, media requests, general photography, NR/DHCA meetings/partnerships, ANW, Village Management, Anthem Values Awards.

Media Mentions (5/10/17-6/15/17)

5/10/17	Foothills Focus	Mom & Me Mad Hatter Tea, Teen Summer Series
5/17/17	Foothills Focus	Jewelry classes
5/24/17	Foothills Focus	Memorial Day Ceremony, Art in Public Places
6/7/17	Foothills Focus	Jewelry Classes
6/14/17	Foothills Focus	Coleman Run (with our photo), Board meeting
5/11/17	In & Out	(Cal.) Jewelry classes, Music in May, Java, Sr. Cinema. Mom & Me Mad Hatter Tea (Mothers Day feature)
5/18/17	In & Out	(Cal.) Music in May, Sat. Night Fever, Board meeting Survey about Facilities Master Plan
5/25/17	In & Out	Memorial Day, Anthem Swim University, Jr. Lifeguard/Counselor, Music in May, Water Park opening
6/1/17	In & Out	(Cal.) Java, Jewelry Making
6/15/17	In & Out	(Cal.) Jewelry, PNO, Sr. Cinema, Jr. Lifeguard/Counselor, follow-up feature about Facilities Master Plan projects
June issue	85086	Jewelry Making, Sr. Cinema
June issue	Images	Celebrating the fourth around the Valley

Other:
June 5 In & Out - EPCOR rate case prep meeting; June 13 ABC15 – EPCOR rate case settled; May 17 AZCentral.com – Memorial Day Ceremony; June VisitArizona.com – Memorial Day; June Raising Arizona Kids – Independence Day Celebration

Analytics Snapshot (5/10/17-6/15/17)

- *Facebook:* 57 new followers; posts with highest engagement were Internet Safety program (summer series), Music in May final concert, Big Splash Water Park opening, Memorial Day Ceremony
- *Twitter:* 10 new followers; top Tweets were Public Art, DMFD consolidation meeting, Facilities Master Plan projects
- *E-News:* Community Center (1), ACC (6), ANW (1), HOAs (6). Average 36.3% open rate, 5.4% click-through rate

ECONOMIC DEV./BUSINESS SUPPORT

- *GPEC.* Staff and the EDC are pursuing an opportunity in an upcoming GPEC publication regarding economic development in the Valley.

COMMUNITY CENTER

- Our new Assistant Director, Dave Fermoile, has hit the ground running and is learning our policies & procedures, while keeping a diligent eye on facility maintenance & repair needs.
- All of our summer programs (camp, swim lessons, Aquabats, etc) are running smoothly, and we anticipate that to continue for the rest of the busy summer season.
- Additional metal pool lounge chairs and upright chairs have been ordered and are expected in June.
- Community Center parking lot crack repair has been completed as budgeted in the Reserve. We will hold off on the sealing and striping component until the end of the summer season in August.
- Reserve project pricing has been collected and we are in the process of recommending vendors for new treadmills, spin bikes, tennis building painting, new teen games, new fire monitoring system, new Mecco motor-driven blinds, a new gym divider curtain and new gym bleachers, to name a few.
- The Community Center hosts many fun activities including swim lessons, summer camp, kickball, ballet/jazz/hip hop dance, LEGO classes, themed canvas painting, tennis and more. For more information or to see all the program offerings at the Community Center; visit OnlineAtAnthem.com/AG.

ANTHEM CIVIC BUILDING

- The Teen Summer Series currently has 52 teens registered! Both the Community Center and Civic Building will continue to take registrations throughout the summer.

PARKS & FACILITIES

- *Softball Field 1 Renovation.* The infield on S.B.1 has been enlarged to accommodate 90-ft. bases. This allows teams, especially the higher levels, to play concurrently on the softball fields and provides more field flexibility. Previously, only S.B.2 could accommodate 90-ft base paths. The infield was also leveled to eliminate the past ponding problems (standing water), and a new top dressing was added. The work was completed with BrightView and ACC Parks & Facilities staff. The grandstands at S.B.1 also were painted while the field was shut down.

- *Repaving parking lots.* The Community Park parking lots have been repaired, sealed and restriped. The Community Center parking lot will be done in August.
- *Liberty Bell Park.* The Bermuda seeded last year is in the process of "waking up" now that the nighttime temps are in the 70's. It will green up over the next couple of months. Additionally, unregulated sports played have left a mark in a few areas. The following improvements have been made in the last ten months: the field was seeded and aerated and

fertilized more than once; the Ramada has been painted; two barbeque grills have been replaced; two new picnic tables have been added; new park signage has been added; the splashpad deck has been removed and replaced; new wood chips have been added at the playground; flowering plants have been added; new trash containers and two more picnic tables are under the shade area; fence around the splash pad has been painted along with the fencing at the south end of Noble Hawk.

- Here is a shot after a Parks & Facilities employee cleared out the upstream side of the wash that runs alongside Freedom Way. BrightView will follow up to finish the job.

- The conversion of the fronts of eight homes from grass to desert landscape in Paseo has been completed with some curbing replacement scheduled after Independence Day.

SPECIAL EVENTS

Independence Day Event, July 3:

- National Anthem auditions were held on June 1 to select the performer for the upcoming event; fourteen residents registered to audition. We're pleased to announce that Lianna Teruel auditioned beautifully and was selected to perform.

- Thank you to BrightView Landscapes for their continued support as our Title Sponsor. EPCOR is recognized as an in-kind sponsor with their donation of bottled water for all event staff, volunteers, law enforcement and fire department personnel working the event.
- Inflatable (all-you-can-ride/bounce) bracelets are available for purchase at the Community Center through July 1 for a discounted price of $12/ea. Ride bracelets are $15 the night of the event at the gates.
- All permitting has been submitted and approved by the state and local Fire Marshall for the fireworks display.
- The Traffic Control Plan has been submitted to MCDOT with anticipation of an approved permit shortly. Traffic control plan will be set up by 2 p.m. on event day, with many road restrictions and closures. Please note that the first gated entrance to the Country Club is briefly affected with a short closure once the fireworks are complete.
- The Community Center will be closing early at 4 p.m. due to the fireworks fallout zone restrictions (the pool and water park will close at 3 p.m.). All cars must be out of the parking lot by 4:30 p.m.; there will be no access to Community Park through the Community Center, the parking lot or across the footbridge. The Community Park parking lot will be closed all day, only allowing access to authorized personnel and vendors setting up for the event, and will reopen at 5 p.m. to the general public.
- Hockey Rink and Skate Park will close at 2 p.m.
- Hockey Rink will reopen at 6 p.m. as the designated Special Needs Viewing Area.

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Financial Summary of Operations – 2017 May

Summary:

- Anthem Council financial performance for the month of May 2017 was favorable against 2017 budget and level with May 2016 YTD actual results.

- **Balance Sheet Review:**
  - Net of cash balances due to our HOA partners, the ACC has $4.1 million in operating cash Higher balances reflect owner early payments of third quarter assessments.
  - Our adjusted Reserve Fund balances at $14.28 million continue to remain in excess of 110% fully funded against our 2013 independent Reserve Study. Planned expenditures for 2017 are $2.1million against planned contributions of $2.07 million. The ACC is anticipating doing an updated Reserve Study in early 2018 to reflect additional assets which have been brought online subsequent to the last Reserve Study.
  - Our Enhancement Fund balances ended January at $1.34 million as a result of continuing strong YTD home resales market. Presuming that resales remain on budget thru 2017, the preliminary end-of-year estimate for the Fund has been adjusted to be $1.7 million.
  - Collections and Accounts Receivable balances continue to trend positively. As of the close of May, total community open receivables are at $1.13 million, which is $340,000 below May 2016 and $580,000 below May 2015.

- **Income Statement Review:**
  - Net revenues ended May 3% above budget and level with May 2016 but 1.5% below May 2015 net revenues.
  - Overall utilities YTD costs are $70,000 favorable against budget and $40,000 favorable against 2016 and $65,000 favorable against YTD 2015 results. Ongoing projects to move to LED lighting and conversion of potable to effluent irrigation water are the key factors behind these savings.
  - After factoring in budget timing differences, Repairs & Maintenance costs are level with the 2017 budget and $100,000 above YTD 2016 expenditures. Additional common area maintenance projects are the key driver for variances against 2016.
  - Professional Fees for legal services and general consultancies were $45,000 favorable against budget and were $40,00 favorable to 2016 expenditures.
  - Resulting from successful YTD collections activities, financial costs were $80,000 favorable against budget and $30,000 favorable vs. 2016. Insurance premiums show a $27,000 reduction against budget as a result of reducing brokerage charges.
  - Contracted services, which includes landscaping, janitorial and security costs, are $100,000 below budget as a result of both bringing several services in-house as well as some timing differences. Overall, contracted services are level with both 2016 and 2015 expenditure levels.
  - Despite the impact of Arizona Proposition 206 and recent US Dept of Labor changes to compensation issues, Administrative costs are $61,000 below 2017 budget estimates, and $18,000 below 2016 YTD.

- The ACC's monthly financial package has been upgraded to provide additional historical Balance Sheet information, additional graphs of operating and cost trends and summary variance reporting. As always, our full disclosure financial statements are posted to the OnlineAtAnthem website as part of the documents supporting this open meeting. We encourage all property owners to take the time to become familiar with our financial standing and results. Please send us your questions at our email address Accounting@AnthemCouncil.com

ANTHEM COMMUNITY COUNCIL

CONSOLIDATED BALANCE SHEET
2017

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Printed: 6/9/2017

5 MONTH OF: M A Y

	December UNAUDITED 2016	January 2017 Actual	February 2017 Actual	March 2017 Actual	April 2017 Actual	May 2017 Actual	June 2017 Actual	July 2017 Actual	August 2017 Actual	September 2017 Actual	October 2017 Actual	November 2017 Actual	December 2017 Preliminary
Current Assets													
Operating Cash	3,573,108	4,237,218	3,401,160	4,389,444	4,991,181	4,230,498							
Reserve Funds	13,911,349	14,285,314	14,417,856	14,210,825	14,289,034	14,283,635							
Enhancement Funds	1,071,035	1,134,293	1,186,911	1,220,557	1,285,066	1,341,847							
TOTAL Cash & Equivalents	**18,555,492**	**19,656,825**	**19,005,927**	**19,820,826**	**20,565,282**	**19,855,980**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Receivables - Assessments	606,741	769,560	641,040	554,698	691,759	584,674							
Receivables - Other	10,548	705	30,478	24,625	26,818	24,914							
Net Due To/From- Reserves Fund													
Net Due To/From- Enhancement Fund													
Net Due To/From-Anthem HOAs	602	1,163	1,370	1,131	1,101	1,028							
Receivables - Allowance for Bad Debts ( )	(589,665)	(579,124)	(570,034)	(520,080)	(543,739)	(524,351)							
TOTAL Net Receivables	**28,226**	**192,304**	**102,856**	**60,374**	**175,939**	**86,265**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Prepaid Expenses	134,810	136,959	120,084	120,452	97,630	74,338							
Inventory	588	588	586	586	577	535							
Accrued Revenues													
TOTAL Other Current Assets	**135,398**	**137,548**	**120,670**	**121,038**	**98,207**	**74,873**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL CURRENT ASSETS	**18,719,116**	**19,986,677**	**19,229,453**	**20,002,238**	**20,839,428**	**20,017,119**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Fixed & Non-Current Assets													
Land & Land Improvements	10,372,435	10,459,907	10,459,907	10,459,907	10,459,907	10,459,907							
Facilities & Improvements	19,163,123	21,594,168	21,594,168	21,594,168	21,594,168	21,594,168							
Equipment, Furniture, Fixtures & Other	1,108,974	1,124,666	1,124,666	1,124,666	1,146,811	1,145,811							
Construction in Progress	2,637,995												
Less: Accumulated Book Depreciation	(17,586,151)	(17,561,669)	(17,625,300)	(17,688,399)	(17,752,684)	(17,816,379)							
TOTAL Fixed & Non-Current Assets	**15,696,376**	**15,617,072**	**15,553,440**	**15,490,342**	**15,448,202**	**15,383,507**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL ASSETS	**34,415,492**	**35,603,748**	**34,782,893**	**35,492,580**	**36,287,629**	**35,400,625**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Current Liabilities													
Trade & Supplier Payables	139,431	121,584	217,017	189,634	198,148	179,169							
Payroll & Benefits	166,272	238,328	256,461	250,918	268,601	308,159							
Accrued - Trade & Supplier Obligations	32,577	46,676	58,216	70,565	39,956	169,320							
Accrued - Other													
Prepaid Assessments	1,016,495	329,788	441,523	1,547,214	372,286	527,906							
Deferred Assessments & Other Deferred Items	45,811	1,278,601	820,896	299,588	1,319,127	752,922							
Deposits	1,783	3,084	23,327	(3,545)	14,587	24,145							
Funds Due Partner HOAs	611,562	936,650	157,619	159,467	941,349	256,043							
Other Current & Deferred Liabilities	174,767	181,266	187,765	194,265	152,766	159,266							
Total Current Liabilities	**2,188,698**	**3,135,978**	**2,162,822**	**2,708,106**	**3,306,820**	**2,376,930**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL LIABILITIES	**2,188,698**	**3,135,978**	**2,162,822**	**2,708,106**	**3,306,820**	**2,376,930**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Equity													
Members Equity - Prior Years	21,470,760	23,756,916	23,756,916	23,756,916	20,423,115	20,423,115							
Members RESERVE Equity - Prior Years	8,406,020	8,406,020	8,406,020	8,406,020	11,808,609	11,808,609							
Current Year Surplus (Deficit)	2,350,014	304,834	457,134	621,538	749,085	791,971							
TOTAL EQUITY	**32,226,794**	**32,467,770**	**32,620,070**	**32,784,474**	**32,980,809**	**33,023,695**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL LIABILITIES & EQUITY	**34,415,492**	**35,603,748**	**34,782,893**	**35,492,580**	**36,287,629**	**35,400,625**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		(0)	0	(0)	0								

ANTHEM COMMUNITY COUNCIL

CONSOLIDATED BALANCE SHEET
MULTI-YEAR COMPARISON

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	This Year YTD	December 2016 PRE-AUDIT	December 2015	December 2014	December 2013	December 2012	December 2011	December 2010					
Current Assets													
Operating Cash	4,230,498	3,573,108	3,752,422	2,242,347	2,336,362	2,188,872	2,541,774	1,824,039					
Reserve Funds	14,283,635	13,911,349	11,897,099	10,524,819	9,738,087	8,882,515	7,486,663	6,555,089					
Enhancement Funds	1,341,847	1,071,035	2,563,007	1,976,210	2,452,505	2,873,921	4,472,450	3,676,283					
TOTAL Cash & Equivalents	**19,855,980**	**18,555,492**	**18,212,528**	**14,743,376**	**14,526,953**	**13,945,308**	**14,500,887**	**12,055,411**	**0**	**0**	**0**	**0**	**0**
Receivables - Assessments	584,674	606,741	838,770	1,167,572	1,054,657	1,159,694	1,160,967	1,287,359					
Receivables - Other	24,914	10,548	9,563	12,234	49,015	42,883	58,372	28,036					
Net Due To/From- Reserves Fund	-			129,626									
Net Due To/From- Enhancement Fund	-			383,123									
Net Due To/From-Anthem HOAs	1,028	602	809										
Receivables - Allowance for Bad Debts ( )	(524,351)	(589,665)	(822,505)	(920,349)	(1,013,668)	(1,085,758)	(1,119,113)	(824,739)					
TOTAL Net Receivables	**86,265**	**28,226**	**26,637**	**772,206**	**90,004**	**116,819**	**100,226**	**490,656**	**0**	**0**	**0**	**0**	**0**
Prepaid Expenses	74,338	134,810	130,533	186,940	166,906	196,059	186,278	167,447					
Inventory	535	588	334	710	1,022	1,689	388	244					
Accrued Revenues	-	0		16,879	33,223	38,182	126,054	49,882					
TOTAL Other Current Assets	**74,873**	**135,398**	**130,867**	**204,529**	**201,151**	**235,929**	**312,720**	**217,573**	**0**	**0**	**0**	**0**	**0**
TOTAL CURRENT ASSETS	**20,017,119**	**18,719,116**	**18,370,032**	**15,720,111**	**14,818,108**	**14,298,056**	**14,913,833**	**12,763,640**	**0**	**0**	**0**	**0**	**0**
Fixed & Non-Current Assets													
Land & Land Improvements	10,459,907	10,372,435	10,372,435	10,372,435	10,372,435	10,372,435	10,372,435	10,372,435					
Facilities & Improvements	21,594,168	19,163,123	19,125,227	19,106,451	16,906,360	16,906,360	14,575,947	14,581,384					
Equipment, Furniture, Fixtures & Other	1,145,811	1,108,974	1,089,126	1,005,568	923,986	866,432	986,328	949,613					
Construction in Progress	-	2,637,995	239,972	118,768	1,972,455	0	6,864	4,613					
Less: Accumulated Book Depreciation	(17,816,379)	(17,586,151)	(16,999,591)	(16,404,468)	(15,556,025)	(14,456,579)	(13,486,424)	(12,329,305)					
TOTAL Fixed & Non-Current Assets	**15,383,507**	**15,696,376**	**13,827,169**	**14,198,754**	**14,619,211**	**13,688,648**	**12,455,150**	**13,578,740**	**0**	**0**	**0**	**0**	**0**
TOTAL ASSETS	**35,400,625**	**34,415,492**	**32,197,201**	**29,918,865**	**29,437,319**	**27,986,704**	**27,368,982**	**26,342,380**	**0**	**0**	**0**	**0**	**0**
Current Liabilities													
Trade & Supplier Payables	179,169	139,431	338,524	198,078	690,457	181,516	122,710	173,746					
Payroll & Benefits	308,159	166,272	143,230	208,847	144,053	133,707	124,686	6,132					
Accrued - Trade & Supplier Obligations	169,320	27,655	37,651	51,035	73,602	208,633	204,194	338,947					
Accrued - Other	-			710,464	59,962	83,371	119,858	111,734					
Prepaid Assessments	527,906	1,016,495	999,589	443,699	978,493	867,838	810,447	794,045					
Deferred Assessments & Other Deferred Items	752,922	45,811	59,481	27,803	30,092	38,320	52,097	67,033					
Deposits	24,145	1,783	8,548	23,977	2,772	9,156	2,103	419					
Funds Due Partner HOAs	256,043	611,562	584,441			415,628	430,809						
Other Current & Deferred Liabilities	159,266	174,767	148,924	72,739	248,087	48,961	65,605	422,393					
Total Current Liabilities	**2,376,930**	**2,183,776**	**2,320,388**	**1,736,641**	**2,227,518**	**1,987,130**	**1,932,509**	**1,914,449**	**0**	**0**	**0**	**0**	**0**
TOTAL LIABILITIES	**2,376,930**	**2,183,776**	**2,320,388**	**1,736,641**	**2,227,518**	**1,987,130**	**1,932,509**	**1,914,449**	**0**	**0**	**0**	**0**	**0**
Equity													
Members Equity - Prior Years	20,423,115	21,470,760	19,903,749	18,931,320	17,721,093	17,157,992	16,149,450	16,185,724					
Members RESERVE Equity - Prior Years	11,808,609	8,406,020	8,278,481	8,278,481	8,278,481	8,278,481	8,278,481	8,278,481					
Current Year Surplus (Deficit)	791,971	2,354,936	1,694,583	972,423	1,210,227	563,101	1,008,542	(36,274)					
TOTAL EQUITY	**33,023,695**	**32,231,716**	**29,876,813**	**28,182,224**	**27,209,801**	**25,999,574**	**25,436,473**	**24,427,931**	**0**	**0**	**0**	**0**	**0**
TOTAL LIABILITIES & EQUITY	**35,400,625**	**34,415,492**	**32,197,201**	**29,918,865**	**29,437,319**	**27,986,704**	**27,368,982**	**26,342,380**	**0**	**0**	**0**	**0**	**0**

ANTHEM COMMUNITY COUNCIL

CONSOLIDATED PROFIT & LOSS
2017 - MAY

RESTRICTED VIEWING & USE DOCUMENT

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NOT FOR COMMERCIAL USE - ANTHEM PROPERTY OWNERS ONLY

5 MONTH OF: MAY

	YTD RESULTS			January	February	March	April	May	June	July	August	September	October	November	December
	$$	% of Rev	% of Exp	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Pre-audit 2017
ASSESSMENTS & INCOMES															
Assessments - ACC	3,389,460	92.3%		683,030	675,124	675,053	678,881	677,372	-	-	-	-	-	-	-
Assessments - Non-Residential	144,509	3.9%		28,902	28,902	28,902	28,902	28,902	-	-	-	-	-	-	-
Assessments - Apartments & MultiUnit	131,505	3.6%		26,301	26,301	26,301	26,301	26,301	-	-	-	-	-	-	-
Assessments - Benefitted & Builder	12,063	0.3%		6,320	6,320	(13,282)	6,320	6,385	-	-	-	-	-	-	-
Community Programs Revenues	284,054	7.7%		67,415	37,695	36,033	73,306	69,604	-	-	-	-	-	-	-
Special Events Revenues	80,087	2.2%		7,800	20,908	45,850	325	5,205	-	-	-	-	-	-	-
Other "Soft" Revenues	48,078	1.3%		8,451	9,402	10,907	19,714	(396)	-	-	-	-	-	-	-
Reimbursements	-	0.0%		-	-	-	-	-	-	-	-	-	-	-	-
Revenues - Rentals	186,406	5.1%		28,897	34,926	39,502	45,004	38,078	-	-	-	-	-	-	-
Revenues - Resale & Disclosures	157,235	4.3%		28,385	23,070	29,550	40,065	36,165	-	-	-	-	-	-	-
Enhancement Fees	340,897	9.3%		64,130	50,540	64,142	83,365	78,720	-	-	-	-	-	-	-
Transfers to Enhancement Fund	(340,897)	-9.3%		(64,130)	(50,540)	(64,142)	(83,365)	(78,720)	-	-	-	-	-	-	-
Transfers to Reserve Fund	(850,000)	-23.1%		(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	-	-	-	-	-	-	-
Other Non-Classified Incomes	88,909	2.4%		10,429	15,808	22,602	17,761	22,309	-	-	-	-	-	-	-
TOTAL ASSESSMENTS & INCOME	3,672,307	100.0%		725,931	708,455	731,417	766,578	739,926	-	-	-	-	-	-	-
PROGRAMS															
Salaries & Payroll	175,717	4.8%	5.3%	23,746	27,866	29,670	38,626	55,810	-	-	-	-	-	-	-
Medical, Benefits & Taxes	29,378	0.8%	0.9%	5,327	5,638	5,216	5,766	7,431	-	-	-	-	-	-	-
Direct CC Program Expenses	125,822	3.4%	3.8%	26,298	29,369	22,898	23,625	23,632	-	-	-	-	-	-	-
Direct Special Events Expenses	57,810	1.6%	1.8%	-	-	27,292	8,110	22,408	-	-	-	-	-	-	-
TOTAL PROGRAM COSTS	388,727	10.6%	11.8%	55,371	62,873	85,075	76,127	109,280	-	-	-	-	-	-	-
COMMUNITY INVOLVEMENT															
Resident Relations & Meetings	12,620	0.3%	0.4%	1,009	1,555	5,293	2,455	2,308	-	-	-	-	-	-	-
Committee & Volunteer Support	6,067	0.2%	0.2%	180	1,465	3,120	700	601	-	-	-	-	-	-	-
Newsletter & Activity Guide	26,185	0.7%	0.8%	7,578	-	9,273	-	9,335	-	-	-	-	-	-	-
Economic Development	4,107	0.1%	0.1%	3,031	67	265	708	35	-	-	-	-	-	-	-
Marketing, Website & Other	20,219	0.6%	0.6%	14,375	1,103	3,270	954	517	-	-	-	-	-	-	-
TOTAL - COMMUNITY	69,197	1.9%	2.1%	26,174	4,190	21,221	4,817	12,795	-	-	-	-	-	-	-
UTILITIES															
Electric	160,357	4.4%	4.9%	34,583	31,276	27,369	31,490	35,640	-	-	-	-	-	-	-
Gas	25,044	0.7%	0.8%	4,762	7,090	5,507	4,115	3,570	-	-	-	-	-	-	-
Water	130,528	3.6%	4.0%	16,972	17,170	17,324	34,291	44,771	-	-	-	-	-	-	-
TOTAL UTILITIES	315,929	8.6%	9.6%	56,316	55,536	50,200	69,896	83,981	-	-	-	-	-	-	-
REPAIRS & MAINT															
Salaries & Payroll	252,115	6.9%	7.7%	51,680	41,851	47,501	55,033	56,050	-	-	-	-	-	-	-
Medical, Benefits & Taxes	59,102	1.6%	1.8%	13,653	12,554	11,471	10,296	11,128	-	-	-	-	-	-	-
Salaries & Payroll - Park Patrol	-	0.0%	0.0%	-	-	-	-	-	-	-	-	-	-	-	-
Benefits & Taxes - Park Patrol	-	0.0%	0.0%	-	-	-	-	-	-	-	-	-	-	-	-
Common Area Maintenance	75,157	2.0%	2.3%	(27)	4,264	4,197	49,682	17,041	-	-	-	-	-	-	-
Parks - Repair & Maintenance	5,041	0.1%	0.2%	435	694	332	596	2,984	-	-	-	-	-	-	-
Community Center Maintenance	19,304	0.5%	0.6%	2,779	2,205	772	957	12,591	-	-	-	-	-	-	-
HVAC & Plumbing	22,369	0.6%	0.7%	5,954	4,158	6,234	2,605	3,418	-	-	-	-	-	-	-
Pools, Spas & Water Features	30,167	0.8%	0.9%	4,994	3,320	7,692	7,459	6,704	-	-	-	-	-	-	-
Irrigation	46,318	1.3%	1.4%	6,657	6,968	20,439	4,939	7,315	-	-	-	-	-	-	-
Tools, Janitorial Supplies, Other	46,788	1.3%	1.4%	4,944	15,651	17,193	2,820	6,180	-	-	-	-	-	-	-
R&M - Facilities & Equipment	29,525	0.8%	0.9%	2,532	1,786	10,301	5,011	9,895	-	-	-	-	-	-	-
R&M - Grounds & Other	106,826	2.9%	3.2%	6,208	75,275	8,259	7,613	9,470	-	-	-	-	-	-	-
Repair, Replace & Maint - All Other	7,081	0.2%	0.2%	1,226	789	271	3,746	1,050	-	-	-	-	-	-	-
TOTAL REPAIRS & MAINTENANCE	699,794	19.1%	21.3%	101,035	169,517	134,662	150,755	143,824	-	-	-	-	-	-	-
PROFESSIONAL															
Legal - General	29,829	0.8%	0.9%	11,437	6,525	4,593	3,918	3,356	-	-	-	-	-	-	-
Legal - Collection	44,812	1.2%	1.4%	6,803	9,446	13,114	7,819	7,630	-	-	-	-	-	-	-
Legal - Water	-	0.0%	0.0%	-	-	-	-	-	-	-	-	-	-	-	-
Audit & Accounting & Tax	12,000	0.3%	0.4%	-	-	-	12,000	-	-	-	-	-	-	-	-
Professional Services & Property Resale	20,021	0.5%	0.6%	6,055	8,727	11,720	(14,925)	8,443	-	-	-	-	-	-	-
TOTAL PROFESSIONAL	106,661	2.9%	3.2%	24,295	24,698	29,427	8,812	19,429	-	-	-	-	-	-	-

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CONSOLIDATED PROFIT & LOSS
2017 - MAY

5 MONTH OF: MAY

	YTD RESULTS			January	February	March	April	May	June	July	August	September	October	November	December
	$$	% of Rev	% of Exp	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Pre-audit 2017
FINANCIAL															
Bank Charges	19,250	0.5%	0.6%	1,052	1,682	3,744	11,127	1,644	-	-	-	-	-	-	-
Insurances	104,932	2.9%	3.2%	20,867	20,867	21,772	20,559	20,867	-	-	-	-	-	-	-
Bad Debts	(42,361)	-1.2%	-1.3%	(10,929)	(20,569)	(15,924)	27,094	(22,033)	-	-	-	-	-	-	-
Licenses, Permits, Fees & Other	15,758	0.4%	0.5%	2,653	3,005	4,129	2,480	3,490	-	-	-	-	-	-	-
TOTAL FINANCIAL	97,578	2.7%	3.0%	13,643	4,985	13,721	61,261	3,968	-	-	-	-	-	-	-
CONTRACT SERVICES															
Landscaping	464,080	12.6%	14.1%	92,816	92,816	92,816	92,816	92,816	-	-	-	-	-	-	-
Janitorial & Sanitation	148,385	4.0%	4.5%	29,615	29,864	29,733	29,938	29,235	-	-	-	-	-	-	-
Security Monitoring	55,981	1.5%	1.7%	11,822	8,197	13,419	11,141	11,401	-	-	-	-	-	-	-
Maintenance & Services	14,568	0.4%	0.4%	2,114	3,319	3,772	2,044	3,319	-	-	-	-	-	-	-
Equipment & Professional Services	1,372	0.0%	0.0%	-	-	1,372	-	-	-	-	-	-	-	-	-
Other Contracted Services	24,847	0.7%	0.8%	4,969	4,969	4,969	4,969	4,969	-	-	-	-	-	-	-
TOTAL CONTRACT SERVICES	709,232	19.3%	21.5%	141,336	139,166	146,081	140,908	141,741	-	-	-	-	-	-	-
HUMAN RESOURCES															
Recruitment	2,767	0.1%	0.1%	-	460	362	1,044	901	-	-	-	-	-	-	-
Training & Education	4,429	0.1%	0.1%	-	240	2,357	-	1,832	-	-	-	-	-	-	-
Payroll Processing	11,944	0.3%	0.4%	1,983	3,248	2,371	1,910	2,432	-	-	-	-	-	-	-
Community & Employee Events	8,875	0.2%	0.3%	1,775	1,775	1,775	1,775	1,775	-	-	-	-	-	-	-
Uniforms and Other	3,576	0.1%	0.1%	110	599	513	673	1,680	-	-	-	-	-	-	-
TOTAL HR	31,591	0.9%	1.0%	3,868	6,322	7,378	5,402	8,621	-	-	-	-	-	-	-
GENERAL & ADMIN															
Salaries & Payroll	642,410	17.5%	19.5%	146,382	137,796	109,297	118,104	130,832	-	-	-	-	-	-	-
Medical, Benefits & Taxes	125,047	3.4%	3.8%	28,496	27,357	26,016	20,292	22,886	-	-	-	-	-	-	-
401K Programs & Administration	19,669	0.5%	0.6%	3,634	4,226	4,269	3,442	4,098	-	-	-	-	-	-	-
Office Consumables	8,812	0.2%	0.3%	594	2,195	1,579	2,208	2,235	-	-	-	-	-	-	-
Postage, Printing & Copies	17,434	0.5%	0.5%	1,086	559	7,496	(266)	8,559	-	-	-	-	-	-	-
Office Equipment	6,875	0.2%	0.2%	404	446	3,750	340	1,936	-	-	-	-	-	-	-
Reimbursements	4,862	0.1%	0.1%	464	401	517	1,267	2,213	-	-	-	-	-	-	-
Dues & Subscriptions	4,331	0.1%	0.1%	749	1,445	822	531	784	-	-	-	-	-	-	-
Equipment Lease & Rentals	10,191	0.3%	0.3%	119	4,480	1,761	1,604	2,227	-	-	-	-	-	-	-
Voice, Cell & Data Services	27,564	0.8%	0.8%	5,440	5,533	5,416	5,699	5,476	-	-	-	-	-	-	-
IT Services	23,677	0.6%	0.7%	3,434	6,090	6,175	3,096	4,881	-	-	-	-	-	-	-
Signs	3,890	0.1%	0.1%	66	1,763	1,079	596	386	-	-	-	-	-	-	-
Other General & Administrative	(22,192)	-0.6%	-0.7%	(2,333)	(4,502)	(4,487)	7,948	(18,819)	-	-	-	-	-	-	-
TOTAL GENERAL & ADMIN	872,572	23.8%	26.5%	188,537	187,788	163,690	164,862	167,695	-	-	-	-	-	-	-
TOTAL OPERATING COSTS	3,291,281	89.6%	100.0%	610,575	655,074	651,457	682,841	691,335	-	-	-	-	-	-	-
GROSS SURPLUS (DEFICIT)	381,026	10.4%		115,356	53,381	79,960	83,738	48,591	-	-	-	-	-	-	-
Depreciation	318,075	8.7%	9.7%	63,717	63,632	63,098	62,933	64,695	-	-	-	-	-	-	-
Interest Income / Interest Expense	18,444	0.5%	0.6%	1,685	3,928	4,067	4,491	4,273	-	-	-	-	-	-	-
Taxes on Income	32,500	0.9%	1.0%	6,500	6,500	6,500	6,500	6,500	-	-	-	-	-	-	-
OPERATING FUND SURPLUS / (DEFICIT)	48,895	1.3%		46,825	(12,823)	14,429	18,796	(18,332)	-	-	-	-	-	-	-
CUMULATIVE SURPLUS / (DEFICIT)					34,002	48,431	67,227	48,895	48,895	48,895	48,895	48,895	48,895	48,895	48,895
CHANGE IN EQUITY POSITION															
Impact of OPERATING FUND	48,895			46,825	(12,823)	14,429	18,796	(18,332)	-	-	-	-	-	-	-
Impact of ENHANCEMENT FUND	301,189			65,681	52,619	64,559	51,711	66,619	-	-	-	-	-	-	-
Impact of RESERVE FUND	441,887			173,010	132,542	84,671	57,063	(5,399)	-	-	-	-	-	-	-
MONTHLY EQUITY CHANGE				285,516	172,338	163,659	127,570	42,888	-	-	-	-	-	-	-
ANNUALIZED EQUITY CHANGE	791,971			285,516	457,854	621,513	749,083	791,971	-	-	-	-	-	-	-

	YEAR-TO-DATE RESULTS				VARIANCE		VARIANCE PCT		FULL YEAR COMPARATIVES			
	Actual This YTD	Budget	Actual Prior YTD	Actual Prior 2Yr YTD	vs. Budget	vs Prior Yr	vs. Budget	vs Prior Yr	Projected This Yr	Budget This Yr	Final Prior YTD	Final Prior 2 YTD
ASSESSMENTS & INCOMES												
Assessments - ACC	3,389,460	3,388,352	3,388,335	3,390,079	1,107	1,124	0.0%	0.0%	8,135,208	8,134,101	8,132,112	8,131,345
Assessments - Non-Residential	144,509	155,009	145,834	138,560	(10,500)	(1,325)	-6.8%	-0.9%	364,223	374,723	348,147	341,855
Assessments - Apartments & MultiUnit	131,505	131,505	131,505	131,505	(1)	-	0.0%	0.0%	315,612	315,612	315,611	315,611
Assessments - Benefitted & Builder	12,063	31,600	31,600	31,600	(19,537)	(19,537)	-61.8%	-61.8%	56,303	75,840	141,237	75,840
Community Programs Revenues	284,054	299,713	297,345	299,480	(15,659)	(13,291)	-5.2%	-4.5%	795,694	811,353	717,121	829,536
Special Events Revenues	80,087	62,400	68,734	65,344	17,687	11,354	28.3%	16.5%	132,162	114,475	135,726	133,521
Other "Soft" Revenues	48,078	14,250	93,205	23,193	33,828	(45,127)	237.4%	-48.4%	56,328	22,500	173,848	58,415
Reimbursements	-	30,250	-	-	(30,250)	-	-100.0%		34,950	65,200	-	-
Revenues - Rentals	186,406	165,055	180,200	162,221	21,351	6,206	12.9%	3.4%	439,151	417,800	422,488	385,996
Revenues - Resale & Disclosures	157,235	105,850	142,415	111,640	51,385	14,820	48.5%	10.4%	321,485	270,100	349,085	314,045
Enhancement Fees	340,897	210,250	295,379	266,311	130,647	45,518	62.1%	15.4%	667,147	536,500	738,604	693,658
Transfers to Enhancement Fund	(340,897)	(214,833)	(295,379)	(266,311)	(126,064)	(45,518)	58.7%	15.4%	(662,564)	(536,500)	(738,604)	(693,658)
Transfers to Reserve Fund	(850,000)	(850,000)	(837,500)	(775,000)	(0)	(12,500)	0.0%	1.5%	(2,040,000)	(2,040,000)	(2,010,000)	(1,860,000)
Other Non-Classified Incomes	88,909	37,414	68,471	35,039	51,495	20,438	137.6%	29.8%	141,330	89,835	122,617	94,878
TOTAL ASSESSMENTS & INCOME	**3,672,307**	**3,566,816**	**3,710,144**	**3,613,661**	**105,491**	**(37,837)**	**3.0%**	**-1.0%**	**8,757,030**	**8,651,539**	**8,847,992**	**8,821,041**
PROGRAMS												
Salaries & Payroll	175,717	162,918	159,283	150,467	(12,799)	(16,434)	-7.9%	-10.3%	546,987	534,187	547,939	520,345
Medical, Benefits & Taxes	29,378	23,184	29,824	30,983	(6,194)	446	-26.7%	1.5%	61,836	55,642	85,676	81,887
Direct CC Program Expenses	125,822	158,275	145,803	158,340	32,453	19,981	20.5%	13.7%	311,613	344,066	312,739	361,390
Direct Special Events Expenses	57,810	56,710	53,752	52,021	(1,100)	(4,058)	-1.9%	-7.5%	141,535	140,435	138,860	122,558
TOTAL PROGRAM COSTS	**388,727**	**401,087**	**388,662**	**391,811**	**12,360**	**(64)**	**3.1%**	**0.0%**	**1,061,970**	**1,074,331**	**1,085,213**	**1,086,180**
COMMUNITY INVOLVEMENT												
Resident Relations & Meetings	12,620	21,732	8,189	6,896	9,112	(4,430)	41.9%	-54.1%	34,638	43,750	23,193	13,924
Committee & Volunteer Support	6,067	6,175	2,884	922	108	(3,183)	1.8%	-110.4%	6,067	6,175	7,257	6,697
Newsletter & Activity Guide	26,185	27,108	24,455	23,649	923	(1,731)	3.4%	-7.1%	53,077	54,000	48,241	50,607
Economic Development	4,107	12,783	3,077	2,459	8,677	(1,029)	67.9%	-33.5%	16,463	25,140	19,717	22,878
Marketing, Website & Other	20,219	25,785	6,882	15,583	5,566	(13,336)	21.6%	-193.8%	49,494	55,060	22,693	41,686
TOTAL - COMMUNITY	**69,197**	**93,583**	**45,487**	**49,509**	**24,386**	**(23,710)**	**26.1%**	**-52.1%**	**159,739**	**184,125**	**121,101**	**135,792**
UTILITIES												
Electric	160,357	186,632	162,560	181,917	26,275	2,203	14.1%	1.4%	473,307	499,582	456,911	505,761
Gas	25,044	29,689	29,685	28,889	4,645	4,641	15.6%	15.6%	46,563	51,208	42,370	43,793
Water	130,528	168,713	165,711	169,916	38,186	35,183	22.6%	21.2%	442,618	480,804	499,423	514,454
TOTAL UTILITIES	**315,929**	**385,035**	**357,956**	**380,722**	**69,106**	**42,027**	**17.9%**	**11.7%**	**962,488**	**1,031,594**	**998,704**	**1,064,007**
REPAIRS & MAINT												
Salaries & Payroll	252,115	275,027	204,266	193,941	22,912	(47,849)	8.3%	-23.4%	639,486	662,397	512,725	473,480
Medical, Benefits & Taxes	59,102	59,537	63,143	61,620	435	4,041	0.7%	6.4%	142,454	142,889	153,724	140,988
Salaries & Payroll - Park Patrol	-	-	-	-	-	-			-	-	-	-
Benefits & Taxes - Park Patrol	-	-	-	-	-	-			-	-	-	-
Common Area Maintenance	75,157	71,175	32,403	92,006	(3,982)	(42,754)	-5.6%	-131.9%	100,884	96,902	134,337	138,250
Parks - Repair & Maintenance	5,041	14,583	2,672	13,993	9,543	(2,369)	65.4%	-88.6%	25,457	35,000	5,324	19,929
Community Center Maintenance	19,304	15,725	8,929	9,358	(3,579)	(10,375)	-22.8%	-116.2%	33,154	29,575	32,510	25,485
HVAC & Plumbing	22,369	19,548	16,516	18,144	(2,820)	(5,853)	-14.4%	-35.4%	49,816	46,996	31,419	32,407
Pools, Spas & Water Features	30,167	45,720	40,174	30,489	15,553	10,007	34.0%	24.9%	88,347	103,900	112,334	93,764
Irrigation	46,318	23,917	32,625	30,187	(22,401)	(13,694)	-93.7%	-42.0%	79,401	57,000	79,507	62,036
Tools, Janitorial Supplies, Other	46,788	38,583	45,862	19,278	(8,205)	(926)	-21.3%	-2.0%	100,605	92,400	78,171	62,886
R&M - Facilities & Equipment	29,525	23,713	25,057	45,522	(5,812)	(4,469)	-24.5%	-17.8%	59,742	53,930	189,850	82,445
R&M - Grounds & Other	106,826	73,450	110,813	161,473	(33,376)	3,987	-45.4%	3.6%	227,756	194,380	171,367	340,501
Repair, Replace & Maint - All Other	7,081	24,280	13,271	15,698	17,199	6,190	70.8%	46.6%	37,993	55,192	24,705	33,463
TOTAL REPAIRS & MAINTENANCE	**699,794**	**685,259**	**595,732**	**691,707**	**(14,535)**	**(104,062)**	**-2.1%**	**-17.5%**	**1,585,096**	**1,570,561**	**1,525,973**	**1,505,632**
PROFESSIONAL												
Legal - General	29,829	37,500	16,813	13,378	7,671	(13,015)	20.5%	-77.4%	77,329	85,000	48,239	39,480
Legal - Collection	44,812	31,000	74,643	26,207	(13,812)	29,832	-44.6%	40.0%	81,812	68,000	146,702	77,265
Legal - Water	-	21,500	-	-	21,500	-	100.0%		31,300	52,800	-	611
Audit & Accounting & Tax	12,000	19,760	10,000	-	7,760	(2,000)	39.3%	-20.0%	24,000	31,760	25,886	41,650
Professional Services & Property Resale	20,021	60,525	50,913	48,399	40,504	30,892	66.9%	60.7%	108,581	149,085	128,641	108,161
TOTAL PROFESSIONAL	**106,661**	**170,285**	**152,369**	**87,984**	**63,624**	**45,708**	**37.4%**	**30.0%**	**323,021**	**386,645**	**349,468**	**267,166**

	YEAR-TO-DATE RESULTS				VARIANCE		VARIANCE PCT		FULL YEAR COMPARATIVES			
	Actual This YTD	Budget	Actual Prior YTD	Actual Prior 2Yr YTD	vs. Budget	vs Prior Yr	vs. Budget	vs Prior Yr	Projected This Yr	Budget This Yr	Final Prior YTD	Final Prior 2 YTD
FINANCIAL												
Bank Charges	19,250	19,783	10,639	9,432	534	(8,610)	2.7%	-80.9%	46,946	47,480	21,151	22,065
Insurances	104,932	153,505	102,276	120,788	48,573	(2,656)	31.6%	-2.6%	343,106	391,679	248,977	275,001
Bad Debts	(42,361)	58,283	(2,077)	19,965	100,644	40,284	172.7%	-1939.5%	38,596	139,240	(98,056)	(29,344)
Licenses, Permits, Fees & Other	15,758	28,840	13,124	12,088	13,082	(2,634)	45.4%	-20.1%	50,883	63,965	29,619	24,949
TOTAL FINANCIAL	**97,578**	**260,412**	**123,962**	**162,273**	**162,833**	**26,384**	**62.5%**	**21.3%**	**479,530**	**642,364**	**201,690**	**292,671**
CONTRACT SERVICES												
Landscaping	464,080	516,983	468,319	464,080	52,903	4,239	10.2%	0.9%	1,114,497	1,167,400	1,118,031	1,113,792
Janitorial & Sanitation	148,385	154,757	145,947	143,826	6,372	(2,438)	4.1%	-1.7%	366,798	373,170	356,245	345,034
Security Monitoring	55,981	63,843	39,713	38,270	7,862	(16,267)	12.3%	-41.0%	144,462	152,324	102,553	95,796
Maintenance & Services	14,568	6,137	11,295	13,727	(8,431)	(3,273)	-137.4%	-29.0%	24,911	16,480	31,746	34,210
Equipment & Professional Services	1,372	42,189	1,327	1,282	40,817	(46)	96.7%	-3.4%	64,059	104,876	5,427	5,129
Other Contracted Services	24,847	53,292	24,447	24,259	28,445	(400)	53.4%	-1.6%	99,455	127,900	59,047	58,484
TOTAL CONTRACT SERVICES	**709,232**	**837,200**	**691,048**	**685,445**	**127,968**	**(18,184)**	**15.3%**	**-2.6%**	**1,814,182**	**1,942,150**	**1,673,050**	**1,652,445**
HUMAN RESOURCES												
Recruitment	2,767	5,115	4,273	4,923	2,349	1,506	45.9%	35.3%	11,233	13,581	9,121	9,024
Training & Education	4,429	16,161	4,009	1,011	11,731	(420)	72.6%	-10.5%	20,510	32,241	12,966	11,705
Payroll Processing	11,944	11,917	11,839	8,408	(28)	(106)	-0.2%	-0.9%	28,628	28,600	28,109	24,085
Community & Employee Events	8,875	9,000	8,875	8,500	125	-	1.4%	0.0%	21,475	21,600	20,725	20,400
Uniforms and Other	3,576	3,208	1,660	1,901	(368)	(1,916)	-11.5%	-115.5%	9,007	8,639	6,564	5,038
TOTAL HR	**31,591**	**45,401**	**30,655**	**24,742**	**13,810**	**(935)**	**30.4%**	**-3.1%**	**90,852**	**104,661**	**77,484**	**70,252**
GENERAL & ADMIN												
Salaries & Payroll	642,410	743,774	647,429	618,457	101,363	5,019	13.6%	0.8%	1,640,109	1,741,472	1,501,805	1,463,567
Medical, Benefits & Taxes	125,047	199,585	128,786	118,323	74,538	3,739	37.3%	2.9%	404,466	479,003	299,689	291,553
401K Programs & Administration	19,669	16,900	19,176	17,533	(2,769)	(493)	-16.4%	-2.6%	43,329	40,560	50,093	44,655
Office Consumables	8,812	20,270	9,807	10,740	11,458	995	56.5%	10.1%	36,790	48,248	24,148	28,708
Postage, Printing & Copies	17,434	58,894	19,897	29,342	41,459	2,462	70.4%	12.4%	109,281	150,740	65,365	79,341
Office Equipment	6,875	22,600	4,610	2,909	15,725	(2,265)	69.6%	-49.1%	11,875	27,600	18,101	7,293
Reimbursements	4,862	2,434	1,728	3,005	(2,429)	(3,134)	-99.8%	-181.4%	12,287	9,859	9,424	8,715
Dues & Subscriptions	4,331	7,690	10,631	13,483	3,359	6,299	43.7%	59.3%	12,117	15,476	21,594	19,420
Equipment Lease & Rentals	10,191	2,740	3,357	5,738	(7,451)	(6,834)	-271.9%	-203.6%	12,931	5,480	6,170	14,728
Voice, Cell & Data Services	27,564	92,415	32,154	31,277	64,851	4,590	70.2%	14.3%	104,718	169,569	76,717	78,805
IT Services	23,677	-	23,163	18,280	(23,677)	(515)		-2.2%	23,677	-	58,897	50,498
Signs	3,890	7,221	2,142	5,427	3,331	(1,748)	46.1%	-81.6%	13,571	16,901	18,933	12,870
Other General & Administrative	(22,192)	5,100	(12,780)	(5,290)	27,292	9,412	535.1%	-73.6%	(25,512)	1,780	29,199	22,025
TOTAL GENERAL & ADMIN	**872,572**	**1,179,622**	**890,098**	**869,223**	**307,049**	**17,526**	**26.0%**	**2.0%**	**2,399,640**	**2,706,689**	**2,180,135**	**2,122,178**
TOTAL OPERATING COSTS	**3,291,281**	**4,057,884**	**3,275,970**	**3,343,417**	**766,602**	**(15,311)**	**18.9%**	**-0.5%**	**8,876,518**	**9,643,120**	**8,212,818**	**8,196,324**
GROSS SURPLUS (DEFICIT)	**381,026**	**(491,068)**	**434,174**	**270,243**	**872,094**	**(53,148)**	**-177.6%**	**-12.2%**	**(119,488)**	**(991,581)**	**635,174**	**624,717**
Depreciation	318,075	332,500	249,495	250,790	14,425	(68,579)	4.3%	-27.5%	783,575	798,000	586,456	600,807
Interest Income / Interest Expense	18,444	5,950	9,194	5,793	12,494	9,250	210.0%	100.6%	26,774	14,280	33,908	22,648
Taxes on Income	32,500	33,000	32,500	33,258	500	-	1.5%	0.0%	78,700	79,200	78,000	78,050
OPERATING FUND SURPLUS / (DEFICIT)	**48,895**	**(850,618)**	**161,373**	**(8,011)**	**899,513**	**(112,477)**	**-105.7%**	**-69.7%**	**(954,988)**	**(1,854,501)**	**4,626**	**(31,493)**
CUMULATIVE SURPLUS / (DEFICIT)												

CHANGE IN EQUITY POSITION

Impact of OPERATING FUND

Impact of ENHANCEMENT FUND

Impact of RESERVE FUND

MONTHLY EQUITY CHANGE

ANNUALIZED EQUITY CHANGE

ANTHEM COMMUNITY COUNCIL

CASH ANALYSIS

2017

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	THIS MONTH Actual	NEXT Month Projected	2 MONTHS Projected	3 MONTHS Projected
CASH INFLOWS				
Opening Operating Cash Balance	**4,991,181**	**4,371,325**	**3,373,282**	**3,793,282**
Collections of HOA's Cash	**256,043**	**135,000**	**575,000**	**290,000**
Collection of ACC Assessments & Fees	**484,152**	**290,000**	**850,000**	**410,000**
Programs & Other Cash Received	**92,886**	**40,000**	**25,000**	**50,000**
Other Cash Inflows (Net) Prepaid Assessments				
TOTAL CASH INFLOWS	**5,824,262**	**4,836,325**	**4,823,282**	**4,543,282**
CASH OUTFLOWS				
Business Payables & Business Payments Out	324,121	425,000	415,000	375,000
Payroll, Benefits & Social Taxes	277,468	294,000	310,000	320,000
Transfers to Reserve Fund	-	170,000	170,000	170,000
Transfers to HOAs for Their Collected Cash	851,348	256,043	135,000	575,000
Specialty Outflows		318,000		
Other Cash Out				
TOTAL CASH OUTFLOWS	**1,452,937**	**1,463,043**	**1,030,000**	**1,440,000**
CASH BALANCE (per Balance Sheet)	**4,371,325**	**3,373,282**	**3,793,282**	**3,103,282**
Less: This Month's HOA Cash Collected	256,043	135,000	575,000	290,000
Less: Outflows to Reserve or Enh Fund				
Less: Additional Planned Reserve Contributions				
NET ADJUSTED CASH BALANCE	**4,115,282**	**3,238,282**	**3,218,282**	**2,813,282**
Times Outflow Coverage of Ending Balance	*4.86*	*3.82*	*3.80*	*3.32*
Target Coverage Ratio	*2.50*	*2.50*	*2.50*	*2.50*

INVESTMENT INTEREST EARNINGS SUMMARY

Institution	$$ Amount Invested	Interest or Blended %	Institution	$$ Amount Invested	Interest or Blended %	Institution	$$ Amount Invested	Interest or Blended %
OPERATING FUND TOTAL			**RESERVE FUND TOTAL**			**ENHANCEMENT FUND TOTAL**		
BlackRock Portfolio	1,087,432	1.099%	BlackRock Portfolio	6,951,545	1.098%	BlackRock Portfolio	1,206,859	1.094%
Deer Valley Credit Union	159,089	0.050%	JP Morgan Portfolio	1,091,972	1.091%			
Mid-First Bank	985	0.250%	TAB Bank	247,334	1.210%			
			MidFirst Bank	251,917	0.300%			
JPMChase - Operating	1,142	0.200%	CalFirst Bank	256,162	1.000%			
JPMChase - Investment	1,080,293	1.092%	Synchrony Bank	256,874	1.250%			
Cash In Transit	53,739	0.000%	EverBank	248,751	1.230%			
Petty Cash	1,975	0.000%	GIANT Bank	247,739	1.220%			
Cash Due to HOAs	256,043	0.000%	Alliance - Paseo Reserves	50,617	0.200%	Owed FROM Operating Account	85,339	
Free Cash in Alliance Bank	1,589,799.79	0.300%	Eaton Vance	1,541,484	1.169%			
			Alliance Bank	3,139,240.35	0.300%	Alliance Bank	49,649	0.300%

ANTHEM COMMUNITY COUNCIL

TOTAL ANTHEM - ACCOUNTS RECEIVABLE ANALYSIS

2017

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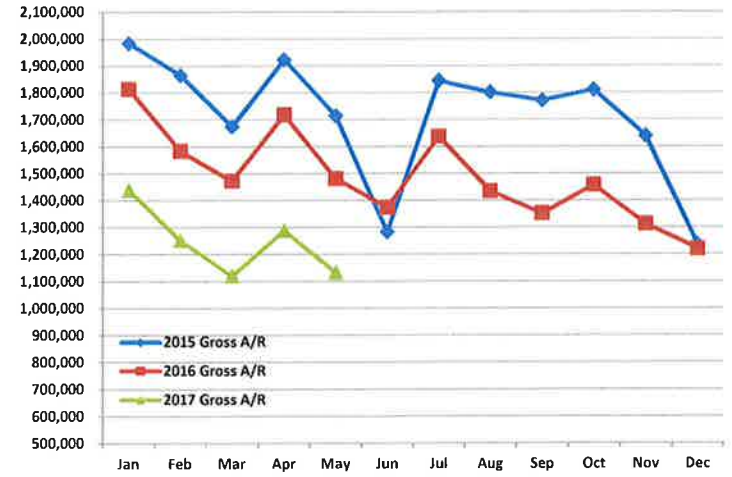
TOTAL ALL RECEIVABLES	TOTAL	Due Now	31 - 60	61 - 90	91 -180	181 - 360	361+
Country Club	79,659	3,787	16,841	367	8,431	15,256	34,978
Non-Residential & ACC	584,674	22,196	95,154	17,972	58,341	78,034	312,976
Parkside	452,994	17,363	38,016	18,289	34,526	54,246	290,554
The Village	17,623	-	8,331	-	3,054	1,936	4,302
TOTAL	1,134,949	43,346	158,341	36,628	104,353	149,471	642,810
		3.8%	*14.0%*	*3.2%*	*9.2%*	*13.2%*	*56.6%*

COMPOSITION OF ENTIRE COMMUNITY'S GROSS A/R	TOTAL DUE	Owner Type	
		Current	Previous
Country Club	79,659	66,022	13,637
Non-Residential & ACC	584,674	383,425	201,249
Parkside	452,994	339,714	113,279
The Village	17,623	13,577	4,046
TOTAL	1,134,949	802,739	332,211

TYPE OF RECEIVABLE OUTSTANDING			
Assessmnt	Legal Fees	CC&Rs	Other
44,257	1,254	33,653	495
268,453	298,316	-	17,906
88,806	61,794	301,909	485
17,623	-	-	-
419,138	361,364	335,562	18,886



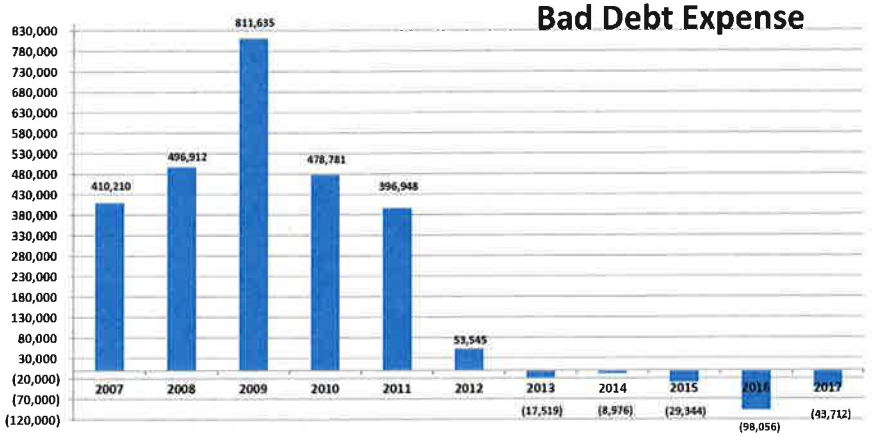
TOTAL COMMUNITY OWNER "GROSS" RECEIVABLES

YEAR-OVER-YEAR TOTAL ANTHEM A / R COMPARISON	Total A/R	DUE NOW	Overdue 31 - 60	Overdue 61 - 90	Overdue 91 - 180	Overdue 181 - 360	Overdue > 1 Year
This Month - This Year	1,134,949	43,346	158,341	36,628	104,353	149,471	642,810
This Month - Last Year	1,482,884	49,409	182,147	45,677	146,769	155,314	903,569
This Month - 2 Yrs Ago	1,715,178	51,229	191,552	42,738	250,537	165,467	1,013,655
Change [( )=Improvement]	(347,935)	(6,063)	(23,805)	(9,049)	(42,416)	(5,843)	(260,759)

DELINQUENCY ANALYSIS BASED ON AMOUNT DUE	Total Properties	Delinquencies		CURRENT Owners Whose Account Balance Is			
		Current Owners	Prior Owners	Club	Village	Parkside	ACC Other
Balance Due < $100	490	477	13	39	-	438	-
Balance Due < $200	117	95	22	18	-	77	-
Balance Due < $500	314	262	52	47	1	213	1
Balance Due < $1,000	159	117	42	13	7	96	1
Balance Due > $1,000	253	168	85	21	4	138	5
	1,333	1,119	214	138	12	962	7
		10.9%		*4.8%*	*5.7%*	*13.7%*	*3.5%*

	Total Properties	Delinquent			Pending Trustee Sales	Pending Judicial Foreclosure
		Total Delinquent	Current Owners	Prior Owners		
Country Club	2,866	169	138	31	3	1
The Village	210	16	12	4	-	-
Parkside	7,027	1,141	962	179	16	6
Non-Residential & ACC	198	7	7	-	-	-
TOTAL	10,301	1,333	1,119	214	19	7

	CURRENT PROPERTY OWNERS ONLY			
	Club	Village	Parkside	ACC
Onwers That Have an Assessment Obligation	2,866	210	7,027	198
Owners Paying Current Obligations PRIOR to Due Date	1,302	58	3,211	67
Owners Paying Current Obligations the Month Due	1,353	134	2,590	44
Owners Paying Current Obligations 1 Month Late	73	6	264	76
Owners Paying Current Obligations 2 Months Late				4
Owners Remaining Delinquent on Obligations	138	12	962	7
Delinquency Pct % on Current Obligations	*4.8%*	*5.7%*	*13.7%*	*3.5%*



ANTHEM COMMUNITY COUNCIL

SUPPLEMENTAL INFORMATION

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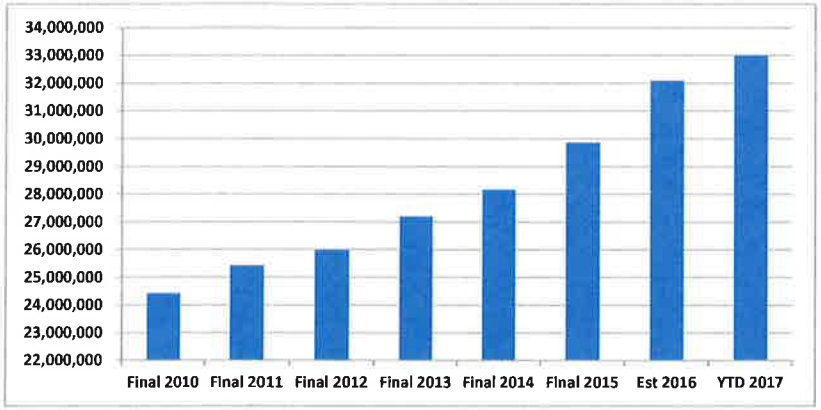
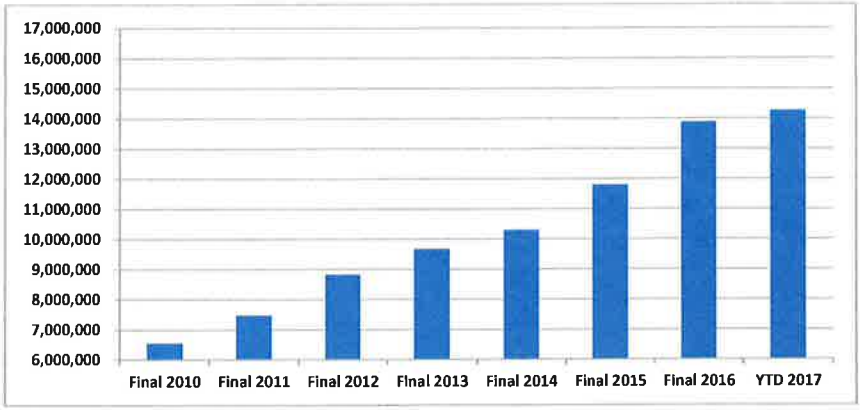
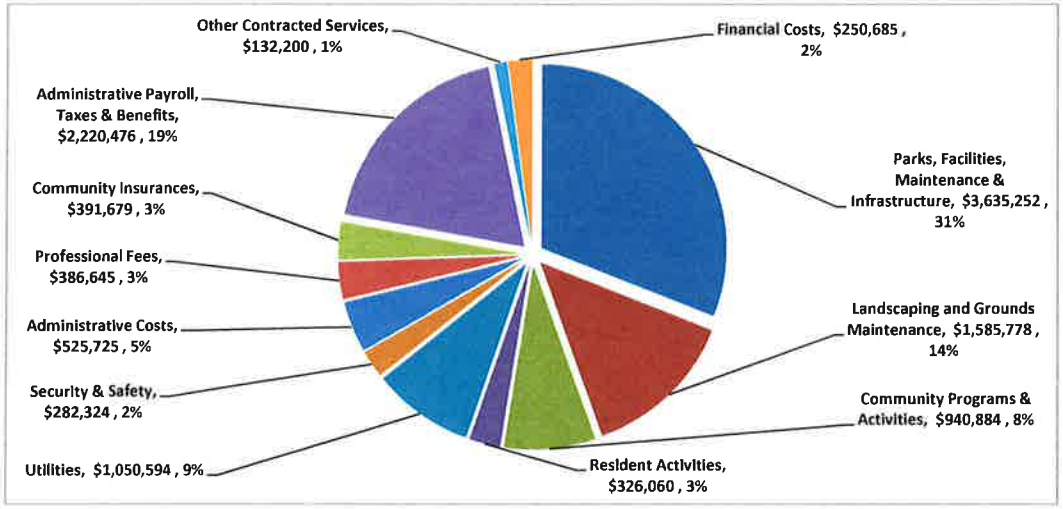


Growth in Community Net Equity Year Over Year



Growth In Reserve Fund Balances Year over Year



How Community Dollars Are Budgeted to Be Spent in 2017

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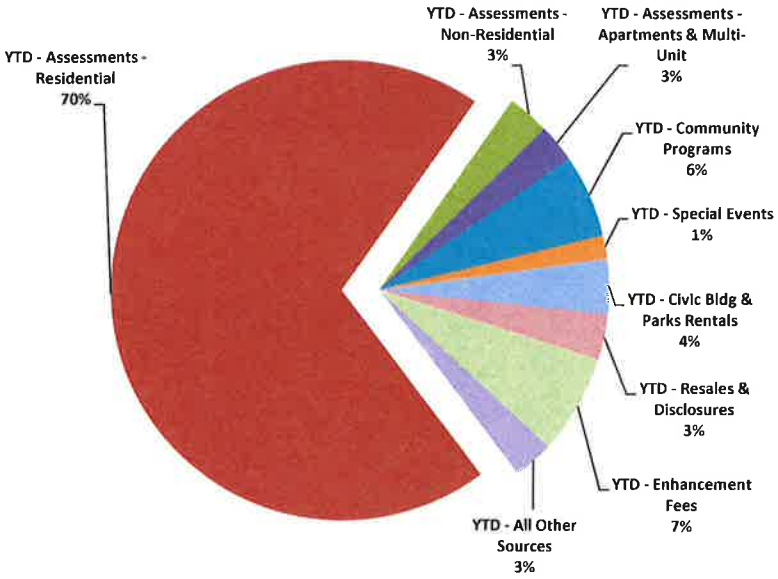
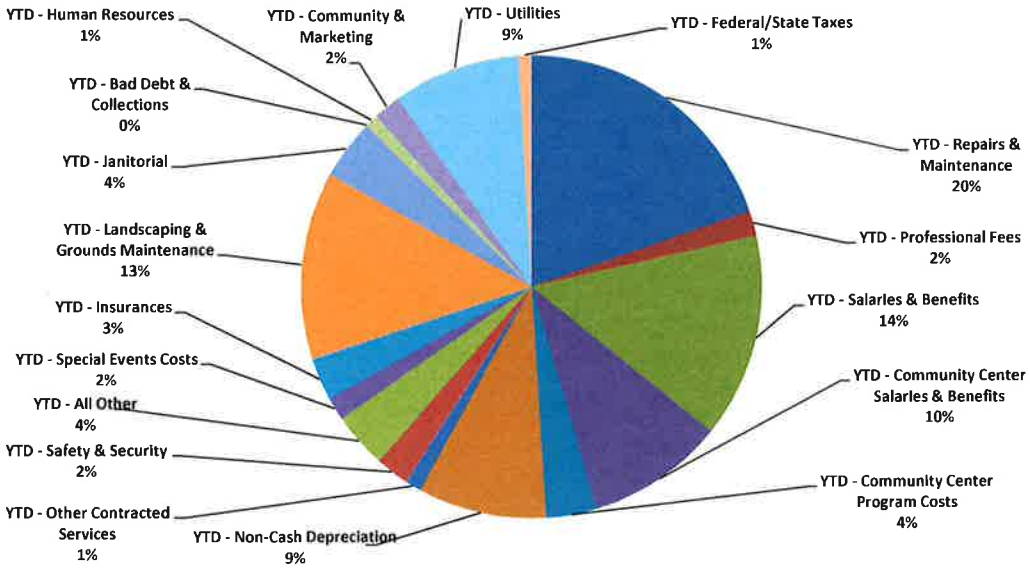


SOURCES OF REVENUE - ANTHEM COUNCIL - 2017 YTD



HOW ASSESSMENT DOLLARS HAVE BEEN SPENT - 2017 YTD

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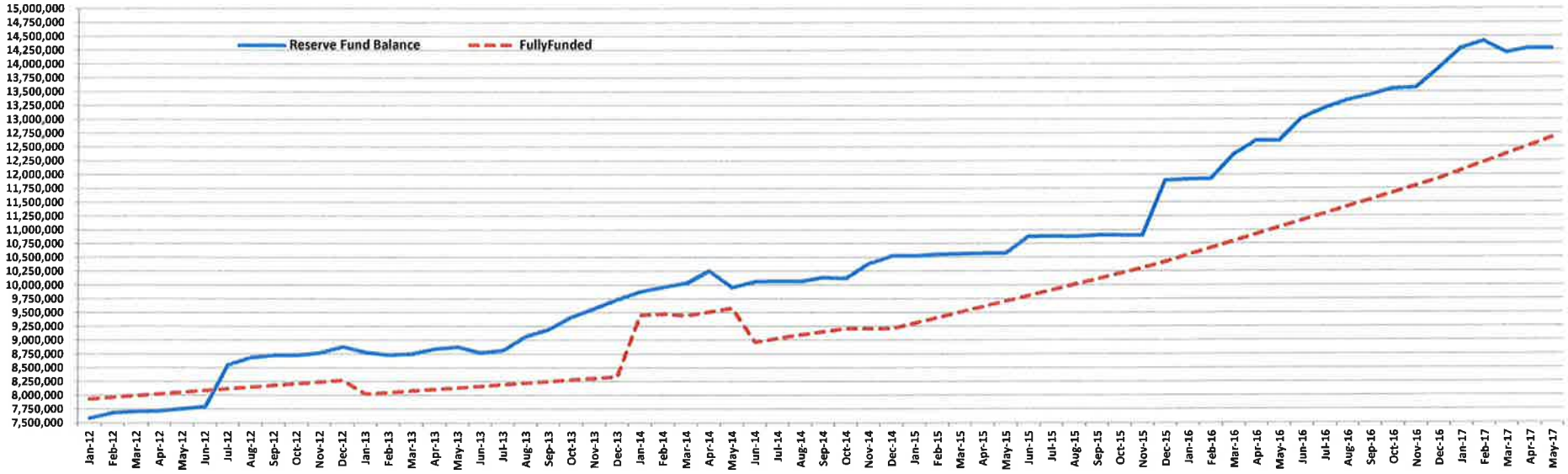
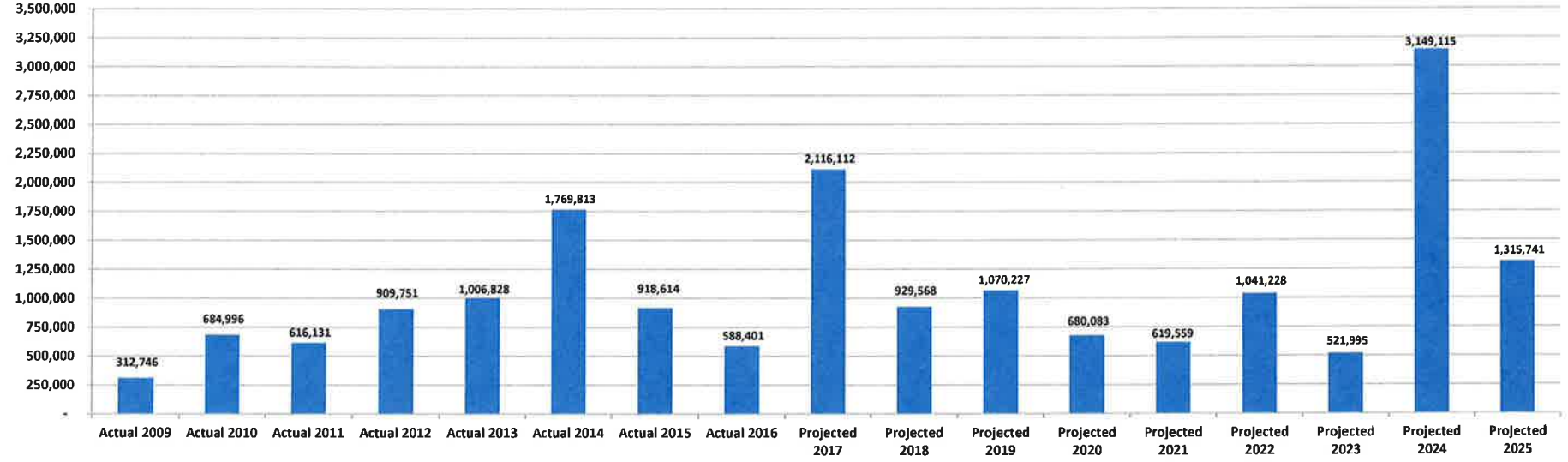
COMPARISON OF RESERVE FUND BALANCE vs. FULLY FUNDED RESERVE (2013 Reserve Study)





HISTORICAL & PROJECTED RESERVE FUND EXPENDITURES FOR ANTHEM COMMUNITY COUNCIL INFRASTRUCTURE

ANTHEM COMMUNITY COUNCIL

51 - RESERVE FUND
2017 - MAY

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5 MONTH OF: MAY

	YTD RESULTS	January	February	March	April	May	June	July	August	September	October	November	December
	$$	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Pre-audit 2017
RESERVE FUND REVENUES													
Reserve - Contributions	850,000	170,000	170,000	170,000	170,000	170,000	-	-	-	-	-	-	-
Reserve - Interest	89,036	23,685	16,314	19,058	14,417	15,562	-	-	-	-	-	-	-
Reserve - Gain / Loss	46,804	(5,178)	12,834	(9,701)	19,546	29,302	-	-	-	-	-	-	-
Reserve - Disposal Gain/Loss	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL RESERVE INFLOWS	985,840	188,507	199,148	179,357	203,963	214,864	-	-	-	-	-	-	-
FUND EXPENSES													
RF - Concrete Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Fence Repair / Replace	3,454	-	3,454	-	-	-	-	-	-	-	-	-	-
RF - Common Area	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Roads & Sidewalks	2,831	1,041	-	-	1,790	-	-	-	-	-	-	-	-
RF - Asphalt & Seal Coat	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Wall & BlockWall	25,238	5,850	68	5,808	11,175	2,336	-	-	-	-	-	-	-
RF - Security	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Landscape	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Debris Cleanup	2,781	-	-	2,781	-	-	-	-	-	-	-	-	-
RF - Roof Repair / Replace	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Sand Replenishment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Technology	12,427	-	1,817	10,610	-	-	-	-	-	-	-	-	-
RF - General	46,269	-	13,956	-	-	32,312	-	-	-	-	-	-	-
RF - Outside Painting	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Paint - Walls	343	112	231	-	-	-	-	-	-	-	-	-	-
RF - Paint - View Fence	146,079	-	29,635	43,363	40,506	32,575	-	-	-	-	-	-	-
RF - Paint - Interiors	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Paint - Rails & Metal	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Paint - Building Exteriors	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Water - Lake Pumps	11,242	-	-	-	-	11,242	-	-	-	-	-	-	-
RF - Water - Water Features	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Play Structures	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Shade Structures	18,188	4,500	4,500	-	9,188	-	-	-	-	-	-	-	-
RF - Outdoor Furniture	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Ramada	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Splash Pad	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Park Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Tot Lot Turf	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Irrigation Controllers	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Granite	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Signs	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - Furniture	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - FitnessEquip	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - Sports Courts Maint	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - Tennis Courts	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - Flooring	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - HVAC & Maint	14,995	-	-	-	14,995	-	-	-	-	-	-	-	-
RF - CC - Condensers	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - Vehicles	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - Waterpark Maint	204,612	-	2,097	13,125	64,390	125,000	-	-	-	-	-	-	-
RF - Pool - Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Deck Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Replaster/Retile	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Furniture & Access	11,237	-	-	-	-	11,237	-	-	-	-	-	-	-
RF - Pool - General Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Heaters	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Pump	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Civic - General	19,890	-	890	19,000	-	-	-	-	-	-	-	-	-
RF - Civic - Kitchen	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Civic - Computers	4,392	-	4,392	-	-	-	-	-	-	-	-	-	-
RF - Civic - AV Equip	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Civic - Flooring	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Civic - HVAC & Maint	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Civic - Condensers	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - P&F - Vehicles	(21)	(21)	-	-	-	-	-	-	-	-	-	-	-
RF - P&F - Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - P&F - Scoreboards	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - P&F - HVAC & Maint	-	-	-	-	-	-	-	-	-	-	-	-	-
Reserve - Bank Charges	19,998	4,015	5,565	-	4,856	5,562	-	-	-	-	-	-	-
TOTAL RESERVE OUTFLOWS	543,953	15,497	66,606	94,687	146,900	220,264	-	-	-	-	-	-	-
SURPLUS INFLOWS	441,887	173,010	132,542	84,671	57,063	(5,399)	-	-	-	-	-	-	-
ACTUAL FUND BALANCE	-	14,285,314	14,417,856	14,210,825	14,289,034	14,283,635							
PROJECTED FUND BALANCE		14,285,314	14,417,856	14,446,692	14,475,585	14,330,829	14,187,521	14,045,646	13,905,189	13,946,905	13,988,746	14,030,712	14,072,804

ANTHEM COMMUNITY COUNCIL

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61 - ENHANCEMENT FUND
2017 - MAY

5 MONTH OF: MAY

	YTD RESULTS $$	January Actual 2017	February Actual 2017	March Actual 2017	April Actual 2017	May Actual 2017	June Actual 2017	July Actual 2017	August Actual 2017	September Actual 2017	October Actual 2017	November Actual 2017	December Pre-audit 2017
ENHANCEMENT FUND REVENUES													
Enhancement - Earnings	340,897	64,130	50,540	64,142	83,365	78,720	-	-	-	-	-	-	-
Enhancement - Interest	9,846	2,248	1,629	2,127	1,650	2,193	-	-	-	-	-	-	-
Enhancement - Gain or Loss	1,119	(194)	1,118	(1,710)	1,167	738	-	-	-	-	-	-	-
TOTAL ENCHANCEMENT INFLOWS	351,862	66,184	53,287	64,559	86,182	81,651	-	-	-	-	-	-	-
FUND EXPENSES													
EF - OWP	-	-	-	-	-	-	-	-	-	-	-	-	-
EF - General Expenses	2,962	-	-	-	2,962	-	-	-	-	-	-	-	-
EF - Bank Charges	2,349	502	668	-	510	670	-	-	-	-	-	-	-
Enhancement -	45,362	-	-	-	31,000	14,363	-	-	-	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL OUTFLOWS	50,673	502	668	-	34,471	15,032	-	-	-	-	-	-	-
SURPLUS INFLOWS	301,189	65,681	52,619	64,559	51,711	66,619	-	-	-	-	-	-	-
ACTUAL FUND BALANCE		1,134,293	1,186,911	1,220,557									
PROJECTED FUND BALANCE		1,134,293	1,186,911	1,231,911	1,276,911	1,321,911	1,366,911	1,406,911	1,446,911	1,486,911	1,526,911	1,546,911	1,571,911

	Monthly Enhancement Fund - Revenues Received					Increase
	2017	2016	2015	2014	2013	2017
January	64,130	51,073	28,727	59,013	89,579	13,057
February	50,540	40,913	42,027	34,161	30,650	9,627
March	64,142	61,836	56,336	57,772	30,413	2,306
April	83,365	65,899	72,221	46,544	107,162	17,466
May	78,720	75,659	67,000	50,276	82,644	3,061
June		81,467	87,751	52,016	82,249	
July		50,763	79,938	69,927	69,722	
August		66,175	62,578	41,631	83,425	
September		55,482	53,416	50,568	46,493	
October		83,336	43,492	40,402	49,882	
November		60,522	64,508	33,595	35,402	
December		45,478	36,157	52,034	34,788	
TOTAL	340,897	738,603	694,151	587,939	742,409	45,518

	Monthly Resale & Disclosures - Properties Sold / Closed				
2017	Club	Parkside	Village	ACC
75	21	51	1	2
62	11	44	4	3
80	24	54	-	2
109	33	70	4	2
99	30	64	4	1
-				
-				
-				
-				
-				
-				
-				
425	119	283	13	10

Average Per Property Enhancement Fee Generated Y T D >>>>	$ 975	$ 712	$ 407	$ 1,800
Y T D Gross Resale Fees Distributed to the Anthem HOAs >>>>	$ 8,250	$ 19,500	$ 900	

COMPARATIVE ENHANCEMENT FUNDS GENERATED - YEARLY ACTIVITY

ANTHEM COMMUNITY COUNCIL

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COMMUNITY CENTER PROGRAMS ANALYSIS

2017 Activity (Month & YTD) and Comparison to Budget and Prior Year

Printed: 6/9/2017

5 MONTH OF: MAY

	TENNIS				YOUTH LEAGUE				ADULT LEAGUE			
	This Month	YTD This Year	YTD Budget	PYTD 2016	This Month	YTD This Year	YTD Budget	PYTD 2016	This Month	YTD This Year	YTD Budget	PYTD 2016
REVENUES	3,308	25,748	37,150	29,419	(1,070)	61,683	72,358	66,951	6,245	17,157	17,475	10,080
Salaries & Wages	-	-	-	-	6,923	28,052	23,661	24,153	604	5,633	12,525	9,016
Payroll Taxes & Benefits	-	-	-	-	821	3,320	8,383	4,603	109	800	433	1,700
Direct Program Costs	2,115	18,974	30,925	22,463	1,920	11,596	450	15,709	1,992	6,389	7,907	6,191
Other Program Costs												
Total Program Costs	2,115	18,974	30,925	22,463	9,664	42,967	32,694	44,465	2,705	12,822	20,865	16,907
SURPLUS (DEFICIT) on PROGRAM	1,193	6,774	6,225	6,956	(10,734)	18,716	39,664	22,486	3,540	4,335	(3,390)	(6,827)

	YOUTH CAMPS				ADVENTURE CLUB				CARE PROGRAMS			
	This Month	YTD This Year	YTD Budget	PYTD 2016	This Month	YTD This Year	YTD Budget	PYTD 2016	This Month	YTD This Year	YTD Budget	PYTD 2016
REVENUES	10,586	17,250	17,805	5,761	2,073	8,593	9,950	7,728				18,720
Salaries & Wages	1,556	15,443	23,108	10,597	779	9,276	12,526	12,281				14,721
Payroll Taxes & Benefits	216	1,817	1,865	975	75	891	0	1,081				1,348
Direct Program Costs	3,352	3,913	10,333	4,109	434	434	500	374				1,139
Other Program Costs												
Total Program Costs	5,123	21,172	35,306	15,681	1,288	10,602	13,026	13,736	-	-	-	17,209
SURPLUS (DEFICIT) on PROGRAM	5,463	(3,922)	(17,501)	(9,920)	785	(2,009)	(3,076)	(6,008)	-	-	-	1,511

	CHILDREN'S PROGRAMS				FITNESS / WELLNESS				DANCE / GYMNASTICS			
	This Month	YTD This Year	YTD Budget	PYTD 2016	This Month	YTD This Year	YTD Budget	PYTD 2016	This Month	YTD This Year	YTD Budget	PYTD 2016
REVENUES	2,606	7,506	5,244	6,207	5,370	37,270	53,386	53,271	(448)	-	-	-
Salaries & Wages	4,224	8,683	3,325	1,736	2,116	11,565	14,410	7,125	-	-	-	-
Payroll Taxes & Benefits	478	1,281	1,075	857	218	1,236	796	751	-	-	-	-
Direct Program Costs	923	2,714	2,363	3,145	6,419	33,102	45,615	48,596	-	-	-	-
Other Program Costs												
Total Program Costs	5,626	12,678	6,764	5,738	8,753	45,903	60,822	56,472	-	-	-	-
SURPLUS (DEFICIT) on PROGRAM	(3,020)	(5,172)	(1,519)	469	(3,383)	(8,633)	(7,435)	(3,201)	(448)	-	-	-

	SWIM TEAM								AQUATICS & LESSONS			
	This Month	YTD This Year	YTD Budget	PYTD 2016	This Month	YTD This Year	YTD Budget	PYTD 2016	This Month	YTD This Year	YTD Budget	PYTD 2016
REVENUES	29,937	74,278	66,673	71,754					10,629	32,523	16,045	24,791
Salaries & Wages	821	19,132	38,076	41,317					38,786	77,248	31,097	34,728
Payroll Taxes & Benefits	566	5,092	2,794	6,895					4,947	14,941	7,523	11,278
Direct Program Costs	3,380	23,358	23,808	21,808					3,097	25,343	23,992	22,269
Other Program Costs												
Total Program Costs	4,767	47,582	64,678	70,020	-	-	-	-	46,831	117,532	62,612	68,276
SURPLUS (DEFICIT) on PROGRAM	25,170	26,696	1,995	1,734	-	-	-	-	(36,202)	(85,009)	(46,567)	(43,485)

	ROCK WALL				TEEN PROGRAMS				SPECIALITY & OTHER			
	This Month	YTD This Year	YTD Budget	PYTD 2016	This Month	YTD This Year	YTD Budget	PYTD 2016	This Month	YTD This Year	YTD Budget	PYTD 2016
REVENUES	368	2,047	3,625	2,663	-	-	-	-	-	-	-	-
Salaries & Wages	-	685	3,989	3,609	-	-	-	-				
Payroll Taxes & Benefits	-	-	314	336	-	-	-	-				
Direct Program Costs	-	-	-	-	-	-	-	-				
Other Program Costs												
Total Program Costs	-	685	4,303	3,944	-	-	-	-	-	-	-	-
SURPLUS (DEFICIT) on PROGRAM	368	1,362	(678)	(1,282)	-	-	-	-	-	-	-	-

	TOTAL ALL PROGRAMS			
	This Month	YTD This Year	YTD Budget	PYTD 2016
REVENUES	69,604	284,054	299,713	297,345
Salaries & Wages	55,810	175,717	162,918	159,283
Payroll Taxes & Benefits	7,431	29,378	23,184	29,824
Direct Program Costs	23,632	125,822	145,893	145,803
Other Program Costs	-	-	-	-
Total Program Costs	86,872	330,917	331,995	334,911
SURPLUS (DEFICIT) on PROGRAM	(17,267)	(46,863)	(32,282)	(37,566)

ANTHEM COMMUNITY COUNCIL

SUMMARY NOTES ON VARIANCES - 2017 vs. BUDGET
CONSOLIDATED PROFIT & LOSS - OPERATING FUND ONLY
2017 - MAY

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	YEAR-TO-DATE RESULTS				VARIANCE		VARIANCE PCT		ABBREVIATED VARIANCE EXPLANATIONS
	Actual This YTD	Budget	Actual Prior YTD	Actual Prior 2Yr YTD	vs. Budget	vs Prior Yr	vs. Budget	vs Prior Yr	
ASSESSMENTS & INCOMES									
Assessments - ACC	3,389,460	3,388,352	3,388,335	3,390,079	1,107	1,124	0.0%	0.0%	
Assessments - Non-Residential	144,509	155,009	145,834	138,560	(10,500)	(1,325)	-6.8%	-0.9%	Merrill Gardens as Multi-Family Assessment Delayed Until 2nd Half of Year
Assessments - Apartments & MultiUnit	131,505	131,505	131,505	131,505	(1)	-	0.0%	0.0%	
Assessments - Benefitted & Builder	12,063	31,600	31,600	31,600	(19,537)	(19,537)	-61.8%	-61.8%	Accounting Adjustment to Show Allocation of $20k to Anthem Way Foundation per Board Direction
Community Programs Revenues	284,054	299,713	297,345	299,480	(15,659)	(13,291)	-5.2%	-4.5%	Continued Lower Attendance Than Planned on Multiple Programs - See PROGRAMS Analysis Page
Special Events Revenues	80,087	62,400	68,734	65,344	17,687	11,354	28.3%	16.5%	Sponsor Turnout for Anthem Days & Music In May Significantly Above Budget and Above Prior Year
Other "Soft" Revenues	46,078	14,250	93,205	23,193	33,828	(45,127)	237.4%	-48.4%	Higher Late Fees and Collection Letter Fees Recorded vs. Budget
Reimbursements	-	30,250	-	-	(30,250)	-	-100.0%		
Revenues - Rentals	186,406	165,055	180,200	162,221	21,351	6,206	12.9%	3.4%	
Revenues - Resale & Disclosures	157,235	105,850	142,415	111,640	51,385	14,820	48.5%	10.4%	49 Additional Properties Closed Escrow Than What Was Budgeted For
Enhancement Fees	340,897	210,250	295,379	266,311	130,647	45,518	62.1%	15.4%	49 Additional Properties Closed Escrow Than What Was Budgeted For Plus 5 Commercial Properties Sold
Transfers to Enhancement Fund	(340,897)	(214,833)	(295,379)	(266,311)	(126,064)	(45,518)	58.7%	15.4%	49 Additional Properties Closed Escrow Than What Was Budgeted For Plus 5 Commercial Properties Sold
Transfers to Reserve Fund	(850,000)	(850,000)	(837,500)	(775,000)	(0)	(12,500)	0.0%	1.5%	
Other Non-Classified Incomes	88,909	37,414	68,471	35,039	51,495	20,438	137.6%	29.8%	Higher Park Rentals, Higher Vending Income vs. Budget
TOTAL ASSESSMENTS & INCOME	**3,672,307**	**3,566,816**	**3,710,144**	**3,613,661**	**105,491**	**(37,837)**	**3.0%**	**-1.0%**	
PROGRAMS									
Salaries & Payroll	175,717	162,918	159,283	150,467	(12,799)	(16,434)	-7.9%	-10.3%	Asst Director Hired. Prop 206 Costs Not Budgeted; Started Lifeguards Earlier than Planned
Medical, Benefits & Taxes	29,378	23,184	29,824	30,983	(6,194)	446	-26.7%	1.5%	2017 Benefits Costs for Community Center Greater than Budget (More Enrollees)
Direct CC Program Expenses	125,822	158,275	145,803	158,340	32,453	19,981	20.5%	13.7%	Direct spend for programs reduced as a consequence of lower enrollment / participation
Direct Special Events Expenses	57,810	56,710	53,752	52,021	(1,100)	(4,058)	-1.9%	-7.5%	
TOTAL PROGRAM COSTS	**388,727**	**401,087**	**388,662**	**391,811**	**12,360**	**(64)**	**3.1%**	**0.0%**	
COMMUNITY INVOLVEMENT									
Resident Relations & Meetings	12,620	21,732	8,189	6,896	9,112	(4,430)	41.9%	-54.1%	Lower Spend is a Timing Issue - Will Catch up to Budget by Q3
Committee & Volunteer Support	6,067	6,175	2,884	922	108	(3,183)	1.8%	-110.4%	
Newsletter & Activity Guide	26,185	27,108	24,455	23,649	923	(1,731)	3.4%	-7.1%	
Economic Development	4,107	12,783	3,077	2,459	8,677	(1,029)	67.9%	-33.5%	Lower Spend is a Timing Issue - Will Catch up to Budget by Q3
Marketing, Website & Other	20,219	25,785	6,882	15,583	5,566	(13,336)	21.6%	-193.8%	
TOTAL - COMMUNITY	**69,197**	**93,583**	**45,487**	**49,509**	**24,386**	**(23,710)**	**26.1%**	**-52.1%**	
UTILITIES									
Electric	160,357	186,632	162,560	181,917	26,275	2,203	14.1%	1.4%	Reduced Electric Use in Civic Building and Community Center vs. Budget - Switch to LED Lighting
Gas	25,044	29,689	29,685	28,889	4,645	4,641	15.6%	15.6%	Reduced Gas Useage in Community Center - Warmer Temperatures Than What Was Budgeted For
Water	130,528	168,713	165,711	169,916	38,186	35,183	22.6%	21.2%	Reduction in Paseo Costs From Conversion From Potable to Effluent & ReCalibrated Potable Water Settings. Uptick in monthly cost result of additional irrigation costs and new water in pool
TOTAL UTILITIES	**315,929**	**385,035**	**357,956**	**380,722**	**69,106**	**42,027**	**17.9%**	**11.7%**	
REPAIRS & MAINT									
Salaries & Payroll	252,115	275,027	204,266	193,941	22,912	(47,849)	8.3%	-23.4%	Staff hired in late April - now fully staffed. Previous variance result of staff shortfalls
Medical, Benefits & Taxes	59,102	59,537	63,143	61,620	435	4,041	0.7%	6.4%	
Salaries & Payroll - Park Patrol	-	-	-	-	-	-			
Benefits & Taxes - Park Patrol	-	-	-	-	-	-			
Common Area Maintenance	75,157	71,175	32,403	92,006	(3,982)	(42,754)	-5.6%	-131.9%	
Parks - Repair & Maintenance	5,041	14,583	2,672	13,993	9,543	(2,369)	65.4%	-88.6%	Timing Issue vs. Budget. Catch up in Q3
Community Center Maintenance	19,304	15,725	8,929	9,358	(3,579)	(10,375)	-22.8%	-116.2%	
HVAC & Plumbing	22,369	19,548	16,516	18,144	(2,820)	(5,853)	-14.4%	-35.4%	Unbudgeted HVAC Repairs in Civic Building
Pools, Spas & Water Features	30,167	45,720	40,174	30,489	15,553	10,007	34.0%	24.9%	Timing Issue vs. Budget. Will Catch Up to Budget by Q3
Irrigation	46,318	23,917	32,625	30,187	(22,401)	(13,694)	-93.7%	-42.0%	Additional Replacement of Continued Broken Irrigation Heads in Community Park and Common Areas
Tools, Janitorial Supplies, Other	46,788	38,583	45,862	19,278	(8,205)	(926)	-21.3%	-2.0%	Unfavorable Timing Issue vs. Budget. Will Level Off by July
R&M - Facilities & Equipment	29,525	23,713	25,057	45,522	(5,812)	(4,469)	-24.5%	-17.8%	
R&M - Grounds & Other	106,826	73,450	110,813	161,473	(33,376)	3,987	-45.4%	3.6%	Sports Field Repairs and Granite Replacement Done in Advance of Budget Timeline. Timing Issue Only
Repair, Replace & Maint - All Other	7,081	24,280	13,271	15,698	17,199	6,190	70.8%	46.6%	Timing Issue vs. Budget. Will Level Off by August
TOTAL REPAIRS & MAINTENANCE	**699,794**	**685,259**	**595,732**	**691,707**	**(14,535)**	**(104,062)**	**-2.1%**	**-17.5%**	
PROFESSIONAL									
Legal - General	29,829	37,500	16,813	13,378	7,671	(13,015)	20.5%	-77.4%	Includes Additional Legal Work for Amended Documents for New Builds. Dollars to be Rebilled to Owners.
Legal - Collection	44,812	31,000	74,643	26,207	(13,812)	29,832	-44.6%	40.0%	Includes Unbudgeted Judicial Foreclosure Costs on 9 Residential Properties
Legal - Water	-	21,500	-	-	21,500	-	100.0%		Budgeted Legal Representation on Water Case not deployed. Handled internally.
Audit & Accounting & Tax	12,000	19,760	10,000	-	7,760	(2,000)	39.3%	-20.0%	Timing of Payment Issue Only. Have Not Received Final Audit or Tax Billings yet
Professional Services & Property Resale	20,021	60,525	50,913	48,399	40,504	30,892	66.9%	60.7%	Timing Issue Only. Should level out vs. Budget by August
TOTAL PROFESSIONAL	**106,661**	**170,285**	**152,369**	**87,984**	**63,624**	**45,708**	**37.4%**	**30.0%**	

ANTHEM COMMUNITY COUNCIL

SUMMARY NOTES ON VARIANCES - 2017 vs. BUDGET
CONSOLIDATED PROFIT & LOSS - OPERATING FUND ONLY
2017 - MAY

RESTRICTED VIEWING & USE DOCUMENT

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	YEAR-TO-DATE RESULTS				VARIANCE		VARIANCE PCT		ABBREVIATED VARIANCE EXPLANATIONS
	Actual This YTD	Budget	Actual Prior YTD	Actual Prior 2Yr YTD	vs. Budget	vs Prior Yr	vs. Budget	vs Prior Yr	
FINANCIAL									
Bank Charges	19,250	19,783	10,639	9,432	534	(8,610)	2.7%	-80.9%	
Insurances	104,932	153,505	102,276	120,788	48,573	(2,656)	31.6%	-2.6%	Vans were Decommissioned, Resulting in Lower Auto Premiums. Brokerage Costs Reduced by New Proce
Bad Debts	(42,361)	58,283	(2,077)	19,965	100,644	40,284	172.7%	-1939.5%	Collected Older Debt Successfully in Jan/Feb/Mar/Apri/May - Recovered Against Prior Write-Offs
Licenses, Permits, Fees & Other	15,758	28,840	13,124	12,088	13,082	(2,634)	45.4%	-20.1%	Timing Issue Only. Should level out by Sept
TOTAL FINANCIAL	97,578	260,412	123,962	162,273	162,833	26,384	62.5%	21.3%	
CONTRACT SERVICES									
Landscaping	464,080	516,983	468,319	464,080	52,903	4,239	10.2%	0.9%	Timing Issue Only of Projects Originally Budgeted in Jan / Feb Will Level Off by August
Janitorial & Sanitation	148,385	154,757	145,947	143,826	6,372	(2,438)	4.1%	-1.7%	
Security Monitoring	55,981	63,843	39,713	38,270	7,862	(16,267)	12.3%	-41.0%	Use of 2nd Security Firm With More Favorable Pricing to Supplement Off Duty MCSO Officers
Maintenance & Services	14,568	6,137	11,295	13,727	(8,431)	(3,273)	-137.4%	-29.0%	Additional Park Cleaning / Additional Road Sweeping vs. Budget
Equipment & Professional Services	1,372	42,189	1,327	1,282	40,817	(46)	96.7%	-3.4%	Installation of New Fire Equipment Delayed Until Later in 2017. Timing Issue Only
Other Contracted Services	24,847	53,292	24,447	24,259	28,445	(400)	53.4%	-1.6%	Below budget use of 3rd party services. $19,000 of variance is timing issue only
TOTAL CONTRACT SERVICES	709,232	837,200	691,048	685,445	127,968	(16,184)	15.3%	-2.6%	
HUMAN RESOURCES									
Recruitment	2,767	5,115	4,273	4,923	2,349	1,506	45.9%	35.3%	Filled Several Positions Internally via Promotion. No Need for Outside Recruitment
Training & Education	4,429	16,161	4,009	1,011	11,731	(420)	72.6%	-10.5%	Budgeted Training Programs Pushed Off to Q2-Q3. Plus Some Training Now Done In-House
Payroll Processing	11,944	11,917	11,839	8,408	(28)	(106)	-0.2%	-0.9%	
Community & Employee Events	8,875	9,000	8,875	8,500	125	-	1.4%	0.0%	
Uniforms and Other	3,576	3,208	1,660	1,901	(368)	(1,916)	-11.5%	-115.5%	
TOTAL HR	31,591	45,401	30,655	24,742	13,810	(935)	30.4%	-3.1%	
GENERAL & ADMIN									
Salaries & Payroll	642,410	743,774	647,429	618,457	101,363	5,019	13.6%	0.8%	Several Unfilled Positions in Jan/Feb/Mar/April Created Favorable Variance
Medical, Benefits & Taxes	125,047	199,585	128,786	118,323	74,538	3,739	37.3%	2.9%	Budgeted Increase was Higher than Final Actual Increase, Consistent with 2016
401K Programs & Administration	19,669	16,900	19,176	17,533	(2,769)	(493)	-16.4%	-2.6%	Additional Enrollee to 401k program above budgeted estimates
Office Consumables	8,812	20,270	9,807	10,740	11,458	995	56.5%	10.1%	Variance is Timing of Invoice Receipts Only. Actuals Will Track With Budget by August
Postage, Printing & Copies	17,434	58,894	19,897	29,342	41,459	2,462	70.4%	12.4%	Significant Increase in Use of Email for Statements. Plus Fewer Collection Letters Sent.
Office Equipment	6,875	22,600	4,610	2,909	15,725	(2,265)	69.6%	-49.1%	Planned Equipment Purchase Delayed Until Later in 2017. Timing Issue Only.
Reimbursements	4,862	2,434	1,728	3,005	(2,429)	(3,134)	-99.8%	-181.4%	
Dues & Subscriptions	4,331	7,690	10,631	13,483	3,359	6,299	43.7%	59.3%	Timing Issue vs. Budget as to when Dues are payable
Equipment Lease & Rentals	10,191	2,740	3,357	5,738	(7,451)	(6,834)	-271.9%	-203.6%	Copiers For All Buildings Were Leased Not Bought. Original Budget Had Anticipated a Purchase, not Lease
Voice, Cell & Data Services	27,564	92,415	32,154	31,277	64,851	4,590	70.2%	14.3%	Major IT Projects Delayed Until Later in 2017. Timing Issue Only.
IT Services	23,677	-	23,163	18,280	(23,677)	(515)		-2.2%	Dollars are Budgeted in Above Line (Voice/Cell/Data) - Combine Both Lines When Reviewing
Signs	3,890	7,221	2,142	5,427	3,331	(1,748)	46.1%	-81.6%	Timing issue on Park signs. Should level with Budget by July
Other General & Administrative	(22,192)	5,100	(12,780)	(5,290)	27,292	9,412	535.1%	-73.6%	
TOTAL GENERAL & ADMIN	872,572	1,179,622	890,098	869,223	307,049	17,526	26.0%	2.0%	
TOTAL OPERATING COSTS	3,291,281	4,057,884	3,275,970	3,343,417	766,602	(15,311)	18.9%	-0.5%	
GROSS SURPLUS (DEFICIT)	381,026	(491,068)	434,174	270,243	872,094	(53,148)	-177.6%	-12.2%	
Depreciation	318,075	332,500	249,495	250,790	14,425	(68,579)	4.3%	-27.5%	
Interest Income / Interest Expense	18,444	5,950	9,194	5,793	12,494	9,250	210.0%	100.6%	
Taxes on Income	32,500	33,000	32,500	33,258	500	-	1.5%	0.0%	
OPERATING FUND SURPLUS / (DEFICIT)	48,895	(850,618)	161,373	(8,011)	899,513	(112,477)			

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Community Planning & Development Committee
May 16, 2017
Civic Building
Meeting Room #4 - 4:00 p.m.

SPECIAL WORK SESSION MEETING MINUTES

Members Present:	**Members Absent:**	**Staff Present:**
Mike Spinelli		Jenna Kohl, CEO
Ed Varney		Neal Shearer, COO
Max Sommacampagna		Dawn Dworak
Jim Cronk		
Nate Storjohann		

1. **CALL TO ORDER**
   4:01 p.m.

2. **OLD BUSINESS -** Meeting Minutes from 4/11/17 and 5/2/17 were approved by the committee and will be included in the Board packet for distribution on 5/18/17.

3. **FACILITIES MASTER PLAN (FMP) –** Mr. Shearer presented the draft Executive Summary of the May 24, 2017 Board report and explained the key observations and recommendations. After much discussion, the majority of the Committee members expressed support for the draft recommendations regarding: 1) completing the dog park, pickleball courts and skate park expansion projects in the next three years, and 2) directing staff to conduct further research and financial analysis and provide proposed project schedules and related recommendations for the Board's consideration. The Committee voted (3-2) to rate the dog park and pickleball projects as the top two priorities, followed by the skate park expansion. Some Committee members also wanted to advise the Board that every effort should be made to move the dog park project forward so that stolons could be installed in May 2018. The Committee members had differing opinions on the two dog park site options and Mr. Shearer said that staff would be recommending the Parker Court site because of its lower estimated capital cost and its isolated location that would not negatively impact residential areas.

4. **FUTURE MEETING DATES –** May 24, 2017 Board Meeting and July 11, 2017 CPDC Regular Meeting.

5. **ADJOURNMENT** – 5:23 p.m.

Respectfully Submitted,
Dawn Dworak
Neal Shearer

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Economic Development Committee
Wednesday, June 7, 2017
Anthem Civic Building
Vision Room
8:30 a.m.

COMMITTEE MEETING MINUTES

Members Present:	Members Absent:	Others Present:
Enza Ciolino	Aaron Williams	Kristi Northcutt, ACC Liaison
Rich Digilio	Justin Simons	Tony Smith, ACC Business Services
Eric Twohey	Nanette Miller	
Don Trefry	Debi Ecker	
Scott Zychowski		

CALL TO ORDER
The meeting was called to order at 8:40 a.m.

ADOPT AGENDA
The agenda was adopted.

OLD BUSINESS
Committee Terms
Aaron Williams has tendered his resignation from the Committee, and will not be seeking a second term. The Committee thanks Aaron for his service the last two years. Other Committee members eligible for a new term are Enza Ciolino, Nanette Miller, Justin Simons, Eric Twohey and Scott Zychowski. All indicated they would like to serve another two-year term, if approved by the Board of Directors.

NEW BUSINESS
Business opening/closing report
Tony Smith reported that Giant Rustic Pizza, The Tee Shirt Shoppe and Lifestyle 2 Nutrition have opened. You've Got Brewed opened within Tennessee Grill. Mijo's Mexican Kitchen has closed.

Enza Ciolino advised the Committee that Mojo's Pets has secured space in Friedman's Center. Wyman Plumbing has moved into Friedman's, as well, from being home-based. The Daisy Mountain Fire Department administrative building project is ahead of schedule; Merrill Gardens opened and The Enclave is scheduled to open in July.

Special Events Policy Feedback
On behalf of Special Events Director Michele DeMichele, Kristi Northcutt asked the Committee for feedback regarding businesses that tear down early at special events (Anthem Days), going against their signed contract. Committee members suggested a security deposit that businesses forfeit if they tear down early. They suggested that there be a "Vendor Check-out," similar to "Vendor Check-in," where Events staff must process the vendor leaving, and therefore can monitor the time. Kristi has provided this feedback to Michele.

Regarding Autumnfest, the Committee supported the idea of a scarecrow contest/garden open to businesses, groups, religious organizations, nonprofits, etc. They suggested an apple cider/donut hole-type tent in the same area, as an additional draw.

Roundtable Planning
Scott Zychowski suggested a job fair-type event, in place of (or in addition to) the next roundtable. Businesses would be given a table at the Civic Building, and it would be open to the public for people to bring in resumes, visit with business representatives, have on-the-spot interviews, etc. A resume-building workshop could be held a few weeks prior, possibly in conjunction with the Chamber. The Committee will discuss this and other ideas further in July.

Business Directory
The Committee was supportive of the Communications Departments' project to convert the online business directory into an online publication, with additional content. Kristi asked the Committee members if they would help to verify the information for accuracy prior to producing the publication; they agreed to do so.

GPEC Publication Opportunity
GPEC is helping to produce an economic development-focused publication in August, distributed to subscribers, corporate level executives, trade fairs, etc. Anthem has the opportunity to purchase an ad in the publication. Kristi gathered feedback from the Committee about content, budget, etc. She is going to reach back out to GPEC regarding further information on the editorial content outline, to ensure placement in a relevant area of the publication.

OPEN DISCUSSION
None.

ADJOURNMENT
The meeting was adjourned at 9:55 a.m. The next scheduled meeting is July 5 at 8:30 a.m.; the Committee recommended moving the meeting to July 12 to avoid the day after a holiday. Kristi will confer with Chairman Simons, who was not able to attend this meeting.

Respectfully Submitted,

Kristi Northcutt
On behalf of the Economic Development Committee

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Memorandum

To: ACC Board of Directors

From: Doug Greenstein, Chief Financial Officer

C: Jenna Kohl, Chief Executive Officer

Date: June 5, 2017

Re: *Revised Investment Guidelines*

Recommendation

On behalf of the FaRM Committee and Finance Staff, we are recommending that the ACC Board of Directors approve the attached Resolution 2017-R-4, Amending the Board Policy Manual to update the Investment Guidelines for our Operating, Reserve and Enhancement Accounts.

Background

Each year, the FaRM Committee reviews the ACC Investment Guidelines to determine if the mix of allowable investments remain as prudent choices given the then-current investment climate, economic trends and other criteria which can affect final investment performance.

For 2017, the FaRM Committee recently met with the senior fixed income portfolio director for BlackRock, where the ACC has the majority of its Reserve and Enhancement funds placed. The recommendation from BlackRock was that the current ACC investment policies and investment limitations were still practical and viable with the singular recommendation that Section VI – Investment Guidelines, be modified to allow for the investment vehicles to have a maximum of 60% (Sixty Percent) of the vehicles to be invested in highly liquid, short term high investment grade assets. This is a 20% increase from the previous ACC Investment Guideline which was positioned at a 40% (Forty Percent) maximum. It is the opinion of BlackRock that modifying the maximum percentages will have minimal if any impact on portfolio risk and should generate an additional net return of 20-30 basis points on the investments.

The attached Investment Policy has been reviewed and approved by the FaRM Committee.

Attachments

- Resolution and Redline Version of Changes

2.4.1 Investment Policy

Purpose: This policy is to be used for purposes which the Council Board deems beneficial to the general good and welfare of Anthem. This investment policy statement describes the investment objectives of the ACC, establishes investment principles and creates guidelines for evaluating investment decisions. This document also establishes guidelines for communication between the ACC Board, the Fiscal and Resource Management Committee, ACC Finance Staff, financial advisors and managers assigned to manage assets of the ACC.

1. Statement of Responsibility:

The ACC Board of Directors serve as the fiduciaries on all of the assets listed in this investment policy statement. The ACC Finance Staff, with appropriate assistance from the ACC Fiscal and Resource Management Committee, serves as the money manager on all of the assets listed in this investment policy statement. All ACC Finance Staff and ACC Fiscal and Resource Management Committee considerations and decisions are for the sole benefit of ACC and are in accordance with the "Prudent Investor" rule as follows:

Investments are to be made consistent with the safeguards and diversity to which a prudent investor would adhere, i.e., exercising judgment and care, under the circumstances prevailing, that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aim, not in regard to speculation, but to the permanent disposition of their funds, considering both income and preservation of capital.

The ACC Fiscal and Resource Management Committee will consist solely of members in good standing from the Anthem Community Associations. Their responsibilities include assisting the ACC Finance Staff for the following:

1. Selecting investment managers;

2. Establishing guidelines for investment managers;

3. Monitoring the performance of investment managers; and

4. Reporting, at least annually, to the Board of Directors.

Members of the ACC Fiscal and Resource Management Committee are expected to change periodically. The ACC Board will provide an accurate listing of the Fiscal and Resource Management Committee members upon request.

2. Investment Goals and Objectives: Preservation of capital and current income are the primary objectives. The asset value of the fund, exclusive of contributions or withdrawals, should grow in the long run and earn, through approved investments, a rate of return at least consistent with the appropriate market index.

To develop, implement and monitor prudent investment management of capital market assets in order to secure, over time, inflation and risk adjusted, acceptable total rates of return for the individual asset classes authorized for investment. The target asset allocation will be a blend of fixed income and cash investments as defined by the Investment Guidelines.

3. Communication: Communication is an integral part of the management process. This section addresses the need for regular and continued communication between the Board of Directors of the ACC, the ACC Finance Staff

and the ACC Fiscal and Resource Management Committee and any investment managers or advisors. It establishes the reporting requirements and the frequency of review meetings.

Advisors Communication with ACC:

- Statements – Monthly Statements showing transactions, cost and market values
- Online Client Viewing - wherein a limited audience is designated to view through specific password access
- Annual meeting
- Review past investment performance, evaluate the current investment outlook, and discuss investment strategy
- Provide information regarding adherence to the investment policy

Communication between the ACC Finance Staff, the Fiscal and Resource Management Committee and Outside Financial Advisors:

- On a timely basis, ACC Fiscal and Resource Management Committee should provide information regarding material changes in the ACC financial situation that may have an effect on investment policy
- The Anthem Community Council Board of Directors shall designate the individual(s) who are authorized to communicate with, and/or transact business with the Investment Advisor(s). Investment decisions should be reviewed and approved by at least the Anthem Community Council Executive Officer, or in their absence, the Community Financial Officer, or in their absence, the Treasurer of the Board. Full copies of monthly and/or quarterly investment portfolio composition shall be made available to the Community Executive Officer; the Treasurer of the Board; and the Fiscal and Resource Management Committee.
- Review and discuss any modifications and changes to the investment objectives, goals, and guidelines
- Any other matters which may bear upon the investment of the assets

3. Due Diligence with Investment Advisors: Prudent due diligence should be performed on any investment advisor who is considered as a business partner to the Anthem Community Council. This should include, at a minimum (a) a careful reading of all customer agreement documents relative to the rights, restrictions of use and security of the funds which will be invested by the Anthem Community Council with the Investment Advisor's organization; (b) a statement from the investment advisor's organization, signed by an authorized party which specifically states that the investment organization cannot, under any circumstances, borrow or deploy customer funds, or pledge customer funds, and that customer funds are kept segregated from the investment organizations' funds; and (c) appropriate verification of the credentials of the investment advisor(s) who will be managing the funds of the Anthem Community Council.

4. Investment Guidelines:

a. Cash and Cash Equivalents: Acceptable investments are U.S. Treasury Bills, money market funds and FDIC covered certificates of deposit. The certificates of deposit are not to exceed 100% of the current FDIC

insured amount per issuer and/ or the guaranteed amount. These investments are to provide income, liquidity for expense payments, and preservation of the portfolio's principal value.

b. Fixed Income: Acceptable investments are U.S. Government, U.S. Government Agency fixed income securities, or other investment high grade securities. These investments are to preserve the portfolio's principal value and provide income.

c. Other Highly Liquid Investments with Minimal Risk to Principal: Acceptable investments are high grade municipal fixed income securities, high grade corporate fixed income securities, high grade government agency securities, select mutual funds comprised predominantly of high grade securities, and investment vehicles similar in composition and objective to those named herein. Such investments must have minimal components of non-US entities, agencies or funds, and foreign exchange risk. Investment vehicles should have minimal equities within their composition. These investments are not to exceed 640% (Sixty ~~of~~Percent) of the overall value of any ACC Fund ~~the Enhancement Fund~~ investment portfolio. These investments are to preserve the portfolio's principal value and provide income. For Other Highly Liquid Investments, "minimal components" is defined as comprising less than 10% (Ten Percent) of the investment. "Minimal foreign exchange risk" is defined as having no more than a nominal impact.

5. Performance Review and Evaluation: To ensure continued compliance with the objectives of this investment policy statement, periodic reviews of the plan's investment options will be conducted on at least a quarterly basis. The results of the review and the evaluative material used in the review process will become part of the records maintained by the plan fiduciaries conducting the review. The documents will include reasons for investment selection and advisor reviews.

a. Performance results for investment manager(s) will be measured on a quarterly, semiannual, and annual basis.
b. Total portfolio performance will be measured against a benchmark composed of commonly accepted indices weighted to match the long-term asset allocation policy of the investment plan.
c. Investment performance of each asset class will be measured against commonly accepted benchmarks both in terms of risk and return to match the long-term asset allocation policy of the investment plan.
d. Appropriate & Acceptable Benchmarks:

Benchmarks		
Asset Class	Primary	Secondary
Cash and Short Term Bonds	Treasury Bill	bankrate.com AZ rates
Fixed Income	Treasure Note or Treasury Bond with matching maturity	bankrate.com AZ rates
Other Highly Liquid	TBD	TBD

6. Liquidity of Funds: The Reserve, Enhancement and Operating Funds are designed to meet short and long-term obligations of the Anthem Community Council. The investment portfolio shall remain sufficiently liquid to meet all funding requirements that may be reasonably anticipated. To ensure that adequate funds are available to pay the ACC projected financial obligations; investments shall be made that reasonably match the anticipated cash disbursements of the ACC, as planned for in the Reserve Study or through Operations or scheduled plans for the Enhancement Fund projects.

At times, unexpected expenses may result in early liquidation of an investment. If the liquidation will incur a loss or result in a surrender fee the investment with the shortest term and/or loss should be selected.

7. Glossary:

Basis Point 100 Basis Points = 1%

CPI/Consumer Price Index Consumer prices of a fixed basket of goods bought by a typical consumer.

Fiduciary indicates the relationship of trust and confidence where one person (the fiduciary) holds or controls property for the benefit of another person. For example, the relationship between a trustee and the beneficiaries of the trust. Any person who (1) exercises any discretionary authority or control over the management of a plan or the management or disposition of its assets, (2) renders investment advice for a fee or other compensation with respect to the funds or property of a plan, or has the authority to do so, or (3) has any discretionary authority or responsibility in the administration of a plan.

Geometric Return A method of calculating returns which links portfolio results on a quarterly or monthly basis. Suppose a $100 portfolio returned +25% in the first quarter (ending value is $125) but lost 20% in the second quarter (ending value is $100). Over the two quarters the return was 0% - this is the geometric return. However, the Arithmetic Return calculation would simply average the two returns: (+25%) (.5) + (-20%) (.5) = +2.5%.

High Grade Investments are investment vehicles which have a minimum rating of: Moody's Rating of A2 or above; or a Standard & Poor's Rating of A or above; or a Fitch Rating of A or above.

Intermediate Bond Fixed income funds of investment grade securities that have a duration of more than 3.5 but less than 6.0 years or an average effective maturity of more than 4.5 but less than 7.0 years.

Modern Portfolio Theory (MPT) Essential to portfolio theory is the relationship between risk and return and the assumption that investors must be compensated for assuming risk. This portfolio approach shifts emphasis from analyzing the characteristics of individual investments to determining the statistical relationships among the individual securities that comprise the overall portfolio.

Risk Free Rate of Return The return on a 90-day Treasury bills. This is used as a proxy for no risk due to its US Government issuance and short-term maturity. The term is really a misnomer since nothing is free of risk. It is utilized since certain economic models require a “risk free” point of departure. See Sharpe Ratio.

Short Bond Fixed income funds of investment grade securities that have duration of more than 1.0 but less than 3.5 years or an average effective maturity of more than 1.0 but less than 4.0 years.

Systematic Risk attributable to common macroeconomic factors and sometimes referred to as market risk. It is the part of a security’s total risk that is related to movements in the market portfolio and therefore cannot be diversified away.

Unsystematic Risk A risk pertaining to one element in a large environment or system. The risk of one stock is unsystematic, while the risk of the entire market of which it is an element is systematic. See Systematic Risk.

Resolution 2017-R-04

Anthem Community Council Board Policy Manual Section 2.4.1 – Investment Policy

Anthem Community Council, Inc.
3701 W. Anthem Way, Suite #201
Anthem, Arizona 85086

WHEREAS, the undersigned, representing the Board of Directors ("Board") of Anthem Community Council, Inc., ("Council") an Arizona nonprofit corporation, hereby agrees to adopt this Resolution which will amend Section 2.4.1 in the Council Board Policy Manual.

WHEREAS, this resolution supersedes and replaces any previously approved resolution regarding the same matter.

NOW THEREFORE BE IT RESOLVED, upon adoption of this Resolution by the Board, Section 2.4.1 of the Board Policy Manual shall provide as follows:

2.4.1 Investment Policy

Purpose: This policy is to be used for purposes which the Council Board deems beneficial to the general good and welfare of Anthem. This investment policy statement describes the investment objectives of the ACC, establishes investment principles and creates guidelines for evaluating investment decisions. This document also establishes guidelines for communication between the ACC Board, the Fiscal and Resource Management Committee, ACC Finance Staff, financial advisors and managers assigned to manage assets of the ACC.

1. Statement of Responsibility:

The ACC Board of Directors serve as the fiduciaries on all of the assets listed in this investment policy statement. The ACC Finance Staff, with appropriate assistance from the ACC Fiscal and Resource Management Committee, serves as the money manager on all of the assets listed in this investment policy statement. All ACC Finance Staff and ACC Fiscal and Resource Management Committee considerations and decisions are for the sole benefit of ACC and are in accordance with the "Prudent Investor" rule as follows:

Investments are to be made consistent with the safeguards and diversity to which a prudent investor would adhere, i.e., exercising judgment and care, under the circumstances prevailing, that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aim, not in regard to speculation, but to the permanent disposition of their funds, considering both income and preservation of capital.

The ACC Fiscal and Resource Management Committee will consist solely of members in good standing from the Anthem Community Associations. Their responsibilities include assisting the ACC Finance Staff for the following:

1. Selecting investment managers;

2. Establishing guidelines for investment managers;

3. Monitoring the performance of investment managers; and

4. Reporting, at least annually, to the Board of Directors.

Members of the ACC Fiscal and Resource Management Committee are expected to change periodically. The ACC Board will provide an accurate listing of the Fiscal and Resource Management Committee members upon request.

2. Investment Goals and Objectives: Preservation of capital and current income are the primary objectives. The asset value of the fund, exclusive of contributions or withdrawals, should grow in the long run and earn, through approved investments, a rate of return at least consistent with the appropriate market index.

To develop, implement and monitor prudent investment management of capital market assets in order to secure, over time, inflation and risk adjusted, acceptable total rates of return for the individual asset classes authorized for investment. The target asset allocation will be a blend of fixed income and cash investments as defined by the Investment Guidelines.

3. Communication: Communication is an integral part of the management process. This section addresses the need for regular and continued communication between the Board of Directors of the ACC, the ACC Finance Staff and the ACC Fiscal and Resource Management Committee and any investment managers or advisors. It establishes the reporting requirements and the frequency of review meetings.

Advisors Communication with ACC:

- Statements – Monthly Statements showing transactions, cost and market values
- Online Client Viewing - wherein a limited audience is designated to view through specific password access
- Annual meeting
- Review past investment performance, evaluate the current investment outlook, and discuss investment strategy
- Provide information regarding adherence to the investment policy

Communication between the ACC Finance Staff, the Fiscal and Resource Management Committee and Outside Financial Advisors:

- On a timely basis, ACC Fiscal and Resource Management Committee should provide information regarding material changes in the ACC financial situation that may have an effect on investment policy
- The Anthem Community Council Board of Directors shall designate the individual(s) who are authorized to communicate with, and/or transact business with the Investment Advisor(s). Investment decisions should be reviewed and approved by at least the Anthem Community Council Executive Officer, or in their absence, the Community Financial Officer, or in their absence, the Treasurer of the Board. Full copies of monthly and/or quarterly investment portfolio composition shall be made available to the Community Executive Officer; the Treasurer of the Board; and the Fiscal and Resource Management Committee.
- Review and discuss any modifications and changes to the investment objectives, goals, and guidelines
- Any other matters which may bear upon the investment of the assets

3. Due Diligence with Investment Advisors: Prudent due diligence should be performed on any investment advisor who is considered as a business partner to the Anthem Community Council. This should include, at a minimum (a) a careful reading of all customer agreement documents relative to the rights, restrictions of use and security of the funds which will be invested by the Anthem Community Council with the Investment Advisor's organization; (b) a statement from the investment advisor's organization, signed by an authorized party which specifically states that the investment organization cannot, under any circumstances, borrow or deploy customer funds, or pledge customer funds, and that customer funds are kept segregated from the investment organizations' funds; and (c) appropriate verification of the credentials of the investment advisor(s) who will be managing the funds of the Anthem Community Council.

4. Investment Guidelines:

a. Cash and Cash Equivalents: Acceptable investments are U.S. Treasury Bills, money market funds and FDIC covered certificates of deposit. The certificates of deposit are not to exceed 100% of the current FDIC insured amount per issuer and/ or the guaranteed amount. These investments are to provide income, liquidity for expense payments, and preservation of the portfolio's principal value.

b. Fixed Income: Acceptable investments are U.S. Government, U.S. Government Agency fixed income securities, or other investment high grade securities. These investments are to preserve the portfolio's principal value and provide income.

c. Other Highly Liquid Investments with Minimal Risk to Principal: Acceptable investments are high grade municipal fixed income securities, high grade corporate fixed income securities, high grade government agency securities, select mutual funds comprised predominantly of high grade securities, and investment vehicles similar in composition and objective to those named herein. Such investments must have minimal components of non-US entities, agencies or funds, and foreign exchange risk. Investment vehicles should have minimal equities within their composition. These investments are not to exceed 60% (Sixty Percent) of the overall value of any ACC Fund investment portfolio. These investments are to preserve the portfolio’s principal value and provide income. For Other Highly Liquid Investments, “minimal components” is defined as comprising less than 10% (Ten Percent) of the investment. “Minimal foreign exchange risk” is defined as having no more than a nominal impact.

5. Performance Review and Evaluation: To ensure continued compliance with the objectives of this investment policy statement, periodic reviews of the plan's investment options will be conducted on at least a quarterly basis. The results of the review and the evaluative material used in the review process will become part of the records maintained by the plan fiduciaries conducting the review. The documents will include reasons for investment selection and advisor reviews.

a. Performance results for investment manager(s) will be measured on a quarterly, semiannual, and annual basis.
b. Total portfolio performance will be measured against a benchmark composed of commonly accepted indices weighted to match the long-term asset allocation policy of the investment plan.
c. Investment performance of each asset class will be measured against commonly accepted benchmarks both in terms of risk and return to match the long-term asset allocation policy of the investment plan.
d. Appropriate & Acceptable Benchmarks:

Benchmarks		
Asset Class	Primary	Secondary
Cash and Short Term Bonds	Treasury Bill	bankrate.com AZ rates
Fixed Income	Treasure Note or Treasury Bond with matching maturity	bankrate.com AZ rates
Other Highly Liquid	TBD	TBD

6. Liquidity of Funds: The Reserve, Enhancement and Operating Funds are designed to meet short and long-term obligations of the Anthem Community Council. The investment portfolio shall remain sufficiently liquid to meet all funding requirements that may be reasonably anticipated. To ensure that adequate funds are available to pay the ACC projected financial obligations; investments shall be made that reasonably match the anticipated cash disbursements of the ACC, as planned for in the Reserve Study or through Operations or scheduled plans for the Enhancement Fund projects.

At times, unexpected expenses may result in early liquidation of an investment. If the liquidation will incur a loss or result in a surrender fee the investment with the shortest term and/or loss should be selected.

7. Glossary:

Basis Point 100 Basis Points = 1%

CPI/Consumer Price Index Consumer prices of a fixed basket of goods bought by a typical consumer.

Fiduciary indicates the relationship of trust and confidence where one person (the fiduciary) holds or controls property for the benefit of another person. For example, the relationship between a trustee and the beneficiaries of the trust. Any person who (1) exercises any discretionary authority or control over the management of a plan or the management or disposition of its assets, (2) renders investment advice for a fee or other compensation with respect to the funds or property of a plan, or has the authority to do so, or (3) has any discretionary authority or responsibility in the administration of a plan.

Geometric Return A method of calculating returns which links portfolio results on a quarterly or monthly basis. Suppose a $100 portfolio returned +25% in the first quarter (ending value is $125) but lost 20% in the second quarter (ending value is $100). Over the two quarters the return was 0% - this is the geometric return. However, the Arithmetic Return calculation would simply average the two returns: (+25%) (.5) + (-20%) (.5) = +2.5%.

High Grade Investments are investment vehicles which have a minimum rating of: Moody's Rating of A2 or above; or a Standard & Poor's Rating of A or above; or a Fitch Rating of A or above.

Intermediate Bond Fixed income funds of investment grade securities that have a duration of more than 3.5 but less than 6.0 years or an average effective maturity of more than 4.5 but less than 7.0 years.

Modern Portfolio Theory (MPT) Essential to portfolio theory is the relationship between risk and return and the assumption that investors must be compensated for assuming risk. This portfolio approach shifts emphasis from analyzing the characteristics of individual investments to determining the statistical relationships among the individual securities that comprise the overall portfolio.

Risk Free Rate of Return The return on a 90-day Treasury bills. This is used as a proxy for no risk due to its US Government issuance and short-term maturity. The term is really a misnomer since nothing is free of risk. It is utilized since certain economic models require a “risk free” point of departure. See Sharpe Ratio.

Short Bond Fixed income funds of investment grade securities that have duration of more than 1.0 but less than 3.5 years or an average effective maturity of more than 1.0 but less than 4.0 years.

Systematic Risk attributable to common macroeconomic factors and sometimes referred to as market risk. It is the part of a security’s total risk that is related to movements in the market portfolio and therefore cannot be diversified away.

Unsystematic Risk A risk pertaining to one element in a large environment or system. The risk of one stock is unsystematic, while the risk of the entire market of which it is an element is systematic. See Systematic Risk.

APPROVED this 28 day of June, 2017. *

_____
Roger Willis, President

_____
Attested by: Dino Cotton, Secretary

* Resolution will take effect ten (10) days following the approval by the ACC Board of Directors.

anthem
community council

Memorandum

To: ACC Board of Directors

From: Anthem Youth Advisory Council Advisory Team

Date: June 21, 2017

Re: *Revised AYAC Policies*

Recommendation

The AYAC Advisory Team recommends that the Board approve Resolution 2017-R-5, Amending the Board Policy Manual Section on the Anthem Youth Advisory Council (AYAC).

Background

At the end of each term year of the AYAC, the Advisory Team surveys the AYAC members, and we make improvements to the program based on that feedback and our own observations. This year, we are recommending an overhaul to the section on the AYAC in the Board Policy Manual to better reflect the scope of the mission of AYAC and to set more attainable recruitment objectives.

The changes include but are not limited to the following:

- The focus is on how the Anthem community works, not simply local government.
- While we anticipate that a future AYAC group will work to develop a mentoring program, we removed it from the AYAC scope as there may be other pressing, more relevant projects.
- We clarify that applicants must be between the ages of 12-18 OR in grades 7-12.
- We added in that active participation in the group is required.
- The AYAC Composition and Terms section was modified to give more latitude to the selection committee to select applicants that are truly a good fit for AYAC. The prior language dictated strict age requirements, and the new approach notes that we are seeking to have a balanced, diverse group of teen representatives in the group.
- Other changes were made either for grammatical purposes or to reflect how the group actually operates.

The AYAC Advisory Team consists of Ryan Halleran, Jenna Kohl, Taylor McCulley, and Jamie Flores; we will have representatives at the Board meeting to answer any questions you have. Thank you for your support of the AYAC.

Attachments

- Resolution and Redline Version of Changes

4.4.4 Anthem Youth Advisory Council (AYAC)

The Anthem Youth Advisory Council (AYAC) exists to inform the Board of issues and needs concerning youth. The purpose of the AYAC is to provide thirteen (13) Anthem youth ages 12-18 with the opportunity to work with the ACC board and staff to:

a. Learn about how ~~local government~~councils, committees and homeowners' associations work~~s~~ and how community services are provided.

b. Raise awareness about the ACC, its mission~~,~~ and proposals among Anthem youth.

c. Share ideas about youth issues, ~~needs, and community enhancements~~related to the Anthem community.

~~d. Conduct regular AYAC meetings and participate in ACC Board open session meetings as needed, and/or regular committee meetings, and/or events as they arise.~~

~~e. Develop, and implement an Anthem Youth Mentoring program.~~

~~f~~d. Develop leadership and operational skills and contribute to the future development and enhancement of Anthem.

1. Membership: Requirements of membership include:

a. Applicants must complete a formal application, submit two letters of recommendation, and interview with the AYAC advisory team.

b. Applicants must attend a school, or participate in an accredited home school program, and be a resident in the community of Anthem.

c. Applicants must be between the ages of 12 and 18 or in grades 7-12.

d. Applicants must have a willingness to learn and to participate in meetings. Absences of 3 meetings or more in a term would be subject to termination.

e. Applicants must provide their own transportation to and from meetings.

f. Applicants must be willing to sign and adhere to the AYAC Code of Conduct.

g. Applicants must be in good standing within the community, and free of any legal restriction, probation, or pending legal and punitive action from state or local governments or school boards.

h. Applicants parents, or the household in which applicant resides (owned or rented) must be in good standing and current in ACC and HOA assessments and fees.

i. Applicants must be approved by the ACC Board of Directors.

2. Removal of Members: Termination of membership will be by term expiration, resignation, and/or decision of the AYAC's advisory team. Nonattendance of 3 meetings or more would be subject to removal at the discretion of the advisory team whose decision would be final.

3. Terms for Chair and Members: An AYAC term is one school year. If an AYAC member wants to serve two years, they will need to reapply. ~~If multiple candidates are applying, additional consideration may be given to those who have not yet had the opportunity to serve on the AYAC.~~ No one person can serve on the AYAC for more than two consecutive years.

4. Commitment of Members: All Youth Advisory Council members will be required to participate in the following:

a. Applicants must attend and participate in all scheduled meetings.

b. Applicants must be willing to attend other meetings or events as opportunities arise.

c. Applicants must play an active role in planning, implementing, and participating in ~~AYCA~~ AYAC events.

d. Applicants must be willing to serve for the full term of one (1) school year.

5. Code of Conduct: All AYAC members shall sign off on the code of ~~conduct which~~conduct, which states:

a. I will respect all Youth Council members, ACC staff, board, committee members, and all other persons that I work with during my term on the Youth Advisory Council.

b. I will arrive on time and be prepared for meetings, and conduct myself in a professional manner.

c. I will work as a team member with members of the AYAC in the best interest of Anthem.

d. I will be drug, alcohol, and tobacco free and help others to be as well.

e. I will attend all scheduled meetings, if I am in nonattendance for ~~3~~ three (3) or more meetings during my term I understand that my membership may be terminated. If I cannot attend a scheduled meeting, I will inform the AYAC Advisor in advance via email/phone.

f. I will be an active participant as a member of the AYAC.

g. I will be a responsible member of the AYAC.

h. I will not bully, intimidate, or ~~restrain any other members or ACC staff or Board members~~mistreat others.

j. I will always bring a positive attitude to my AYAC meetings and will discuss issues with my peers in a ~~nice~~professional, respectful manner.

k. I will be honest in my daily doings, uphold the law, and abide by Anthem community and HOA bylaws, rules, and regulations.

l. I understand that my behavior reflects the ACC. The perception I give during public events and in public spaces (including ~~internet sites like twitter.com and facebook.com~~online and on social media) will reflect the seriousness of the role I have accepted. I will avoid any unprofessional conduct in public, and be very careful about things I post on ~~the internet, tweet, or text~~online, on social media and text.

m. I will act as a representative to the AYAC at all times and set a positive example to my peers.

n. I understand that if I do not follow the AYAC code of conduct or actively participate, I can lose my position based upon review of the advisory team.

o. I have read and understand the AYAC Bylaws and agree to adhere to them.

~~6. Orientation and Training: All members shall participate in ACC-provided orientation and training within the first three months of their service on the AYAC.~~

~~7~~6. Criteria for Selecting Members: The Advisory Board shall recommend appointees to the ACC Board for their appointment. Guidelines for the selection process are as follows:

a. The selection committee ~~will consist~~ could be made up of any of the following: ~~of the~~ AYAC advisory team members, other ACC Board ~~designates~~designees, and~~/or current/~~former AYAC members.

b. The selection committee will be fully committed to achieving a diverse Council that represents ~~all social, cultural, ethnic, gender, and religious groups that are a part of~~ Anthem's Youth population.

c. AYAC will not discriminate on the basis of gender, disability, cultur~~al~~e, religion or ethnicity.

d. Selection of the AYAC members is made on the basis of the AYAC application, interviews, letters of recommendation, and ACC Board approval.

e. Selection of new members is determined primarily upon the following criteria: commitment, meeting and event attendance availability, reliability, enthusiasm, desire to serve the community, community need, and leadership skills.

~~8~~7. AYAC and Composition of Terms: The AYAC board will be comprised of thirteen (13) Anthem youth representing ~~a cross section of~~various age groups and schools (public or private) within the community~~, plus one Student Body Officer of Boulder Creek High School appointed by the BCHS Student Government Advisor, or by a formal BCHS selection~~.

~~Specific board seats are currently allocated to 4 members per grade level category, between the ages of 12 and 18. No more than two members may be selected from any given primary school, excluding secondary schools.~~ In the event no candidate applies or ~~may~~ is~~not be~~ qualified, the board may appoint a replacement candidate to fill the open seat(s). From time to time as the board directs, additional candidates may be appointed in addition to the 13 identified positions, so long as the total number of seats does not exceed 21. The ACC Board of Directors retains the sole discretion to modify the qualifications and composition of the AYAC as it deems necessary to preserve the integrity of the AYAC.

~~AYAC BOARD COMPOSITION~~	
~~Grade Level or Home School Equivalent~~	~~Total~~
~~7/8th Grade~~	~~4~~
~~9/10th Grade~~	~~4~~
~~11/12th Grade~~	~~4~~
~~BCHS Student Body Officer~~	~~1~~
~~**TOTAL**~~	~~**13**~~

~~9~~8. Other Provisions:

~~a. AYAC shall develop a vision statement and scope of work in accordance with this section~~.

~~b~~a. The AYAC advisory team shall consist of the ACC CEO or designee, ACC staff as assigned by the CEO, up to two designated Board Directors, and up to two community leaders designated by the Board. The role of the advisory team is to guide and coordinate the efforts of the AYAC.

~~c~~b. The governing board may create additional policies and procedures to govern the operations of the AYAC from time to time.

~~d. The AYAC shall develop by-laws for the ACC Board's approval.~~

~~e~~c. The AYAC and its advisory team will develop a work program each year, which will identify objectives, projects and priorities. ~~This work program shall be presented to the ACC Board.~~ The AYAC shall work within the scope of its specific scope of work and approved work program. ~~Action items can be submitted to the ACC Board for consideration.~~

~~f~~d. Agendas and Minutes are not required. AYAC meetings ~~may~~ might or ~~may~~ might not be open to the public and audience participation is not required.

~~g~~e. Budget and Spending Authority. The AYAC does not have a budget or spending authority unless specifically authorized by the ACC Board and/or CEO.

Resolution 2017-R-05

Anthem Community Council Board Policy Manual Section 4.4.4 – Anthem Youth Advisory Council (AYAC)

Anthem Community Council, Inc.
3701 W. Anthem Way, Suite #201
Anthem, Arizona 85086

WHEREAS, the undersigned, representing the Board of Directors ("Board") of Anthem Community Council, Inc., ("Council") an Arizona nonprofit corporation, hereby agrees to adopt this Resolution which will amend Section 4.4.4 in the Council Board Policy Manual.

WHEREAS, this resolution supersedes and replaces any previously approved resolution regarding the same matter.

NOW THEREFORE BE IT RESOLVED, upon adoption of this Resolution by the Board, Section 4.4.4 of the Board Policy Manual shall provide as follows:

4.4.4 Anthem Youth Advisory Council (AYAC)

The Anthem Youth Advisory Council (AYAC) exists to inform the Board of issues and needs concerning youth. The purpose of the AYAC is to provide thirteen (13) Anthem youth ages 12-18 with the opportunity to work with the ACC board and staff to:

a. Learn about how councils, committees and homeowners' associations work and how community services are provided.

b. Raise awareness about the ACC, its mission and proposals among Anthem youth.

c. Share ideas about youth issues, related to the Anthem community.

d. Develop leadership and operational skills and contribute to the future development and enhancement of Anthem.

1. Membership: Requirements of membership include:

a. Applicants must complete a formal application, submit two letters of recommendation, and interview with the AYAC advisory team.

b. Applicants must attend a school, or participate in an accredited home school program, and be a resident in the community of Anthem.

c. Applicants must be between the ages of 12 and 18 or in grades 7-12.

d. Applicants must have a willingness to learn and to participate in meetings. Absences of 3 meetings or more in a term would be subject to termination.

e. Applicants must provide their own transportation to and from meetings.

f. Applicants must be willing to sign and adhere to the AYAC Code of Conduct.

g. Applicants must be in good standing within the community, and free of any legal restriction, probation, or pending legal and punitive action from state or local governments or school boards.

h. Applicants parents, or the household in which applicant resides (owned or rented) must be in good standing and current in ACC and HOA assessments and fees.

i. Applicants must be approved by the ACC Board of Directors.

2. Removal of Members: Termination of membership will be by term expiration, resignation, and/or decision of the AYAC's advisory team. Nonattendance of 3 meetings or more would be subject to removal at the discretion of the advisory team whose decision would be final.

3. Terms for Chair and Members: An AYAC term is one school year. If an AYAC member wants to serve two years, they will need to reapply. No one person can serve on the AYAC for more than two consecutive years.

4. Commitment of Members: All Youth Advisory Council members will be required to participate in the following:

a. Applicants must attend and participate in all scheduled meetings.

b. Applicants must be willing to attend other meetings or events as opportunities arise.

c. Applicants must play an active role in planning, implementing, and participating in AYAC events.

d. Applicants must be willing to serve for the full term of one (1) school year.

5. Code of Conduct: All AYAC members shall sign off on the code of conduct, which states:

a. I will respect all Youth Council members, ACC staff, board, committee members, and all other persons that I work with during my term on the Youth Advisory Council.

b. I will arrive on time and be prepared for meetings, and conduct myself in a professional manner.

c. I will work as a team member with members of the AYAC in the best interest of Anthem.

d. I will be drug, alcohol, and tobacco free and help others to be as well.

e. I will attend all scheduled meetings, if I am in nonattendance for three (3) or more meetings during my term I understand that my membership may be terminated. If I cannot attend a scheduled meeting, I will inform the AYAC Advisor in advance via email/phone.

f. I will be an active participant as a member of the AYAC.

g. I will be a responsible member of the AYAC.

h. I will not bully, intimidate, or mistreat others.

j. I will always bring a positive attitude to my AYAC meetings and will discuss issues with my peers in a professional, respectful manner.

k. I will be honest in my daily doings, uphold the law, and abide by Anthem community and HOA bylaws, rules, and regulations.

l. I understand that my behavior reflects the ACC. The perception I give during public events and in public spaces (including online and on social media) will reflect the seriousness of the role I have accepted. I will avoid any unprofessional conduct in public, and be very careful about things I post on online, on social media and text.

m. I will act as a representative to the AYAC at all times and set a positive example to my peers.

n. I understand that if I do not follow the AYAC code of conduct or actively participate, I can lose my position based upon review of the advisory team.

o. I have read and understand the AYAC Bylaws and agree to adhere to them.

6. Criteria for Selecting Members: The Advisory Board shall recommend appointees to the ACC Board for their appointment. Guidelines for the selection process are as follows:

a. The selection committee could be made up of any of the following: AYAC advisory team members, other ACC Board designees, and former AYAC members.

b. The selection committee will be fully committed to achieving a diverse Council that represents Anthem's Youth population.

c. AYAC will not discriminate on the basis of gender, disability, culture, religion or ethnicity.

d. Selection of the AYAC members is made on the basis of the AYAC application, interviews, letters of recommendation, and ACC Board approval.

e. Selection of new members is determined primarily upon the following criteria: commitment, meeting and event attendance availability, reliability, enthusiasm, desire to serve the community, community need, and leadership skills.

7. AYAC and Composition of Terms: The AYAC board will be comprised of thirteen (13) Anthem youth representing various age groups and schools (public or private) within the community.

In the event no candidate applies or is qualified, the board may appoint a replacement candidate to fill the open seat(s). From time to time as the board directs, additional candidates may be appointed in addition to the 13 identified positions, so long as the total number of seats does not exceed 21. The ACC Board of Directors retains the sole discretion to modify the qualifications and composition of the AYAC as it deems necessary to preserve the integrity of the AYAC.

8. Other Provisions:

a. The AYAC advisory team shall consist of the ACC CEO or designee, ACC staff as assigned by the CEO, up to two designated Board Directors, and up to two community leaders designated by the Board. The role of the advisory team is to guide and coordinate the efforts of the AYAC.

b. The governing board may create additional policies and procedures to govern the operations of the AYAC from time to time.

c. The AYAC and its advisory team will develop a work program each year, which will identify objectives, projects and priorities. The AYAC shall work within the scope of its specific scope of work and approved work program.

d. Agendas and Minutes are not required. AYAC meetings might or might not be open to the public and audience participation is not required.

e. Budget and Spending Authority. The AYAC does not have a budget or spending authority unless specifically authorized by the ACC Board and/or CEO.

APPROVED this 28 day of June, 2017. *

_____
Roger Willis, President

_____
Attested by: Dino Cotton, Secretary

* Resolution will take effect ten (10) days following the approval by the ACC Board of Directors.

anthem
community council

Memorandum

To: ACC Board of Directors

From: Jim Metcalf, Parks & Facilities Maintenance Director
Neal Shearer, Community Operations Officer

C: Jenna Kohl, Community Executive Officer

Date: June 28, 2017

Re: *Resolution 2017-R-06, Amending Section 5.2.3.4.J of the Board Policy Manual, Skate Park Hours*

Recommendation

It is recommended that the Board approve Resolution 2017-R-06 to modify the Community Park Skate Park hours to 7 a.m.- 9:30 p.m. from the current 6 a.m.-9:45 p.m.

Background

This change is needed to allow the maintenance staff more time to ensure that the Skate Park is safe and clean before it is opened in the morning, and to allow extra time to close and clear the Skate Park at night. As the ACC has added park amenities with locked security fencing and specific hours of operation (e.g., OWP, Discovery Playground), it takes longer for staff and the janitorial contractor to complete their morning rounds. Additionally, the Skate Park will sometimes require a thorough cleaning before it can be opened due to trash, spilled drinks and other debris left behind.

Staff will also be increasing Parks Patrol attention to the Skate Park in an effort to better enforce rules and curtail messes left behind.

Attachments

- Resolution and Redline Versions of Changes

4. Skate Park

a. The Skate Park is a non-supervised, skate at your own risk facility, and designed for skateboarding (34’ maximum length), non-motorized scooters and in-line skating (4 wheel maximum per skate) only. No bicycles, motorized vehicles or other wheeled devices are allowed within the Skate Park—violators will be subject to sanctions listed in 3.b, below;

b. Abusive language, fighting, inappropriate gestures, and/or unbecoming behavior towards Staff and other users will not be tolerated and may result in a removal from park and short term or permanent loss of privileges and/or trespassing charges, as applicable;

c. No competitive or demonstration events are allowed without prior approval of the Anthem Community Council;

d. The Park has been designed for all skill levels. Please be courteous to others using the facility;

e. Spectators must remain outside of the gates. Only skaters and parents assisting younger skaters are permitted within the plaza gates;

f. No pets in the Skate Park;

g. No skating when surface is wet, raining and/or electrical storms or during routine maintenance periods. The skate park may close early or entirely during special events;

h. No litter, graffiti, smoking, food or drink in skating areas. Please keep the park surfaces clean to promote safety and avoid closure of the park for unscheduled cleaning;

i. Skateboarding, non-motorized scooters and in-line skating are high risk activities. Accidents, collisions or falls while participating in these activities may result in severe injury, paralysis, or even death. Wearing of helmet, knee pads, elbow pads and wrist guards is strongly recommended. Participate at your own risk;

j. The Skate Park Plaza is open from ~~6~~7 a.m. to 9:~~45~~30 p.m., or as otherwise posted.

Resolution 2017-R-06

Anthem Community Council Board Policy Manual Section 5.2.3.4.J – Skate Park

Anthem Community Council, Inc.
3701 W. Anthem Way, Suite #201
Anthem, Arizona 85086

WHEREAS, the undersigned, representing the Board of Directors ("Board") of Anthem Community Council, Inc., ("Council") an Arizona nonprofit corporation, hereby agrees to adopt this Resolution which will amend Section *5.2.3.4.J* in the Council Board Policy Manual.

WHEREAS, this resolution supersedes and replaces any previously approved resolution regarding the same matter.

NOW THEREFORE BE IT RESOLVED, upon adoption of this Resolution by the Board, Section 5.2.3.4.J of the Board Policy Manual shall provide as follows:

5.2.3.4.J Skate Park

4. Skate Park

a. The Skate Park is a non-supervised, skate at your own risk facility, and designed for skateboarding (34' maximum length), non-motorized scooters and in-line skating (4 wheel maximum per skate) only. No bicycles, motorized vehicles or other wheeled devices are allowed within the Skate Park—violators will be subject to sanctions listed in 3.b, below;

b. Abusive language, fighting, inappropriate gestures, and/or unbecoming behavior towards Staff and other users will not be tolerated and may result in a removal from park and short term or permanent loss of privileges and/or trespassing charges, as applicable;

c. No competitive or demonstration events are allowed without prior approval of the Anthem Community Council;

d. The Park has been designed for all skill levels. Please be courteous to others using the facility;

e. Spectators must remain outside of the gates. Only skaters and parents assisting younger skaters are permitted within the plaza gates;

f. No pets in the Skate Park;

g. No skating when surface is wet, raining and/or electrical storms or during routine maintenance periods. The skate park may close early or entirely during special events;

h. No litter, graffiti, smoking, food or drink in skating areas. Please keep the park surfaces clean to promote safety and avoid closure of the park for unscheduled cleaning;

i. Skateboarding, non-motorized scooters and in-line skating are high risk activities. Accidents, collisions or falls while participating in these activities may result in severe injury, paralysis, or even death. Wearing of helmet, knee pads, elbow pads and wrist guards is strongly recommended. Participate at your own risk;

j. The Skate Park Plaza is open from 7 a.m. to 9:30 p.m., or as otherwise posted.

APPROVED this 28 day of June, 2017. *

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Roger Willis, President

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Attested by: Dino Cotton, Secretary

* Resolution will take effect ten (10) days following the approval by the ACC Board of Directors.