

# anthem community council

Special Meeting of the Board of Directors  
October 4, 2016  
Work Session at 4:00 p.m.  
Anthem Civic Building  
3701 W. Anthem Way  
Room #4

## MEETING MINUTES

### **Members Present:**

Ryan Halleran-President -Via Phone  
Roger Willis - Vice President  
John Balzer - Secretary  
Bob McKenzie - Treasurer  
Terry Mullarkey- Director - Via  
Phone  
Tim Fyke - Director

### **Members Absent:**

Rick Kesselman

### **Others Present:**

Jenna Kohl, Community Executive Officer  
Neal Shearer, Community Operations Officer  
Meghann Hall, Management Analyst  
Jim Cronk, Community Planning and Development  
Committee  
Ed Varney, Community Planning and Development  
Committee  
Mike Spinelli, Community Planning and Development  
Committee  
Max Sommacampagna, Community Planning and  
Development Committee  
Kim Bodary, Recording Secretary

### **CALL TO ORDER**

Vice President Willis called the Special Session to order at 4:03 p.m. and recognized those in attendance.

### **ESTABLISH QUORUM**

Vice President Willis established a quorum with six Board members present.

**INTRODUCTIONS:** Introductions were done to welcome all new Community Planning and Development Committee (CPDC) members and recording secretary.

### **ADOPT AGENDA**

**Treasurer McKenzie made a motion to adopt the agenda as presented. Director Fyke seconded. Voting took place; the motion passed unanimously.**

### **NEW BUSINESS**

#### **A. Discuss Master Plan Process and Provide Direction as Needed**

Mr. Shearer advised the steps taken since the Board approved the Action Plan in April 2016. An Educational Packet was developed with step by step instructions for submitting a master plan project proposal. Mr. Shearer and Ms. Hill outlined various components in the educational packet and requested feedback.

Mr. Varney thanked Ms. Hill and Ms. Flores for the great work done so far on this.

Discussion took place on the Notice of Intent to Submit Proposal (NISP) and the deadline. The staff advised the NISP will allow staff to track potential proposals as well as connect like interest groups. Currently the deadline for submitting a project proposal is January 31, 2017 and the NISP deadline is December 1, 2016. It was suggested the NISP proposal date be pushed to December 31, 2016.

**Work Session Minutes**  
**October 4, 2016**

Discussion ensued regarding the wording in the Educational Packet regarding the Funding Section and staff indicated that they could reconcile the various points of view in the final version of the packet.

The Board and CPDC discussed the evaluation process and there was consensus that the general project criteria listed in the Education Packet provided a sound and sufficient basis for evaluating projects. President Halleran acknowledged the important role that the CPDC will play in this process and in providing recommendations to the Board for their consideration.

As a future funding strategy, staff suggested that there was value in setting aside some portion of the Enhancement Fund to address priority needs related to existing recreational facilities that could be allocated by the Board at their discretion. Discussion took place regarding the Enhancement Fund, legal restrictions and the need for the future funding flexibility. Director Mullarkey suggested we table this discussion until the November Board Meeting.

President Halleran entered the meeting at 5:32 p.m.

Ms. Kohl advised staff would make the changes to the Education Packet and distribute copies to the Board and CPDC, as well as post the revised packet on line.

**ADJOURNMENT**

There being no further business to discuss, President Halleran motioned to adjourn the meeting at 5:42 p.m. and Director Fyke seconded.