

First Quarter Board Meeting

April 30, 2020

Board Meeting Agenda



LEC Committee Report

Barbara Birdseye, Committee Chair



LEC Committee Report

The mission of the LEC is to:

- Oversee the architectural standards established by the original developer of the Anthem Country Club community to protect resident's investments in their homes
- Review exterior change applications from homeowners. The committee in conjunction with the compliance team reviewed 273 applications during Q1 2020 with the following results:
 - 264 were approved and approved with stipulations
 - 9 were rejected

LEC Committee Report

Top violations for Q1 2020 were:

- Weed Removal
- Gate Maintenance on Return Wall Gate
- Paint Walls
- Parking on Street Overnight
- Groom Granite
- Speeding
- Unregistered Guests (Gate Strikes)
- Erosion, Replace Granite
- Excessive Speeding
- Paint House

LEC Committee Report

Updates

- The committee has put on temporary hold calls and visits to new homeowners until the current pandemic situation is resolved
- The committee has completed calls on new homeowners for property closings through December 2019

LEC Committee Report

Recommendations

- No recommendations at this time

Policy Committee Report

Andy Anderson, Committee Chair



Policy Committee Report

The mission of the Policy Committee is to:

- Review existing governing policies and legislative requirements
- Recommend changes or additions to the governing policies
- Hear appeals for cited violations and speed infractions
- Monitor elections and verify results

Policy Committee Report

Appeals and reviews

- There were no appeals submitted to the Policy Committee for this quarter

Policy Committee Report

Updates

- Final versions of the *Committee Charters* were reviewed and forwarded to the Board for approval
- Final revised draft of the *ACCCA Mission, Vision, Values, & Strategy* document forwarded to the Board for approval
- Final revised draft of the *Board Member Code of Conduct* document was reviewed and forwarded to the Board for approval
- Final revised draft of the *Guidelines for the ACCCA Board and Committee Members* document was reviewed and forwarded to the Board for approval
- Revised draft of the *ACCCA Fine Policy* was reviewed with a request for Margaret's team to obtain legal advice regarding parking violations and return it to the committee at our next meeting
- The Policy Committee 2020 work plan was updated and approved
- The committee monitored and validated the 2020 Board Election and notified candidates of results
- Stephen Buchwalter was appointed as the Policy Committee Vice-Chair

Policy Committee Report

Recommendations

- Board Approval of the following revised documents:
 - ACCCA Committee Charters
 - ACCCA Mission, Vision, Values, & Strategy document
 - Board Member Code of Conduct document
 - Guidelines for the ACCCA Board and Committee members document

GPP Committee Report



Vacancy, Committee Chair

GPP Committee Report

The mission of the GPP committee is to:

- Assess and review gate procedures
- Gather safety information
- Recommend new safety measures for the streets and common areas
- Establish programs necessary for efficient maintenance of our roads and infrastructure

GPP Committee Report

Updates

- Continue analysis on Michael Frank's Road Study and impact to the Reserve Fund and overall budget
- Appointment of a Sub-Committee to review Trident Security Services Contract for recommendations on proposed changes to the current agreement and duties of Trident personnel
- Transcore replacement program commenced on April 9, 2020. Margaret Troyer will continue to monitor progress and notify the GPP of any modifications to the schedule that may be required to complete the project by May 30, 2020
- GPP is working with Michael Frank regarding potential cost savings on future street repairs and maintenance due to the low price of crude oil
- Installation and testing of the new gate transponder readers is scheduled for June 1, 2020 as previously planned

GPP Committee Report

Recommendations

- No recommendations at this time

Finance Committee Report



Fred Shipley, Committee Vice Chair

Finance Committee Report

The mission of the Finance Committee is to:

- Prepare the annual budget
- Review financial performance during the fiscal year
- Make recommendations that ensure the ongoing soundness of the ACCCA's financial position

Finance Committee Report

Operating Fund (Jan 1 to Mar 31, 2020)

	Actual	Budget	Variance
Revenue	\$673,001	\$667,183	\$5,818
Expense	\$587,069	\$640,427	\$53,358
Surplus / (Deficit)	\$85,932	\$26,756	\$59,176

Cash Operating Funds @ March 31, 2020: \$ 479,419

Notes:

- Revenues affected by Lifestyle Enhancement Fee (\$16K)
- Expenses affected by Bad Debt (-\$14K), Utilities (\$26K), Repairs/Maintenance (\$14K), and Admin (\$11K)

Finance Committee Report

Reserve Fund (Jan 1 to Mar 31, 2020)

	Actual	Budget	Variance
Revenue	\$308,564	\$292,959	\$15,605
Expense	\$16,031	\$238,345	\$222,301
Surplus / (Deficit)	\$292,959	\$54,614	\$206,294

Reserve Funds @ September 30, 2019: \$ 5,813,775

Notes:

- Revenue favorability driven by higher Lifestyle Enhancement Fees
 - This may be affected next quarter by COVID-19
 - We are watching this closely
- Expenses driven by timing delays related to street repairs
- Lifestyle Enhancement Fee is \$89.5K YTD which is ahead of budgeted \$73K YTD

Finance Committee Report

Updates

- Bob Miller and Skip Hoeder were named Co-Vice Chairs

Recommendations

- None at this time

