



**Meeting of the Board of Directors  
Second Quarter Meeting  
Thursday, July 26, 2018 6:30 p.m.  
Anthem Civic Building, Anthem, AZ**

**July 26, 2018**

**Date and Time:** Thursday, July 26, 2018, 6:30 p.m.

**Location:** Anthem Civic Building, Anthem, Arizona.

**Directors Present:** Carl Benner, President; Barbara Birdseye, Vice President; Greg Strand, Treasurer; Chuck Bowen, Secretary; John Sandoz, Director.

**Others Present:** Margaret Troyer, Community Manager; Maria Jackson, Community Standards Coordinator; Heidi Hewitt, Residential Design Coordinator; Dave Hunt, Community Access Administrator; Sherry Wilton, Community Access Coordinator; Diane Emslie, Administrative Assistant; Josh Bolen, Esq., Carpenter, Hazelwood, Delgado & Bolen, LLP; and Clint Grubbs, Security Manager, Trident Security.

I. CALL TO ORDER at 6:30 p.m. and quorum established.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

The minutes from the April 26, 2018, ACCCA Quarterly Board meeting were approved.

IV. MANAGEMENT REPORT

- Margaret Troyer presented the management report, which detailed current and upcoming projects such as common area granite replenishment that began July 19, 2018, and tree trimming (approx. 427 trees) in common areas, that will begin August 1, 2018. DLC, our landscape contractor, installed 10 pet waste stations in common areas. DLC will service the bags and empty the bins twice weekly. The mailbox and monument lighting project is ongoing. The most recent wiring issue reported at the Cog Hill monument and landscape lighting along Anthem Club at the Daisy Mountain entrance was determined to be caused by vandalism and electricians restored power this week. By now, residents should have received the July newsletter in the mail that focused on the Lifestyle Enhancement Fee. The Board recently enrolled in an annual professional membership in Community Associations Institute (CAI), an organization that provides a wide range of resources and information for homeowner associations in the United States and Canada. Margaret also presented statistics related to compliance for April, May and June such as speeding and improper gate entries/exits. Lastly, Margaret reminded everyone that the budget process begins this month and continues through October and that the final budget is approved at the quarterly meeting on October 25, 2018.

V. COMMITTEE REPORTS:

*All reports are available on [Committee Agendas/Minutes](http://OnlineAtAnthem.com/ACCCA) section of the ACCCA website, [OnlineAtAnthem.com/ACCCA](http://OnlineAtAnthem.com/ACCCA).*

Lifestyle Enhancement Committee (LEC)

- Barbara Birdseye presented the Lifestyle Enhancement Committee report.
- Top violations in the second quarter of 2018 were groom granite, speeding, excessive speeding, remove weeds, trim plant(s)/tree(s), and unregistered guest (gate entry violations).
- The Committee reviewed 96 architecture/landscape applications between April 1 and July 12, 2018, in conjunction with the compliance staff. 77 were approved, some with stipulations. 17 are pending. 2 were not approved.
- While the Committee volunteers will continue to call on new homeowners to welcome them to the community and advise them of the "Apply to Comply" requirements, the Committee has suspended the practice until the temperatures outside are more compatible with this task.
- The Committee has no recommendations at this time.

Policy

- Andy Anderson presented the Policy Committee report.
- The Policy Committee reviewed five appeals this quarter. One was approved with reduced fine. Two were approved with stipulations. Two were not approved.
- The Committee completed the Best Practices Benchmark Study to compare ACCCA's road maintenance and reserve funding with like communities in Arizona and forwarded the report to the Board for action.
- The Committee has no recommendations at this time.

#### Gates, Property and Patrol

- Chris Ensign presented the Gates, Property and Patrol Committee report.
- Granite replenishment began July 19<sup>th</sup> in Candlewyck, Oakhurst Park, Whistling Straits, Club Pointe, La Crosse, and Estrella neighborhoods.
- 10 Pet Waste Stations were installed in July, 2018, in common areas to be serviced by our landscape contractor twice weekly.
- The Committee recommends contracting with Frank Civil Consulting to repair the asphalt on the roadway near a golf cart crossing on Medinah Way near Whistling Strait, not to exceed a budget of \$5800.00.

#### Finance

- Anita O'Connor presented the Finance Committee report and answered questions from homeowners.
- Through March 30, 2018, the Reserve Fund has a budget surplus of \$105,673. The Reserve Fund and Operating Fund balances as of June 30, 2018, were \$4,172,856 and \$888,451, respectively.
- The Committee has no recommendations at this time.

#### Communication Work Group

- John Sandoz presented the Communication Work Group report.
- The Communication Committee was dissolved by the Board in July and a Communication Work Group was formed in its place with the participation of its current members plus an additional member. The work group will meet as needed, with no charter. The primary focus is to improve efficiency of production and distribution of homeowner communications. The activities of the work group will be reviewed and directed by the Board at its monthly meetings and coordinated by staff, writer and printer with input from the members of the work group.

### VI. OLD BUSINESS

- APS Bright Lights Update
  - Carl informed homeowners that in response to complaints about the brightness of replacement bulbs/fixtures on streetlights within the community, the Board has investigated options to address the bright replacement LED fixtures that APS has been installing. While the ACCCA pays the electrical cost, the poles and fixtures/LEC bulbs are owned and maintained by APS. Staff has attempted to reach someone in authority at APS willing to work with us and has enlisted the assistance of legal counsel but has been unsuccessful to date. Carl lodged a formal complaint as a resident on behalf of the homeowner's association with the Arizona Corporate Commission and the Board will continue to formulate an action plan. Residents can exercise their power by putting political pressure on APS.
- Road and Reserve Fund Benchmark Study Follow Up
  - Carl informed the homeowners that the Board met with Michael Frank, of Frank Civil Consulting, our road maintenance consultant, earlier in the day at a Special Meeting of the Board to learn more about roadwork techniques and processes. The Board learned about the effects of topography, climate, vehicle traffic, and storm drainage, on road surface wear in our community as compared to other communities in the valley. One of the outcomes the Board feels that it is on track in its recent decisions to increase assessments and increase the Lifestyle Enhancement Fee to 0.25% on the sale of homes beginning October 1, 2018. To this end the Board will be looking at updating the Road Study in 2020 as it is recommended by industry experts and our road consultant, every 4-5 years.

### VII. NEW BUSINESS / BOARD RESOLUTIONS

- Golf Cart Roadway Crossing Remediation
  - Carl advised the homeowners that golf cart crossing over Medinah Way from #15 to #16 on Ironwood Golf Course has a section of asphalt that has buckled near the concrete curb, over time. The Board met with the road consultant in a Special Meeting of the Board earlier in the day to discuss options for the golf cart roadway crossing. Three options were proposed by the consultant; pavers (most expensive), concrete (mid-price range), and asphalt (lowest cost option). Members of the Gates, Property and Patrol Committee were in attendance and have made the recommendation for asphalt in their committee report. Asphalt is the lowest cost option and matches other non-arterial roadways in the community. Carl informed homeowners that the consultant offers a black concrete, which would blend better with the existing asphalt roadway and offer a more permanent repair. After a short discussion, the Board voted unanimously to contract with Frank Civil Consulting to arrange for the repair of the golf cart roadway crossing at Medinah Way with black concrete at a cost not to exceed \$6650.00. This is a Reserve budgeted expense, line item #9166.

### VIII. OPEN FORUM

- The Board responded to several questions from homeowners regarding topics such as vendor speeding tickets, the Lifestyle Enhancement Fee, the EPCOR water rate case, and a question about barrier gates.

There being no further business, the meeting adjourned at 8:05 p.m.

Respectfully Submitted,

Diane Emslie, Administrative Assistant