

# anthem community council

Meeting of the Board of Directors  
July 26, 2017  
OPEN SESSION at 6:30 p.m.  
Anthem Civic Building  
3701 W. Anthem Way

## MEETING MINUTES

### **Members Present:**

Roger Willis, President  
Bob McKenzie, Vice President  
Dino Cotton, Secretary  
Terry Mullarkey, Treasurer  
Ryan Halleran, Director  
Rick Kesselman, Director

### **Members Absent:**

John Balzer

### **Others Present:**

Jenna Kohl, Community Executive Officer  
Neal Shearer, Community Operations Officer  
Doug Greenstein, Community Finance Officer  
Kristi Northcutt, Communications Director  
Jim Metcalf, Parks and Facilities Director  
Jonathan Ebertshauser, Legal Counsel  
Dawn Dworak, Management Analyst  
Jamie Flores, Graphic Design & Web Manager  
Kim Bodary, Recording Secretary

### **CALL TO ORDER**

The Open Session of the Anthem Community Council (ACC) was called to order at 6:32 p.m.

### **PLEDGE OF ALLEGIANCE**

### **ESTABLISH QUORUM**

President Willis established a Quorum with six Board members present.

### **ADOPT AGENDA**

**Vice President McKenzie made a motion to adopt the agenda with the revision of switching 9B and 9C. Treasurer Mullarkey seconded. Voting took place; the motion passed unanimously.**

### **APPROVAL OF MEETING MINUTES**

**Vice President McKenzie made a motion to approve the minutes from the June 28, 2017 Open Session Meeting. Director Kesselman seconded. Voting took place; the motion passed unanimously.**

### **PRESENTATIONS/AWARDS/ANNOUNCEMENTS**

President Willis recognized Barry Allen and Loyd Nygaard (unable to attend), two very instrumental people involved in Anthem Neighborhood Watch the last couple of years. President Willis noted that Loyd Nygaard has served as the chairman of this Committee with unwavering dedication, raising the bar for everyone involved. Under their leadership, they have grown both the committee's volunteers and its presence in Anthem. Combined, Loyd and Barry have volunteered 3,481 hours. Had they been paid for their time, it would have totaled over \$82,000. The Executive Committee overall has put in over 7,300 hours, totaling a value of \$173,545 the last two years under the leadership of these two gentlemen.

President Willis thanked Loyd and Barry for their service, and welcomed Teresa Pierson who was in attendance at the meeting and is ANW's new chairperson.

## STAFF REPORT

Ms. Kohl summarized the staff report and shared the following:

- *OWP Award.* The Arizona Parks and Recreation Association has awarded the ACC and Haydon Corp. with the “Outstanding Facility” Award for 2016-17 (pop. 25,001-100,000). The award will be presented during the APRA Conference Banquet, Aug. 9.
- *Anthem Way Values Awards.* We held our 7<sup>th</sup> annual values awards ceremony where we recognized ACC employees, chosen by their peers as role models of our organizational values. Honorees include:
  - Act with Integrity – Debra Pulido, Special Events & Civic Building Services Coordinator
  - Treat Everyone with Respect – Mark Gatchell, Front Desk Manager and the Pool Managers (Cole Jones, Madison Tufte, Anthony Naccarelli, Ryan Tucker and Dani McClung)
  - Manage Community Resources with Care and Pride – Aaron Brown, Aquatics Technician
  - Work Together for the Collective Good and Benefit of Anthem – Taylor McCulley, ACB Meeting and Program Manager
  - Take Ownership for Achieving Positive Results – Bob Hollis, Lead Maintenance Technician, and Gabriel Geselle, Lifeguard
  - Provide Friendly and Quality Service – Kathy Johnson, Accounts Receivable Specialist; Kathy Carter, ACB Welcome Desk; and Paige Grimes, Lead Summer Camp Counselor
  - CEO Award - Communications & Public Affairs Team (Kristi Northcutt, Jamie Flores, and Marcus Petty)
- *SAI Audits.* The Community Center Aquatics staff has received two 5-Star audits from SAI for this summer season, the highest level of achievement possible.
- *CC Reserve Item:* 20 new spin bikes have been delivered and are now being used as part of the Group Fitness programs. Parking lot crack repair has been completed as budgeted in the Reserve. Sealing and striping components will take place at the end of the summer season in August.
- *Paseo.* Work has begun on replacing extruded cement curbing in Paseo that was previously damaged from tree roots. The work is estimated to take two weeks to complete.
- *Autumnfest Arts & Crafts Festival.* Autumnfest sponsorship materials were made available on June 30. We’re currently soliciting sponsors for this event with a deadline of Sept. 1. Craft Vendor registration materials are available on our website. Early-bird discounted registrations are due by Aug. 18 and the final registration deadline is Sept. 15.
- Aug. 1: EPCOR rate case update, 5 p.m., Civic Building (presented by EPCOR)
- Aug. 23: ACC Board of Directors Meeting, 6:30 p.m., Civic Building

Mr. Shearer stated that Parks and Facilities Director Jim Metcalf is retiring and his last day is August 4. On behalf of the Board and staff, Mr. Shearer thanked Mr. Metcalf for all of his hard work and stated he modeled all of the Anthem Way values every day. Mr. Metcalf stated it was a privilege to work for the Anthem Community Council and thanked everyone.

Mr. Shearer welcomed Brian Duncan, the new Director of Parks & Facilities Maintenance who will be joining us on July 31. Brian has twenty years of facilities management experience covering multiple properties and maintenance systems in the public and private sectors. He has worked in the aerospace, energy, medical and construction industries, and also served as Facilities Administrator for Castle Rock, Colorado, a high-quality community about twice the size of Anthem.

## FINANCIAL REPORT

Mr. Greenstein summarized the Balance Sheet and Income Statement for the Board. He summarized the financial performance, fund balances, and collections activities. He noted that 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.

## **PRESENTATION OF NEW ONLINEATANTHEM.COM WEBSITE**

Jamie Flores, Graphic Design and Web Manager, gave an overview of the new website which will be launched in mid-August. The new website is resident focused, eye catching, simple, and will make it easier to find items such as FAQ's, forms and documents. President Willis thanked Ms. Flores, Ms. Northcutt and Mr. Petty for their hard work on this project.

## **OPEN DISCUSSION:**

Ron Jerich, resident, inquired on status of student parking at the park and Ms. Kohl stated staff has met and consulted with our legal counsel and she will be setting up a meeting with the new principal at a future date.

## **OLD BUSINESS**

### **A. Consider Approval of the Plans for ACC-Sponsored Memorial Day and Veterans Day Ceremonies at the Anthem Veterans Memorial**

Ms. Kohl thanked Directors Halleran and Balzer, Ms. DeMichele, Ms. Northcutt, Mr. Walker and Mr. Hale who worked collaboratively on this proposal.

Ms. Kohl stated at the April 24, 2017 ACC Board meeting, the Board adopted the Veterans Day Ceremony template, with one LED screen, beginning with Veterans Day 2017. After hearing from Daisy Mountain Veterans (DMV) representatives at that same meeting, the Board instructed staff to meet with DMV representatives to solidify an approach to ceremonies going forward (beginning in 2018). Directors Ryan Halleran and John Balzer were appointed as Board liaisons to this group, joining ACC staff representatives Michele DeMichele and Kristi Northcutt. The DMV appointed George Walker and Chuck Hale as their representatives.

Ms. Northcutt outlined the major points in the staff report, and outlined that the Memorial Day ceremony would be a collaborative effort between the ACC and the Daisy Mountain Veterans.

Treasurer Mullarkey inquired if this past Memorial Day is reflective of what is in proposal and Ms. Northcutt stated it will not be that different, we are just separating responsibilities.

Treasurer Mullarkey inquired if Veterans Day will be the same and Ms. Northcutt stated yes it will be the same as years 1-4.

Director Halleran stated he and Director Balzer also thanked Maryann Derryberry, Dave Black and Lance Sherwood and there was great collaboration from all.

Director Kesselman asked for clarification on the budget and Ms. Kohl stated the figures will be in the 2018 budget proposal.

Mr. Hale stated this was an awesome process with no hiccups and Mr. Walker stated he appreciated the opportunity to be involved in the planning and execution and looks forward to working with the committee.

Ed Varney, resident thanked everyone as well for their work on this proposal.

President Willis stated he is really impressed that everyone came up with a resolution that makes sense and the community should be very appreciative of the committee's proposal.

**Vice President McKenzie made a motion to approve the Memorial Day "Day of Remembrance" and the Veterans Day Ceremony templates going forward (2018 and beyond). Director Halleran seconded. Voting took place; the motion passed unanimously.**

### **B. Update on Community Center Remodel Project and Authorize Release of Bids**

Ms. Dworak stated that during the March 22 meeting, the Board authorized staff to expand the contract with Michael Wilson Kelly Architects for design and engineering services. Completed construction drawings are

scheduled for finalization during the first week of August. Once they are finalized, we will submit them to the County for review and release them for bidding concurrently.

Ms. Dworak stated if all tasks align, we will bring a contractor recommendation to the Board in September or October. Construction would start shortly after the contractor is selected with completion in first quarter 2018.

**Vice President McKenzie made a motion authorizing ACC staff to initiate the bid process for the Community Center Remodel project, concurrent with the master plan review process. Treasurer Mullarkey seconded. Voting took place; the motion passed unanimously.**

**C. Consider Approval of Master Plan Project Schedules and Provide Additional Direction as Needed**

President Willis stated it has been a very transparent, collaborative and objective process with tremendous input from the community and everyone who participated. President Willis stated that everyone should be proud of what's been accomplished thus far and the ACC is committed to have all four projects completed by 2020 as long as there are no unforeseen obstacles.

Mr. Shearer outlined the major points in the staff report and presented each of the schedules for consideration. The Board then heard public comments:

- Robb Charles, resident, stated he is in favor of the pickleball courts.
- Jack Schroeder, resident, stated he is opposed to the Meridian dog park site.
- Sheryl McKenzie, resident, stated she is in favor of the Meridian dog site.
- Ron Jerich, resident, stated he is in favor of all projects except has reservations on the dog park and costs for upkeep.
- Greyson Becal thanked the Board for everything they've done and he is very happy and grateful.

In response to a question about anticipated dog park operating costs, Mr. Shearer responded that the dog park is estimated to cost \$100,000 year. Mr. Shearer further stated that throughout the master plan process staff has consistently said that there is a need for user fees to partially offset the operating costs.

Director Halleran stated he doesn't believe traffic will be an issue at the Meridian site but residential proximity is a concern. Director Halleran further stated he doesn't see an issue with safety at the Parker Court site unless a restroom is installed which is not planned. Director Halleran stated he supports staff's recommendation.

Director Halleran stated he would like to see the names of those who submitted the proposals on dedication plaques once these projects are built to show our thanks and gratitude.

Secretary Cotton inquired about the plans for the pee wee youth soccer fields for this fall and Mr. Shearer stated there will be no impact fall of 2017 but in the future, there will be an impact and they will bring back a field allocation policy to the Board for review. Mr. Shearer stated we have more demand than available sport fields and we need a more defined policy to ensure there is a prioritization on how those fields are allocated. Secretary Cotton inquired if we could try using the alternative pee wee fields this fall and Mr. Shearer stated we could but we haven't developed the field scheduling plan as yet it so he would like the flexibility to continue using the existing pee wee fields. Secretary Cotton asked that the Board keep the youth in mind when considering the proposed timelines.

Vice President McKenzie stated he would like to see the dog park built sooner than the proposed schedule. He further stated he would support a compromise due to the constraints of getting everything done and will go with the proposed schedule. He also suggested that the Board defer a decision on the dog park location to allow more time for study.

Treasurer Mullarkey stated he is in favor of Proposal C because the enhancement fund stays healthy and his concerns are the financial risks and number of unknown decisions that each project carries. Treasurer Mullarkey also agrees to defer the dog park site decision until more analysis is done.

Director Kesselman stated he is in full support of all the projects as they will enhance the community and understands Treasurer Mullarkey's concerns on the enhancement fund balance dropping too low. Director Kesselman stated he believes the enhancement fund dollars are very conservative as forecasted and that he is in favor of the staff proposal. Director Kesselman also agrees to defer the dog park location until more analysis is done and said he has traffic concerns with the Parker Court site.

Director Halleran inquired if we hold off on projects three and four, would that hinder any Board movement and Mr. Shearer stated no; and that the Board could direct staff to do soil testing on both dog park sites.

President Willis asked that audience members involved with these projects stand up so they could be recognized and thanked.

President Willis stated this has been a great discussion and we need to make sure we address the \$10,000 to add shade and benches to the Skate Park. President Willis stated he doesn't want to see the enhancement fund balance get too low and that staff needs flexibility to adjust schedules with Board approval, as needed.

**Vice President McKenzie made a motion to approve pursuing the master plan projects pursuant to the proposed schedule in the following order: Community Center Remodel (2017 through early 2018); pickleball courts (starting in approx. the first half of 2018); dog park (starting approx. the second half of 2018); and skate park expansion (starting late 2019). The Board also authorized staff to add shade and benches to the existing skate park this year, and to do soil testing and further research on the two options for dog park sites (Meridian and Parker Court). Director Halleran seconded. Voting took place; the motion passed with 5 Ayes (Kesselman, Mullarkey, McKenzie, Halleran, and Willis) and 1 Nay (Cotton).**

## **NEW BUSINESS**

### **A. Consider Approval of Architectural Design for the Anthem Self Storage/The Bell Group**

Ms. Kohl stated Anthem Self Storage is proposing to build a new 7.49 acre, 137,644 s.f. facility. The project will be located at 39922 N. Gavilan Peak Parkway, on the parcel north of the Cross of Christ Church and south of Boulder Creek High School. The new facility will include 736 storage units (no manager's apartment) and 57 covered/uncovered outdoor RV parking spaces.

Ms. Kohl stated the project was originally approved by the ACC and Maricopa County in June of 2009; construction was never started. The architectural design was resubmitted in February 2017 and the ACC performed a second review (due to time elapsed since the first approval in 2009).

Director Halleran inquired if we could go back procedurally and reverse the decision and Ms. Kohl stated the mini storage is provided for in the supplemental declarations and that the prior approval stands. Mr. Ebertshauser agreed with Ms. Kohl and stated it's a detrimental reliance issue to the extent if Council has any inclination of modifying any prior approval that could have been relied on, he would be extremely hesitant to do so.

Director Kesselman asked if there were any changes from the 2009 design and Mr. Smith stated yes there were some minor changes.

Treasurer Mullarkey inquired if there would be any overhead parking canopies that can be seen from Gavilan Peak and Mr. Smith stated if we can see them, they may be asked to paint them.

**Vice President McKenzie made a motion to approve the proposed architectural design of a recreational vehicle storage yard and mini-storage facility at 39922 N. Gavilan Peak Parkway in Anthem, Maricopa County. Director Kesselman seconded. Voting took place; the motion passed unanimously.**

There being no further business to discuss, the meeting adjourned at 9:00 p.m.

Respectfully Submitted,

Kim Bodary

On Behalf of the Anthem Community Council Board of Directors