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community council

Meeting of the Board of Directors
September 27, 2017
Anthem Civic Building
3701 W. Anthem Way
Community Room

The Board of Directors will be meeting in executive (closed) session starting at 4:30 p.m. pursuant to A.R.S. Section 33-1804(A) (1) and (4).

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. July 26, 2017 Open Session Approved
   B. August 23, 2017 Work Session Approved
   C. September 5, 2017 Special Session Approved
6. **PRESENTATIONS/AWARDS/ANNOUNCEMENTS**
   A. Anthem Youth Advisory Council Announcements
   B. Acknowledge APRA Award for Outstanding Facility for Opportunity Way Park
   C. Acknowledge Recognition of the 3CMA Award
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) Economic Development Committee
         a. August 2, 2017 Meeting Minutes Approved
         b. September 13, 2017 Meeting Minutes Approved
   B. **APPROVE ANTHEM COUNTRY CLUB COMMUNITY ASSOCIATION'S REVISED DESIGN GUIDELINES Approved**
10. **DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AGENDA**
11. **COMMITTEE UPDATES AND ACTION ITEMS**

A. **Commercial Design Review Advisory Committee**
   1) Consider Approval of Architectural Design for Crossroads Church Approved
   2) Consider Approval of Architectural Design for Cirrus Building Approved

B. **Anthem Neighborhood Watch Report (Verbal)**

12. **OLD BUSINESS**
   A. Report on Soil Testing at Proposed Master Plan Dog Park Sites

13. **NEW BUSINESS**
   A. Consider Approval of Resolution 2017-R-07, Amending Part 7 of the Board Policy Manual, Anthem Civic Building Philosophies, Rules, Regulations, and Fee Structure Approved
   B. Consider Approval of Resolution 2017-R-08, Amending Part 4 of the Board Policy Manual, Committees Approved

14. **ADJOURNMENT**

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COMMUNICATION BRIEFING

September 27, 2017

MARK YOUR CALENDARS *Board presence requested.

- Sept. 28: Meditations for Settling the Mind, 6:30 p.m., Civic Building
- Sept. 30-Oct. 1: Parkside community-wide garage sale, 7 a.m.-owner's choice
- Oct. 5: Mind Quest, 6:30 p.m., Civic Building
- Oct. 7: Go Green, 8 a.m.-noon, Community Park; Resident Fitness Orientation and Parent-Teen Fitness Orientation, 9-10 a.m. and 10-11 a.m., Community Center
- Oct. 8: Resident Appreciation Open House, 11 a.m.-1 p.m., Community Center
- Oct. 9: Youth Day Camp, 7 a.m.-6 p.m., Community Center
- Oct. 12: Meditations for a Balanced Mind, 6:30 p.m., Civic Building
- Oct. 13: Representative Town Hall, 9 a.m., Civic Building
- Oct. 13: Alzheimer's Education, 9 a.m., Civic Building
- *Oct. 14: Java & Jammin'/New Resident Welcome/Public Art Opening, 9:30-11:30 a.m., Civic Building
- Oct. 14: Child and Babysitting Safety, 10 a.m.-3 p.m., Community Center
- Oct. 18: Senior Cinema Wednesday, 2 p.m., Civic Building
- Oct. 19: Parkside Board of Directors Meeting, 6 p.m., Civic Building
- Oct. 19: Meditations for a Balanced Mind, 6:30 p.m., Civic Building
- *Oct. 21-22: Autumnfest, 10 a.m.-5 p.m. (Sat.) & 10 a.m.-4 p.m. (Sun.), Community Park
- *Oct. 25: ACC Board of Directors Meeting, 6:30 p.m., Civic Building

CEO/COO/CFO OUTREACH AND GENERAL INFORMATION

- *Community Center Remodel Project*. County plan comments have been received and are being addressed by the architect. We anticipate a full four-week cycle from the date of architect's resubmittal for 2nd review. Therefore, the earliest this will be before the Board for vote to proceed will be the October Board meeting. We have also received requests from fitness instructors to include natural light and sound insulation for the fitness room.
- Staff has been focused on budget preparation; the Community Center remodel project; dog park site research; public art rotation; attending the legislative town halls; master plan work; reserve study request for proposals; revamping of the ACC's performance evaluation documentation, process, and training.
- The Community Center was highlighted on Channel 5 news on Friday, Aug. 25.
- *Threat Vulnerability Assessment*. Upon ACC's request, MCSO will be performing a TVA (Threat Vulnerability Assessment) at the Civic Building, Community Center, and Parks and Facilities building and yard this month as part of our ongoing commitment to the safety of our patrons, their guests, ACC staff and volunteers. The officers performing the TVA specialize in conducting this type of analysis. They will look at current areas of exposure in order to identify potential vulnerabilities, and will provide a written report with recommendations for measures to mitigate areas of vulnerability.

COMMUNICATIONS

- *Resource & Activity Guide.* The last 2017 guide is scheduled for Nov. 1 delivery.
- *3CMA Savvy Award Winner:* The City-County Communications Marketing Association (3CMA) named the ACC Communications Department's *Park and Rec Superheroes* campaign from last summer as the national winner for "Best Campaign Use of Social Media Tools." Kristi Northcutt accepted the award in California on Sept. 8.
- *Anthem Veterans Memorial.* The next paver installation is scheduled for Oct. 12, 9 a.m. (note change from Oct. 19 due to Autumnfest). This is the last installation prior to Veterans Day. Ceremony planning is underway. The nomination process is open for the Veterans Service Award; nominate online or download/print a form. OnlineAtAnthem.com/AVM
- *Autumnfest.* New this year, the ACC will host a scarecrow garden, coordinated by the Communications Department. Individuals/families, non-profits/clubs and Anthem businesses may enter a scarecrow for popular vote. Entries are due Oct. 11. Staff will be on site taking photos and video of the event, as well as working the scarecrow garden. Ads, promotions, press releases, etc. have been distributed.
- *New Resident Welcome.* The new resident welcome will be part of the Java & Jammin' and Public Art Opening on Oct. 14.
- *Staff Support.* Budget planning, HOAs, Civic Building/Community Center programs, LED sign scheduling, info and media requests, general photography, NR/DHCA meetings/partnerships, Anthem Neighborhood Watch, Autumnfest (banners, ads, etc.), Go Green, Public Art, Republic Services 2018 materials (review), etc.

Media Mentions (8/10/17-9/15/17)*

8/24/17	In & Out/NoPho News	Community Center Remodel will expand gym; (Cal.) Robotics, Tai Chi, Men's Softball, Jewelry Making, Resident Fitness Orientation
8/31/17	In & Out/NoPho News	(Cal.) Speed & Agility Clinic, Krav Maga, Alzheimer's; Art in Public Places: Enter by Sept. 5
9/6/17	In & Out/NoPho News	Anthem's Cell Towers; (Cal.) Mind Quest, Town Hall, Java, Kickball/Youth Rec Volleyball deadlines, Blood Drive, Alzheimer's
September	85086 Magazine	(Cal.) Alzheimer's, Parents' Night Out,
8/30/17	Foothills Focus	Blood Drive, Public Safety Roundtable

Other: SMARTDrive Connected Cars/Discovery Channel Canada visit feature in Supervisor Bill Gates' monthly update; Community Center featured in "20 Cities in 20 Days" on Ch. 5 TV
*Cal. = calendar.

Press Releases Issued

Autumnfest: PR-AutumnfestRevised-091317.pdf
Business Award Nominations: PR-BizAwardNominations-090717.pdf
Go Green: PR-GoGreen-090717.pdf

Analytics Snapshot (8/10/17-9/15/17)

Facebook: Post engagement is +12% over last month; Click-throughs to the webpage from posts is +21% over last month; posts with highest engagement were the eclipse, busy weekend activities and the new website launch.
Twitter: Tweets with most engagement were 3CMA Award, NRPA September calendar
E-News: Community Center (1), ACC (6), HOAs (5), Business (1). Average 34.4% open rate, 5.3% click-through rate

ECONOMIC DEV./BUSINESS SUPPORT

- *Business Awards.* The annual business awards nomination process is open through Oct. 30. Nominate a business online, or download a nomination form to submit.

COMMUNITY CENTER

- *Parking Lot.* The Community Center parking project was completed on Sept. 13. The parking lot was seal coated, re-lined and curbs painted.
- *New Fitness Equipment.* Five new Cybex Treadmills arrived and are on the fitness floor for residents to use.
- *Personnel.* Paul Rangel started Aug. 28 as the new Sports Program Manager replacing Taylor Snell. Alonzo Alarcon (AJ) started Sept. 6 as the new Aquatics Tech, assisting Aaron Brown.
- *Water Park.* The water park closed after Labor Day hours.The lap pool and diving well will continue to be open for residents.
- *Open House*. The Community Center will host a Resident Appreciation Open House, Oct. 8 from 11 a.m.-1 p.m. Program managers will be on hand to answer questions, promote upcoming/end of the year programs; prizes and discounts will be handed out to attendees. The Rock Wall will be open at no charge; demos of fitness classes will be offered in the back rooms; and volleyball games will be going on the gym. Stop by to sign up for fall programs at a discount!

ANTHEM CIVIC BUILDING

- *LED Lighting.* The first phase of the conversion installation to LED fixtures in the high usage areas is now complete.The next phase to complete the MCSO area will be placed on next year's schedule. This conversion project will reduce energy consumption and save in overall utility costs.
- *Rentals.* The Civic Building will be accepting 2018 rentals starting Oct. 1.
- *Closures.* The first floor of the ACB will be closed Dec. 23. 2017-Jan. 1, 2018 for holidays and maintenance/repairs.The building will reopen with regular hours Jan. 2.

PARKS & FACILITIES

- *Paseo*. The common area landscaping at the corner of Turtle Hill and Parker Lane is now underway, and will include a new curb design and sod replacement. Additional areas will be getting new plants and sod, some areas will be converted to desert landscaping, and a few trees will be removed. Scheduled completion is around mid-October.
- *Mailboxes*. Three more mailbox units in Parkside were replaced and new mailbox keys were delivered door-to-door upon completion. This concludes mailbox replacements for 2017. A limited number of mailbox units will be replaced each year through the Reserve Fund.
- *Entry Falls.* The Anthem Way entry falls resurfacing project commenced Sept. 18. The work is starting on the south falls and will wrap up on the north falls by mid-October.

Consideration has been given to traffic safety and neighborhood communication during this Reserve funded project.

- *Overseeding.* The overseeding for the winter rye grass in the Community Park is underway and will be completed by the end of September. The full overseeding/turf maintenance schedule is available online.

SPECIAL EVENTS

Autumnfest Arts & Crafts Festival:

- Thank you to BrightView (Title sponsor), First Impression Security Doors/Ironworks and EPCOR (Event sponsors), Merrill Gardens (Food Court sponsor) and HonorHealth (Scarecrow sponsor) for their generous support.
- Scarecrow Contest entries are being accepted through Oct. 11. Setup will take place Oct. 20 between 3-6:30 p.m. Categories include: Individual/family, non-profit/clubs and Anthem business. Prizes awarded to winners in all categories.
- Carnival will be arriving for setup Oct. 16, with an opening night of Oct. 19.

Community Events:

- First Responders Public Safety Day is scheduled for Oct. 14 on softball fields 3 and 4 from 10 a.m. to 2 p.m. As a part of the festivities, both Medic and MCSO Helicopters will be on (static) display.
- Aravaipa Running is hosting a Trailhead Thriller Run on Oct. 14 starting at 8 a.m. from the Anthem Trailhead. A first aid station will also be on-site.
- Farmers Market re-opens Oct. 29 in Community Park.
- Go Green recycling event is scheduled for Oct. 7 from 8 a.m. to noon in the lower parking lot of Community Park. Entrance to the recycling event is from Freedom Way to Whitman Drive only. A Traffic Control Plan is in place for the morning that will restrict entrance to the middle parking lot of Community Park from both north- and south-bound lanes of Gavilan Peak Parkway, as well as other minor restrictions.

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Financial Summary of Operations – 2017 July

Summary:

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

- **Balance Sheet Review:**
  - Net of cash balances due to our HOA partners, the ACC has $3.89 million in operating cash
  - Our adjusted Reserve Fund balances at $14.41 million remains fully funded against our 2013 independent Reserve Study. Planned expenditures for 2017 are $2.1million of which 45% have been expended to-date. 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 $1.49 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 July, total community open receivables are at $1.27 million, which is $350,000 below July 2016 and $630,000 below July 2015.

- **Income Statement Review:**
  - Net revenues ended July level with both the 2017 Budget and July 2016 actuals.
  - Overall utilities YTD costs are $12,000 favorable against budget and level against 2016. 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 $59,000 higher than YTD 2016 expenditures. Additional work on sports fields and repairs of irrigation sprinklers are key factors in higher YTD spending.
  - Resulting from successful YTD collections activities, financial costs were $89,000 favorable against budget and $35,000 favorable against 2016 results. Insurance premiums show a $33,000 reduction against budget as a result of negotiating for reduced brokerage charges.
  - Contracted services, which includes landscaping, janitorial and security costs, are $120,000 below budget as a result of both bringing several services in-house as well as some timing differences.

- 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: 8/15/2017

7 MONTH OF: JULY

	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	4,301,835	4,831,301					
Reserve Funds	13,911,349	14,285,314	14,417,856	14,210,825	14,289,034	14,283,635	14,414,681	14,415,348					
Enhancement Funds	1,071,035	1,134,293	1,186,911	1,220,557	1,285,066	1,341,847	1,422,282	1,490,016					
TOTAL Cash & Equivalents	**18,555,492**	**19,656,825**	**19,005,927**	**19,820,826**	**20,565,282**	**19,855,980**	**20,138,798**	**20,736,664**	**0**	**0**	**0**	**0**	**0**
Receivables - Assessments	606,741	769,560	641,040	554,698	691,759	584,674	530,982	687,446					
Receivables - Other	10,548	705	30,478	24,625	26,818	24,914	19,446	34,589					
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	935	1,294					
Receivables - Allowance for Bad Debts ( )	(589,665)	(579,124)	(570,034)	(520,080)	(543,739)	(524,351)	(518,512)	(516,300)					
TOTAL Net Receivables	**28,226**	**192,304**	**102,856**	**60,374**	**175,939**	**86,265**	**32,851**	**207,029**	**0**	**0**	**0**	**0**	**0**
Prepaid Expenses	134,810	136,959	120,084	120,452	97,630	74,338	296,756	254,733					
Inventory	588	588	586	586	577	535	583	543					
Accrued Revenues													
TOTAL Other Current Assets	**135,398**	**137,548**	**120,670**	**121,038**	**98,207**	**74,873**	**297,339**	**255,275**	**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**	**20,468,987**	**21,198,968**	**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	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	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	1,145,811	1,145,811					
Construction in Progress	2,637,995							65,387					
Less: Accumulated Book Depreciation	(17,586,151)	(17,561,669)	(17,625,300)	(17,688,399)	(17,752,684)	(17,816,379)	(17,879,664)	(17,942,950)					
TOTAL Fixed & Non-Current Assets	**15,696,376**	**15,617,072**	**15,553,440**	**15,490,342**	**15,448,202**	**15,383,507**	**15,320,221**	**15,322,323**	**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**	**35,789,209**	**36,521,291**	**0**	**0**	**0**	**0**	**0**
Current Liabilities													
Trade & Supplier Payables	139,431	121,584	217,017	189,634	198,148	179,169	316,251	324,631					
Payroll & Benefits	166,272	238,328	256,461	250,918	268,601	308,159	235,683	271,235					
Accrued - Trade & Supplier Obligations	32,577	46,676	58,216	70,565	39,956	169,320	50,107	45,621					
Accrued - Other													
Prepaid Assessments	1,016,495	329,788	441,523	1,547,214	372,286	527,906	1,106,712	260,412					
Deferred Assessments & Other Deferred Items	45,811	1,278,601	820,896	299,588	1,319,127	752,922	101,860	1,273,831					
Deposits	1,783	3,084	23,327	(3,545)	14,587	24,145	25,781	21,505					
Funds Due Partner HOAs	611,562	936,650	157,619	159,467	941,349	256,043	670,517	1,026,385					
Other Current & Deferred Liabilities	174,767	181,266	187,765	194,265	152,766	159,266	165,766	167,833					
Total Current Liabilities	**2,188,698**	**3,135,978**	**2,162,822**	**2,708,106**	**3,306,820**	**2,376,930**	**2,672,677**	**3,391,452**	**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**	**2,672,677**	**3,391,452**	**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	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	11,808,609	11,808,609					
Current Year Surplus (Deficit)	2,350,014	304,834	457,134	621,538	749,085	791,971	884,807	898,115					
TOTAL EQUITY	**32,226,794**	**32,467,770**	**32,620,070**	**32,784,474**	**32,980,809**	**33,023,695**	**33,116,532**	**33,129,839**	**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**	**35,789,209**	**36,521,291**	**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	4,831,301	3,573,108	3,752,422	2,242,347	2,336,362	2,188,872	2,541,774	1,824,039					
Reserve Funds	14,415,348	13,911,349	11,897,099	10,524,819	9,738,087	8,882,515	7,486,663	6,555,089					
Enhancement Funds	1,490,016	1,071,035	2,563,007	1,976,210	2,452,505	2,873,921	4,472,450	3,676,283					
TOTAL Cash & Equivalents	**20,736,664**	**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	687,446	606,741	838,770	1,167,572	1,054,657	1,159,694	1,160,967	1,287,359					
Receivables - Other	34,589	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	1,294	602	809										
Receivables - Allowance for Bad Debts ( )	(516,300)	(589,665)	(822,505)	(920,349)	(1,013,668)	(1,085,758)	(1,119,113)	(824,739)					
TOTAL Net Receivables	**207,029**	**28,226**	**26,637**	**772,206**	**90,004**	**116,819**	**100,226**	**490,656**	**0**	**0**	**0**	**0**	**0**
Prepaid Expenses	254,733	134,810	130,533	186,940	166,906	196,059	186,278	167,447					
Inventory	543	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	**255,275**	**135,398**	**130,867**	**204,529**	**201,151**	**235,929**	**312,720**	**217,573**	**0**	**0**	**0**	**0**	**0**
TOTAL CURRENT ASSETS	**21,198,968**	**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	65,387	2,637,995	239,972	118,768	1,972,455	0	6,864	4,613					
Less: Accumulated Book Depreciation	(17,942,950)	(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	**15,322,323**	**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	**36,521,291**	**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	324,631	139,431	338,524	198,078	690,457	181,516	122,710	173,746					
Payroll & Benefits	271,235	166,272	143,230	208,847	144,053	133,707	124,686	6,132					
Accrued - Trade & Supplier Obligations	45,621	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	260,412	1,016,495	999,589	443,699	978,493	867,838	810,447	794,045					
Deferred Assessments & Other Deferred Items	1,273,831	45,811	59,481	27,803	30,092	38,320	52,097	67,033					
Deposits	21,505	1,783	8,548	23,977	2,772	9,156	2,103	419					
Funds Due Partner HOAs	1,026,385	611,562	584,441			415,628	430,809						
Other Current & Deferred Liabilities	167,833	174,767	148,924	72,739	248,087	48,961	65,605	422,393					
Total Current Liabilities	**3,391,452**	**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	**3,391,452**	**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)	898,115	2,354,936	1,694,583	972,423	1,210,227	563,101	1,008,542	(36,274)					
TOTAL EQUITY	**33,129,839**	**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	**36,521,291**	**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 STATEMENT
MULTI-YEAR COMPARISON

RESTRICTED VIEWING & USE DOCUMENT

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NOT FOR COMMERCIAL USE - ANTHEM PROPERTY OWNERS ONLY

	December 2016	December 2015	December 2014	December 2013	December 2012	December 2011	December 2010
REVENUES							
Assessments	8,937,107	8,864,650	8,843,696	8,273,607	8,059,864	8,044,036	8,057,607
Community Center Programs	717,121	829,536	875,507	848,113	913,415	982,377	1,009,059
Special Events Programs	135,726	133,521	138,473	125,652	125,880	118,662	108,957
Resale & Disclosures	349,085	314,045	0	0	0	0	0
Enhancement Funds Received	738,604	693,658	541,723	745,431	584,770	576,273	581,101
All Other Revenue Sources	752,861	561,937	435,413	733,342	209,740	476,544	473,965
Total Gross Revenues	**11,630,504**	**11,397,347**	**10,834,812**	**10,726,145**	**9,893,669**	**10,197,892**	**10,230,689**
Transfers for Reserve Funding	2,010,000	1,860,000	1,860,000	1,388,772	1,388,772	1,041,612	798,824
Total Net Revenues	**9,620,504**	**9,537,347**	**8,974,812**	**9,337,373**	**8,504,897**	**9,156,280**	**9,431,865**
EXPENSES							
Special Events Costs	138,860	122,558	118,092	105,577	96,109	105,143	108,955
Community Center Program Costs	312,739	361,390	386,892	375,744	374,612	399,502	898,701
Community Center Program Compensation Costs	633,615	602,232	569,786	598,289	633,217	642,333	196,382
Community Involvment Costs	121,101	135,792	20,274	140,629	157,294	295,728	218,997
Utilities - Electric	456,911	505,761	475,683	535,345	453,777	385,941	377,293
Utilities - Gas	42,370	43,793	33,691	41,168	47,522	51,282	52,728
Utilities - Water	499,423	514,454	383,213	432,750	403,263	402,887	379,117
Repair & Maintenance - Compensation	666,449	614,468	568,042	604,787	526,084	725,866	687,223
Repair & Maintenance - Project Costs	859,524	891,164	530,651	619,941	1,120,915	484,047	579,970
Professional - Legal	194,941	117,355	319,284	192,267	270,575	478,082	797,516
Professional - Audit & Tax	25,886	41,650	18,500	38,475	18,500	22,000	20,775
Professional - All Other	128,641	108,161	45,255	65,034	17,951	25,379	34,648
Financial - Insurances	248,977	275,001	312,439	317,135	302,538	312,282	321,143
Financial - Bad Debt	(98,056)	(29,344)	(8,976)	(17,519)	53,545	396,948	478,780
Financial - All Other	50,770	47,014	37,048	128,089	44,299	56,809	136,625
Contract Services - Landscaping	1,118,031	1,113,792	1,029,976	1,086,974	1,171,295	1,097,213	1,304,483
Contract Services - Janitorial	356,245	345,034	313,643	285,412	276,280	231,352	174,898
Contract Services - 3rd Party Management	0	0	70,270	84,204	144,200	185,224	249,851
Contract Services - All Other	198,774	193,619	198,140	153,396	158,271	107,116	202,718
Human Resources Expenditures	77,484	70,252	50,375	42,590	43,438	55,123	113,101
Gen & Admin - Compensation, Taxes, Benefits	1,721,128	1,632,562	1,771,132	1,467,435	1,004,595	925,547	911,945
Gen & Admin - Postage / Printing / Supplies	107,614	115,342	147,721	126,704	128,958	132,688	161,628
Gen & Admin - Voice / Data / IT Services	135,614	129,303	118,275	94,541	84,418	83,886	87,298
Gen & Admin - All Other	135,412	122,413	56,536	49,562	43,106	71,320	46,837
Gen & Admin - Federal & State Taxes	87,253	78,050	50,484	63,426	22,722	0	110
Total Operating Expenses	**8,219,706**	**8,151,816**	**7,616,426**	**7,631,955**	**7,597,484**	**7,673,698**	**8,541,722**
Gross Surplus of Revenues Over Expenses	**3,410,798**	**3,245,531**	**3,218,386**	**3,094,190**	**2,296,185**	**2,524,194**	**1,688,967**
Depreciation	586,456	600,807	836,238	1,193,221	1,144,964	1,173,348	1,150,262
Reserve Fund Expenditures	693,214	1,068,477	1,640,028	894,170	812,934	559,257	697,420
Interest Income - All Sources	223,808	118,336	230,303	203,428	224,814	216,953	122,441
All Other Non-Cash Outflows							
Net Surplus of Revenues Over Expenses	**2,354,936**	**1,694,583**	**972,423**	**1,210,227**	**563,101**	**1,008,542**	**(36,274)**

ANTHEM COMMUNITY COUNCIL

CONSOLIDATED PROFIT & LOSS
2017 - JULY

RESTRICTED VIEWING & USE DOCUMENT
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NOT FOR COMMERCIAL USE - ANTHEM PROPERTY OWNERS ONLY

7 MONTH OF: JULY

	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	4,744,858	90.1%		683,030	675,124	675,053	678,881	677,372	676,986	678,413	-	-	-	-	-
Assessments - Non-Residential	205,166	3.9%		28,902	28,902	28,902	28,902	28,902	28,902	31,755	-	-	-	-	-
Assessments - Apartments & MultiUnit	184,106	3.5%		26,301	26,301	26,301	26,301	26,301	26,301	26,301	-	-	-	-	-
Assessments - Benefitted & Builder	24,723	0.5%		6,320	6,320	(13,282)	6,320	6,385	6,320	6,340	-	-	-	-	-
Community Programs Revenues	507,075	9.6%		67,415	37,695	36,033	73,306	69,604	125,781	97,240	-	-	-	-	-
Special Events Revenues	102,089	1.9%		7,800	20,908	45,850	325	5,205	5,542	16,460	-	-	-	-	-
Other "Soft" Revenues	67,666	1.3%		8,451	9,402	10,907	19,714	(396)	7,094	12,493	-	-	-	-	-
Reimbursements	-	0.0%		-	-	-	-	-	-	-	-	-	-	-	-
Revenues - Rentals	262,717	5.0%		28,897	34,926	39,502	45,004	38,078	40,996	35,315	-	-	-	-	-
Revenues - Resale & Disclosures	233,995	4.4%		28,385	23,070	29,550	40,065	36,165	36,940	39,820	-	-	-	-	-
Enhancement Fees	506,865	9.6%		64,130	50,540	64,142	83,365	78,720	80,119	85,849	-	-	-	-	-
Transfers to Enhancement Fund	(506,865)	-9.6%		(64,130)	(50,540)	(64,142)	(83,365)	(78,720)	(80,119)	(85,849)	-	-	-	-	-
Transfers to Reserve Fund	(1,190,000)	-22.6%		(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	-	-	-	-	-
Other Non-Classified Incomes	125,853	2.4%		10,429	15,808	22,587	17,761	22,224	23,996	13,047	-	-	-	-	-
TOTAL ASSESSMENTS & INCOME	5,268,248	100.0%		725,931	708,455	731,402	766,578	739,841	808,858	787,183	-	-	-	-	-
PROGRAMS															
Salaries & Payroll	459,255	8.7%	9.2%	23,746	27,866	29,670	38,626	55,810	150,551	132,986	-	-	-	-	-
Medical, Benefits & Taxes	61,658	1.2%	1.2%	5,327	5,638	5,216	5,766	7,431	17,424	14,856	-	-	-	-	-
Direct CC Program Expenses	186,856	3.5%	3.7%	26,298	29,369	22,898	23,625	23,632	33,505	27,529	-	-	-	-	-
Direct Special Events Expenses	103,404	2.0%	2.1%	-	-	27,292	8,110	22,408	367	45,227	-	-	-	-	-
TOTAL PROGRAM COSTS	811,173	15.4%	16.3%	55,371	62,873	85,075	76,127	109,280	201,847	220,599	-	-	-	-	-
COMMUNITY INVOLVEMENT															
Resident Relations & Meetings	17,506	0.3%	0.4%	1,009	1,555	5,293	2,455	2,308	2,916	1,971	-	-	-	-	-
Committee & Volunteer Support	7,222	0.1%	0.1%	180	1,465	3,120	700	601	464	691	-	-	-	-	-
Newsletter & Activity Guide	34,814	0.7%	0.7%	7,578	-	9,273	-	9,335	-	8,629	-	-	-	-	-
Economic Development	9,746	0.2%	0.2%	3,031	67	265	708	35	5,330	309	-	-	-	-	-
Marketing, Website & Other	21,908	0.4%	0.4%	14,375	1,103	3,270	954	517	1,415	274	-	-	-	-	-
TOTAL - COMMUNITY	91,196	1.7%	1.8%	26,174	4,190	21,221	4,817	12,795	10,125	11,874	-	-	-	-	-
UTILITIES															
Electric	275,718	5.2%	5.5%	34,583	31,276	27,369	31,490	35,640	38,400	76,960	-	-	-	-	-
Gas	27,857	0.5%	0.6%	4,762	7,090	5,507	4,115	3,570	2,205	608	-	-	-	-	-
Water	237,972	4.5%	4.8%	16,972	17,170	17,324	34,291	44,771	56,472	50,972	-	-	-	-	-
TOTAL UTILITIES	541,547	10.3%	10.9%	56,316	55,536	50,200	69,896	83,981	97,077	128,541	-	-	-	-	-
REPAIRS & MAINT															
Salaries & Payroll	358,762	6.8%	7.2%	51,680	41,851	47,501	55,033	56,050	54,207	52,440	-	-	-	-	-
Medical, Benefits & Taxes	81,135	1.5%	1.6%	13,653	12,554	11,471	10,296	11,128	11,267	10,766	-	-	-	-	-
Salaries & Payroll - Park Patrol	-	0.0%	0.0%	-	-	-	-	-	-	-	-	-	-	-	-
Benefits & Taxes - Park Patrol	-	0.0%	0.0%	-	-	-	-	-	-	-	-	-	-	-	-
Common Area Maintenance	82,779	1.6%	1.7%	(27)	4,264	4,197	49,682	17,041	2,494	5,128	-	-	-	-	-
Parks - Repair & Maintenance	5,764	0.1%	0.1%	435	694	332	596	2,984	106	618	-	-	-	-	-
Community Center Maintenance	20,851	0.4%	0.4%	2,779	2,205	772	957	12,591	661	885	-	-	-	-	-
HVAC & Plumbing	28,833	0.5%	0.6%	5,954	4,158	6,234	2,605	3,418	367	6,097	-	-	-	-	-
Pools, Spas & Water Features	47,964	0.9%	1.0%	4,994	3,320	7,692	7,459	6,704	11,320	6,477	-	-	-	-	-
Irrigation	56,463	1.1%	1.1%	6,657	6,968	20,439	4,939	7,315	5,937	4,208	-	-	-	-	-
Tools, Janitorial Supplies, Other	71,704	1.4%	1.4%	4,944	15,651	17,193	2,820	6,180	19,372	5,544	-	-	-	-	-
R&M - Facilities & Equipment	37,024	0.7%	0.7%	2,532	1,786	10,301	5,011	9,895	4,336	3,163	-	-	-	-	-
R&M - Grounds & Other	139,367	2.6%	2.8%	6,208	75,275	8,259	7,613	9,470	26,234	6,307	-	-	-	-	-
Repair, Replace & Maint - All Other	15,582	0.3%	0.3%	1,226	789	271	3,746	1,050	3,031	5,470	-	-	-	-	-
TOTAL REPAIRS & MAINTENANCE	946,229	18.0%	19.0%	101,035	169,517	134,662	150,755	143,824	139,332	107,104	-	-	-	-	-
PROFESSIONAL															
Legal - General	37,765	0.7%	0.8%	11,437	6,525	4,593	3,918	3,356	2,469	5,467	-	-	-	-	-
Legal - Collection	56,122	1.1%	1.1%	6,803	9,446	13,114	7,819	7,630	6,821	4,490	-	-	-	-	-
Legal - Water	-	0.0%	0.0%	-	-	-	-	-	-	-	-	-	-	-	-
Audit & Accounting & Tax	17,475	0.3%	0.4%	-	-	-	12,000	-	5,475	-	-	-	-	-	-
Professional Services & Property Resale	38,205	0.7%	0.8%	6,055	8,727	11,720	(14,925)	8,443	9,917	8,267	-	-	-	-	-
TOTAL PROFESSIONAL	149,567	2.8%	3.0%	24,295	24,698	29,427	8,812	19,429	24,682	18,225	-	-	-	-	-

ANTHEM COMMUNITY COUNCIL

CONSOLIDATED PROFIT & LOSS
2017 - JULY

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7 MONTH OF: JULY

	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	22,857	0.4%	0.5%	1,052	1,682	3,744	11,127	1,644	1,880	1,727	-	-	-	-	-
Insurances	143,058	2.7%	2.9%	20,867	20,867	21,772	20,559	20,867	19,060	19,066	-	-	-	-	-
Bad Debts	(28,857)	-0.5%	-0.6%	(10,929)	(20,569)	(15,924)	27,094	(22,033)	849	12,655	-	-	-	-	-
Licenses, Permits, Fees & Other	22,581	0.4%	0.5%	2,653	3,005	4,129	2,480	3,490	3,075	3,748	-	-	-	-	-
TOTAL FINANCIAL	159,638	3.0%	3.2%	13,643	4,985	13,721	61,261	3,968	24,865	37,196	-	-	-	-	-
CONTRACT SERVICES															
Landscaping	649,712	12.3%	13.0%	92,816	92,816	92,816	92,816	92,816	92,816	92,816	-	-	-	-	-
Janitorial & Sanitation	211,487	4.0%	4.2%	29,615	29,864	29,733	29,938	29,235	31,750	31,352	-	-	-	-	-
Security Monitoring	82,004	1.6%	1.6%	11,822	8,197	13,419	11,141	11,401	10,423	15,601	-	-	-	-	-
Maintenance & Services	20,383	0.4%	0.4%	2,114	3,319	3,772	2,044	3,319	3,772	2,044	-	-	-	-	-
Equipment & Professional Services	2,745	0.1%	0.1%	-	-	1,372	-	-	1,372	-	-	-	-	-	-
Other Contracted Services	34,885	0.7%	0.7%	4,969	4,969	4,969	4,969	4,969	4,969	5,069	-	-	-	-	-
TOTAL CONTRACT SERVICES	1,001,216	19.0%	20.1%	141,336	139,166	146,081	140,908	141,741	145,102	146,882	-	-	-	-	-
HUMAN RESOURCES															
Recruitment	4,207	0.1%	0.1%	-	460	362	1,044	901	228	1,212	-	-	-	-	-
Training & Education	6,291	0.1%	0.1%	-	240	2,357	-	1,832	2,327	(465)	-	-	-	-	-
Payroll Processing	16,331	0.3%	0.3%	1,983	3,248	2,371	1,910	2,432	3,908	478	-	-	-	-	-
Community & Employee Events	12,425	0.2%	0.2%	1,775	1,775	1,775	1,775	1,775	1,775	1,775	-	-	-	-	-
Uniforms and Other	4,864	0.1%	0.1%	110	599	513	673	1,680	546	742	-	-	-	-	-
TOTAL HR	44,117	0.8%	0.9%	3,868	6,322	7,378	5,402	8,621	8,784	3,743	-	-	-	-	-
GENERAL & ADMIN															
Salaries & Payroll	920,251	17.5%	18.5%	146,382	137,796	109,297	118,104	130,832	141,751	136,090	-	-	-	-	-
Medical, Benefits & Taxes	167,405	3.2%	3.4%	28,496	27,357	26,016	20,292	22,886	19,875	22,483	-	-	-	-	-
401K Programs & Administration	29,532	0.6%	0.6%	3,634	4,226	4,269	3,442	4,098	5,870	3,993	-	-	-	-	-
Office Consumables	12,683	0.2%	0.3%	594	2,195	1,579	2,208	2,235	1,934	1,937	-	-	-	-	-
Postage, Printing & Copies	16,866	0.3%	0.3%	1,086	559	7,496	(266)	8,559	(157)	(412)	-	-	-	-	-
Office Equipment	7,286	0.1%	0.1%	404	446	3,750	340	1,936	138	272	-	-	-	-	-
Reimbursements	8,191	0.2%	0.2%	464	401	517	1,267	2,213	2,086	1,243	-	-	-	-	-
Dues & Subscriptions	6,552	0.1%	0.1%	749	1,445	822	531	784	658	1,563	-	-	-	-	-
Equipment Lease & Rentals	13,724	0.3%	0.3%	119	4,480	1,761	1,604	2,227	1,623	1,910	-	-	-	-	-
Voice, Cell & Data Services	38,685	0.7%	0.8%	5,440	5,533	5,416	5,699	5,476	5,576	5,545	-	-	-	-	-
IT Services	31,612	0.6%	0.6%	3,434	6,090	6,175	3,096	4,881	3,691	4,244	-	-	-	-	-
Signs	4,249	0.1%	0.1%	66	1,763	1,079	596	386	-	359	-	-	-	-	-
Other General & Administrative	(18,643)	-0.4%	-0.4%	(2,333)	(4,502)	(4,487)	7,948	(18,819)	6,869	(3,320)	-	-	-	-	-
TOTAL GENERAL & ADMIN	1,238,394	23.5%	24.9%	188,537	187,788	163,690	164,862	167,695	189,913	175,908	-	-	-	-	-
TOTAL OPERATING COSTS	4,983,077	94.6%	100.0%	610,575	655,074	651,457	682,841	691,335	841,725	850,071	-	-	-	-	-
GROSS SURPLUS (DEFICIT)	285,170	5.4%		115,356	53,381	79,945	83,738	48,506	(32,867)	(62,888)	-	-	-	-	-
Depreciation	444,645	8.4%	8.9%	63,717	63,632	63,098	62,933	64,695	63,285	63,285	-	-	-	-	-
Interest Income / Interest Expense	26,887	0.5%	0.5%	1,685	3,928	4,067	4,491	4,273	4,134	4,309	-	-	-	-	-
Taxes on Income	41,067	0.8%	0.8%	6,500	6,500	6,500	6,500	6,500	6,500	2,067	-	-	-	-	-
OPERATING FUND SURPLUS / (DEFICIT)	(173,654)	-3.3%		46,825	(12,823)	14,414	18,796	(18,417)	(98,519)	(123,931)	-	-	-	-	-
CUMULATIVE SURPLUS / (DEFICIT)					34,002	48,416	67,212	48,795	(49,723)	(173,654)	(173,654)	(173,654)	(173,654)	(173,654)	(173,654)
CHANGE IN EQUITY POSITION															
Impact of OPERATING FUND	(173,654)			46,825	(12,823)	14,414	18,796	(18,417)	(98,519)	(123,931)	-	-	-	-	-
Impact of ENHANCEMENT FUND	498,170			65,681	52,619	64,559	51,711	66,619	60,409	136,571	-	-	-	-	-
Impact of RESERVE FUND	573,599			173,010	132,542	84,671	57,063	(5,399)	131,046	667	-	-	-	-	-
MONTHLY EQUITY CHANGE				285,516	172,338	163,644	127,570	42,803	92,937	13,307	-	-	-	-	-
ANNUALIZED EQUITY CHANGE	898,115			285,516	457,854	621,498	749,068	791,871	884,807	898,115	-	-	-	-	-

ANTHEM COMMUNITY COUNCIL

CONSOLIDATED PROFIT & LOSS
2017 - JULY

RESTRICTED VIEWING & USE DOCUMENT

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7 MONTH OF: JULY

	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	4,744,858	4,743,693	4,744,081	4,746,704	1,164	777	0.0%	0.0%	8,135,265	8,134,101	8,132,112	8,131,345
Assessments - Non-Residential	205,166	217,013	203,638	196,241	(11,848)	1,528	-5.5%	0.8%	362,875	374,723	348,147	341,855
Assessments - Apartments & MultiUnit	184,106	184,107	184,106	184,106	(1)	-	0.0%	0.0%	315,611	315,612	315,611	315,611
Assessments - Benefitted & Builder	24,723	44,240	44,240	44,240	(19,517)	(19,517)	-44.1%	-44.1%	56,323	75,840	141,237	75,840
Community Programs Revenues	507,075	558,888	498,206	551,842	(51,814)	8,869	-9.3%	1.8%	759,539	811,353	717,121	829,536
Special Events Revenues	102,089	77,625	84,677	86,058	24,464	17,412	31.5%	20.6%	138,939	114,475	135,726	133,521
Other "Soft" Revenues	67,666	21,375	111,373	41,352	46,291	(43,707)	216.6%	-39.2%	68,791	22,500	173,848	58,415
Reimbursements	-	37,200	-	-	(37,200)	-	-100.0%		28,000	65,200	-	-
Revenues - Rentals	262,717	250,562	253,325	226,211	12,155	9,393	4.9%	3.7%	429,955	417,800	422,488	385,996
Revenues - Resale & Disclosures	233,995	166,075	204,355	191,505	67,920	29,640	40.9%	14.5%	338,020	270,100	349,085	314,045
Enhancement Fees	506,865	329,875	427,610	434,000	176,990	79,256	53.7%	18.5%	713,490	536,500	738,604	693,658
Transfers to Enhancement Fund	(506,865)	(336,292)	(427,610)	(434,000)	(170,574)	(79,256)	50.7%	18.5%	(707,074)	(536,500)	(738,604)	(693,658)
Transfers to Reserve Fund	(1,190,000)	(1,190,000)	(1,172,500)	(1,085,000)	(0)	(17,500)	0.0%	1.5%	(2,040,000)	(2,040,000)	(2,010,000)	(1,860,000)
Other Non-Classified Incomes	125,853	54,636	91,078	66,733	71,217	34,775	130.3%	38.2%	161,052	89,835	122,617	94,878
TOTAL ASSESSMENTS & INCOME	**5,268,248**	**5,158,999**	**5,246,579**	**5,249,994**	**109,249**	**21,669**	**2.1%**	**0.4%**	**8,760,788**	**8,651,539**	**8,847,992**	**8,821,041**
PROGRAMS												
Salaries & Payroll	459,255	352,386	397,744	367,143	(106,869)	(61,511)	-30.3%	-15.5%	641,056	534,187	547,939	520,345
Medical, Benefits & Taxes	61,658	32,458	60,129	56,035	(29,200)	(1,529)	-90.0%	-2.5%	84,842	55,642	85,676	81,887
Direct CC Program Expenses	186,856	225,865	210,005	223,718	39,009	23,149	17.3%	11.0%	305,058	344,066	312,739	361,390
Direct Special Events Expenses	103,404	105,885	100,779	98,892	2,481	(2,625)	2.3%	-2.6%	137,954	140,435	138,860	122,558
TOTAL PROGRAM COSTS	**811,173**	**716,593**	**768,656**	**745,788**	**(94,579)**	**(42,516)**	**-13.2%**	**-5.5%**	**1,168,910**	**1,074,331**	**1,085,213**	**1,086,180**
COMMUNITY INVOLVEMENT												
Resident Relations & Meetings	17,506	27,965	11,197	9,402	10,459	(6,309)	37.4%	-56.3%	33,291	43,750	23,193	13,924
Committee & Volunteer Support	7,222	6,175	3,310	1,282	(1,047)	(3,912)	-17.0%	-118.2%	7,222	6,175	7,257	6,697
Newsletter & Activity Guide	34,814	36,072	33,350	32,808	1,258	(1,465)	3.5%	-4.4%	52,742	54,000	48,241	50,607
Economic Development	9,746	16,312	11,794	2,459	6,566	2,048	40.3%	17.4%	18,574	25,140	19,717	22,878
Marketing, Website & Other	21,908	28,535	7,866	23,461	6,627	(14,041)	23.2%	-178.5%	48,433	55,060	22,693	41,686
TOTAL - COMMUNITY	**91,196**	**115,059**	**67,518**	**69,413**	**23,863**	**(23,678)**	**20.7%**	**-35.1%**	**160,262**	**184,125**	**121,101**	**135,792**
UTILITIES												
Electric	275,718	287,911	246,423	274,641	12,193	(29,295)	4.2%	-11.9%	487,389	499,582	456,911	505,761
Gas	27,857	30,550	32,253	31,763	2,693	4,396	8.8%	13.6%	48,515	51,208	42,370	43,793
Water	237,972	261,544	298,036	282,379	23,572	60,064	9.0%	20.2%	457,232	480,804	499,423	514,454
TOTAL UTILITIES	**541,547**	**580,004**	**576,712**	**588,782**	**38,458**	**35,165**	**6.6%**	**6.1%**	**993,136**	**1,031,594**	**998,704**	**1,064,007**
REPAIRS & MAINT												
Salaries & Payroll	358,762	384,571	293,941	268,702	25,809	(64,820)	6.7%	-22.1%	636,588	662,397	512,725	473,480
Medical, Benefits & Taxes	81,135	83,352	89,588	85,186	2,216	8,453	2.7%	9.4%	140,672	142,889	153,724	140,988
Salaries & Payroll - Park Patrol	-	-	-	-	-	-			-	-	-	-
Benefits & Taxes - Park Patrol	-	-	-	-	-	-			-	-	-	-
Common Area Maintenance	82,779	78,524	79,627	93,683	(4,255)	(3,152)	-5.4%	-4.0%	101,157	96,902	134,337	138,250
Parks - Repair & Maintenance	5,764	20,417	3,265	16,962	14,652	(2,500)	71.8%	-76.6%	20,348	35,000	5,324	19,929
Community Center Maintenance	20,851	18,475	15,123	14,535	(2,376)	(5,729)	-12.9%	-37.9%	31,951	29,575	32,510	25,485
HVAC & Plumbing	28,833	29,098	22,893	22,047	265	(5,941)	0.9%	-25.9%	46,731	46,996	31,419	32,407
Pools, Spas & Water Features	47,964	62,210	65,030	50,662	14,246	17,066	22.9%	26.2%	89,654	103,900	112,334	93,764
Irrigation	56,463	33,083	44,791	40,117	(23,380)	(11,672)	-70.7%	-26.1%	80,380	57,000	79,507	62,036
Tools, Janitorial Supplies, Other	71,704	54,317	57,701	35,313	(17,388)	(14,003)	-32.0%	-24.3%	109,788	92,400	78,171	62,886
R&M - Facilities & Equipment	37,024	32,347	76,401	58,860	(4,678)	39,377	-14.5%	51.5%	58,608	53,930	189,850	82,445
R&M - Grounds & Other	139,367	108,965	122,109	245,068	(30,402)	(17,258)	-27.9%	-14.1%	224,782	194,380	171,367	340,501
Repair, Replace & Maint - All Other	15,582	33,112	15,776	22,201	17,530	194	52.9%	1.2%	37,662	55,192	24,705	33,463
TOTAL REPAIRS & MAINTENANCE	**946,229**	**938,470**	**886,244**	**953,337**	**(7,759)**	**(59,985)**	**-0.8%**	**-6.8%**	**1,578,320**	**1,570,561**	**1,525,973**	**1,505,632**
PROFESSIONAL												
Legal - General	37,765	46,500	24,083	18,581	8,735	(13,681)	18.8%	-56.8%	76,265	85,000	48,239	39,480
Legal - Collection	56,122	38,000	91,553	39,250	(18,122)	35,431	-47.7%	38.7%	86,122	68,000	146,702	77,265
Legal - Water	-	30,550	-	276	30,550	-	100.0%		22,250	52,800	-	611
Audit & Accounting & Tax	17,475	19,760	20,075	15,000	2,285	2,600	11.6%	13.0%	29,475	31,760	25,886	41,650
Professional Services & Property Resale	38,205	88,560	66,425	67,779	50,355	28,220	56.9%	42.5%	98,730	149,085	126,641	108,161
TOTAL PROFESSIONAL	**149,567**	**223,370**	**202,136**	**140,885**	**73,803**	**52,569**	**33.0%**	**26.0%**	**312,842**	**386,645**	**349,468**	**267,166**

ANTHEM COMMUNITY COUNCIL

CONSOLIDATED PROFIT & LOSS
2017 - JULY

RESTRICTED VIEWING & USE DOCUMENT

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7 MONTH OF: JULY

	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	22,857	27,697	14,611	14,236	4,840	(8,245)	17.5%	-56.4%	42,640	47,480	21,151	22,065
Insurances	143,058	222,855	144,010	163,647	79,797	952	35.8%	0.7%	311,882	391,679	248,977	275,001
Bad Debts	(28,857)	80,957	6,426	43,773	109,814	35,283	135.6%	549.1%	29,426	139,240	(98,056)	(29,344)
Licenses, Permits, Fees & Other	22,581	39,190	20,894	16,023	16,609	(1,686)	42.4%	-8.1%	47,356	63,965	29,619	24,949
TOTAL FINANCIAL	159,638	370,698	185,941	237,678	211,060	26,302	56.9%	14.1%	431,304	642,364	201,690	292,671
CONTRACT SERVICES												
Landscaping	649,712	702,817	653,951	649,712	53,105	4,239	7.6%	0.6%	1,114,295	1,167,400	1,118,031	1,113,792
Janitorial & Sanitation	211,487	221,320	207,667	200,816	9,833	(3,820)	4.4%	-1.8%	363,337	373,170	356,245	345,034
Security Monitoring	82,004	90,293	56,994	55,965	8,289	(25,010)	9.2%	-43.9%	144,035	152,324	102,553	95,796
Maintenance & Services	20,383	9,548	16,956	20,653	(10,835)	(3,428)	-113.5%	-20.2%	27,315	16,480	31,746	34,210
Equipment & Professional Services	2,745	60,595	2,653	2,565	57,850	(92)	95.5%	-3.4%	47,026	104,876	5,427	5,129
Other Contracted Services	34,885	74,608	34,253	34,037	39,723	(632)	53.2%	-1.8%	88,177	127,900	59,047	58,484
TOTAL CONTRACT SERVICES	1,001,216	1,159,181	972,474	963,747	157,965	(28,742)	13.6%	-3.0%	1,784,185	1,942,150	1,673,050	1,652,445
HUMAN RESOURCES												
Recruitment	4,207	7,631	5,993	6,443	3,425	1,787	44.9%	29.8%	10,157	13,581	9,121	9,024
Training & Education	6,291	23,971	7,375	3,049	17,680	1,084	73.8%	14.7%	14,561	32,241	12,966	11,705
Payroll Processing	16,331	16,683	17,031	13,667	353	700	2.1%	4.1%	28,247	28,600	28,109	24,085
Community & Employee Events	12,425	12,600	12,425	11,900	175	-	1.4%	0.0%	21,425	21,600	20,725	20,400
Uniforms and Other	4,864	4,266	2,928	2,777	(598)	(1,936)	-14.0%	-66.1%	9,237	8,639	6,564	5,038
TOTAL HR	44,117	65,152	45,752	37,835	21,035	1,634	32.3%	3.6%	83,627	104,661	77,484	70,252
GENERAL & ADMIN												
Salaries & Payroll	920,251	1,027,858	876,614	863,325	107,607	(43,637)	10.5%	-5.0%	1,633,865	1,741,472	1,501,805	1,463,567
Medical, Benefits & Taxes	167,405	279,419	181,047	171,484	112,014	13,642	40.1%	7.5%	366,990	479,003	299,689	291,553
401K Programs & Administration	29,532	23,660	28,488	25,665	(5,872)	(1,044)	-24.8%	-3.7%	46,432	40,560	50,093	44,655
Office Consumables	12,683	27,978	12,572	15,322	15,295	(111)	54.7%	-0.9%	32,953	48,248	24,148	28,708
Postage, Printing & Copies	16,866	73,301	31,492	35,905	56,435	14,626	77.0%	46.4%	94,306	150,740	65,365	79,341
Office Equipment	7,286	23,600	5,740	5,148	16,314	(1,545)	69.1%	-26.9%	11,286	27,600	18,101	7,293
Reimbursements	8,191	6,632	3,674	4,523	(1,559)	(4,518)	-23.5%	-123.0%	11,417	9,859	9,424	8,715
Dues & Subscriptions	6,552	10,761	12,295	15,504	4,209	5,743	39.1%	46.7%	11,267	15,476	21,594	19,420
Equipment Lease & Rentals	13,724	2,860	4,120	7,918	(10,864)	(9,604)	-379.9%	-233.1%	16,344	5,480	6,170	14,728
Voice, Cell & Data Services	38,685	114,599	45,611	44,001	75,914	6,925	66.2%	15.2%	93,655	169,569	76,717	78,805
IT Services	31,612	-	34,896	26,932	(31,612)	3,284		9.4%	31,612	-	58,897	50,498
Signs	4,249	10,217	3,793	9,209	5,968	(456)	58.4%	-12.0%	10,934	16,901	18,933	12,870
Other General & Administrative	(18,643)	4,220	(20,102)	(1,816)	22,863	(1,459)	541.8%	7.3%	(21,083)	1,780	29,199	22,025
TOTAL GENERAL & ADMIN	1,238,394	1,605,105	1,220,239	1,223,120	366,711	(18,155)	22.8%	-1.5%	2,339,978	2,706,689	2,180,135	2,122,178
TOTAL OPERATING COSTS	4,983,077	5,773,634	4,925,672	4,960,586	790,556	(57,406)	13.7%	-1.2%	8,852,564	9,643,120	8,212,818	8,196,324
GROSS SURPLUS (DEFICIT)	285,170	(614,635)	320,907	289,408	899,805	(35,737)	-146.4%	-11.1%	(91,776)	(991,581)	635,174	624,717
Depreciation	444,645	465,500	347,413	350,948	20,855	(97,232)	4.5%	-28.0%	777,145	798,000	586,456	600,807
Interest Income / Interest Expense	26,887	8,330	14,839	9,610	18,557	12,048	222.8%	81.2%	32,837	14,280	33,908	22,648
Taxes on Income	41,067	46,200	45,500	46,258	5,133	4,433	11.1%	9.7%	74,067	79,200	78,000	78,050
OPERATING FUND SURPLUS / (DEFICIT)	(173,654)	(1,118,005)	(57,166)	(98,187)	944,350	(116,488)	-84.5%	203.8%	(910,151)	(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

RESTRICTED VIEWING & USE DOCUMENT

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	THIS MONTH Actual	NEXT Month Projected	2 MONTHS Projected	3 MONTHS Projected
CASH INFLOWS				
Opening Operating Cash Balance	4,301,835	4,831,301	3,480,657	2,970,657
Collections of HOA's Cash	936,444	160,000	140,000	650,000
Collection of ACC Assessments & Fees	1,191,324	325,800	275,000	850,000
Programs & Other Cash Received	32,464	25,000	40,000	40,000
Other Cash Inflows (Net) Prepaid Assessments				
TOTAL CASH INFLOWS	6,462,067	5,342,101	3,935,657	4,510,657
CASH OUTFLOWS				
Business Payables & Business Payments Out	387,226	425,000	340,000	350,000
Payroll, Benefits & Social Taxes	349,217	330,000	295,000	280,000
Transfers to Reserve Fund	170,000	170,000	170,000	170,000
Transfers to HOAs for Their Collected Cash	670,517	936,444	160,000	140,000
Specialty Outflows	53,806			
Other Cash Out				
TOTAL CASH OUTFLOWS	1,630,766	1,861,444	965,000	940,000
CASH BALANCE (per Balance Sheet)	4,831,301	3,480,657	2,970,657	3,570,657
Less: This Month's HOA Cash Collected	936,444	160,000	140,000	650,000
Less: Outflows to Reserve or Enh Fund				
Less: Additional Planned Reserve Contributions				
NET ADJUSTED CASH BALANCE	3,894,857	3,320,657	2,830,657	2,920,657
Times Outflow Coverage of Ending Balance	*4.22*	*3.60*	*3.07*	*3.16*
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	1,088,088	1.103%	BlackRock Portfolio	6,964,124	1.102%	BlackRock Portfolio	1,209,060	1.098%
Deer Valley Credit Union	121,303	0.050%	JP Morgan Portfolio	1,100,603	1.098%			
Mid-First Bank	985	0.250%	TAB Bank	247,598	1.210%			
			MidFirst Bank	251,999	0.300%			
JPMChase - Operating	1,142	0.200%	CalFirst Bank	256,591	1.000%			
JPMChase - Investment	1,083,952	1.099%	Synchrony Bank	257,408	1.250%			
Cash In Transit	52,179	0.000%	EverBank	249,322	1.230%			
Petty Cash	1,975	0.000%	GIANT Bank	248,050	1.220%			
Cash Due to HOAs	936,444	0.000%	Alliance - Paseo Reserves	50,663	0.200%	Owed FROM Operating Account	68,559	
Free Cash in Alliance Bank	1,015,767.29	0.300%	Eaton Vance	1,544,322	1.134%			
			Alliance Bank	3,244,000.62	0.300%	Alliance Bank	212,397	0.300%

ANTHEM COMMUNITY COUNCIL

TOTAL ANTHEM - ACCOUNTS RECEIVABLE ANALYSIS

2017

JULY

RESTRICTED VIEWING & USE DOCUMENT

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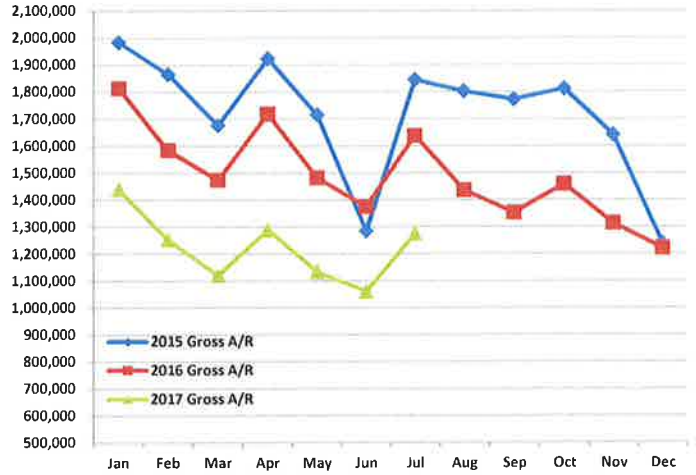
TOTAL ALL RECEIVABLES	TOTAL	Due Now	31 - 60	61 - 90	91 -180	181 - 360	361+
Country Club	**100,958**	31,139	7,014	3,160	10,498	14,843	34,303
Non-Residential & ACC	**687,446**	203,078	20,006	8,061	72,829	84,906	298,565
Parkside	**468,149**	45,589	11,255	10,232	45,673	52,919	302,480
The Village	**19,824**	9,703	-	-	3,650	2,426	4,046
TOTAL	**1,276,377**	**289,508**	**38,276**	**21,454**	**132,650**	**155,094**	**639,395**
		22.7%	*3.0%*	*1.7%*	*10.4%*	*12.2%*	*50.1%*

COMPOSITION OF ENTIRE COMMUNITY'S GROSS A/R	TOTAL DUE	Owner Type	
		Current	Previous
Country Club	**100,958**	**87,321**	**13,637**
Non-Residential & ACC	**687,446**	**521,465**	**165,980**
Parkside	**468,149**	**355,759**	**112,390**
The Village	**19,824**	**15,779**	**4,046**
TOTAL	**1,276,377**	**980,323**	**296,053**

TYPE OF RECEIVABLE OUTSTANDING			
Assessmnt	Legal Fees	CC&Rs	Other
64,480	1,365	34,618	495
384,145	292,015	-	11,286
107,461	61,554	298,924	210
19,824	-	-	-
575,909	**354,934**	**333,543**	**11,991**



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	**1,276,377**	289,508	38,276	21,454	132,650	155,094	639,395
This Month - Last Year	**1,627,031**	335,522	28,020	26,017	159,067	178,705	899,700
This Month - 2 Yrs Ago	**1,919,147**	22,208	27,730	134,530	306,698	221,526	1,206,455
Change [( )=Improvement]	**(350,654)**	**(46,014)**	**10,256**	**(4,563)**	**(26,416)**	**(23,611)**	**(260,305)**

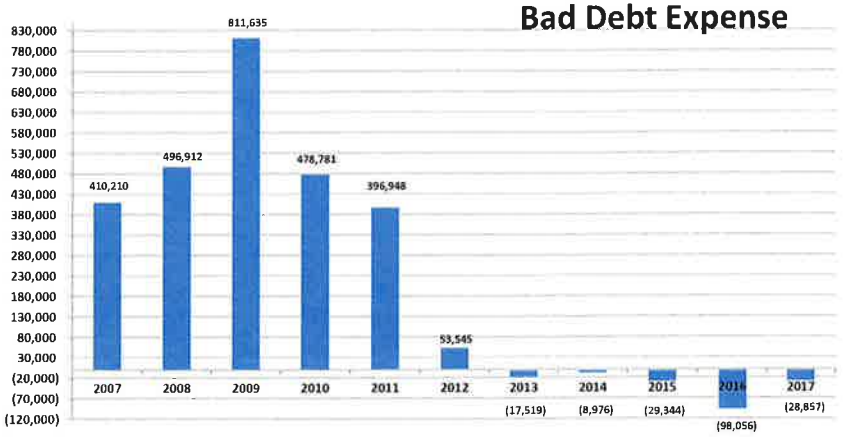
DELINQUENCY ANALYSIS BASED ON AMOUNT DUE	Total Properties	Delinquencies		CURRENT Owners Whose Account Balance Is			
		Current Owners	Prior Owners	Club	Village	Parkside	ACC Other
Balance Due < $100	**403**	393	10	36	2	354	1
Balance Due < $200	**96**	94	2	22	-	72	-
Balance Due < $500	**494**	461	33	83	-	375	3
Balance Due < $1,000	**183**	147	36	26	7	109	5
Balance Due > $1,000	**279**	203	76	25	6	160	12
	1,455	**1,298**	**157**	**192**	**15**	**1,070**	**21**
		12.6%		*6.7%*	*7.1%*	*15.2%*	*10.6%*

PAYMENT PLAN ANALYSIS ON DELIQUENT OWNERS WHO HAVE NEGOTIATED A PAYMENT PLAN

	Status of 2017 Payment Plans by HOA					
	TOTAL	Current	Tardy	Defaulted	CC&R Only	Paid Off
Parkside	**57**	31	13	5	5	3
Country Club	**7**	7	0	0	0	0
Village at Anthem	**3**	2	1	0	0	0
TOTALS	**67**	**40**	**14**	**5**	**5**	**3**

	Total Properties	Delinquent			Pending Trustee Sales	Pending Judicial Foreclosure
		Total Delinquent	Current Owners	Prior Owners		
Country Club	**2,866**	212	192	20	**3**	**2**
The Village	**210**	19	15	4	-	-
Parkside	**7,027**	1,203	1,070	133	**15**	**8**
Non-Residential & ACC	**198**	21	21	-	-	-
TOTAL	**10,301**	**1,455**	**1,298**	**157**	**18**	**10**

	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	1,372	137	2,746	110
Owners Paying Current Obligations 1 Month Late				
Owners Paying Current Obligations 2 Months Late				
Owners Remaining Delinquent on Obligations	**192**	**15**	**1,070**	**21**
Delinquency Pct % on Current Obligations	*6.7%*	*7.1%*	*15.2%*	*10.6%*



ANTHEM COMMUNITY COUNCIL

SUPPLEMENTAL INFORMATION

2017

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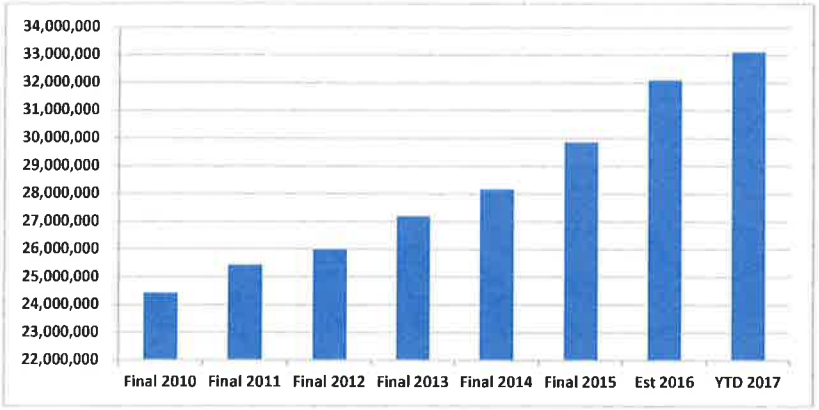
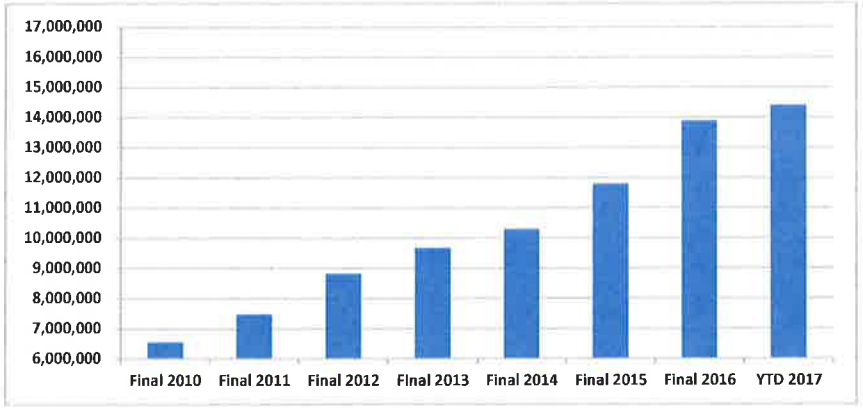
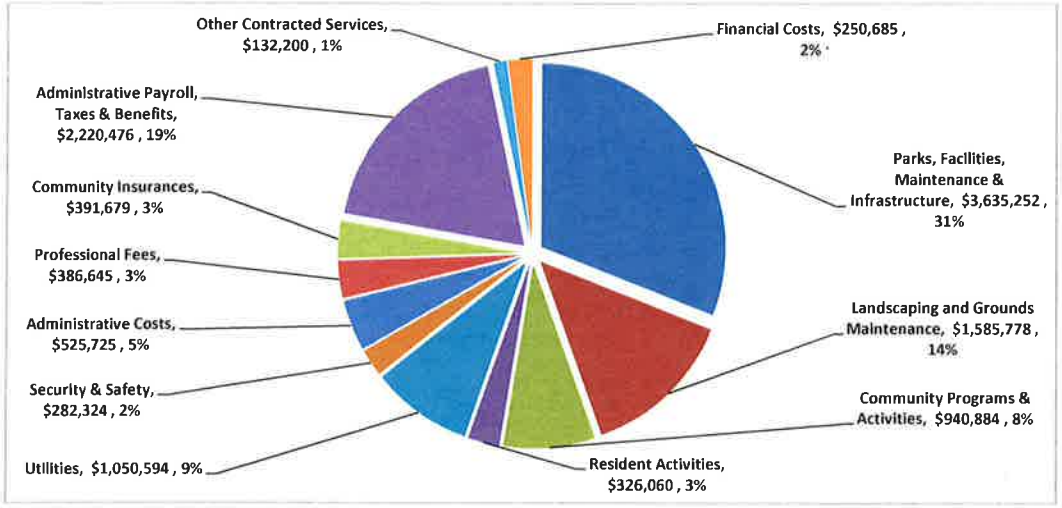


Growth in Community Net Equity Year Over Year



Growth In Reserve Fund Balances Year over Year



How Community Dollars Are Budgeted to Be Spent in 2017

ANTHEM COMMUNITY COUNCIL

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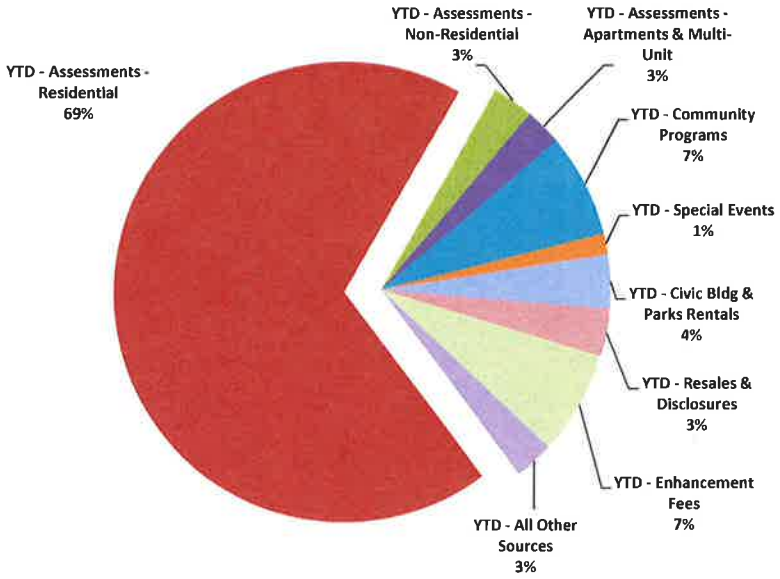
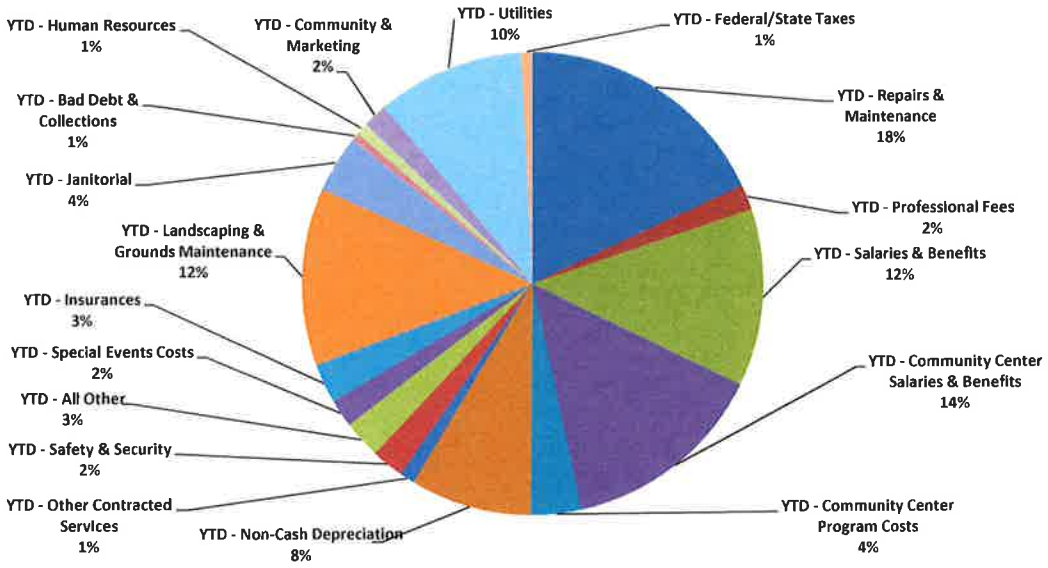


SOURCES OF REVENUE - ANTHEM COUNCIL - 2017 YTD



HOW ASSESSMENT DOLLARS HAVE BEEN SPENT - 2017 YTD

ANTHEM COMMUNITY COUNCIL

51 - RESERVE FUND
2017 - JULY

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7 MONTH OF: JULY

	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	1,190,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	-	-	-	-	-
Reserve - Interest	143,155	23,685	16,314	19,058	14,417	15,562	23,551	30,569	-	-	-	-	-
Reserve - Gain / Loss	28,663	(5,178)	12,834	(9,701)	19,546	29,302	(25,737)	7,597	-	-	-	-	-
Reserve - Disposal Gain/Loss	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL RESERVE INFLOWS	1,361,818	188,507	199,148	179,357	203,963	214,864	167,813	208,165	-	-	-	-	-
FUND EXPENSES													
RF - Concrete Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Fence Repair / Replace	3,454	-	3,454	-	-	-	-	-	-	-	-	-	-
RF - Common Area	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Roads & Sidewalks	6,427	1,041	-	-	1,790	-	3,595	-	-	-	-	-	-
RF - Asphalt & Seal Coat	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Wall & BlockWall	32,716	5,850	68	5,808	11,175	2,336	2,030	5,449	-	-	-	-	-
RF - Security	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Landscape	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Debris Cleanup	2,781	-	-	2,781	-	-	-	-	-	-	-	-	-
RF - Roof Repair / Replace	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Sand Replenishment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Technology	20,308	-	1,817	10,610	-	-	7,882	-	-	-	-	-	-
RF - General	46,269	-	13,956	-	-	32,312	-	-	-	-	-	-	-
RF - Outside Painting	6,550	-	-	-	-	-	6,550	-	-	-	-	-	-
RF - Paint - Walls	1,148	112	231	-	-	-	805	-	-	-	-	-	-
RF - Paint - View Fence	263,478	-	29,635	43,363	40,506	32,575	76,279	41,120	-	-	-	-	-
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	29,675	4,500	4,500	-	9,188	-	-	11,488	-	-	-	-	-
RF - Outdoor Furniture	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Ramada	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Splash Pad	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Park Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Tot Lot Turf	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Irrigation Controllers	97,599	-	-	-	-	-	-	97,599	-	-	-	-	-
RF - Granite	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Signs	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - Furniture	10,776	-	-	-	-	-	-	10,776	-	-	-	-	-
RF - CC - FitnessEquip	30,735	-	-	-	-	-	-	30,735	-	-	-	-	-
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	125,120	-	2,097	13,125	64,390	125,000	(79,492)	-	-	-	-	-	-
RF - Pool - Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Deck Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Replaster/Relile	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Furniture & Access	23,732	-	-	-	-	11,237	11,237	1,259	-	-	-	-	-
RF - Pool - General Repairs	265	-	-	-	-	-	-	265	-	-	-	-	-
RF - Pool - Heaters	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Pump	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Civic - General	19,890	-	890	19,000	-	-	-	-	-	-	-	-	-
RF - Civic - Kitchen	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Civic - Computers	12,274	-	4,392	-	-	-	7,882	-	-	-	-	-	-
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	28,807	4,015	5,565	-	4,856	5,562	-	8,809	-	-	-	-	-
TOTAL RESERVE OUTFLOWS	788,219	15,497	66,606	94,687	146,900	220,264	36,768	207,498	-	-	-	-	-
SURPLUS INFLOWS	573,599	173,010	132,542	84,671	57,063	(5,399)	131,046	667	-	-	-	-	-
ACTUAL FUND BALANCE	-	14,285,314	14,417,856	14,210,825	14,289,034	14,283,635	14,414,681	14,415,348					
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

SUPPLEMENTAL INFORMATION

2017

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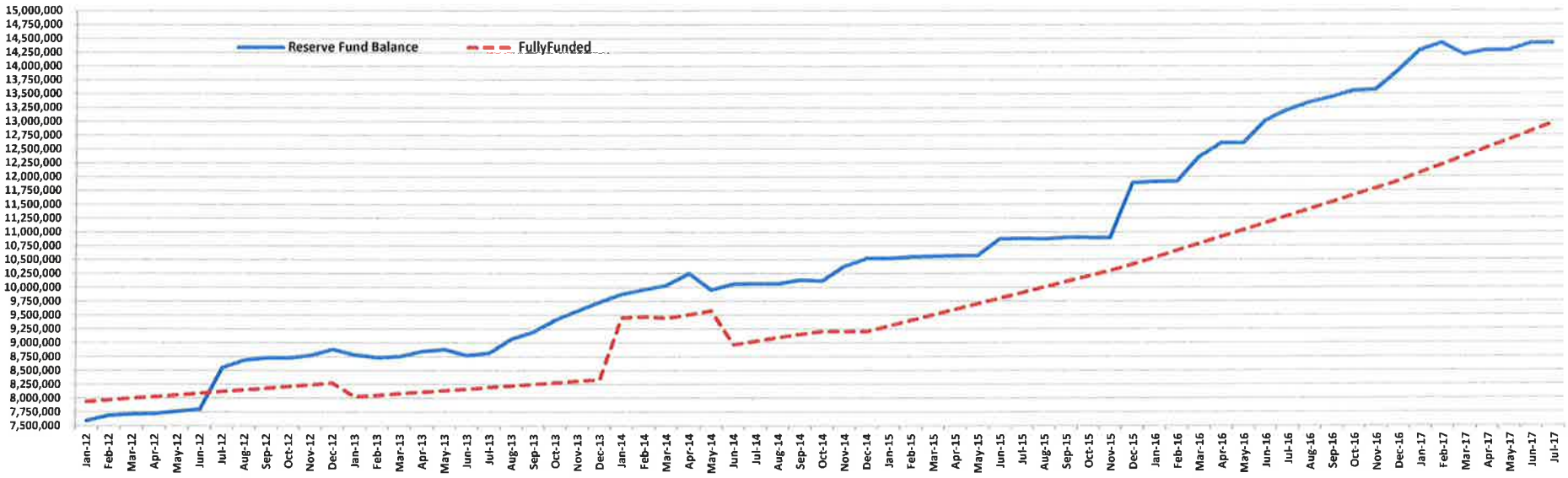
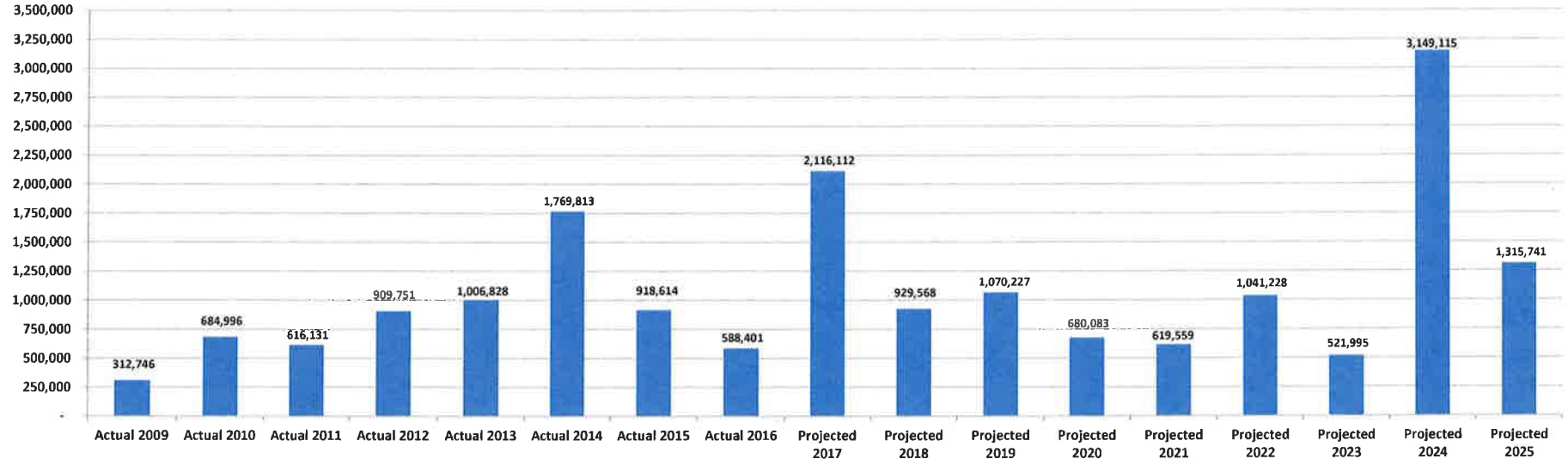
COMPARISON OF RESERVE FUND BALANCE vs. FULLY FUNDED RESERVE (2013 Reserve Study)





HISTORICAL & PROJECTED RESERVE FUND EXPENDITURES FOR ANTHEM COMMUNITY COUNCIL INFRASTRUCTURE

ANTHEM COMMUNITY COUNCIL

61 - ENHANCEMENT FUND
2017 - JULY

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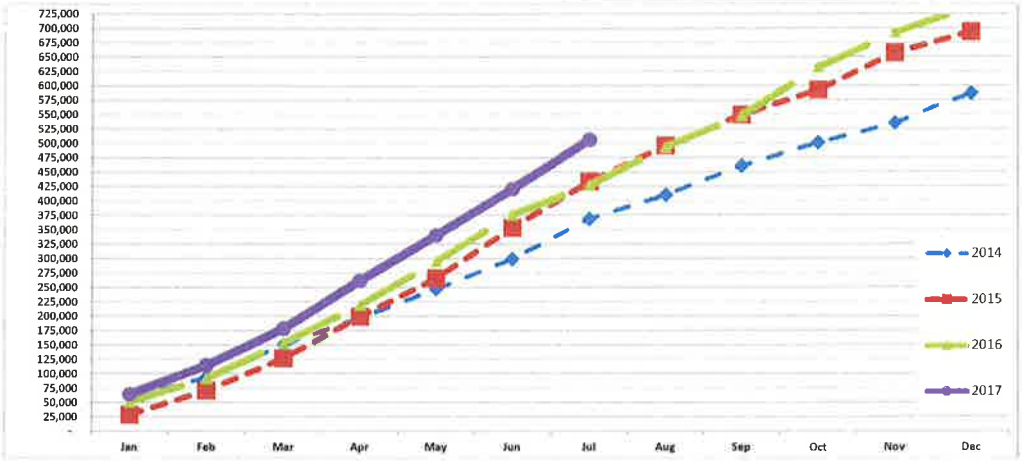
7 MONTH OF: JULY

	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	506,865	64,130	50,540	64,142	83,365	78,720	80,119	85,849	-	-	-	-	-
Enhancement - Interest	14,657	2,248	1,629	2,127	1,650	2,193	2,514	2,297	-	-	-	-	-
Enhancement - Gain or Loss	(278)	(194)	1,118	(1,710)	1,167	738	(2,199)	802	-	-	-	-	-
TOTAL ENCHANCEMENT INFLOWS	521,245	66,184	53,287	64,559	86,182	81,651	80,434	88,948	-	-	-	-	-
FUND EXPENSES													
EF - OWP	-	-	-	-	-	-	-	-	-	-	-	-	-
EF - General Expenses	5,762	-	-	-	2,962	-	-	2,800	-	-	-	-	-
EF - Bank Charges	3,538	502	668	-	510	670	-	1,189	-	-	-	-	-
Enhancement -	13,775	-	-	-	31,000	14,363	20,025	(51,612)	-	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL OUTFLOWS	23,075	502	668	-	34,471	15,032	20,025	(47,623)	-	-	-	-	-
SURPLUS INFLOWS	498,170	65,681	52,619	64,559	51,711	66,619	60,409	136,571	-	-	-	-	-
ACTUAL FUND BALANCE		1,134,293	1,186,911	1,220,557	1,285,066	1,341,847	1,422,282	1,490,016					
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	80,119	81,467	87,751	52,016	82,249	(1,348)
July	85,849	50,763	79,938	69,927	69,722	35,086
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	506,866	738,603	694,151	587,939	742,409	79,256

	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
	99	25	69	4	1
	107	24	81	2	-
	-				
	-				
	-				
	-				
	-				
	631	168	433	19	11

Average Per Property Enhancement Fee Generated Y T D >>>>	$ 985	$ 725	$ 396	$ 1,618
Y T D Gross Resale Fees Distributed to the Anthem HOAs >>>>	$ 9,750	$ 24,875	$ 1,200	



COMPARATIVE ENHANCEMENT FUNDS GENERATED - YEARLY ACTIVITY

ANTHEM COMMUNITY COUNCIL

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DEPARTMENT PROFIT & LOSS - YTD
2017 - JULY

MONTH OF: 7 JULY

	YTD RESULTS			Admin	CC - Maint	CC - Programs	CC - Admin	Civic Bldg	Paseo	Parks & Fac	Special Event	Communication
	$$	% of Rev	% of Exp	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017
ASSESSMENTS & INCOMES												
Assessments - ACC	4,744,858	90.1%		4,744,858								
Assessments - Non-Residential	205,166	3.9%		205,166								
Assessments - Apartments & MultiUnit	184,106	3.5%		184,106								
Assessments - Benefitted & Builder	24,723	0.5%		(19,537)					44,260			
Community Programs Revenues	507,075	9.6%				507,075						
Special Events Revenues	102,089	1.9%									102,089	
Other "Soft" Revenues	67,666	1.3%		67,666								
Reimbursements	-	0.0%		-		-						
Revenues - Rentals	262,717	5.0%		49,863		45,788	95,636	71,430				
Revenues - Resale & Disclosures	233,995	4.4%		233,995								
Enhancement Fees	506,865	9.6%		506,865								
Transfers to Enhancement Fund	(506,865)	-9.6%		(506,865)								
Transfers to Reserve Fund	(1,190,000)	-22.6%		(1,190,000)								
Other Non-Classified Incomes	125,853	2.4%		69,603		50,299	5,711	-	-			240
TOTAL ASSESSMENTS & INCOME	5,268,248	100.0%		4,345,720	-	603,161	101,347	71,430	44,260	-	102,089	240
PROGRAMS												
Salaries & Payroll	459,255	8.7%	9.2%			459,255						
Medical, Benefits & Taxes	61,658	1.2%	1.2%			61,658						
Direct CC Program Expenses	186,856	3.5%	3.7%			186,856						
Direct Special Events Expenses	103,404	2.0%	2.1%			-					103,404	-
TOTAL PROGRAM COSTS	811,173	15.4%	16.3%	-	-	707,769	-	-	-	-	103,404	-
COMMUNITY INVOLVEMENT												
Resident Relations & Meetings	17,506	0.3%	0.4%	2,530			2,817	10,399				1,760
Committee & Volunteer Support	7,222	0.1%	0.1%	7,222			-	-				-
Newsletter & Activity Guide	34,814	0.7%	0.7%			8,683						26,131
Economic Development	9,746	0.2%	0.2%			-						9,746
Marketing, Website & Other	21,908	0.4%	0.4%			-	-	-		1,338		20,569
TOTAL - COMMUNITY	91,196	1.7%	1.8%	9,751	-	8,683	2,817	10,399	-	1,338	-	58,207
UTILITIES												
Electric	275,718	5.2%	5.5%		81,297			34,887	2,107	157,428		
Gas	27,857	0.5%	0.6%		26,726			328	-	804		
Water	237,972	4.5%	4.8%		50,557			6,405	4,714	176,296		
TOTAL UTILITIES	541,547	10.3%	10.9%	-	158,580	-	-	41,620	6,820	334,527	-	-
REPAIRS & MAINT												
Salaries & Payroll	358,762	6.8%	7.2%		50,756				-	308,005		
Medical, Benefits & Taxes	81,135	1.5%	1.6%		15,619				-	65,516		
Salaries & Payroll - Park Patrol	-	0.0%	0.0%							-		
Benefits & Taxes - Park Patrol	-	0.0%	0.0%							-		
Common Area Maintenance	82,779	1.6%	1.7%		-			1,846	32,468	48,465		
Parks - Repair & Maintenance	5,764	0.1%	0.1%		-				-	5,764		
Community Center Maintenance	20,851	0.4%	0.4%		20,851				-	-		
HVAC & Plumbing	28,833	0.5%	0.6%		13,417			13,197	-	2,219		
Pools, Spas & Water Features	47,964	0.9%	1.0%		43,911			-	-	4,053		
Irrigation	56,463	1.1%	1.1%		-			-	9,880	46,583		
Tools, Janitorial Supplies, Other	71,704	1.4%	1.4%		26,141			14,174	200	31,190		
R&M - Facilities & Equipment	37,024	0.7%	0.7%		6,604			2,775	-	27,645		
R&M - Grounds & Other	139,367	2.6%	2.8%		408			20	831	138,107		
Repair, Replace & Maint - All Other	15,582	0.3%	0.3%		5			-	-	15,577		
TOTAL REPAIRS & MAINTENANCE	946,229	18.0%	19.0%	-	177,712	-	-	32,012	43,379	693,126	-	-
PROFESSIONAL												
Legal - General	37,765	0.7%	0.8%	37,765								
Legal - Collection	56,122	1.1%	1.1%	56,122								
Legal - Water	-	0.0%	0.0%	-								
Audit & Accounting & Tax	17,475	0.3%	0.4%	17,475								
Professional Services & Property Resale	38,205	0.7%	0.8%	59,367			(21,162)					
TOTAL PROFESSIONAL	149,567	2.8%	3.0%	170,730	-	-	(21,162)	-	-	-	-	-

ANTHEM COMMUNITY COUNCIL

DEPARTMENT PROFIT & LOSS - YTD
2017 - JULY

RESTRICTED VIEWING & USE DOCUMENT

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MONTH OF: 7 JULY

	YTD RESULTS			Admin	CC - Maint	CC - Programs	CC - Admin	Civic Bldg	Paseo	Parks & Fac	Special Event	Communication
	$$	% of Rev	% of Exp	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017
FINANCIAL												
Bank Charges	22,857	0.4%	0.5%	8,163		14,693	-					
Insurances	143,058	2.7%	2.9%	124,333		12,250	-	4,375	2,100	-	-	
Bad Debts	(28,857)	-0.5%	-0.6%	(28,857)								
Licenses, Permits, Fees & Other	22,581	0.4%	0.5%	13,985	2,251	-	2,500	230	-	3,614	-	
TOTAL FINANCIAL	159,638	3.0%	3.2%	117,624	2,251	26,943	2,500	4,605	2,100	3,614	-	-
CONTRACT SERVICES												
Landscaping	649,712	12.3%	13.0%		-			-	8,750	640,962		
Janitorial & Sanitation	211,487	4.0%	4.2%		100,132			16,509	-	94,846		
Security Monitoring	82,004	1.6%	1.6%	-	1,915			6,051	-	74,037		
Maintenance & Services	20,383	0.4%	0.4%		8,123			3,075	-	9,185		
Equipment & Professional Services	2,745	0.1%	0.1%	-	1,475			1,269	-	-		
Other Contracted Services	34,885	0.7%	0.7%	32,083	616			476	-	1,710		
TOTAL CONTRACT SERVICES	1,001,216	19.0%	20.1%	32,083	112,262	-	-	27,380	8,750	820,740	-	-
HUMAN RESOURCES												
Recruitment	4,207	0.1%	0.1%	4,207								
Training & Education	6,291	0.1%	0.1%	4,222	-		850	594		15	-	610
Payroll Processing	16,331	0.3%	0.3%	16,331								
Community & Employee Events	12,425	0.2%	0.2%	12,425							-	
Uniforms and Other	4,864	0.1%	0.1%	203	-		2,585	212		1,864	-	-
TOTAL HR	44,117	0.8%	0.9%	37,388	-	-	3,435	806	-	1,879	-	610
GENERAL & ADMIN												
Salaries & Payroll	920,251	17.5%	18.5%	505,491	-	-	201,200	86,233		-	37,213	90,115
Medical, Benefits & Taxes	167,405	3.2%	3.4%	107,811	-	-	28,139	9,802		-	7,454	14,199
401K Programs & Administration	29,532	0.6%	0.6%	15,602	870	-	1,476	1,673		6,933	1,676	1,303
Office Consumables	12,683	0.2%	0.3%	6,789	-	-	3,409	745		1,497	89	154
Postage, Printing & Copies	16,866	0.3%	0.3%	15,449	-		598	0		283	3	532
Office Equipment	7,286	0.1%	0.1%	3,864	55		2,577	36		217	-	537
Reimbursements	8,191	0.2%	0.2%	6,630	-		1,026	65		8	400	62
Dues & Subscriptions	6,552	0.1%	0.1%	1,591	-		1,397	-		-	-	3,563
Equipment Lease & Rentals	13,724	0.3%	0.3%	11,592	-		-	604		1,528	-	-
Voice, Cell & Data Services	38,685	0.7%	0.8%	18,873	-		13,774	1,081		2,837	700	1,420
IT Services	31,612	0.6%	0.6%	26,570	-		3,937	425		595	-	85
Signs	4,249	0.1%	0.1%	-	1,083		155	-		2,627	-	384
Other General & Administrative	(18,643)	-0.4%	-0.4%	(19,653)	-	808	202	-		-	-	-
TOTAL GENERAL & ADMIN	1,236,394	23.5%	24.9%	700,611	2,008	808	257,890	100,663	-	16,526	47,534	112,354
TOTAL OPERATING COSTS	4,983,077	94.6%	100.0%	1,068,187	452,812	744,203	245,480	217,486	61,050	1,871,751	150,938	171,171
GROSS SURPLUS (DEFICIT)	285,170	5.4%		3,277,533	(452,812)	(141,041)	(144,133)	(146,056)	(16,790)	(1,871,751)	(48,849)	(170,931)
Depreciation	444,645	8.4%	8.9%	444,645								
Interest Income / Interest Expense	26,887	0.5%	0.5%	26,887								
Taxes on Income	41,067	0.8%	0.8%	41,067								
OPERATING FUND SURPLUS / (DEFICIT)	(173,654)	-3.3%		2,818,708	(452,812)	(141,041)	(144,133)	(146,056)	(16,790)	(1,871,751)	(48,849)	(170,931)
CUMULATIVE SURPLUS / (DEFICIT)					2,365,896	2,224,855	2,080,722	1,934,666	1,917,876	46,126	(2,723)	(173,654)

CHANGE IN EQUITY POSITION

Impact of OPERATING FUND	(173,654)
Impact of ENHANCEMENT FUND	498,170
Impact of RESERVE FUND	573,599
MONTHLY EQUITY CHANGE	
ANNUALIZED EQUITY CHANGE	898,115

ANTHEM COMMUNITY COUNCIL

COMMUNITY CENTER BUSINESS ANALYSIS

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Printed: 8/15/2017
7 MONTH OF: JULY

	OPERATING RESULTS					VARIANCES		OPERATING RESULTS					VARIANCES	
	This Month	YTD 2017	YTD Budget 2017	Prior YTD 2016	2 Yrs Prior YTD 2015	Against Budget	Against Prior Year	This Month	YTD 2017	YTD Budget 2017	Prior YTD 2016	2 Yrs Prior YTD 2015	Against Budget	Against Prior Year
	YOUTH LEAGUE							ADULT LEAGUE						
REVENUES	2,410	79,420	100,236	89,935	82,479	(20,816)	(10,515)	705	19,762	22,275	15,315	21,140	(2,513)	4,447
Salaries & Wages	6,600	39,255	36,497	34,885	27,972	(2,758)	(4,370)	1,190	8,004	17,587	11,596	11,180	9,583	3,592
Payroll Taxes & Benefits	762	4,706	11,736	6,641	6,044	7,031	1,935	114	1,098	606	2,276	2,082	(492)	1,178
Direct Program Costs	1,418	18,972	16,532	21,741	18,518	(2,440)	2,769	440	7,736	9,279	7,474	7,514	1,543	(262)
Other Program Costs														
Total Program Costs	8,780	62,933	64,765	63,267	52,534	1,832	334	1,744	16,838	27,472	21,346	20,775	10,634	4,508
SURPLUS (DEFICIT)	(6,370)	16,487	35,471	26,668	29,945	(18,984)	(10,181)	(1,039)	2,924	(5,197)	(6,031)	365	8,121	8,955
	FITNESS / WELLNESS							TENNIS						
REVENUES	7,213	54,478	73,399	71,697	87,633	(18,922)	(17,219)	4,225	33,784	53,829	38,909	54,766	(20,045)	(5,125)
Salaries & Wages	3,871	19,593	20,175	13,390	10,283	581	(6,203)						-	-
Payroll Taxes & Benefits	388	2,058	1,115	1,406	1,148	(943)	(653)						-	-
Direct Program Costs	6,479	45,711	63,719	67,297	78,433	18,008	21,586	3,165	25,047	50,267	33,559	42,890	25,220	8,513
Other Program Costs														
Total Program Costs	10,738	67,362	85,009	82,092	89,864	17,646	14,730	3,165	25,047	50,267	33,559	42,890	25,220	8,513
SURPLUS (DEFICIT)	(3,525)	(12,885)	(11,609)	(10,396)	(2,232)	(1,276)	(2,489)	1,060	8,737	3,562	5,349	11,876	5,175	3,388
	CHILDREN'S PROGRAMS							ADVENTURE CLUB						
REVENUES	814	10,588	8,884	9,830	7,850	1,704	758	1,934	12,764	13,930	13,234	12,228	(1,166)	(470)
Salaries & Wages	3,240	12,073	5,140	4,462	9,779	(6,933)	(7,611)	3,078	18,051	17,536	19,292	13,106	(515)	1,241
Payroll Taxes & Benefits	538	2,223	1,505	1,893	2,835	(718)	(330)	295	1,734	0	1,721	1,163	(1,734)	(13)
Direct Program Costs	135	4,395	3,294	4,863	5,902	(1,101)	468	-	434	500	374	595	66	(60)
Other Program Costs														
Total Program Costs	3,913	18,690	9,939	11,217	18,516	(8,752)	(7,473)	3,373	20,219	18,037	21,387	14,864	(2,182)	1,168
SURPLUS (DEFICIT)	(3,099)	(8,102)	(1,055)	(1,387)	(10,666)	(7,047)	(6,715)	(1,439)	(7,455)	(4,107)	(8,153)	(2,636)	(3,348)	698
	ROCKWALL							YOUTH CAMPS						
REVENUES	987	3,947	5,075	4,922	6,017	(1,128)	(976)	64,057	140,314	131,021	88,366	110,212	9,293	51,948
Salaries & Wages	314	1,672	5,585	4,465	4,585	3,913	2,793	25,820	74,783	69,306	48,414	47,233	(5,477)	(26,370)
Payroll Taxes & Benefits	30	95	440	409	397	345	314	2,479	7,614	2,610	4,448	5,398	(5,004)	(3,166)
Direct Program Costs						-	-	5,037	17,493	19,728	12,452	4,209	2,235	(5,041)
Other Program Costs														
Total Program Costs	344	1,767	6,025	4,874	4,982	4,258	3,107	33,336	99,890	91,644	65,314	56,840	(8,246)	(34,576)
SURPLUS (DEFICIT)	643	2,180	(950)	48	1,035	3,130	2,132	30,721	40,424	39,377	23,052	53,372	1,047	17,372
	SWIM LESSONS							SWIM TEAM						
REVENUES	9,353	27,411	25,798	29,329	37,151	1,613	(1,918)	2,371	89,782	109,672	96,159	88,882	(19,889)	(6,376)
Salaries & Wages	4,280	21,261	16,435	24,107	26,677	(4,825)	2,846	8,973	63,636	55,243	63,009	61,448	(8,393)	(627)
Payroll Taxes & Benefits	411	3,504	-	6,655	5,611	(3,504)	3,151	1,772	10,708	3,912	10,195	9,094	(6,796)	(512)
Direct Program Costs	3	116	3,000	-	-	2,884	(116)	4,130	32,634	34,942	34,591	32,438	2,308	1,957
Other Program Costs														
Total Program Costs	4,694	24,881	19,435	30,762	32,287	(5,446)	5,881	14,874	106,978	94,097	107,795	102,980	(12,881)	817
SURPLUS (DEFICIT)	4,659	2,529	6,363	(1,434)	4,864	(3,833)	3,963	(12,504)	(17,196)	15,575	(11,637)	(14,098)	(32,770)	(5,559)
	AQUATICS							TOTAL ALL PROGRAMS						
REVENUES	3,171	34,826	14,770	20,732	19,448	20,056	14,094	97,240	507,075	558,888	478,426	527,805	(51,814)	28,649
Salaries & Wages	75,621	200,926	108,882	156,609	136,255	(92,044)	(44,317)	132,986	459,255	352,386	380,229	348,517	(106,869)	(79,026)
Payroll Taxes & Benefits	8,068	27,918	10,532	22,859	19,456	(17,386)	(5,059)	14,856	61,658	32,458	58,503	53,228	(29,200)	(3,155)
Direct Program Costs	6,722	34,319	24,605	26,502	28,197	(9,714)	(7,817)	27,529	186,856	225,865	208,852	218,696	39,009	21,996
Other Program Costs														
Total Program Costs	90,411	263,163	144,019	205,971	183,909	(119,144)	(57,193)	175,372	707,769	610,708	647,584	620,442	(97,060)	(60,185)
SURPLUS (DEFICIT)	(87,240)	(228,338)	(129,249)	(185,239)	(164,461)	(99,088)	(43,099)	(78,132)	(200,694)	(51,820)	(169,158)	(92,637)	(148,874)	(31,536)

ANTHEM COMMUNITY COUNCIL

COMMUNITY CENTER BUSINESS ANALYSIS

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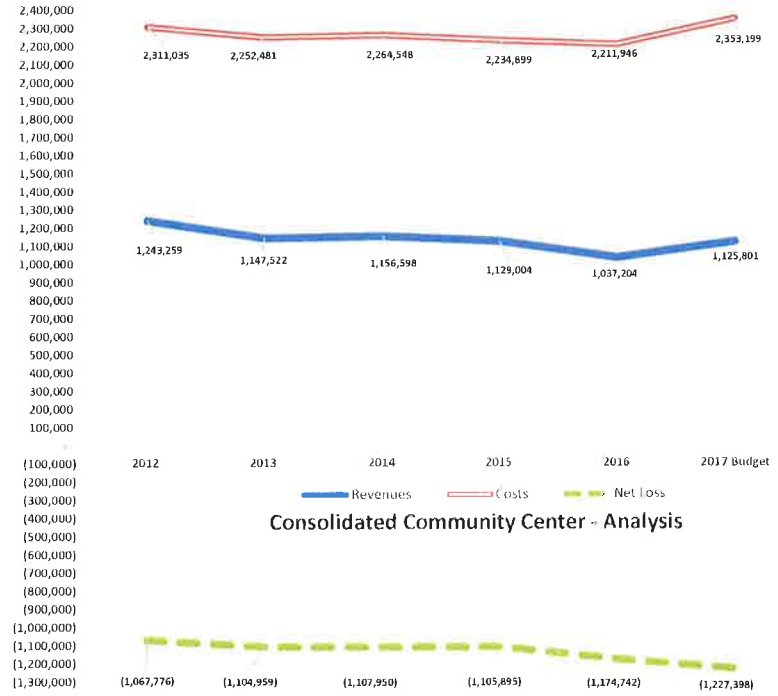
Printed: 8/15/2017
7 MONTH OF: JULY

YTD	REVENUE COMPOSITION - COMMUNITY CENTER					VARIANCES	
	This Month	YTD 2017	YTD Budget 2017	Prior YTD 2016	2 Yrs Prior YTD 2015	Against Budget	Against Prior Year
REVENUES							
Continuing Programs	97,240	507,075	558,888	478,426	527,805	(51,814)	28,649
Discontinued Programs	-	-	-	19,800	23,663		
Non-Resident Fees	2,701	11,874	2,438	9,607	8,969	9,437	2,268
Guest Fees	10,329	33,914	39,341	38,347	36,965	(5,427)	(4,433)
Other Sources	9,788	50,299	42,898	65,727	61,724	7,401	(15,429)
Park Facility Rentals	-	85,912	94,595	84,541	74,591	(8,683)	1,371
Community Center Rentals	-	4,822	6,314	6,821	6,074	(1,492)	(1,999)
Retail Sales	-	139	183	230	210	(45)	(91)
Vending Income	-	3,618	6,055	3,679	4,052	(2,437)	(61)
TOTAL REVENUES	120,057	697,652	750,711	707,176	744,052	(53,059)	10,276

FULL YEAR	REVENUE COMPOSITION - COMMUNITY CENTER				VARIANCES	
	Forecasted 2017	Full Yr Budget 2017	Full Year 2016	Full Year 2015	Against Budget	Against Prior Year
REVENUES						
Programs	759,539	811,353	717,120	829,536	(51,814)	42,419
Non-Resident Fees	12,666	3,229	12,454	13,208	9,437	212
Guest Fees	46,685	52,112	50,211	50,274	(5,427)	(3,525)
Other Sources	80,940	73,539	87,617	76,541	7,401	(6,677)
Park Facility Rentals	152,765	161,448	147,779	136,241	(8,683)	4,986
Community Center Rentals	14,332	15,824	14,154	14,579	(1,492)	178
Retail Sales	230	276	244	234	(46)	(14)
Vending Income	5,583	8,020	7,625	8,392	(2,437)	(2,042)
TOTAL REVENUES	1,072,741	1,125,801	1,037,204	1,129,004	(53,060)	35,537

FACILITY PROFIT & LOSS	CONSOLIDATED YTD COMMUNITY CENTER					VARIANCES	
	Consolidated YTD	Budget YTD	Prior YTD 2016	Prior YTD 2015	Full Year Budget	Against YTD Budget	Against Prior Year YTD
REVENUES (See Above)	704,509	750,712	707,156	744,426	1,125,801	(46,203)	(2,648)
Community Involvement Costs	11,501	7,645	10,025	11,108	11,600	(3,855)	(1,475)
Utilities Costs	158,580	169,163	160,379	160,660	306,258	10,583	1,799
Repairs and Maintenance	177,712	195,453	174,658	175,262	320,136	17,741	(3,054)
Financial Expenses	31,695	30,382	31,121	31,218	50,465	(1,313)	(574)
Professional Fees	(21,162)	-	-	-	-	21,162	21,162
Contract Services	112,262	120,924	112,422	107,988	201,050	8,662	160
Human Resources	3,435	5,166	1,529	1,388	10,414	1,731	(1,905)
Administrative - Non Wages	29,021	35,724	26,605	27,607	55,519	6,703	(2,416)
SubTotal - Non-Program Expenses	503,042	564,457	516,740	515,211	955,442	61,415	13,698
Programs - Wages, Taxes, Benefits	520,913	384,844	457,872	423,178	589,829	(136,069)	(63,040)
Programs - Direct & Indirect Costs	186,856	225,865	210,006	223,718	344,066	39,009	23,149
SubTotal - Program Expenses	707,769	610,708	667,877	646,896	933,896	(97,060)	(39,892)
Administrative Wages, Taxes, Benefits	231,684	270,169	194,141	217,590	463,860	38,485	(37,543)
TOTAL EXPENSES	1,442,495	1,445,335	1,378,758	1,379,697	2,353,198	2,840	(63,737)
SURPLUS or (DEFICIT)	(737,987)	(694,623)	(671,602)	(635,271)	(1,227,397)	(43,363)	(66,384)



NOTES & COMMENTARY

AQUATICS PROGRAM DOES NOT INCLUDE ALLOCATIONS OF COMMUNITY ASSESSMENTS USED TO SUPPPORT ADDITIONAL SUMMER STAFFING AND SERVICES

ADVENTURE CLUB PROGRAM DOES NOT INCLUDE ALLOCATIONS OF COMMUNITY ASSESSMENTS USED TO SUPPPORT ADDITIONAL SUMMER STAFFING AND SERVICES

ANTHEM COMMUNITY COUNCIL

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

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	
ASSESSMENTS & INCOMES									
Assessments - ACC	4,744,858	4,743,693	4,744,081	4,746,704	1,164	777	0.0%	0.0%	
Assessments - Non-Residential	205,166	217,013	203,638	196,241	(11,848)	1,528	-5.5%	0.8%	Merrill Gardens as Multi-Family Assessment Delayed Until 2nd Half of Year
Assessments - Apartments & MultiUnit	184,106	184,107	184,106	184,106	(1)	-	0.0%	0.0%	
Assessments - Benefitted & Builder	24,723	44,240	44,240	44,240	(19,517)	(19,517)	-44.1%	-44.1%	Accounting Adjustment to Show Allocation of $20k to Anthem Way Foundation per Board Direction
Community Programs Revenues	507,075	558,888	498,206	551,842	(51,814)	8,869	-9.3%	1.8%	Continued Lower Attendance Than Planned on Multiple Programs - See PROGRAMS Analysis Page
Special Events Revenues	102,089	77,625	84,677	86,058	24,464	17,412	31.5%	20.6%	Sponsor Turnout for Anthem Days, Music In May, & July3rd Significantly Above Budget and Above Prior Ye
Other "Soft" Revenues	67,666	21,375	111,373	41,352	46,291	(43,707)	216.6%	-39.2%	Higher Late Fees and Collection Letter Fees Recorded vs. Budget
Reimbursements	-	37,200	-	-	(37,200)	-	-100.0%		
Revenues - Rentals	262,717	250,562	253,325	226,211	12,155	9,393	4.9%	3.7%	Overall Civic Bldg Rentals & Park Ramadas Higher than Budgeted
Revenues - Resale & Disclosures	233,995	166,075	204,355	191,505	67,920	29,640	40.9%	14.5%	73 Additional Properties Closed Escrow Than What Was Budgeted For
Enhancement Fees	506,865	329,875	427,610	434,000	176,990	79,256	53.7%	18.5%	73 Additional Properties Closed Escrow Than What Was Budgeted For Plus 5 Commercial Properties Sold
Transfers to Enhancement Fund	(506,865)	(336,292)	(427,610)	(434,000)	(170,574)	(79,256)	50.7%	18.5%	73 Additional Properties Closed Escrow Than What Was Budgeted For Plus 5 Commercial Properties Sold
Transfers to Reserve Fund	(1,190,000)	(1,190,000)	(1,172,500)	(1,085,000)	(0)	(17,500)	0.0%	1.5%	
Other Non-Classified Incomes	125,853	54,636	91,078	66,733	71,217	34,775	130.3%	38.2%	Higher Park Rentals, Higher Vending Income vs. Budget
TOTAL ASSESSMENTS & INCOME	**5,268,248**	**5,158,999**	**5,246,579**	**5,249,994**	**109,249**	**21,669**	**2.1%**	**0.4%**	
PROGRAMS									
Salaries & Payroll	459,255	352,386	397,744	367,143	(106,869)	(61,511)	-30.3%	-15.5%	Asst Director Hired. Prop 206 Costs Not Budgeted; Started Lifeguards Earlier than Planned
Medical, Benefits & Taxes	61,658	32,458	60,129	56,035	(29,200)	(1,529)	-90.0%	-2.5%	2017 Benefits Costs for Community Center Greater than Budget (More Enrollees)
Direct CC Program Expenses	186,856	225,865	210,005	223,718	39,009	23,149	17.3%	11.0%	Direct spend for programs reduced as a consequence of lower enrollment / participation
Direct Special Events Expenses	103,404	105,885	100,779	98,892	2,481	(2,625)	2.3%	-2.6%	
TOTAL PROGRAM COSTS	**811,173**	**716,593**	**768,656**	**745,788**	**(94,579)**	**(42,516)**	**-13.2%**	**-5.5%**	
COMMUNITY INVOLVEMENT									
Resident Relations & Meetings	17,506	27,965	11,197	9,402	10,459	(6,309)	37.4%	-56.3%	Lower Spend vs. Budget is a Timing Issue - Will Catch up to Budget by Q3
Committee & Volunteer Support	7,222	6,175	3,310	1,282	(1,047)	(3,912)	-17.0%	-118.2%	
Newsletter & Activity Guide	34,814	36,072	33,350	32,808	1,258	(1,465)	3.5%	-4.4%	
Economic Development	9,746	16,312	11,794	2,459	6,566	2,048	40.3%	17.4%	Lower Spend vs. Budget is a Timing Issue - Will Catch up to Budget by Q3
Marketing, Website & Other	21,908	28,535	7,866	23,461	6,627	(14,041)	23.2%	-178.5%	Lower Spend vs. Budget is a Timing Issue - Will Catch up to Budget by Q3
TOTAL - COMMUNITY	**91,196**	**115,059**	**67,518**	**69,413**	**23,863**	**(23,678)**	**20.7%**	**-35.1%**	
UTILITIES									
Electric	275,718	287,911	246,423	274,641	12,193	(29,295)	4.2%	-11.9%	Reduced Electric Use in Civic Building and Community Center vs. Budget - Switch to LED Lighting
Gas	27,857	30,550	32,253	31,763	2,693	4,396	8.8%	13.6%	
Water	237,972	261,544	298,036	282,379	23,572	60,064	9.0%	20.2%	Reduction in Paseo Costs From Conversion From Potable to Effluent & ReCalibrated Potable Water Settings.
TOTAL UTILITIES	**541,547**	**580,004**	**576,712**	**588,782**	**38,458**	**35,165**	**6.6%**	**6.1%**	
REPAIRS & MAINT									
Salaries & Payroll	358,762	384,571	293,941	268,702	25,809	(64,820)	6.7%	-22.1%	Staff hired in late April - now fully staffed. Previous variance result of staff shortfalls
Medical, Benefits & Taxes	81,135	83,352	89,588	85,186	2,216	8,453	2.7%	9.4%	
Salaries & Payroll - Park Patrol	-	-	-	-	-	-			
Benefits & Taxes - Park Patrol	-	-	-	-	-	-			
Common Area Maintenance	82,779	78,524	79,627	93,683	(4,255)	(3,152)	-5.4%	-4.0%	
Parks - Repair & Maintenance	5,764	20,417	3,265	16,962	14,652	(2,500)	71.8%	-76.6%	Timing Issue vs. Budget. Catch up in Q3
Community Center Maintenance	20,851	18,475	15,123	14,535	(2,376)	(5,729)	-12.9%	-37.9%	
HVAC & Plumbing	28,833	29,098	22,893	22,047	265	(5,941)	0.9%	-25.9%	Unbudgeted HVAC Repairs in Civic Building
Pools, Spas & Water Features	47,964	62,210	65,030	50,662	14,246	17,066	22.9%	26.2%	Timing Issue vs. Budget. Will Catch Up to Budget by Q3. Plus 1 Less "refill" of Pool
Irrigation	56,463	33,083	44,791	40,117	(23,380)	(11,672)	-70.7%	-26.1%	Additional Replacement of Continued Broken Irrigation Heads in Community Park and Common Areas
Tools, Janitorial Supplies, Other	71,704	54,317	57,701	35,313	(17,388)	(14,003)	-32.0%	-24.3%	Unfavorable Timing Issue vs. Budget. Will Level Off by Sept
R&M - Facilities & Equipment	37,024	32,347	76,401	58,860	(4,678)	39,377	-14.5%	51.5%	
R&M - Grounds & Other	139,367	108,965	122,109	245,068	(30,402)	(17,258)	-27.9%	-14.1%	Sports Field Repairs and Granite Replacement Done in Advance of Budget Timeline. PLUS 1 Additional Re
Repair, Replace & Maint - All Other	15,582	33,112	15,776	22,201	17,530	194	52.9%	1.2%	Timing Issue vs. Budget. Will Level Off by September
TOTAL REPAIRS & MAINTENANCE	**946,229**	**938,470**	**886,244**	**953,337**	**(7,759)**	**(59,985)**	**-0.8%**	**-6.8%**	
PROFESSIONAL									
Legal - General	37,765	46,500	24,083	18,581	8,735	(13,681)	18.8%	-56.8%	Includes Additional Legal Work for Amended Documents for New Builds. Dollars to be Rebilled to Owners.
Legal - Collection	56,122	38,000	91,553	39,250	(18,122)	35,431	-47.7%	38.7%	Includes Unbudgeted Judicial Foreclosure Costs on 13 Residential Properties
Legal - Water	-	30,550	-	276	30,550	-	100.0%		Budgeted Legal Representation on Water Case not deployed. Handled internally.
Audit & Accounting & Tax	17,475	19,760	20,075	15,000	2,285	2,600	11.6%	13.0%	
Professional Services & Property Resale	38,205	88,560	66,425	67,779	50,355	28,220	56.9%	42.5%	More COEs than Budgeted Means Higher Pass-Thru Revenues to HOAs
TOTAL PROFESSIONAL	**149,567**	**223,370**	**202,136**	**140,885**	**73,803**	**52,569**	**33.0%**	**26.0%**	

ANTHEM COMMUNITY COUNCIL

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

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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	22,857	27,697	14,611	14,236	4,840	(8,245)	17.5%	-56.4%	
Insurances	143,058	222,855	144,010	163,647	79,797	952	35.8%	0.7%	Vans were Decommissioned, Resulting in Lower Auto Premiums. Brokerage Costs Reduced by New Proce
Bad Debts	(28,857)	80,957	6,426	43,773	109,814	35,283	135.6%	549.1%	Collected Older Debt Successfully in Jan/Feb/Mar/Apri/May - Recovered Against Prior Write-Offs
Licenses, Permits, Fees & Other	22,581	39,190	20,894	16,023	16,609	(1,686)	42.4%	-8.1%	Timing Issue Only. Should level out by Sept
TOTAL FINANCIAL	**159,638**	**370,698**	**185,941**	**237,678**	**211,060**	**26,302**	**56.9%**	**14.1%**	
CONTRACT SERVICES									
Landscaping	649,712	702,817	653,951	649,712	53,105	4,239	7.6%	0.6%	Timing Issue Only of Projects Originally Budgeted in Jan / Feb. Will Level Off by Sept
Janitorial & Sanitation	211,487	221,320	207,667	200,816	9,833	(3,820)	4.4%	-1.8%	
Security Monitoring	82,004	90,293	56,994	55,965	8,289	(25,010)	9.2%	-43.9%	Use of 2nd Security Firm With More Favorable Pricing to Supplement Off Duty MCSO Officers
Maintenance & Services	20,383	9,548	16,956	20,653	(10,835)	(3,428)	-113.5%	-20.2%	Additional Park Cleaning / Additional Road Sweeping vs. Budget
Equipment & Professional Services	2,745	60,595	2,653	2,565	57,850	(92)	95.5%	-3.4%	Installation of New Fire Equipment Delayed Until Later in 2017. Timing Issue Only
Other Contracted Services	34,885	74,608	34,253	34,037	39,723	(632)	53.2%	-1.8%	Below budget use of 3rd party services. $22,000 of variance is timing issue only
TOTAL CONTRACT SERVICES	**1,001,216**	**1,159,181**	**972,474**	**963,747**	**157,965**	**(28,742)**	**13.6%**	**-3.0%**	
HUMAN RESOURCES									
Recruitment	4,207	7,631	5,993	6,443	3,425	1,787	44.9%	29.8%	Filled Several Positions Internally via Promotion. No Need for Outside Recruitment
Training & Education	6,291	23,971	7,375	3,049	17,680	1,084	73.8%	14.7%	Budgeted Training Programs Pushed Off to Q2-Q3. Plus Some Training Now Done In-House
Payroll Processing	16,331	16,683	17,031	13,667	353	700	2.1%	4.1%	
Community & Employee Events	12,425	12,600	12,425	11,900	175	-	1.4%	0.0%	
Uniforms and Other	4,864	4,266	2,928	2,777	(598)	(1,936)	-14.0%	-66.1%	
TOTAL HR	**44,117**	**65,152**	**45,752**	**37,835**	**21,035**	**1,634**	**32.3%**	**3.6%**	
GENERAL & ADMIN									
Salaries & Payroll	920,251	1,027,858	876,614	863,325	107,607	(43,637)	10.5%	-5.0%	Several Unfilled Positions Thru Junel Created Favorable Variance
Medical, Benefits & Taxes	167,405	279,419	181,047	171,484	112,014	13,642	40.1%	7.5%	Budgeted Increase was Higher than Final Actual Increase, Consistent with 2016
401K Programs & Administration	29,532	23,660	28,488	25,665	(5,872)	(1,044)	-24.8%	-3.7%	Additional Enrollee to 401k program above budgeted estimates
Office Consumables	12,683	27,978	12,572	15,322	15,295	(111)	54.7%	-0.9%	Lower use of Copy Paper, Toner in Civic Building is Majority of Savings vs. Budget
Postage, Printing & Copies	16,866	73,301	31,492	35,905	56,435	14,626	77.0%	46.4%	Significant Increase in Use of Email for Statements. Plus Fewer Collection Letters Sent.
Office Equipment	7,286	23,600	5,740	5,148	16,314	(1,545)	69.1%	-26.9%	Planned Equipment Purchase Delayed Until Later in 2017. Timing Issue Only.
Reimbursements	8,191	6,632	3,674	4,523	(1,559)	(4,518)	-23.5%	-123.0%	
Dues & Subscriptions	6,552	10,761	12,295	15,504	4,209	5,743	39.1%	46.7%	Timing Issue vs. Budget as to when Dues are payable
Equipment Lease & Rentals	13,724	2,860	4,120	7,918	(10,864)	(9,604)	-379.9%	-233.1%	Copiers For All Buildings Were Leased Not Bought. Original Budget Had Anticipated a Purchase, not Lease
Voice, Cell & Data Services	38,685	114,599	45,611	44,001	75,914	6,925	66.2%	15.2%	Major IT Projects Delayed Until Later in 2017. Timing Issue Only.
IT Services	31,612	-	34,896	26,932	(31,612)	3,284		9.4%	Dollars are Budgeted in Above Line (Voice/Cell/Data) - Combine Both Lines When Reviewing
Signs	4,249	10,217	3,793	9,209	5,968	(456)	58.4%	-12.0%	Timing issue on Park signs. Should level with Budget by August
Other General & Administrative	(18,643)	4,220	(20,102)	(1,816)	22,863	(1,459)	541.8%	7.3%	
TOTAL GENERAL & ADMIN	**1,238,394**	**1,605,105**	**1,220,239**	**1,223,120**	**366,711**	**(18,155)**	**22.8%**	**-1.5%**	
TOTAL OPERATING COSTS	**4,983,077**	**5,773,634**	**4,925,672**	**4,960,586**	**790,556**	**(57,406)**	**13.7%**	**-1.2%**	
GROSS SURPLUS (DEFICIT)	**285,170**	**(614,635)**	**320,907**	**289,408**	**899,805**	**(35,737)**	**-146.4%**	**-11.1%**	
Depreciation	444,645	465,500	347,413	350,948	20,855	(97,232)	4.5%	-28.0%	
Interest Income / Interest Expense	26,887	8,330	14,839	9,610	18,557	12,048	222.8%	81.2%	
Taxes on Income	41,067	46,200	45,500	46,258	5,133	4,433	11.1%	9.7%	
OPERATING FUND SURPLUS / (DEFICIT)	**(173,654)**	**(1,118,005)**	**(57,166)**	**(98,187)**	**944,350**	**(116,488)**			

anthem
Community Council, Inc.

Financial Summary of Operations – 2017 August

Summary:

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

- **Balance Sheet Review:**
  - Net of cash balances due to our HOA partners, the ACC has $3.61 million in operating cash
  - Our adjusted Reserve Fund balances at $14.46 million remains fully funded against our 2013 independent Reserve Study. Planned expenditures for 2017 remain at $2.1million of which 53% have been expended to-date. 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 $1.55 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 $1.75 million.
  - Collections and Accounts Receivable balances continue to trend positively. As of the close of August, total community open receivables are at $1.11 million, which is $330,000 below August 2016 and $825,000 below August 2015.

- **Income Statement Review:**
  - Net revenues ended August level with both the 2017 Budget and August 2016 actuals.
  - Overall utilities YTD costs are $55,000 favorable against budget and $40,000 favorable against 2016. 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 $10,000 lower than YTD 2016 expenditures.
  - Professional fees are trending 20% below both budget and 2016 YTD results as the ACC staff continues to use internal resources vs. external sources.
  - Financial costs were $100,000 favorable against budget and $6,000 favorable against 2016 results. Insurance premiums show a $38,000 reduction against budget as a result of negotiating for reduced brokerage charges.
  - Contracted services, which includes landscaping, janitorial and security costs, are $130,000 below budget and sare level with 2016 YTD results as the ACC brought several services in-house as well as some timing differences.

- 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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8 MONTH OF: AUGUST

	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	4,301,835	4,831,301	3,614,659				
Reserve Funds	13,911,349	14,285,314	14,417,856	14,210,825	14,289,034	14,283,635	14,414,681	14,415,348	14,460,560				
Enhancement Funds	1,071,035	1,134,293	1,186,911	1,220,557	1,285,066	1,341,847	1,422,282	1,490,016	1,557,889				
TOTAL Cash & Equivalents	**18,555,492**	**19,656,825**	**19,005,927**	**19,820,826**	**20,565,282**	**19,855,980**	**20,138,798**	**20,736,664**	**19,633,107**	**0**	**0**	**0**	**0**
Receivables - Assessments	606,741	769,560	641,040	554,698	691,759	584,674	530,982	687,446	581,285				
Receivables - Other	10,548	705	30,478	24,625	26,818	24,914	19,446	34,589	46,696				
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	935	1,294	1,140				
Receivables - Allowance for Bad Debts ( )	(589,665)	(579,124)	(570,034)	(520,080)	(543,739)	(524,351)	(518,512)	(516,300)	(516,381)				
TOTAL Net Receivables	**28,226**	**192,304**	**102,856**	**60,374**	**175,939**	**86,265**	**32,851**	**207,029**	**112,741**	**0**	**0**	**0**	**0**
Prepaid Expenses	134,810	136,959	120,084	120,452	97,630	74,338	296,756	254,733	229,586				
Inventory	588	588	586	586	577	535	583	543	524				
Accrued Revenues													
TOTAL Other Current Assets	**135,398**	**137,548**	**120,670**	**121,038**	**98,207**	**74,873**	**297,339**	**255,275**	**230,110**	**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**	**20,468,987**	**21,198,968**	**19,975,958**	**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	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	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	1,145,811	1,145,811	1,145,811				
Construction in Progress	2,637,995							65,387	65,387				
Less: Accumulated Book Depreciation	(17,586,151)	(17,561,669)	(17,625,300)	(17,688,399)	(17,752,684)	(17,816,379)	(17,879,664)	(17,942,950)	(18,006,235)				
TOTAL Fixed & Non-Current Assets	**15,696,376**	**15,617,072**	**15,553,440**	**15,490,342**	**15,448,202**	**15,383,507**	**15,320,221**	**15,322,323**	**15,259,038**	**0**	**0**	**0**	**0**
TOTAL ASSETS	**34,415,492**	**35,603,748**	**34,782,893**	**35,492,580**	**36,287,629**	**35,400,625**	**35,789,209**	**36,521,291**	**35,234,996**	**0**	**0**	**0**	**0**
Current Liabilities													
Trade & Supplier Payables	139,431	121,584	217,017	189,634	198,148	179,169	316,251	324,631	212,122				
Payroll & Benefits	166,272	238,328	256,461	250,918	268,601	308,159	235,683	271,235	254,653				
Accrued - Trade & Supplier Obligations	32,577	46,676	58,216	70,565	39,956	169,320	50,107	45,621	44,824				
Accrued - Other													
Prepaid Assessments	1,016,495	329,788	441,523	1,547,214	372,286	527,906	1,106,712	260,412	324,900				
Deferred Assessments & Other Deferred Items	45,811	1,278,601	820,896	299,588	1,319,127	752,922	101,860	1,273,831	716,250				
Deposits	1,783	3,084	23,327	(3,545)	14,587	24,145	25,781	21,505	29,830				
Funds Due Partner HOAs	611,562	936,650	157,619	159,467	941,349	256,043	670,517	1,026,385	283,295				
Other Current & Deferred Liabilities	174,767	181,266	187,765	194,265	152,766	159,266	165,766	167,833	169,901				
Total Current Liabilities	**2,188,698**	**3,135,978**	**2,162,822**	**2,708,106**	**3,306,820**	**2,376,930**	**2,672,677**	**3,391,452**	**2,035,775**	**0**	**0**	**0**	**0**
TOTAL LIABILITIES	**2,188,698**	**3,135,978**	**2,162,822**	**2,708,106**	**3,306,820**	**2,376,930**	**2,672,677**	**3,391,452**	**2,035,775**	**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	20,423,115	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	11,808,609	11,808,609	11,808,609				
Current Year Surplus (Deficit)	2,350,014	304,834	457,134	621,538	749,085	791,971	884,807	898,115	967,497				
TOTAL EQUITY	**32,226,794**	**32,467,770**	**32,620,070**	**32,784,474**	**32,980,809**	**33,023,695**	**33,116,532**	**33,129,839**	**33,199,222**	**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**	**35,789,209**	**36,521,291**	**35,234,996**	**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	3,614,659	3,573,108	3,752,422	2,242,347	2,336,362	2,188,872	2,541,774	1,824,039					
Reserve Funds	14,460,560	13,911,349	11,897,099	10,524,819	9,738,087	8,882,515	7,486,663	6,555,089					
Enhancement Funds	1,557,889	1,071,035	2,563,007	1,976,210	2,452,505	2,873,921	4,472,450	3,676,283					
TOTAL Cash & Equivalents	**19,633,107**	**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	581,285	606,741	838,770	1,167,572	1,054,657	1,159,694	1,160,967	1,287,359					
Receivables - Other	46,696	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	1,140	602	809										
Receivables - Allowance for Bad Debts ( )	(516,381)	(589,665)	(822,505)	(920,349)	(1,013,668)	(1,085,758)	(1,119,113)	(824,739)					
TOTAL Net Receivables	**112,741**	**28,226**	**26,637**	**772,206**	**90,004**	**116,819**	**100,226**	**490,656**	**0**	**0**	**0**	**0**	**0**
Prepaid Expenses	229,586	134,810	130,533	186,940	166,906	196,059	186,278	167,447					
Inventory	524	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	**230,110**	**135,398**	**130,867**	**204,529**	**201,151**	**235,929**	**312,720**	**217,573**	**0**	**0**	**0**	**0**	**0**
TOTAL CURRENT ASSETS	**19,975,958**	**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	65,387	2,637,995	239,972	118,768	1,972,455	0	6,864	4,613					
Less: Accumulated Book Depreciation	(18,006,235)	(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	**15,259,038**	**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	**35,234,996**	**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	212,122	139,431	338,524	198,078	690,457	181,516	122,710	173,746					
Payroll & Benefits	254,653	166,272	143,230	208,847	144,053	133,707	124,686	6,132					
Accrued - Trade & Supplier Obligations	44,824	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	324,900	1,016,495	999,589	443,699	978,493	867,838	810,447	794,045					
Deferred Assessments & Other Deferred Items	716,250	45,811	59,481	27,803	30,092	38,320	52,097	67,033					
Deposits	29,830	1,783	8,548	23,977	2,772	9,156	2,103	419					
Funds Due Partner HOAs	283,295	611,562	584,441			415,628	430,809						
Other Current & Deferred Liabilities	169,901	174,767	148,924	72,739	248,087	48,961	65,605	422,393					
Total Current Liabilities	**2,035,775**	**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	**2,035,775**	**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)	967,497	2,354,936	1,694,583	972,423	1,210,227	563,101	1,008,542	(36,274)					
TOTAL EQUITY	**33,199,222**	**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	**35,234,996**	**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 STATEMENT
MULTI-YEAR COMPARISON

RESTRICTED VIEWING & USE DOCUMENT

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		December 2016	December 2015	December 2014	December 2013	December 2012	December 2011	December 2010
REVENUES								
Assessments		8,937,107	8,864,650	8,843,696	8,273,607	8,059,864	8,044,036	8,057,607
Community Center Programs		717,121	829,536	875,507	848,113	913,415	982,377	1,009,059
Special Events Programs		135,726	133,521	138,473	125,652	125,880	118,662	108,957
Resale & Disclosures		349,085	314,045	0	0	0	0	0
Enhancement Funds Received		738,604	693,658	541,723	745,431	584,770	576,273	581,101
All Other Revenue Sources		752,861	561,937	435,413	733,342	209,740	476,544	473,965
Total Gross Revenues		**11,630,504**	**11,397,347**	**10,834,812**	**10,726,145**	**9,893,669**	**10,197,892**	**10,230,689**
Transfers for Reserve Funding		2,010,000	1,860,000	1,860,000	1,388,772	1,388,772	1,041,612	798,824
Total Net Revenues		**9,620,504**	**9,537,347**	**8,974,812**	**9,337,373**	**8,504,897**	**9,156,280**	**9,431,865**
EXPENSES								
Special Events Costs		138,860	122,558	118,092	105,577	96,109	105,143	108,955
Community Center Program Costs		312,739	361,390	386,892	375,744	374,612	399,502	896,701
Community Center Program Compensation Costs		633,615	602,232	569,786	598,289	633,217	642,333	196,382
Community Involvment Costs		121,101	135,792	20,274	140,629	157,294	295,728	218,997
Utilities - Electric		456,911	505,761	475,683	535,345	453,777	385,941	377,293
Utilities - Gas		42,370	43,793	33,691	41,168	47,522	51,282	52,728
Utilities - Water		499,423	514,454	383,213	432,750	403,263	402,887	379,117
Repair & Maintenance - Compensation		666,449	614,468	568,042	604,787	526,084	725,866	687,223
Repair & Maintenance - Project Costs		859,524	891,164	530,651	619,941	1,120,915	484,047	579,970
Professional - Legal		194,941	117,355	319,284	192,267	270,575	478,082	797,516
Professional - Audit & Tax		25,886	41,650	18,500	38,475	18,500	22,000	20,775
Professional - All Other		128,641	108,161	45,255	65,034	17,951	25,379	34,648
Financial - Insurances		248,977	275,001	312,439	317,135	302,538	312,282	321,143
Financial - Bad Debt		(98,056)	(29,344)	(8,976)	(17,519)	53,545	396,948	478,780
Financial - All Other		50,770	47,014	37,048	128,089	44,299	56,809	136,625
Contract Services - Landscaping		1,118,031	1,113,792	1,029,976	1,086,974	1,171,295	1,097,213	1,304,483
Contract Services - Janitorial		356,245	345,034	313,643	285,412	276,280	231,352	174,898
Contract Services - 3rd Party Management		0	0	70,270	84,204	144,200	185,224	249,851
Contract Services - All Other		198,774	193,619	198,140	153,396	158,271	107,116	202,718
Human Resources Expenditures		77,484	70,252	50,375	42,590	43,438	55,123	113,101
Gen & Admin - Compensation, Taxes, Benefits		1,721,128	1,632,562	1,771,132	1,467,435	1,004,595	925,547	911,945
Gen & Admin - Postage / Printing / Supplies		107,614	115,342	147,721	126,704	128,958	132,688	161,628
Gen & Admin - Voice / Data / IT Services		135,614	129,303	118,275	94,541	84,418	83,886	87,298
Gen & Admin - All Other		135,412	122,413	56,536	49,562	43,106	71,320	46,837
Gen & Admin - Federal & State Taxes		87,253	78,050	50,484	63,426	22,722	0	110
Total Operating Expenses		**8,219,706**	**8,151,816**	**7,616,426**	**7,631,955**	**7,597,484**	**7,673,698**	**8,541,722**
Gross Surplus of Revenues Over Expenses		**3,410,798**	**3,245,531**	**3,218,386**	**3,094,190**	**2,296,185**	**2,524,194**	**1,688,967**
Depreciation		586,456	600,807	836,238	1,193,221	1,144,964	1,173,348	1,150,262
Reserve Fund Expenditures		693,214	1,068,477	1,640,028	894,170	812,934	559,257	697,420
Interest Income - All Sources		223,808	118,336	230,303	203,428	224,814	216,953	122,441
All Other Non-Cash Outflows								
Net Surplus of Revenues Over Expenses		**2,354,936**	**1,694,583**	**972,423**	**1,210,227**	**563,101**	**1,008,542**	**(36,274)**

ANTHEM COMMUNITY COUNCIL

CASH ANALYSIS

2017

RESTRICTED VIEWING & USE DOCUMENT

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	THIS MONTH Actual	NEXT Month Projected	2 MONTHS Projected	3 MONTHS Projected
CASH INFLOWS				
Opening Operating Cash Balance	4,831,301	3,614,659	3,109,811	3,709,811
Collections of HOA's Cash	154,848	130,000	650,000	140,000
Collection of ACC Assessments & Fees	307,966	240,000	850,000	275,000
Programs & Other Cash Received	14,863	35,000	40,000	30,000
Other Cash Inflows (Net) Prepaid Assessments				
TOTAL CASH INFLOWS	5,308,978	4,019,659	4,649,811	4,154,811
CASH OUTFLOWS				
Business Payables & Business Payments Out	317,408	325,000	365,000	350,000
Payroll, Benefits & Social Taxes	270,467	260,000	275,000	280,000
Transfers to Reserve Fund	170,000	170,000	170,000	170,000
Transfers to HOAs for Their Collected Cash	936,444	154,848	130,000	650,000
Specialty Outflows				
Other Cash Out				
TOTAL CASH OUTFLOWS	1,694,319	909,848	940,000	1,450,000
CASH BALANCE (per Balance Sheet)	3,614,659	3,109,811	3,709,811	2,704,811
Less: This Month's HOA Cash Collected	154,848	130,000	650,000	140,000
Less: Outflows to Reserve or Enh Fund				
Less: Additional Planned Reserve Contributions				
NET ADJUSTED CASH BALANCE	3,459,811	2,979,811	3,059,811	2,564,811
Times Outflow Coverage of Ending Balance	*3.75*	*3.23*	*3.31*	*2.78*
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	1,094,277	1.112%	BlackRock Portfolio	6,979,309	1.108%	BlackRock Portfolio	1,211,823	1.098%
Deer Valley Credit Union	144,047	0.050%	JP Morgan Portfolio	1,104,667	1.048%			
Mid-First Bank	985	0.250%	TAB Bank	247,872	1.210%			
			MidFirst Bank	252,042	0.300%			
JPMChase - Operating	1,142	0.200%	CalFirst Bank	256,808	1.000%			
JPMChase - Investment	1,089,984	1.109%	Synchrony Bank	257,679	1.250%			
Cash In Transit	16,645	0.000%	EverBank	249,611	1.230%			
Petty Cash	1,975	0.000%	GIANT Bank	248,208	1.220%			
Cash Due to HOAs	154,848	0.000%	Alliance - Paseo Reserves	50,687	0.200%	Owed FROM Operating Account	130,904	
Free Cash in Alliance Bank	1,110,755.67	0.300%	Eaton Vance	1,553,062	1.139%			
			MorganStanleyCD	495,000.27	1.900%	Alliance Bank	215,162	0.300%
			Alliance Bank	2,765,614.84	0.300%			

ANTHEM COMMUNITY COUNCIL

CONSOLIDATED PROFIT & LOSS
2017 - AUGUST

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8 MONTH OF: AUGUST

	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	5,422,288	91.1%		683,030	675,124	675,053	678,881	677,372	676,986	678,413	677,430	-	-	-	-
Assessments - Non-Residential	236,920	4.0%		28,902	28,902	28,902	28,902	28,902	28,902	31,755	31,755	-	-	-	-
Assessments - Apartments & MultiUnit	210,407	3.5%		26,301	26,301	26,301	26,301	26,301	26,301	26,301	26,301	-	-	-	-
Assessments - Benefitted & Builder	30,865	0.5%		6,320	6,320	(13,282)	6,320	6,385	6,320	6,340	6,142	-	-	-	-
Community Programs Revenues	546,764	9.2%		67,415	37,695	36,033	73,306	69,604	125,781	97,240	39,689	-	-	-	-
Special Events Revenues	102,089	1.7%		7,800	20,908	45,850	325	5,205	5,542	16,460	-	-	-	-	-
Other "Soft" Revenues	68,258	1.1%		8,451	9,402	10,907	19,714	(396)	7,094	12,493	593	-	-	-	-
Reimbursements	-	0.0%		-	-	-	-	-	-	-	-	-	-	-	-
Revenues - Rentals	295,019	5.0%		28,897	34,926	39,502	45,004	38,078	40,996	35,315	32,302	-	-	-	-
Revenues - Resale & Disclosures	263,595	4.4%		28,385	23,070	29,550	40,065	36,165	36,940	39,820	29,600	-	-	-	-
Enhancement Fees	571,945	9.6%		64,130	50,540	64,142	83,365	78,720	80,119	85,849	65,079	-	-	-	-
Transfers to Enhancement Fund	(571,945)	-9.6%		(64,130)	(50,540)	(64,142)	(83,365)	(78,720)	(80,119)	(85,849)	(65,079)	-	-	-	-
Transfers to Reserve Fund	(1,360,000)	-22.8%		(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	(170,000)	-	-	-	-
Other Non-Classified Incomes	138,864	2.3%		10,429	15,808	22,587	17,761	22,224	23,996	13,047	13,011	-	-	-	-
TOTAL ASSESSMENTS & INCOME	**5,955,070**	**100.0%**		**725,931**	**708,455**	**731,402**	**766,578**	**739,841**	**808,858**	**787,183**	**686,823**	-	-	-	-
PROGRAMS															
Salaries & Payroll	500,630	8.4%	8.9%	23,746	27,866	29,670	38,626	55,810	150,551	132,986	41,375	-	-	-	-
Medical, Benefits & Taxes	68,349	1.1%	1.2%	5,327	5,638	5,216	5,766	7,431	17,424	14,856	6,691	-	-	-	-
Direct CC Program Expenses	206,721	3.5%	3.7%	26,298	29,369	22,898	23,625	23,632	33,505	27,529	19,865	-	-	-	-
Direct Special Events Expenses	103,592	1.7%	1.8%	-	-	27,292	8,110	22,408	367	45,227	188	-	-	-	-
TOTAL PROGRAM COSTS	**879,292**	**14.8%**	**15.6%**	**55,371**	**62,873**	**85,075**	**76,127**	**109,280**	**201,847**	**220,599**	**68,119**	-	-	-	-
COMMUNITY INVOLVEMENT															
Resident Relations & Meetings	18,695	0.3%	0.3%	1,009	1,555	5,293	2,455	2,308	2,916	1,971	1,189	-	-	-	-
Committee & Volunteer Support	7,504	0.1%	0.1%	180	1,465	3,120	700	601	464	691	282	-	-	-	-
Newsletter & Activity Guide	34,814	0.6%	0.6%	7,578	-	9,273	-	9,335	-	8,629	-	-	-	-	-
Economic Development	11,406	0.2%	0.2%	3,031	67	265	708	35	5,330	309	1,660	-	-	-	-
Marketing, Website & Other	25,022	0.4%	0.4%	14,375	1,103	3,270	954	517	1,415	274	3,114	-	-	-	-
TOTAL - COMMUNITY	**97,441**	**1.6%**	**1.7%**	**26,174**	**4,190**	**21,221**	**4,817**	**12,795**	**10,125**	**11,874**	**6,245**	-	-	-	-
UTILITIES															
Electric	316,833	5.3%	5.6%	34,583	31,276	27,369	31,490	35,640	38,400	76,960	41,115	-	-	-	-
Gas	28,193	0.5%	0.5%	4,762	7,090	5,507	4,115	3,570	2,205	608	336	-	-	-	-
Water	281,306	4.7%	5.0%	16,972	17,170	17,324	34,291	44,771	56,472	50,972	43,334	-	-	-	-
TOTAL UTILITIES	**626,332**	**10.5%**	**11.1%**	**56,316**	**55,536**	**50,200**	**69,896**	**83,981**	**97,077**	**128,541**	**84,785**	-	-	-	-
REPAIRS & MAINT															
Salaries & Payroll	412,102	6.9%	7.3%	51,680	41,851	47,501	55,033	56,050	54,207	52,440	53,340	-	-	-	-
Medical, Benefits & Taxes	92,453	1.6%	1.6%	13,653	12,554	11,471	10,296	11,128	11,267	10,766	11,318	-	-	-	-
Salaries & Payroll - Park Patrol	-	0.0%	0.0%	-	-	-	-	-	-	-	-	-	-	-	-
Benefits & Taxes - Park Patrol	-	0.0%	0.0%	-	-	-	-	-	-	-	-	-	-	-	-
Common Area Maintenance	102,789	1.7%	1.8%	(27)	4,264	4,197	49,682	17,041	2,494	5,128	20,010	-	-	-	-
Parks - Repair & Maintenance	5,994	0.1%	0.1%	435	694	332	596	2,984	106	618	230	-	-	-	-
Community Center Maintenance	22,714	0.4%	0.4%	2,779	2,205	772	957	12,591	661	885	1,863	-	-	-	-
HVAC & Plumbing	29,548	0.5%	0.5%	5,954	4,158	6,234	2,605	3,418	367	6,097	715	-	-	-	-
Pools, Spas & Water Features	56,901	1.0%	1.0%	4,994	3,320	7,692	7,459	6,704	11,320	6,477	8,937	-	-	-	-
Irrigation	60,973	1.0%	1.1%	6,657	6,968	20,439	4,939	7,315	5,937	4,208	4,510	-	-	-	-
Tools, Janitorial Supplies, Other	75,813	1.3%	1.3%	4,944	15,651	17,193	2,820	6,180	19,372	5,544	4,109	-	-	-	-
R&M - Facilities & Equipment	42,174	0.7%	0.7%	2,532	1,786	10,301	5,011	9,895	4,336	3,163	5,149	-	-	-	-
R&M - Grounds & Other	154,219	2.6%	2.7%	6,208	75,275	8,259	7,613	9,470	26,234	6,307	14,853	-	-	-	-
Repair, Replace & Maint - All Other	17,445	0.3%	0.3%	1,226	789	271	3,746	1,050	3,031	5,470	1,862	-	-	-	-
TOTAL REPAIRS & MAINTENANCE	**1,073,125**	**18.0%**	**19.0%**	**101,035**	**169,517**	**134,662**	**150,755**	**143,824**	**139,332**	**107,104**	**126,896**	-	-	-	-
PROFESSIONAL															
Legal - General	41,842	0.7%	0.7%	11,437	6,525	4,593	3,918	3,356	2,469	5,467	4,078	-	-	-	-
Legal - Collection	67,206	1.1%	1.2%	6,803	9,446	13,114	7,819	7,630	6,821	4,490	11,084	-	-	-	-
Legal - Water	-	0.0%	0.0%	-	-	-	-	-	-	-	-	-	-	-	-
Audit & Accounting & Tax	19,088	0.3%	0.3%	-	-	-	12,000	-	5,475	-	1,613	-	-	-	-
Professional Services & Property Resale	47,561	0.8%	0.8%	6,055	8,727	11,720	(14,925)	8,443	9,917	8,267	9,355	-	-	-	-
TOTAL PROFESSIONAL	**175,697**	**3.0%**	**3.1%**	**24,295**	**24,698**	**29,427**	**8,812**	**19,429**	**24,682**	**18,225**	**26,129**	-	-	-	-

ANTHEM COMMUNITY COUNCIL

CONSOLIDATED PROFIT & LOSS
2017 - AUGUST

RESTRICTED VIEWING & USE DOCUMENT

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8 MONTH OF: AUGUST

	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	24,044	0.4%	0.4%	1,052	1,682	3,744	11,127	1,644	1,880	1,727	1,188	-	-	-	-
Insurances	162,124	2.7%	2.9%	20,867	20,867	21,772	20,559	20,867	19,060	19,066	19,066	-	-	-	-
Bad Debts	(35,607)	-0.6%	-0.6%	(10,929)	(20,569)	(15,924)	27,094	(22,033)	849	12,655	(6,750)	-	-	-	-
Licenses, Permits, Fees & Other	25,671	0.4%	0.5%	2,653	3,005	4,129	2,480	3,490	3,075	3,748	3,090	-	-	-	-
TOTAL FINANCIAL	176,232	3.0%	3.1%	13,643	4,985	13,721	61,261	3,968	24,865	37,196	16,594	-	-	-	-
CONTRACT SERVICES															
Landscaping	742,528	12.5%	13.2%	92,816	92,816	92,816	92,816	92,816	92,816	92,816	92,816	-	-	-	-
Janitorial & Sanitation	242,877	4.1%	4.3%	29,615	29,864	29,733	29,938	29,235	31,750	31,352	31,390	-	-	-	-
Security Monitoring	91,971	1.5%	1.6%	11,822	8,197	13,419	11,141	11,401	10,423	15,601	9,967	-	-	-	-
Maintenance & Services	24,392	0.4%	0.4%	2,114	3,319	3,772	2,044	3,319	3,772	2,044	4,009	-	-	-	-
Equipment & Professional Services	2,745	0.0%	0.0%	-	-	1,372	-	-	1,372	-	-	-	-	-	-
Other Contracted Services	39,855	0.7%	0.7%	4,969	4,969	4,969	4,969	4,969	4,969	5,069	4,969	-	-	-	-
TOTAL CONTRACT SERVICES	1,144,367	19.2%	20.3%	141,336	139,166	146,081	140,908	141,741	145,102	146,882	143,151	-	-	-	-
HUMAN RESOURCES															
Recruitment	4,483	0.1%	0.1%	-	460	362	1,044	901	228	1,212	276	-	-	-	-
Training & Education	9,629	0.2%	0.2%	-	240	2,357	-	1,832	2,327	(465)	3,338	-	-	-	-
Payroll Processing	16,617	0.3%	0.3%	1,983	3,248	2,371	1,910	2,432	3,908	478	287	-	-	-	-
Community & Employee Events	14,200	0.2%	0.3%	1,775	1,775	1,775	1,775	1,775	1,775	1,775	1,775	-	-	-	-
Uniforms and Other	5,104	0.1%	0.1%	110	599	513	673	1,680	546	742	240	-	-	-	-
TOTAL HR	50,033	0.8%	0.9%	3,868	6,322	7,378	5,402	8,621	8,784	3,743	5,916	-	-	-	-
GENERAL & ADMIN															
Salaries & Payroll	1,065,155	17.9%	18.9%	146,382	137,796	109,297	118,104	130,832	141,751	136,090	144,904	-	-	-	-
Medical, Benefits & Taxes	190,932	3.2%	3.4%	28,496	27,357	26,016	20,292	22,886	19,875	22,483	23,527	-	-	-	-
401K Programs & Administration	33,800	0.6%	0.6%	3,634	4,226	4,269	3,442	4,098	5,870	3,993	4,268	-	-	-	-
Office Consumables	14,807	0.2%	0.3%	594	2,195	1,579	2,208	2,235	1,934	1,937	2,124	-	-	-	-
Postage, Printing & Copies	19,653	0.3%	0.3%	1,086	559	7,496	(266)	8,559	(157)	(412)	2,787	-	-	-	-
Office Equipment	10,097	0.2%	0.2%	404	446	3,750	340	1,936	138	272	2,812	-	-	-	-
Reimbursements	8,706	0.1%	0.2%	464	401	517	1,267	2,213	2,086	1,243	515	-	-	-	-
Dues & Subscriptions	7,424	0.1%	0.1%	749	1,445	822	531	784	658	1,563	873	-	-	-	-
Equipment Lease & Rentals	15,347	0.3%	0.3%	119	4,480	1,761	1,604	2,227	1,623	1,910	1,623	-	-	-	-
Voice, Cell & Data Services	44,744	0.8%	0.8%	5,440	5,533	5,416	5,699	5,476	5,576	5,545	6,058	-	-	-	-
IT Services	35,070	0.6%	0.6%	3,434	6,090	6,175	3,096	4,881	3,691	4,244	3,458	-	-	-	-
Signs	4,560	0.1%	0.1%	66	1,763	1,079	596	386	-	359	311	-	-	-	-
Other General & Administrative	(27,014)	-0.5%	-0.5%	(2,333)	(4,502)	(4,487)	7,948	(18,819)	6,869	(3,320)	(8,370)	-	-	-	-
TOTAL GENERAL & ADMIN	1,423,282	23.9%	25.2%	188,537	187,788	163,690	164,862	167,695	189,913	175,908	184,888	-	-	-	-
TOTAL OPERATING COSTS	5,645,801	94.8%	100.0%	610,575	655,074	651,457	682,841	691,335	841,725	850,071	862,724	-	-	-	-
GROSS SURPLUS (DEFICIT)	309,269	5.2%		115,356	53,381	79,945	83,738	48,506	(32,867)	(62,888)	24,099	-	-	-	-
Depreciation	507,931	8.5%	9.0%	63,717	63,632	63,098	62,933	64,695	63,285	63,285	63,285	-	-	-	-
Interest Income / Interest Expense	31,004	0.5%	0.5%	1,685	3,928	4,067	4,491	4,273	4,134	4,309	4,117	-	-	-	-
Taxes on Income	43,133	0.7%	0.8%	6,500	6,500	6,500	6,500	6,500	6,500	2,067	2,067	-	-	-	-
OPERATING FUND SURPLUS / (DEFICIT)	(210,790)	-3.5%		46,825	(12,823)	14,414	18,796	(18,417)	(98,519)	(123,931)	(37,136)	-	-	-	-
CUMULATIVE SURPLUS / (DEFICIT)					34,002	48,416	67,212	48,795	(49,723)	(173,654)	(210,790)	(210,790)	(210,790)	(210,790)	(210,790)
CHANGE IN EQUITY POSITION															
Impact of OPERATING FUND	(210,790)			46,825	(12,823)	14,414	18,796	(18,417)	(98,519)	(123,931)	(37,136)	-	-	-	-
Impact of ENHANCEMENT FUND	559,476			65,681	52,619	64,559	51,711	66,619	60,409	136,571	61,306	-	-	-	-
Impact of RESERVE FUND	618,812			173,010	132,542	84,671	57,063	(5,399)	131,046	667	45,212	-	-	-	-
MONTHLY EQUITY CHANGE				285,516	172,338	163,644	127,570	42,803	92,937	13,307	69,383	-	-	-	-
ANNUALIZED EQUITY CHANGE	967,497			285,516	457,854	621,498	749,068	791,871	884,807	898,115	967,497	-	-	-	-

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CONSOLIDATED PROFIT & LOSS
2017 - AUGUST

8 MONTH OF: AUGUST

	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	5,422,288	5,421,501	5,421,861	5,421,360	787	427	0.0%	0.0%	8,134,888	8,134,101	8,132,112	8,131,345
Assessments - Non-Residential	236,920	248,015	232,540	225,364	(11,095)	4,380	-4.5%	1.9%	363,628	374,723	348,147	341,855
Assessments - Apartments & MultiUnit	210,407	210,408	210,407	210,407	(1)	-	0.0%	0.0%	315,611	315,612	315,611	315,611
Assessments - Benefitted & Builder	30,865	50,560	50,560	50,560	(19,695)	(19,695)	-39.0%	-39.0%	56,145	75,840	141,237	75,840
Community Programs Revenues	546,764	631,498	572,303	636,527	(84,735)	(25,540)	-13.4%	-4.5%	726,618	811,353	717,121	829,536
Special Events Revenues	102,089	77,625	84,702	86,261	24,464	17,387	31.5%	20.5%	138,939	114,475	135,726	133,521
Other "Soft" Revenues	68,258	19,875	129,227	46,531	48,383	(60,969)	243.4%	-47.2%	70,883	22,500	173,848	58,415
Reimbursements	-	48,300	-	-	(48,300)	-	-100.0%		16,900	65,200	-	-
Revenues - Rentals	295,019	288,230	282,548	255,822	6,789	12,471	2.4%	4.4%	424,589	417,800	422,488	385,996
Revenues - Resale & Disclosures	263,595	191,625	236,095	220,890	71,970	27,500	37.6%	11.6%	342,070	270,100	349,085	314,045
Enhancement Fees	571,945	380,625	493,493	496,086	191,320	78,451	50.3%	15.9%	727,820	536,500	738,604	693,658
Transfers to Enhancement Fund	(571,945)	(385,758)	(493,493)	(496,086)	(186,186)	(78,451)	48.3%	15.9%	(722,686)	(536,500)	(738,604)	(693,658)
Transfers to Reserve Fund	(1,360,000)	(1,360,000)	(1,340,000)	(1,240,000)	(0)	(20,000)	0.0%	1.5%	(2,040,000)	(2,040,000)	(2,010,000)	(1,860,000)
Other Non-Classified Incomes	138,864	62,506	112,931	74,615	76,358	25,933	122.2%	23.0%	166,193	89,835	122,617	94,878
TOTAL ASSESSMENTS & INCOME	**5,955,070**	**5,885,010**	**5,993,175**	**5,988,336**	**70,060**	**(38,105)**	**1.2%**	**-0.6%**	**8,721,599**	**8,651,539**	**8,847,992**	**8,821,041**
PROGRAMS												
Salaries & Payroll	500,630	424,262	443,194	414,429	(76,368)	(57,437)	-18.0%	-13.0%	610,555	534,187	547,939	520,345
Medical, Benefits & Taxes	68,349	37,095	66,936	63,222	(31,254)	(1,412)	-84.3%	-2.1%	86,896	55,642	85,676	81,887
Direct CC Program Expenses	206,721	248,239	223,548	245,266	41,518	16,827	16.7%	7.5%	302,548	344,066	312,739	361,390
Direct Special Events Expenses	103,592	105,885	101,007	99,965	2,293	(2,584)	2.2%	-2.6%	138,142	140,435	138,860	122,558
TOTAL PROGRAM COSTS	**879,292**	**815,481**	**834,685**	**822,882**	**(63,810)**	**(44,606)**	**-7.8%**	**-5.3%**	**1,138,141**	**1,074,331**	**1,085,213**	**1,086,180**
COMMUNITY INVOLVEMENT												
Resident Relations & Meetings	18,695	30,873	12,233	10,887	12,178	(6,462)	39.4%	-52.8%	31,572	43,750	23,193	13,924
Committee & Volunteer Support	7,504	6,175	4,144	1,664	(1,329)	(3,360)	-21.5%	-81.1%	7,504	6,175	7,257	6,697
Newsletter & Activity Guide	34,814	36,072	33,350	32,808	1,258	(1,465)	3.5%	-4.4%	52,742	54,000	48,241	50,607
Economic Development	11,406	17,228	13,112	11,219	5,823	1,706	33.8%	13.0%	19,317	25,140	19,717	22,878
Marketing, Website & Other	25,022	29,860	7,905	17,267	4,838	(17,116)	16.2%	-216.5%	50,222	55,060	22,693	41,686
TOTAL - COMMUNITY	**97,441**	**120,209**	**70,744**	**73,845**	**22,768**	**(26,697)**	**18.9%**	**-37.7%**	**161,357**	**184,125**	**121,101**	**135,792**
UTILITIES												
Electric	316,833	337,878	292,096	325,989	21,045	(24,737)	6.2%	-8.5%	478,537	499,582	456,911	505,761
Gas	28,193	30,987	32,560	32,056	2,794	4,367	9.0%	13.4%	48,414	51,208	42,370	43,793
Water	281,306	313,039	344,409	338,967	31,734	63,103	10.1%	18.3%	449,070	480,804	499,423	514,454
TOTAL UTILITIES	**626,332**	**681,904**	**669,065**	**697,012**	**55,573**	**42,734**	**8.1%**	**6.4%**	**976,021**	**1,031,594**	**998,704**	**1,064,007**
REPAIRS & MAINT												
Salaries & Payroll	412,102	439,344	338,542	308,805	27,242	(73,560)	6.2%	-21.7%	635,156	662,397	512,725	473,480
Medical, Benefits & Taxes	92,453	95,259	102,220	95,470	2,806	9,767	2.9%	9.6%	140,083	142,889	153,724	140,988
Salaries & Payroll - Park Patrol	-	-	-	-	-	-			-	-	-	-
Benefits & Taxes - Park Patrol	-	-	-	-	-	-			-	-	-	-
Common Area Maintenance	102,789	82,663	104,085	93,932	(20,126)	1,296	-24.3%	1.2%	117,028	96,902	134,337	138,250
Parks - Repair & Maintenance	5,994	23,333	4,126	17,018	17,339	(1,868)	74.3%	-45.3%	17,661	35,000	5,324	19,929
Community Center Maintenance	22,714	20,125	17,917	17,553	(2,589)	(4,797)	-12.9%	-26.8%	32,164	29,575	32,510	25,485
HVAC & Plumbing	29,548	31,297	23,998	25,791	1,749	(5,550)	5.6%	-23.1%	45,247	46,996	31,419	32,407
Pools, Spas & Water Features	56,901	71,490	70,656	63,639	14,589	13,755	20.4%	19.5%	89,311	103,900	112,334	93,764
Irrigation	60,973	38,167	53,003	49,098	(22,806)	(7,970)	-59.8%	-15.0%	79,806	57,000	79,507	62,036
Tools, Janitorial Supplies, Other	75,813	61,933	62,645	42,037	(13,880)	(13,168)	-22.4%	-21.0%	106,280	92,400	78,171	62,886
R&M - Facilities & Equipment	42,174	37,488	160,090	64,922	(4,685)	117,916	-12.5%	73.7%	58,615	53,930	189,850	82,445
R&M - Grounds & Other	154,219	126,330	126,654	248,963	(27,889)	(25,566)	-22.1%	-19.9%	222,269	194,380	171,367	340,501
Repair, Replace & Maint - All Other	17,445	37,528	18,662	22,817	20,083	1,217	53.5%	6.5%	35,109	55,192	24,705	33,463
TOTAL REPAIRS & MAINTENANCE	**1,073,125**	**1,064,958**	**1,084,596**	**1,050,044**	**(8,167)**	**11,471**	**-0.8%**	**1.1%**	**1,578,728**	**1,570,561**	**1,525,973**	**1,505,632**
PROFESSIONAL												
Legal - General	41,842	51,750	31,729	22,578	9,908	(10,113)	19.1%	-31.9%	75,092	85,000	48,239	39,480
Legal - Collection	67,206	42,000	102,045	48,116	(25,206)	34,839	-60.0%	34.1%	93,206	68,000	146,702	77,265
Legal - Water	-	34,700	-	611	34,700	-	100.0%		18,100	52,800	-	611
Audit & Accounting & Tax	19,088	19,760	23,825	15,000	672	4,737	3.4%	19.9%	31,088	31,760	25,886	41,650
Professional Services & Property Resale	47,561	101,640	73,530	77,339	54,079	25,969	53.2%	35.3%	95,006	149,085	128,641	108,161
TOTAL PROFESSIONAL	**175,697**	**249,850**	**231,129**	**163,643**	**74,153**	**55,432**	**29.7%**	**24.0%**	**312,492**	**386,645**	**349,468**	**267,166**

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8 MONTH OF: AUGUST

	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	24,044	31,653	15,890	16,016	7,609	(8,154)	24.0%	-51.3%	39,871	47,480	21,151	22,065
Insurances	162,124	252,620	164,877	184,009	90,495	2,752	35.8%	1.7%	301,183	391,679	248,977	275,001
Bad Debts	(35,607)	93,093	(29,018)	58,294	128,701	6,589	138.2%	-22.7%	10,539	139,240	(98,056)	(29,344)
Licenses, Permits, Fees & Other	25,671	42,865	22,483	17,970	17,194	(3,188)	40.1%	-14.2%	46,771	63,965	29,619	24,949
TOTAL FINANCIAL	**176,232**	**420,231**	**174,231**	**276,289**	**243,999**	**(2,001)**	**58.1%**	**-1.1%**	**398,365**	**642,364**	**201,690**	**292,671**
CONTRACT SERVICES												
Landscaping	742,528	795,733	746,767	742,528	53,205	4,239	6.7%	0.6%	1,114,195	1,167,400	1,118,031	1,113,792
Janitorial & Sanitation	242,877	251,690	239,242	229,351	8,813	(3,635)	3.5%	-1.5%	364,357	373,170	356,245	345,034
Security Monitoring	91,971	101,924	63,871	63,799	9,953	(28,100)	9.8%	-44.0%	142,371	152,324	102,553	95,796
Maintenance & Services	24,392	10,257	21,392	22,627	(14,135)	(3,000)	-137.8%	-14.0%	30,615	16,480	31,746	34,210
Equipment & Professional Services	2,745	69,010	2,775	2,565	66,265	30	96.0%	1.1%	38,611	104,876	5,427	5,129
Other Contracted Services	39,855	85,267	39,142	38,927	45,412	(712)	53.3%	-1.8%	82,488	127,900	59,047	58,484
TOTAL CONTRACT SERVICES	**1,144,367**	**1,313,880**	**1,113,190**	**1,099,796**	**169,513**	**(31,177)**	**12.9%**	**-2.8%**	**1,772,637**	**1,942,150**	**1,673,050**	**1,652,445**
HUMAN RESOURCES												
Recruitment	4,483	8,116	6,406	7,181	3,633	1,923	44.8%	30.0%	9,949	13,581	9,121	9,024
Training & Education	9,629	25,380	9,741	3,056	15,751	112	62.1%	1.2%	16,490	32,241	12,966	11,705
Payroll Processing	16,617	19,067	19,536	15,749	2,449	2,919	12.8%	14.9%	26,151	28,600	28,109	24,085
Community & Employee Events	14,200	14,400	14,200	13,600	200	-	1.4%	0.0%	21,400	21,600	20,725	20,400
Uniforms and Other	5,104	4,791	4,583	3,116	(313)	(521)	-6.5%	-11.4%	8,952	8,639	6,564	5,038
TOTAL HR	**50,033**	**71,753**	**54,467**	**42,702**	**21,720**	**4,434**	**30.3%**	**8.1%**	**82,942**	**104,661**	**77,484**	**70,252**
GENERAL & ADMIN												
Salaries & Payroll	1,065,155	1,170,060	1,003,240	989,840	104,906	(61,915)	9.0%	-6.2%	1,636,567	1,741,472	1,501,805	1,463,567
Medical, Benefits & Taxes	190,932	319,336	204,722	196,580	128,404	13,791	40.2%	6.7%	350,599	479,003	299,689	291,553
401K Programs & Administration	33,800	27,040	32,441	28,946	(6,760)	(1,359)	-25.0%	-4.2%	47,320	40,560	50,093	44,655
Office Consumables	14,807	32,332	14,192	19,658	17,525	(615)	54.2%	-4.3%	30,723	48,248	24,148	28,708
Postage, Printing & Copies	19,653	93,829	32,354	43,365	74,175	12,701	79.1%	39.3%	76,565	150,740	65,365	79,341
Office Equipment	10,097	24,850	5,805	5,286	14,753	(4,293)	59.4%	-73.9%	12,847	27,600	18,101	7,293
Reimbursements	8,706	7,087	6,221	5,000	(1,619)	(2,485)	-22.9%	-39.9%	11,478	9,859	9,424	8,715
Dues & Subscriptions	7,424	12,009	13,068	16,056	4,585	5,643	38.2%	43.2%	10,891	15,476	21,594	19,420
Equipment Lease & Rentals	15,347	4,110	5,347	7,918	(11,237)	(10,000)	-273.4%	-187.0%	16,717	5,480	6,170	14,728
Voice, Cell & Data Services	44,744	126,001	52,493	50,280	81,257	7,749	64.5%	14.8%	88,312	169,569	76,717	78,805
IT Services	35,070	-	40,655	30,281	(35,070)	5,586		13.7%	35,070	-	58,897	50,498
Signs	4,560	11,446	3,793	10,146	6,886	(767)	60.2%	-20.2%	10,016	16,901	16,933	12,870
Other General & Administrative	(27,014)	3,780	(14,564)	820	30,793	12,449	814.6%	-85.5%	(29,013)	1,780	29,199	22,025
TOTAL GENERAL & ADMIN	**1,423,282**	**1,831,879**	**1,399,766**	**1,404,175**	**408,598**	**(23,516)**	**22.3%**	**-1.7%**	**2,298,091**	**2,706,689**	**2,160,135**	**2,122,178**
TOTAL OPERATING COSTS	**5,645,801**	**6,570,147**	**5,631,874**	**5,630,388**	**924,346**	**(13,927)**	**14.1%**	**-0.2%**	**8,718,775**	**9,643,120**	**8,212,818**	**8,196,324**
GROSS SURPLUS (DEFICIT)	**309,269**	**(685,136)**	**361,301**	**357,949**	**994,406**	**(52,032)**	**-145.1%**	**-14.4%**	**2,824**	**(991,581)**	**635,174**	**624,717**
Depreciation	507,931	532,000	395,769	400,933	24,069	(112,162)	4.5%	-28.3%	773,931	798,000	586,456	600,807
Interest Income / Interest Expense	31,004	9,520	18,267	11,638	21,484	12,737	225.7%	69.7%	35,764	14,280	33,908	22,648
Taxes on Income	43,133	52,800	52,000	52,758	9,667	8,867	18.3%	17.1%	69,533	79,200	78,000	78,050
OPERATING FUND SURPLUS / (DEFICIT)	**(210,790)**	**(1,260,416)**	**(68,201)**	**(84,104)**	**1,049,626**	**(142,589)**	**-83.3%**	**209.1%**	**(804,876)**	**(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	**4,831,301**	**3,614,659**	**3,109,811**	**3,709,811**
Collections of HOA's Cash	**154,848**	**130,000**	**650,000**	**140,000**
Collection of ACC Assessments & Fees	**307,966**	**240,000**	**850,000**	**275,000**
Programs & Other Cash Received	**14,863**	**35,000**	**40,000**	**30,000**
Other Cash Inflows (Net) Prepaid Assessments				
TOTAL CASH INFLOWS	**5,308,978**	**4,019,659**	**4,649,811**	**4,154,811**
CASH OUTFLOWS				
Business Payables & Business Payments Out	317,408	325,000	365,000	350,000
Payroll, Benefits & Social Taxes	270,467	260,000	275,000	280,000
Transfers to Reserve Fund	170,000	170,000	170,000	170,000
Transfers to HOAs for Their Collected Cash	936,444	154,848	130,000	650,000
Specialty Outflows				
Other Cash Out				
TOTAL CASH OUTFLOWS	**1,694,319**	**909,848**	**940,000**	**1,450,000**
CASH BALANCE (per Balance Sheet)	**3,614,659**	**3,109,811**	**3,709,811**	**2,704,811**
Less: This Month's HOA Cash Collected	154,848	130,000	650,000	140,000
Less: Outflows to Reserve or Enh Fund				
Less: Additional Planned Reserve Contributions				
NET ADJUSTED CASH BALANCE	**3,459,811**	**2,979,811**	**3,059,811**	**2,564,811**
Times Outflow Coverage of Ending Balance	*3.75*	*3.23*	*3.31*	*2.78*
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	1,094,277	1.112%	BlackRock Portfolio	6,979,309	1.108%	BlackRock Portfolio	1,211,823	1.098%
Deer Valley Credit Union	144,047	0.050%	JP Morgan Portfolio	1,104,667	1.048%			
Mid-First Bank	985	0.250%	TAB Bank	247,872	1.210%			
			MidFirst Bank	252,042	0.300%			
JPMChase - Operating	1,142	0.200%	CalFirst Bank	256,808	1.000%			
JPMChase - Investment	1,089,984	1.109%	Synchrony Bank	257,679	1.250%			
Cash In Transit	16,645	0.000%	EverBank	249,611	1.230%			
Petty Cash	1,975	0.000%	GIANT Bank	248,208	1.220%			
Cash Due to HOAs	154,848	0.000%	Alliance - Paseo Reserves	50,687	0.200%	Owed FROM Operating Account	130,904	
Free Cash in Alliance Bank	1,110,755.67	0.300%	Eaton Vance	1,553,062	1.139%			
			MorganStanleyCD	495,000.27	1.900%	Alliance Bank	215,162	0.300%
			Alliance Bank	2,765,614.84	0.300%			

ANTHEM COMMUNITY COUNCIL

TOTAL ANTHEM - ACCOUNTS RECEIVABLE ANALYSIS

2017

AUGUST

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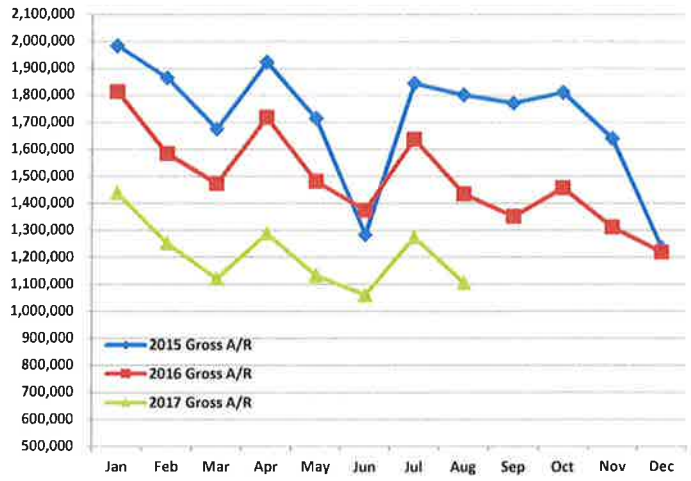
TOTAL ALL RECEIVABLES	TOTAL	Due Now	31 - 60	61 - 90	91 -180	181 - 360	361+
Country Club	**83,435**	2,651	1,600	21,280	10,520	12,107	35,276
Non-Residential & ACC	**581,285**	12,531	29,053	113,320	65,228	70,645	290,508
Parkside	**428,412**	10,467	8,618	30,903	40,535	51,983	285,907
The Village	**13,428**	-	-	5,108	2,824	1,451	4,046
TOTAL	**1,106,560**	**25,649**	**39,271**	**170,611**	**119,107**	**136,186**	**615,736**
		2.3%	*3.5%*	*15.4%*	*10.8%*	*12.3%*	*55.6%*

COMPOSITION OF ENTIRE COMMUNITY'S GROSS A/R	TOTAL DUE	Owner Type	
		Current	Previous
Country Club	**83,435**	**69,166**	**14,268**
Non-Residential & ACC	**581,285**	**416,980**	**164,304**
Parkside	**428,412**	**316,511**	**111,901**
The Village	**13,428**	**9,382**	**4,046**
TOTAL	**1,106,560**	**812,040**	**294,520**

TYPE OF RECEIVABLE OUTSTANDING			
Assessmnt	Legal Fees	CC&Rs	Other
47,556	1,101	34,282	495
293,871	272,065	-	15,349
87,566	61,241	279,396	210
13,428	-	-	-
442,421	**334,407**	**313,678**	**16,054**



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	**1,106,560**	25,649	39,271	170,611	119,107	136,186	615,736
This Month - Last Year	**1,436,199**	59,838	24,229	176,335	138,055	173,086	864,656
This Month - 2 Yrs Ago	**1,933,610**	48,544	28,714	218,791	137,392	214,154	1,286,015
Change [( )=Improvement]	**(329,639)**	**(34,188)**	**15,041**	**(5,724)**	**(18,948)**	**(36,901)**	**(248,920)**

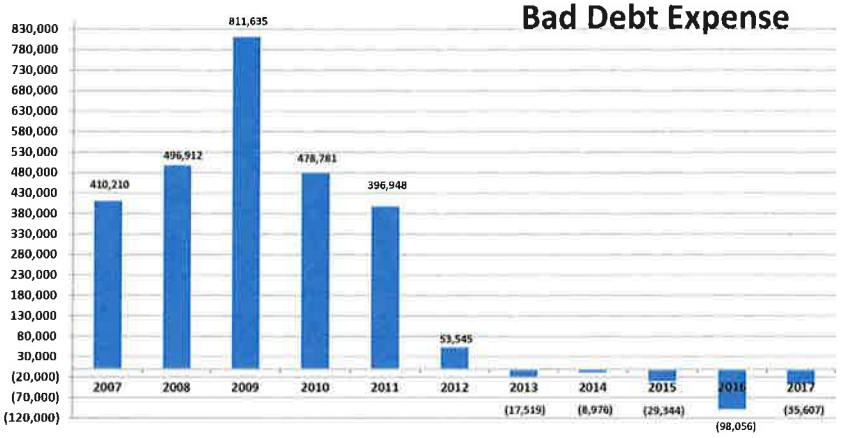
DELINQUENCY ANALYSIS BASED ON AMOUNT DUE	Total Properties	Delinquencies		CURRENT Owners Whose Account Balance Is			
		Current Owners	Prior Owners	Club	Village	Parkside	ACC Other
Balance Due < $100	**440**	427	13	42	1	383	1
Balance Due < $200	**76**	74	2	16	-	58	-
Balance Due < $500	**254**	221	33	33	-	183	5
Balance Due < $1,000	**156**	120	36	23	3	91	3
Balance Due > $1,000	**259**	183	76	22	4	148	9
	1,185	**1,025**	**160**	**136**	**8**	**863**	**18**
		10.0%		*4.7%*	*3.8%*	*12.3%*	*9.1%*

PAYMENT PLAN ANALYSIS ON DELIQUENT OWNERS WHO HAVE NEGOTIATED A PAYMENT PLAN

	Status of 2017 Payment Plans by HOA					
	TOTAL	Current	Tardy	Defaulted	CC&R Only	Paid Off
Parkside	**65**	38	12	6	5	4
Country Club	**7**	6	1	0	0	0
Village at Anthem	**3**	2	1	0	0	0
TOTALS	**75**	**46**	**14**	**6**	**5**	**4**

	Total Properties	Delinquent			Pending Trustee Sales	Pending Judicial Foreclosure
		Total Delinquent	Current Owners	Prior Owners		
Country Club	**2,866**	157	136	21	**2**	**3**
The Village	**210**	12	8	4	-	-
Parkside	**7,027**	998	863	135	**18**	**9**
Non-Residential & ACC	**198**	18	18	-	-	-
TOTAL	**10,301**	**1,185**	**1,025**	**160**	**20**	**12**

	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	1,372	137	2,746	110
Owners Paying Current Obligations 1 Month Late	56	7	207	3
Owners Paying Current Obligations 2 Months Late				
Owners Remaining Delinquent on Obligations	**136**	**8**	**863**	**18**
Delinquency Pct % on Current Obligations	*4.7%*	*3.8%*	*12.3%*	*9.1%*



ANTHEM COMMUNITY COUNCIL

51 - RESERVE FUND
2017 - AUGUST

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8 MONTH OF: AUGUST

	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	1,360,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	170,000	-	-	-	-
Reserve - Interest	168,641	23,685	16,314	19,058	14,417	15,562	23,551	30,569	25,485	-	-	-	-
Reserve - Gain / Loss	34,679	(5,178)	12,834	(9,701)	19,546	29,302	(25,737)	7,597	6,016	-	-	-	-
Reserve - Disposal Gain/Loss	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL RESERVE INFLOWS	1,563,319	188,507	199,148	179,357	203,963	214,864	167,813	208,165	201,501	-	-	-	-
FUND EXPENSES													
RF - Concrete Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Fence Repair / Replace	3,454	-	3,454	-	-	-	-	-	-	-	-	-	-
RF - Common Area	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Roads & Sidewalks	8,777	1,041	-	-	1,790	-	3,595	-	2,350	-	-	-	-
RF - Asphalt & Seal Coat	52,047	-	-	-	-	-	-	-	52,047	-	-	-	-
RF - Wall & BlockWall	40,325	5,850	68	5,808	11,175	2,336	2,030	5,449	7,609	-	-	-	-
RF - Security	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Landscape	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Debris Cleanup	2,781	-	-	2,781	-	-	-	-	-	-	-	-	-
RF - Roof Repair / Replace	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Sand Replenishment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Technology	20,308	-	1,817	10,610	-	-	7,882	-	-	-	-	-	-
RF - General	58,921	-	13,956	-	-	32,312	-	-	12,652	-	-	-	-
RF - Outside Painting	6,550	-	-	-	-	-	6,550	-	-	-	-	-	-
RF - Paint - Walls	1,148	112	231	-	-	-	805	-	-	-	-	-	-
RF - Paint - View Fence	331,017	-	29,635	43,363	40,506	32,575	76,279	41,120	67,539	-	-	-	-
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	29,675	4,500	4,500	-	9,188	-	-	11,488	-	-	-	-	-
RF - Outdoor Furniture	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Ramada	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Splash Pad	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Park Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Tot Lot Turf	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Irrigation Controllers	97,599	-	-	-	-	-	-	97,599	-	-	-	-	-
RF - Granite	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Signs	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - CC - Furniture	21,552	-	-	-	-	-	-	10,776	10,776	-	-	-	-
RF - CC - FitnessEquip	32,271	-	-	-	-	-	-	30,735	1,536	-	-	-	-
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	125,120	-	2,097	13,125	64,390	125,000	(79,492)	-	-	-	-	-	-
RF - Pool - Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Deck Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Replaster/Retile	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Furniture & Access	23,732	-	-	-	-	11,237	11,237	1,259	-	-	-	-	-
RF - Pool - General Repairs	265	-	-	-	-	-	-	265	-	-	-	-	-
RF - Pool - Heaters	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Pool - Pump	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Civic - General	19,890	-	890	19,000	-	-	-	-	-	-	-	-	-
RF - Civic - Kitchen	-	-	-	-	-	-	-	-	-	-	-	-	-
RF - Civic - Computers	12,274	-	4,392	-	-	-	7,882	-	-	-	-	-	-
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	30,586	4,015	5,565	-	4,856	5,562	-	8,809	1,779	-	-	-	-
TOTAL RESERVE OUTFLOWS	944,507	15,497	66,606	94,687	146,900	220,264	36,768	207,498	156,288	-	-	-	-
SURPLUS INFLOWS	618,812	173,010	132,542	84,671	57,063	(5,399)	131,046	667	45,212	-	-	-	-
ACTUAL FUND BALANCE	-	14,285,314	14,417,856	14,210,825	14,289,034	14,283,635	14,414,681	14,415,348	14,460,560	-	-	-	-
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

SUPPLEMENTAL INFORMATION

2017

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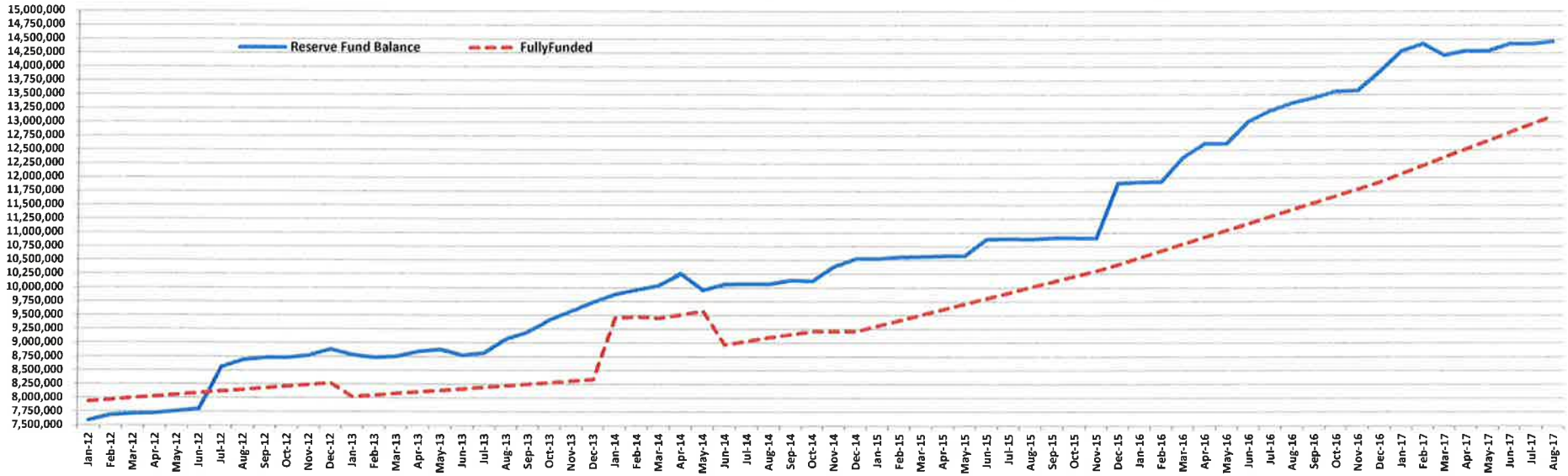
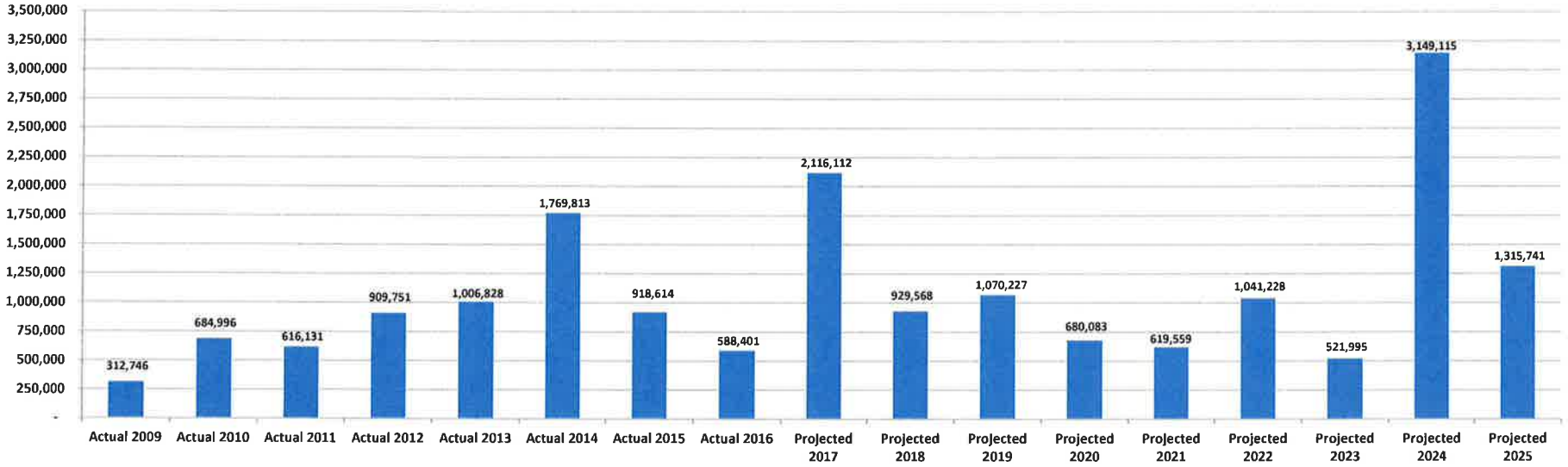
COMPARISON OF RESERVE FUND BALANCE vs. FULLY FUNDED RESERVE (2013 Reserve Study)





HISTORICAL & PROJECTED RESERVE FUND EXPENDITURES FOR ANTHEM COMMUNITY COUNCIL INFRASTRUCTURE

ANTHEM COMMUNITY COUNCIL

61 - ENHANCEMENT FUND
2017 - AUGUST

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8 MONTH OF: AUGUST

	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	571,945	64,130	50,540	64,142	83,365	78,720	80,119	85,849	65,079	-	-	-	-
Enhancement - Interest	16,393	2,248	1,629	2,127	1,650	2,193	2,514	2,297	1,736	-	-	-	-
Enhancement - Gain or Loss	780	(194)	1,118	(1,710)	1,167	738	(2,199)	802	1,058	-	-	-	-
TOTAL ENCHANCEMENT INFLOWS	589,117	66,184	53,287	64,559	86,182	81,651	80,434	88,948	67,873	-	-	-	-
FUND EXPENSES													
EF - OWP	-	-	-	-	-	-	-	-	-	-	-	-	-
EF - General Expenses	9,262	-	-	-	2,962	-	-	2,800	3,500	-	-	-	-
EF - Bank Charges	3,538	502	668	-	510	670	-	1,189	-	-	-	-	-
Enhancement -	16,841	-	-	-	31,000	14,363	20,025	(51,612)	3,066	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
Enhancement -	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL OUTFLOWS	29,641	502	668	-	34,471	15,032	20,025	(47,623)	6,566	-	-	-	-
SURPLUS INFLOWS	559,476	65,681	52,619	64,559	51,711	66,619	60,409	136,571	61,306	-	-	-	-
ACTUAL FUND BALANCE		1,134,293	1,186,911	1,220,557	1,285,066	1,341,847	1,422,282	1,490,016	1,557,889	-	-	-	-
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	80,119	81,467	87,751	52,016	82,249	(1,348)
July	85,849	50,763	79,938	69,927	69,722	35,086
August	65,079	66,175	62,578	41,631	83,425	(1,096)
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	571,945	738,603	694,151	587,939	742,409	78,160

	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
99	25	69	4	1
107	24	81	2	-
79	20	54	4	1
-				
-				
-				
-				
710	188	487	23	12

Average Per Property Enhancement Fee Generated Y T D >>>>	$ 981	$ 734	$ 395	$ 1,750
Y T D Gross Resale Fees Distributed to the Anthem HOAs >>>>	$ 9,750	$ 24,875	$ 1,200	

COMPARATIVE ENHANCEMENT FUNDS GENERATED - YEARLY ACTIVITY

ANTHEM COMMUNITY COUNCIL

SUPPLEMENTAL INFORMATION

2017

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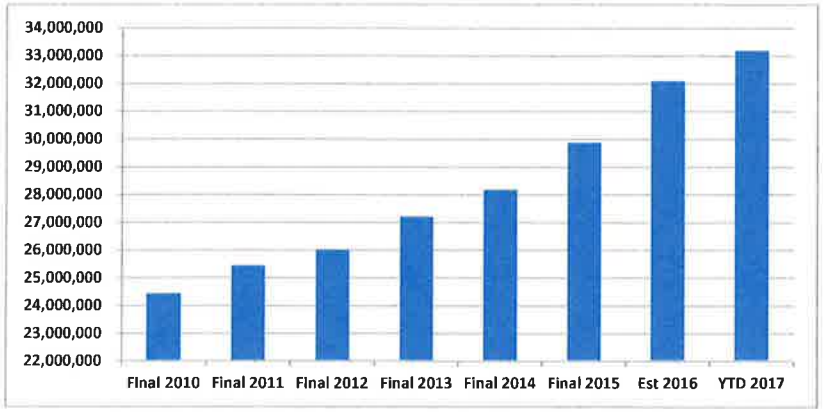
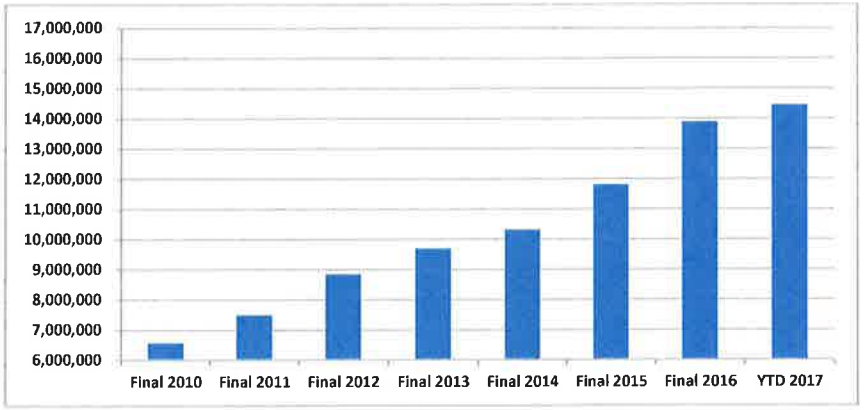
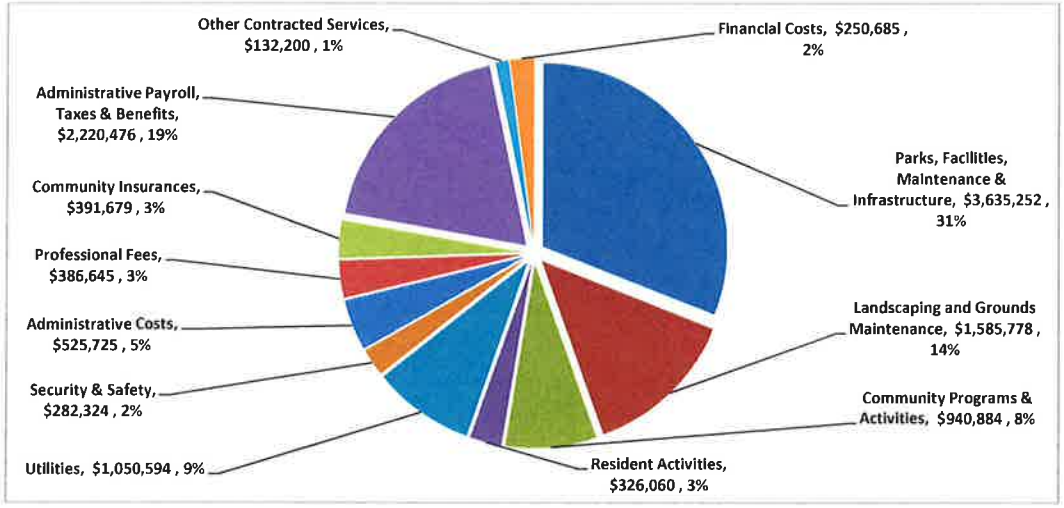


Growth in Community Net Equity Year Over Year



Growth In Reserve Fund Balances Year over Year



How Community Dollars Are Budgeted to Be Spent in 2017

ANTHEM COMMUNITY COUNCIL

SUPPLEMENTAL INFORMATION

2017

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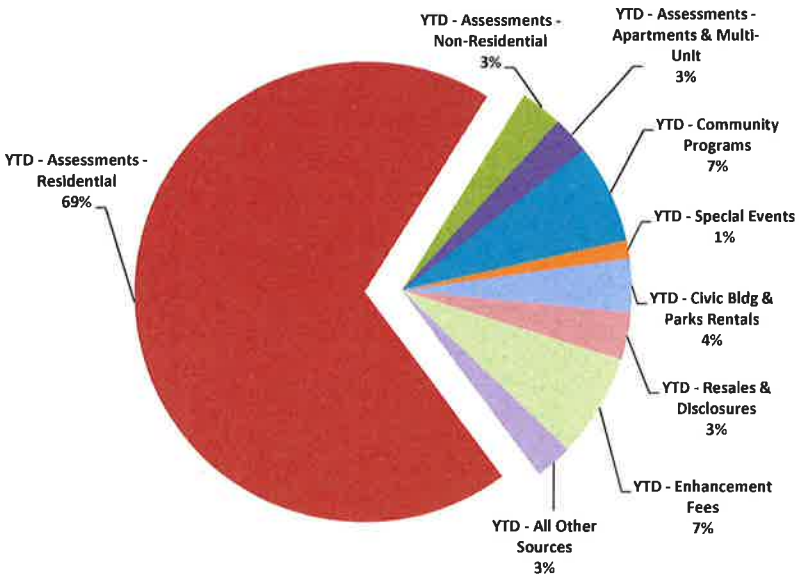
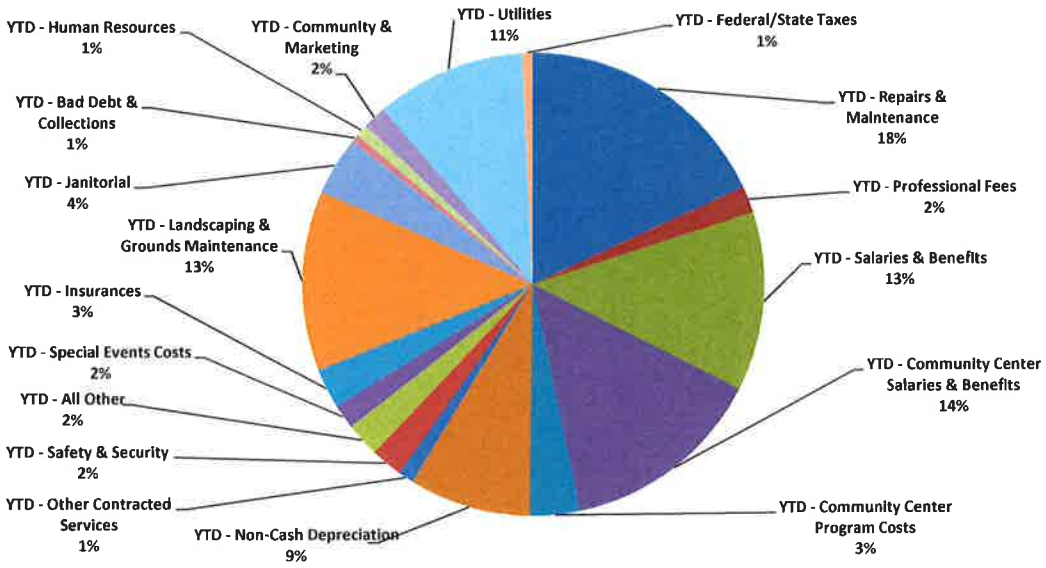


SOURCES OF REVENUE - ANTHEM COUNCIL - 2017 YTD



HOW ASSESSMENT DOLLARS HAVE BEEN SPENT - 2017 YTD

ANTHEM COMMUNITY COUNCIL

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DEPARTMENT PROFIT & LOSS - YTD
2017 - AUGUST

MONTH OF: 8 AUGUST

	YTD RESULTS			Admin	CC - Maint	CC - Programs	CC - Admin	Civic Bldg	Paseo	Parks & Fac	Special Event	Communication
	$$	% of Rev	% of Exp	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017
ASSESSMENTS & INCOMES												
Assessments - ACC	5,422,288	91.1%		5,422,288								
Assessments - Non-Residential	236,920	4.0%		236,920								
Assessments - Apartments & MultiUnit	210,407	3.5%		210,407								
Assessments - Benefitted & Builder	30,865	0.5%		(19,602)					50,467			
Community Programs Revenues	546,764	9.2%				546,764						
Special Events Revenues	102,089	1.7%									102,089	
Other "Soft" Revenues	68,258	1.1%		68,258								
Reimbursements	-	0.0%		-		-						
Revenues - Rentals	295,019	5.0%		56,986		51,024	105,588	81,421				
Revenues - Resale & Disclosures	263,595	4.4%		263,595								
Enhancement Fees	571,945	9.6%		571,945								
Transfers to Enhancement Fund	(571,945)	-9.6%		(571,945)								
Transfers to Reserve Fund	(1,360,000)	-22.8%		(1,360,000)								
Other Non-Classified Incomes	138,864	2.3%		75,008		56,644	6,973	-	-			240
TOTAL ASSESSMENTS & INCOME	5,955,070	100.0%		4,953,862	-	654,431	112,561	81,421	50,467	-	102,089	240
PROGRAMS												
Salaries & Payroll	500,630	8.4%	8.9%			500,630						
Medical, Benefits & Taxes	68,349	1.1%	1.2%			68,349						
Direct CC Program Expenses	206,721	3.5%	3.7%			206,721						
Direct Special Events Expenses	103,592	1.7%	1.8%			-					103,592	-
TOTAL PROGRAM COSTS	879,292	14.8%	15.6%	-	-	775,700	-	-	-	-	103,592	-
COMMUNITY INVOLVEMENT												
Resident Relations & Meetings	18,595	0.3%	0.3%	2,794			3,281	10,860				1,760
Committee & Volunteer Support	7,504	0.1%	0.1%	7,504			-	-				-
Newsletter & Activity Guide	34,814	0.6%	0.6%			8,683						26,131
Economic Development	11,406	0.2%	0.2%			-						11,406
Marketing, Website & Other	25,022	0.4%	0.4%			-	-	-		1,338		23,683
TOTAL - COMMUNITY	97,441	1.6%	1.7%	10,299	-	8,683	3,281	10,860	-	1,338	-	62,980
UTILITIES												
Electric	316,833	5.3%	5.6%		96,475			42,081	2,388	175,888		
Gas	28,193	0.5%	0.5%		26,978			357	-	858		
Water	281,306	4.7%	5.0%		59,855			7,667	5,550	208,234		
TOTAL UTILITIES	626,332	10.5%	11.1%	-	183,309	-	-	50,105	7,939	384,979	-	-
REPAIRS & MAINT												
Salaries & Payroll	412,102	6.9%	7.3%		56,735				-	355,367		
Medical, Benefits & Taxes	92,453	1.6%	1.6%		16,705				-	75,748		
Salaries & Payroll - Park Patrol	-	0.0%	0.0%							-		
Benefits & Taxes - Park Patrol	-	0.0%	0.0%							-		
Common Area Maintenance	102,789	1.7%	1.8%		-			2,112	32,468	68,210		
Parks - Repair & Maintenance	5,994	0.1%	0.1%		-				-	5,994		
Community Center Maintenance	22,714	0.4%	0.4%		22,714				-	-		
HVAC & Plumbing	29,548	0.5%	0.5%		13,427			13,822	-	2,300		
Pools, Spas & Water Features	56,901	1.0%	1.0%		51,190			-	-	5,711		
Irrigation	60,973	1.0%	1.1%		-			-	9,880	51,093		
Tools, Janitorial Supplies, Other	75,813	1.3%	1.3%		27,926			14,990	200	32,698		
R&M - Facilities & Equipment	42,174	0.7%	0.7%		6,616			3,178	-	32,380		
R&M - Grounds & Other	154,219	2.6%	2.7%		672			20	831	152,696		
Repair, Replace & Maint - All Other	17,445	0.3%	0.3%		5			-	-	17,440		
TOTAL REPAIRS & MAINTENANCE	1,073,125	18.0%	19.0%	-	195,989	-	-	34,121	43,379	799,636	-	-
PROFESSIONAL												
Legal - General	41,842	0.7%	0.7%	41,842								
Legal - Collection	67,206	1.1%	1.2%	67,206								
Legal - Water	-	0.0%	0.0%	-								
Audit & Accounting & Tax	19,088	0.3%	0.3%	19,088								
Professional Services & Property Resale	47,561	0.8%	0.8%	68,723			(21,162)					
TOTAL PROFESSIONAL	175,697	3.0%	3.1%	196,859	-	-	(21,162)	-	-	-	-	-

ANTHEM COMMUNITY COUNCIL

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DEPARTMENT PROFIT & LOSS - YTD
2017 - AUGUST

MONTH OF: 8 AUGUST

	YTD RESULTS			Admin	CC - Maint	CC - Programs	CC - Admin	Civic Bldg	Paseo	Parks & Fac	Special Event	Communication
	$$	% of Rev	% of Exp	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017	Actual 2017
FINANCIAL												
Bank Charges	24,044	0.4%	0.4%	8,163		15,881	-					
Insurances	162,124	2.7%	2.9%	140,724		14,000	-	5,000	2,400	-	-	
Bad Debts	(35,607)	-0.6%	-0.6%	(35,607)								
Licenses, Permits, Fees & Other	25,671	0.4%	0.5%	16,304	2,251	-	2,839	230	-	4,047	-	
TOTAL FINANCIAL	176,232	3.0%	3.1%	129,584	2,251	29,881	2,839	5,230	2,400	4,047	-	-
CONTRACT SERVICES												
Landscaping	742,528	12.5%	13.2%		-			-	10,000	732,528		
Janitorial & Sanitation	242,877	4.1%	4.3%		115,802			18,749	-	108,326		
Security Monitoring	91,971	1.5%	1.6%	-	2,051			6,377	-	83,543		
Maintenance & Services	24,392	0.4%	0.4%		9,812			4,425	-	10,155		
Equipment & Professional Services	2,745	0.0%	0.0%	-	1,475			1,269	-	-		
Other Contracted Services	39,855	0.7%	0.7%	36,667	704			544	-	1,940		
TOTAL CONTRACT SERVICES	1,144,367	19.2%	20.3%	36,667	129,845	-	-	31,364	10,000	936,492	-	-
HUMAN RESOURCES												
Recruitment	4,483	0.1%	0.1%	4,483								
Training & Education	9,629	0.2%	0.2%	5,082	-		3,080	617		15	-	835
Payroll Processing	16,617	0.3%	0.3%	16,617								
Community & Employee Events	14,200	0.2%	0.3%	14,200							-	
Uniforms and Other	5,104	0.1%	0.1%	220	-		2,585	287		2,013	-	-
TOTAL HR	50,033	0.8%	0.9%	40,602	-	-	5,665	903	-	2,028	-	835
GENERAL & ADMIN												
Salaries & Payroll	1,065,155	17.9%	18.9%	580,975	-	-	236,687	100,919		-	42,462	104,112
Medical, Benefits & Taxes	190,932	3.2%	3.4%	122,090	-	-	32,683	11,637		-	8,461	16,062
401K Programs & Administration	33,800	0.6%	0.6%	17,849	1,002	-	1,719	1,917		7,946	1,899	1,468
Office Consumables	14,807	0.2%	0.3%	8,387	-	71	3,685	837		1,535	89	203
Postage, Printing & Copies	19,653	0.3%	0.3%	17,477	-		1,220	0		420	3	532
Office Equipment	10,097	0.2%	0.2%	6,676	55		2,577	36		217	-	537
Reimbursements	8,706	0.1%	0.2%	6,894	-		1,128	167		46	375	96
Dues & Subscriptions	7,424	0.1%	0.1%	2,040	-		1,416	-		-	-	3,969
Equipment Lease & Rentals	15,347	0.3%	0.3%	13,215	-		-	604		1,528	-	-
Voice, Cell & Data Services	44,744	0.8%	0.8%	22,144	-		15,720	1,237		3,243	800	1,600
IT Services	35,070	0.6%	0.6%	30,028	-		3,937	425		595	-	85
Signs	4,560	0.1%	0.1%	-	1,083		155	-		2,938	-	384
Other General & Administrative	(27,014)	-0.5%	-0.5%	(28,042)	-	808	221	-		-	-	-
TOTAL GENERAL & ADMIN	1,423,282	23.9%	25.2%	799,731	2,140	879	301,148	117,780	-	18,468	54,088	129,048
TOTAL OPERATING COSTS	5,645,801	94.8%	100.0%	1,213,742	513,534	815,143	291,770	250,363	63,718	2,146,988	157,680	192,864
GROSS SURPLUS (DEFICIT)	309,269	5.2%		3,740,120	(513,534)	(160,711)	(179,209)	(168,943)	(13,251)	(2,146,988)	(55,591)	(192,624)
Depreciation	507,931	8.5%	9.0%	507,931								
Interest Income / Interest Expense	31,004	0.5%	0.5%	31,004								
Taxes on Income	43,133	0.7%	0.8%	43,133								
OPERATING FUND SURPLUS / (DEFICIT)	(210,790)	-3.5%		3,220,060	(513,534)	(160,711)	(179,209)	(168,943)	(13,251)	(2,146,988)	(55,591)	(192,624)
CUMULATIVE SURPLUS / (DEFICIT)					2,706,526	2,545,815	2,366,606	2,197,663	2,184,412	37,424	(18,166)	(210,790)

CHANGE IN EQUITY POSITION

Impact of OPERATING FUND	(210,790)
Impact of ENHANCEMENT FUND	559,476
Impact of RESERVE FUND	618,812
MONTHLY EQUITY CHANGE	
ANNUALIZED EQUITY CHANGE	967,497

ANTHEM COMMUNITY COUNCIL

COMMUNITY CENTER BUSINESS ANALYSIS

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Printed: 9/15/2017
8 MONTH OF: AUGUST

	OPERATING RESULTS					VARIANCES		OPERATING RESULTS					VARIANCES	
	This Month	YTD 2017	YTD Budget 2017	Prior YTD 2016	2 Yrs Prior YTD 2015	Against Budget	Against Prior Year	This Month	YTD 2017	YTD Budget 2017	Prior YTD 2016	2 Yrs Prior YTD 2015	Against Budget	Against Prior Year
	YOUTH LEAGUE							ADULT LEAGUE						
REVENUES	(350)	79,070	100,875	88,080	82,342	(21,805)	(9,010)	-	19,762	26,175	21,360	23,345	(6,413)	(1,598)
Salaries & Wages	1,614	40,869	38,975	35,112	31,574	(1,893)	(5,757)	-	8,004	18,777	11,641	12,701	10,773	3,637
Payroll Taxes & Benefits	484	5,190	13,413	6,755	6,812	8,223	1,564	-	1,098	693	2,298	2,385	(405)	1,200
Direct Program Costs	728	19,700	16,982	21,741	21,331	(2,718)	2,041	550	8,286	9,639	7,961	9,195	1,353	(325)
Other Program Costs														
Total Program Costs	2,826	65,759	69,371	63,607	59,717	3,611	(2,152)	550	17,388	29,109	21,900	24,282	11,721	4,512
SURPLUS (DEFICIT)	(3,176)	13,311	31,504	24,473	22,625	(18,194)	(11,162)	(550)	2,374	(2,934)	(540)	(937)	5,308	2,914
	FITNESS / WELLNESS							TENNIS						
REVENUES	8,996	63,474	83,492	81,041	101,081	(20,018)	(17,567)	5,504	39,288	64,995	46,743	64,876	(25,707)	(7,455)
Salaries & Wages	3,145	22,739	23,057	15,105	11,687	318	(7,634)						-	-
Payroll Taxes & Benefits	320	2,378	1,274	1,587	1,297	(1,104)	(791)						-	-
Direct Program Costs	9,469	55,180	73,501	76,082	89,924	18,321	20,902	5,013	30,060	53,600	36,934	46,101	23,540	6,874
Other Program Costs														
Total Program Costs	12,934	80,296	97,832	92,774	102,908	17,535	12,477	5,013	30,060	53,600	36,934	46,101	23,540	6,874
SURPLUS (DEFICIT)	(3,938)	(16,823)	(14,340)	(11,733)	(1,827)	(2,483)	(5,090)	491	9,228	11,395	9,809	18,775	(2,167)	(581)
	CHILDREN'S PROGRAMS							ADVENTURE CLUB						
REVENUES	1,461	12,049	9,926	11,045	11,405	2,123	1,005	1,870	14,634	15,920	14,930	13,937	(1,286)	(296)
Salaries & Wages	1,356	13,429	5,677	6,566	11,700	(7,752)	(6,863)	2,900	20,952	20,042	22,725	15,353	(910)	1,773
Payroll Taxes & Benefits	522	2,745	1,720	2,237	3,261	(1,024)	(508)	278	2,012	0	2,007	1,348	(2,012)	(5)
Direct Program Costs	26	4,421	4,258	4,869	6,266	(163)	448	-	434	500	374	595	66	(60)
Other Program Costs														
Total Program Costs	1,904	20,594	11,655	13,672	21,228	(8,939)	(6,922)	3,179	23,398	20,542	25,106	17,296	(2,856)	1,708
SURPLUS (DEFICIT)	(443)	(8,545)	(1,729)	(2,628)	(9,823)	(6,816)	(5,917)	(1,309)	(8,764)	(4,622)	(10,176)	(3,359)	(4,142)	1,412
	ROCKWALL							YOUTH CAMPS						
REVENUES	433	4,380	5,800	5,743	7,253	(1,420)	(1,364)	3,204	143,518	134,241	99,400	122,693	9,277	44,118
Salaries & Wages	173	1,844	6,382	4,930	5,181	4,538	3,086	4,607	79,390	76,854	52,126	50,635	(2,537)	(27,264)
Payroll Taxes & Benefits	17	111	503	447	446	392	335	442	8,056	2,983	4,769	5,688	(5,073)	(3,288)
Direct Program Costs						-	-	591	18,084	20,563	12,452	5,439	2,478	(5,632)
Other Program Costs														
Total Program Costs	189	1,956	6,885	5,377	5,626	4,930	3,421	5,641	105,531	100,400	69,347	61,762	(5,131)	(36,184)
SURPLUS (DEFICIT)	244	2,424	(1,085)	366	1,627	3,509	2,058	(2,437)	37,987	33,841	30,053	60,931	4,145	7,934
	SWIM LESSONS							SWIM TEAM						
REVENUES	(323)	27,088	30,071	31,602	39,565	(2,984)	(4,514)	18,529	108,311	142,608	130,567	121,016	(34,297)	(22,255)
Salaries & Wages	2,705	23,966	19,660	26,992	30,676	(4,306)	3,026	7,459	71,095	63,688	70,803	68,970	(7,407)	(293)
Payroll Taxes & Benefits	260	3,764	-	7,536	6,413	(3,764)	3,772	1,626	12,334	4,471	11,513	10,200	(7,863)	(821)
Direct Program Costs	125	241	3,000	-	-	2,759	(241)	-	32,634	39,808	34,672	32,438	7,174	2,038
Other Program Costs														
Total Program Costs	3,090	27,971	22,660	34,528	37,088	(5,311)	6,557	9,085	116,063	107,968	116,987	111,608	(8,095)	924
SURPLUS (DEFICIT)	(3,413)	(883)	7,411	(2,926)	2,477	(8,294)	2,043	9,444	(7,752)	34,640	13,579	9,407	(42,392)	(21,331)
	AQUATICS							TOTAL ALL PROGRAMS						
REVENUES	366	35,191	17,395	20,774	21,963	17,796	14,417	39,689	546,764	631,498	551,283	609,475	(84,735)	(4,519)
Salaries & Wages	17,416	218,342	151,150	178,283	154,923	(67,192)	(40,060)	41,375	500,630	424,262	424,282	393,400	(76,368)	(76,349)
Payroll Taxes & Benefits	2,742	30,660	12,037	26,034	22,357	(18,623)	(4,626)	6,691	68,349	37,095	65,183	60,207	(31,254)	(3,166)
Direct Program Costs	3,362	37,681	26,389	27,311	28,611	(11,292)	(10,370)	19,865	206,721	248,239	222,395	239,900	41,518	15,674
Other Program Costs														
Total Program Costs	23,520	286,683	189,576	231,628	205,891	(97,107)	(55,055)	67,931	775,700	709,596	711,860	693,507	(66,104)	(63,840)
SURPLUS (DEFICIT)	(23,155)	(251,493)	(172,181)	(210,855)	(183,928)	(79,312)	(40,638)	(28,242)	(228,936)	(78,098)	(160,577)	(84,031)	(150,838)	(68,359)

ANTHEM COMMUNITY COUNCIL

COMMUNITY CENTER BUSINESS ANALYSIS

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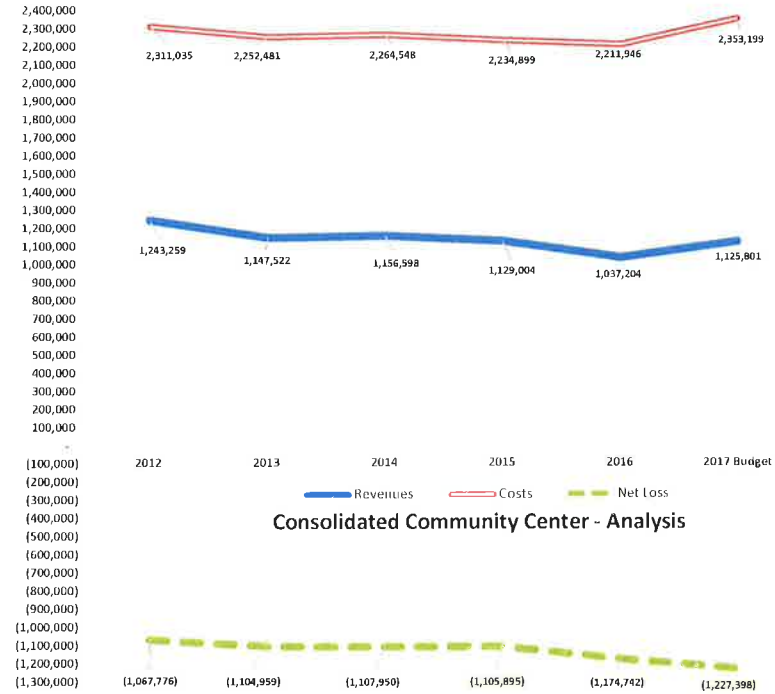
Printed: 9/15/2017
8 MONTH OF: AUGUST

YTD	REVENUE COMPOSITION - COMMUNITY CENTER					VARIANCES	
	This Month	YTD 2017	YTD Budget 2017	Prior YTD 2016	2 Yrs Prior YTD 2015	Against Budget	Against Prior Year
REVENUES							
Continuing Programs	39,689	546,764	631,498	551,283	609,475	(84,735)	(4,519)
Discontinued Programs	-	-	-	19,800	23,663		
Non-Resident Fees	715	12,589	2,901	10,362	10,580	9,689	2,228
Guest Fees	4,521	38,435	46,811	43,086	42,477	(8,376)	(4,651)
Other Sources	6,345	56,644	49,026	72,097	68,043	7,618	(15,453)
Park Facility Rentals	-	85,912	107,965	90,740	82,258	(22,054)	(4,828)
Community Center Rentals	-	4,822	7,216	8,735	7,418	(2,394)	(3,913)
Retail Sales	-	139	275	246	232	(136)	(107)
Vending Income	-	3,618	7,204	6,316	5,503	(3,586)	(2,698)
TOTAL REVENUES	51,270	748,922	852,896	802,664	849,649	(103,974)	(33,942)

FULL YEAR	REVENUE COMPOSITION - COMMUNITY CENTER				VARIANCES	
	Forecasted 2017	Full Yr Budget 2017	Full Year 2016	Full Year 2015	Against Budget	Against Prior Year
REVENUES						
Programs	799,228	811,353	717,120	829,536	(12,125)	82,108
Non-Resident Fees	13,381	3,229	12,454	13,208	10,152	927
Guest Fees	51,206	52,112	50,211	50,274	(906)	996
Other Sources	87,285	73,539	87,617	76,541	13,746	(332)
Park Facility Rentals	152,765	161,448	147,779	136,241	(8,683)	4,986
Community Center Rentals	14,332	15,824	14,154	14,579	(1,492)	178
Retail Sales	230	276	244	234	(46)	(14)
Vending Income	5,583	8,020	7,625	8,392	(2,437)	(2,042)
TOTAL REVENUES	1,124,011	1,125,801	1,037,204	1,129,004	(1,790)	86,807

FACILITY PROFIT & LOSS	CONSOLIDATED YTD COMMUNITY CENTER					VARIANCES	
	Consolidated YTD	Budget YTD	Prior YTD 2016	Prior YTD 2015	Full Year Budget	Against YTD Budget	Against Prior Year YTD
REVENUES (See Above)	766,992	852,897	803,884	853,038	1,125,801	(85,905)	(36,892)
Community Involvement Costs	11,964	8,445	10,025	11,578	11,600	(3,518)	(1,939)
Utilities Costs	183,309	194,411	188,148	189,430	306,258	11,102	4,839
Repairs and Maintenance	195,989	221,336	196,112	207,490	320,136	25,346	123
Financial Expenses	34,971	34,398	34,436	35,353	50,465	(573)	(535)
Professional Fees	(21,162)	-	-	-	-	21,162	21,162
Contract Services	129,845	136,831	129,496	122,340	201,050	6,986	(349)
Human Resources	5,665	5,166	4,824	1,537	10,414	(499)	(841)
Administrative - Non Wages	32,076	39,921	29,784	32,158	55,519	7,845	(2,292)
SubTotal - Non-Program Expenses	572,656	640,508	592,825	599,886	955,442	67,852	20,169
Programs - Wages, Taxes, Benefits	568,979	461,357	510,130	477,651	589,829	(107,622)	(58,849)
Programs - Direct & Indirect Costs	206,721	248,239	223,548	245,266	344,066	41,518	16,827
SubTotal - Program Expenses	775,700	709,596	733,678	722,916	933,896	(66,104)	(42,022)
Administrative Wages, Taxes, Benefits	272,091	308,822	223,385	248,544	463,860	36,732	(48,706)
TOTAL EXPENSES	1,620,446	1,658,927	1,549,888	1,571,347	2,353,198	38,480	(70,559)
SURPLUS or (DEFICIT)	(853,454)	(806,029)	(746,004)	(718,309)	(1,227,397)	(47,425)	(107,450)



NOTES & COMMENTARY

AQUATICS PROGRAM DOES NOT INCLUDE ALLOCATIONS OF COMMUNITY ASSESSMENTS USED TO SUPPPORT ADDITIONAL SUMMER STAFFING AND SERVICES

ADVENTURE CLUB PROGRAM DOES NOT INCLUDE ALLOCATIONS OF COMMUNITY ASSESSMENTS USED TO SUPPPORT ADDITIONAL SUMMER STAFFING AND SERVICES

ANTHEM COMMUNITY COUNCIL

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

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	
ASSESSMENTS & INCOMES									
Assessments - ACC	5,422,288	5,421,501	5,421,861	5,421,360	787	427	0.0%	0.0%	
Assessments - Non-Residential	236,920	248,015	232,540	225,364	(11,095)	4,380	-4.5%	1.9%	Merrill Gardens as Multi-Family Assessment Delayed Until 2nd Half of Year
Assessments - Apartments & MultiUnit	210,407	210,408	210,407	210,407	(1)	-	0.0%	0.0%	
Assessments - Benefitted & Builder	30,865	50,560	50,560	50,560	(19,695)	(19,695)	-39.0%	-39.0%	Accounting Adjustment to Show Allocation of $20k to Anthem Way Foundation per Board Direction
Community Programs Revenues	546,764	631,498	572,303	636,527	(84,735)	(25,540)	-13.4%	-4.5%	Continued Lower Attendance Than Planned on Multiple Programs - See PROGRAMS Analysis Page
Special Events Revenues	102,089	77,625	84,702	86,261	24,464	17,387	31.5%	20.5%	Sponsor Turnout for Anthem Days, Music In May, & July3rd Significantly Above Budget and Above Prior Ye
Other "Soft" Revenues	66,258	19,875	129,227	46,531	48,383	(60,969)	243.4%	-47.2%	Higher Late Fees and Collection Letter Fees Recorded vs. Budget
Reimbursements	-	48,300	-	-	(48,300)	-	-100.0%		
Revenues - Rentals	295,019	288,230	282,548	255,822	6,789	12,471	2.4%	4.4%	Overall Civic Bldg Rentals & Park Ramadas Higher than Budgeted
Revenues - Resale & Disclosures	263,595	191,625	236,095	220,890	71,970	27,500	37.6%	11.6%	88 Additional Properties Closed Escrow Than What Was Budgeted For
Enhancement Fees	571,945	380,625	493,493	496,086	191,320	78,451	50.3%	15.9%	88 Additional Properties Closed Escrow Than What Was Budgeted For Plus 5 Commercial Properties Sold
Transfers to Enhancement Fund	(571,945)	(385,758)	(493,493)	(496,086)	(186,186)	(78,451)	48.3%	15.9%	88 Additional Properties Closed Escrow Than What Was Budgeted For Plus 5 Commercial Properties Sold
Transfers to Reserve Fund	(1,360,000)	(1,360,000)	(1,340,000)	(1,240,000)	(0)	(20,000)	0.0%	1.5%	
Other Non-Classified Incomes	138,864	62,506	112,931	74,615	76,358	25,933	122.2%	23.0%	Higher Park Rentals, Higher Vending Income vs. Budget
TOTAL ASSESSMENTS & INCOME	**5,955,070**	**5,885,010**	**5,993,175**	**5,988,336**	**70,060**	**(38,105)**	**1.2%**	**-0.6%**	
PROGRAMS									
Salaries & Payroll	500,630	424,262	443,194	414,429	(76,368)	(57,437)	-18.0%	-13.0%	Asst Director Hired. Prop 206 Costs Not Budgeted; Started Lifeguards Earlier than Planned. More Lifeguar
Medical, Benefits & Taxes	68,349	37,095	66,936	63,222	(31,254)	(1,412)	-84.3%	-2.1%	2017 Benefits Costs for Community Center Greater than Budget (More Enrollees)
Direct CC Program Expenses	206,721	248,239	223,548	245,266	41,518	16,827	16.7%	7.5%	Direct spend for programs reduced as a consequence of lower enrollment / participation
Direct Special Events Expenses	103,592	105,885	101,007	99,965	2,293	(2,584)	2.2%	-2.6%	
TOTAL PROGRAM COSTS	**879,292**	**815,481**	**834,685**	**822,882**	**(63,810)**	**(44,606)**	**-7.8%**	**-5.3%**	
COMMUNITY INVOLVEMENT									
Resident Relations & Meetings	18,695	30,873	12,233	10,887	12,178	(6,462)	39.4%	-52.8%	Lower Spend vs. Budget is Partially a Timing Issue. Balance is cancelled meetings/programs
Committee & Volunteer Support	7,504	6,175	4,144	1,664	(1,329)	(3,360)	-21.5%	-81.1%	
Newsletter & Activity Guide	34,814	36,072	33,350	32,808	1,258	(1,465)	3.5%	-4.4%	
Economic Development	11,406	17,228	13,112	11,219	5,823	1,706	33.8%	13.0%	Lower Spend vs. Budget is Partially a Timing Issue. Balance is cancelled spend line items.
Marketing, Website & Other	25,022	29,860	7,905	17,267	4,838	(17,116)	16.2%	-216.5%	Lower Spend vs. Budget is Partially a Timing Issue - Balance is Cancelled Advertising.
TOTAL - COMMUNITY	**97,441**	**120,209**	**70,744**	**73,845**	**22,768**	**(26,697)**	**18.9%**	**-37.7%**	
UTILITIES									
Electric	316,833	337,878	292,096	325,989	21,045	(24,737)	6.2%	-8.5%	Reduced Electric Use in Civic Building and Community Center vs. Budget - Switch to LED Lighting
Gas	28,193	30,987	32,560	32,056	2,794	4,367	9.0%	13.4%	
Water	281,306	313,039	344,409	338,967	31,734	63,103	10.1%	18.3%	Reduction in Paseo Costs From Conversion From Potable to Effluent & ReCalibrated Potable Water Settings.
TOTAL UTILITIES	**626,332**	**681,904**	**669,065**	**697,012**	**55,573**	**42,734**	**8.1%**	**6.4%**	
REPAIRS & MAINT									
Salaries & Payroll	412,102	439,344	338,542	308,805	27,242	(73,560)	6.2%	-21.7%	Staff hired in late April - now fully staffed. Promotions in July. Previous variance result of staff shortfalls
Medical, Benefits & Taxes	92,453	95,259	102,220	95,470	2,806	9,767	2.9%	9.6%	
Salaries & Payroll - Park Patrol	-	-	-	-	-	-			
Benefits & Taxes - Park Patrol	-	-	-	-	-	-			
Common Area Maintenance	102,789	82,663	104,085	93,932	(20,126)	1,296	-24.3%	1.2%	Timing Issue vs. Budget. Catch up in Q3
Parks - Repair & Maintenance	5,994	23,333	4,126	17,018	17,339	(1,868)	74.3%	-45.3%	Timing Issue vs. Budget. Catch up in Q3
Community Center Maintenance	22,714	20,125	17,917	17,553	(2,589)	(4,797)	-12.9%	-26.8%	
HVAC & Plumbing	29,548	31,297	23,998	25,791	1,749	(5,550)	5.6%	-23.1%	Unbudgeted HVAC Repairs in Civic Building
Pools, Spas & Water Features	56,901	71,490	70,656	63,639	14,589	13,755	20.4%	19.5%	Timing Issue vs. Budget. Will Catch Up to Budget by Q3. Plus 1 Less "refill" of Pool
Irrigation	60,973	38,167	53,003	49,098	(22,806)	(7,970)	-59.8%	-15.0%	Additional Replacement of Continued Broken Irrigation Heads in Community Park and Common Areas
Tools, Janitorial Supplies, Other	75,813	61,933	62,645	42,037	(13,880)	(13,168)	-22.4%	-21.0%	Unfavorable Timing Issue vs. Budget. Will Level Off by Sept
R&M - Facilities & Equipment	42,174	37,488	160,090	64,922	(4,685)	117,916	-12.5%	73.7%	
R&M - Grounds & Other	154,219	126,330	128,654	248,963	(27,889)	(25,566)	-22.1%	-19.9%	Sports Field Repairs and Granite Replacement Done in Advance of Budget Timeline. PLUS 1 Additional Re
Repair, Replace & Maint - All Other	17,445	37,528	18,662	22,817	20,083	1,217	53.5%	6.5%	Timing Issue vs. Budget. Will Level Off by September
TOTAL REPAIRS & MAINTENANCE	**1,073,125**	**1,064,958**	**1,084,596**	**1,050,044**	**(8,167)**	**11,471**	**-0.8%**	**1.1%**	
PROFESSIONAL									
Legal - General	41,842	51,750	31,729	22,578	9,908	(10,113)	19.1%	-31.9%	Includes Additional Legal Work for Amended Documents for New Builds and Declarant Rights Discussions.
Legal - Collection	67,206	42,000	102,045	48,116	(25,206)	34,839	-60.0%	34.1%	Includes Unbudgeted Judicial Foreclosure Costs on 14 Residential Properties
Legal - Water	-	34,700	-	611	34,700	-	100.0%		Budgeted Legal Representation on Water Case not deployed. Handled internally.
Audit & Accounting & Tax	19,088	19,760	23,825	15,000	672	4,737	3.4%	19.9%	
Professional Services & Property Resale	47,561	101,640	73,530	77,339	54,079	25,969	53.2%	35.3%	More COEs than Budgeted Means Higher Pass-Thru Revenues to HOAs
TOTAL PROFESSIONAL	**175,697**	**249,850**	**231,129**	**163,643**	**74,153**	**55,432**	**29.7%**	**24.0%**	

ANTHEM COMMUNITY COUNCIL

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

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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	24,044	31,653	15,890	16,016	7,609	(8,154)	24.0%	-51.3%	Lower Community Center Revenues Yields Fewer Credit Card Charges on Payments
Insurances	162,124	252,620	164,877	184,009	90,495	2,752	35.8%	1.7%	Vans were Decommissioned, Resulting in Lower Auto Premiums. Brokerage Costs Reduced by New Proce
Bad Debts	(35,607)	93,093	(29,018)	58,294	128,701	6,589	138.2%	-22.7%	Collected Older Debt Successfully in Jan/Feb/Mar/Apr/May - Recovered Against Prior Write-Offs
Licenses, Permits, Fees & Other	25,671	42,865	22,483	17,970	17,194	(3,188)	40.1%	-14.2%	Timing Issue Only.
TOTAL FINANCIAL	**176,232**	**420,231**	**174,231**	**276,289**	**243,999**	**(2,001)**	**58.1%**	**-1.1%**	
CONTRACT SERVICES									
Landscaping	742,528	795,733	746,767	742,528	53,205	4,239	6.7%	0.6%	Timing Issue Only of Projects Originally Budgeted in Jan / Feb. Will Level Off by Sept
Janitorial & Sanitation	242,877	251,690	239,242	229,351	8,813	(3,635)	3.5%	-1.5%	
Security Monitoring	91,971	101,924	63,871	63,799	9,953	(28,100)	9.8%	-44.0%	Use of 2nd Security Firm With More Favorable Pricing to Supplement Off Duty MCSO Officers
Maintenance & Services	24,392	10,257	21,392	22,627	(14,135)	(3,000)	-137.8%	-14.0%	Additional Park Cleaning / Additional Road Sweeping vs. Budget
Equipment & Professional Services	2,745	69,010	2,775	2,565	66,265	30	96.0%	1.1%	Installation of New Fire Equipment Delayed Until Later in 2017.
Other Contracted Services	39,855	85,267	39,142	38,927	45,412	(712)	53.3%	-1.8%	Below budget use of 3rd party services. $16,000 of variance is timing issue only
TOTAL CONTRACT SERVICES	**1,144,367**	**1,313,880**	**1,113,190**	**1,099,796**	**169,513**	**(31,177)**	**12.9%**	**-2.8%**	
HUMAN RESOURCES									
Recruitment	4,483	8,116	6,406	7,181	3,633	1,923	44.8%	30.0%	Filled Several Positions Internally via Promotion. No Need for Outside Recruitment
Training & Education	9,629	25,380	9,741	3,056	15,751	112	62.1%	1.2%	Budgeted Training Programs Pushed Off to Q2-Q3. Plus Some Training Now Done In-House
Payroll Processing	16,617	19,067	19,536	15,749	2,449	2,919	12.8%	14.9%	
Community & Employee Events	14,200	14,400	14,200	13,600	200	-	1.4%	0.0%	
Uniforms and Other	5,104	4,791	4,583	3,116	(313)	(521)	-6.5%	-11.4%	
TOTAL HR	**50,033**	**71,753**	**54,467**	**42,702**	**21,720**	**4,434**	**30.3%**	**8.1%**	
GENERAL & ADMIN									
Salaries & Payroll	1,065,155	1,170,060	1,003,240	989,840	104,906	(61,915)	9.0%	-6.2%	Several Unfilled Positions Thru August Created Favorable Variance
Medical, Benefits & Taxes	190,932	319,336	204,722	196,580	128,404	13,791	40.2%	6.7%	Budgeted Increase was Higher than Final Actual Increase, Consistent with 2016
401K Programs & Administration	33,800	27,040	32,441	28,946	(6,760)	(1,359)	-25.0%	-4.2%	Additional Enrollee to 401k program above budgeted estimates
Office Consumables	14,807	32,332	14,192	19,658	17,525	(615)	54.2%	-4.3%	Lower use of Copy Paper, Toner in Civic Building is Majority of Savings vs. Budget
Postage, Printing & Copies	19,653	93,829	32,354	43,365	74,175	12,701	79.1%	39.3%	Significant Increase in Use of Email for Statements.
Office Equipment	10,097	24,850	5,805	5,286	14,753	(4,293)	59.4%	-73.9%	Planned Equipment Purchase Delayed Until Later in 2017. Timing Issue Only.
Reimbursements	8,706	7,087	6,221	5,000	(1,619)	(2,485)	-22.9%	-39.9%	
Dues & Subscriptions	7,424	12,009	13,068	16,056	4,585	5,643	38.2%	43.2%	Timing Issue vs. Budget as to when Dues are payable
Equipment Lease & Rentals	15,347	4,110	5,347	7,918	(11,237)	(10,000)	-273.4%	-187.0%	Copiers For All Buildings Were Leased Not Bought. Original Budget Had Anticipated a Purchase, not Lease
Voice, Cell & Data Services	44,744	126,001	52,493	50,280	81,257	7,749	64.5%	14.8%	Major IT Projects Delayed Until Later in 2017. Timing Issue Only.
IT Services	35,070	-	40,655	30,281	(35,070)	5,586		13.7%	Dollars are Budgeted in Above Line (Voice/Cell/Data) - Combine Both Lines When Reviewing
Signs	4,560	11,446	3,793	10,146	6,886	(767)	60.2%	-20.2%	Timing issue on Park signs.
Other General & Administrative	(27,014)	3,780	(14,564)	820	30,793	12,449	814.6%	-85.5%	
TOTAL GENERAL & ADMIN	**1,423,282**	**1,831,879**	**1,399,766**	**1,404,175**	**408,598**	**(23,516)**	**22.3%**	**-1.7%**	
TOTAL OPERATING COSTS	**5,645,801**	**6,570,147**	**5,631,874**	**5,630,388**	**924,346**	**(13,927)**	**14.1%**	**-0.2%**	
GROSS SURPLUS (DEFICIT)	**309,269**	**(685,136)**	**361,301**	**357,949**	**994,406**	**(52,032)**	**-145.1%**	**-14.4%**	
Depreciation	507,931	532,000	395,769	400,933	24,069	(112,162)	4.5%	-28.3%	
Interest Income / Interest Expense	31,004	9,520	18,267	11,638	21,484	12,737	225.7%	69.7%	
Taxes on Income	43,133	52,800	52,000	52,758	9,667	8,867	18.3%	17.1%	
OPERATING FUND SURPLUS / (DEFICIT)	**(210,790)**	**(1,260,416)**	**(68,201)**	**(84,104)**	**1,049,626**	**(142,589)**			

anthem
community council

Economic Development Committee
Wednesday, Aug. 2, 2017
Anthem Civic Building
Vision Room
8:30 a.m.

COMMITTEE MEETING MINUTES

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

CALL TO ORDER
The meeting was called to order at 8:35 a.m.

ADOPT AGENDA
The agenda was adopted.

OLD BUSINESS
Business Directory Update
Committee members who volunteered to verify information in the community directory (which is intended to be part of the new website) submitted their changes.

Business Roundtable
The Committee agreed that the September Business Roundtable should be delayed due to lack of planning time and conflicts that have arisen this summer. Staff will develop a short survey to send to the business community, asking what topics are of interest for the next roundtable. The Committee will discuss again in September. In the meantime, the Committee will remain engaged with the business community through the Autumnfest Scarecrow Garden (there is a business category) and the business award nominations process.

Business Awards Nomination Process
The Committee discussed options for the business awards nomination process. They recommended that the nomination process be open to the community, as it has been in the past. However, the Committee would like to have the opportunity to "finalize" the nominations – basically, add any that were missed – before selections are finalized. Staff will bring the form to the Committee at the September meeting for final discussion.

NEW BUSINESS
Business opening/closing report
Tony Smith reported that Advanced Plastic Surgery Center is opening Aug. 3. The Anthem Self Storage facility design was approved at the July 26 ACC Board meeting.

OPEN DISCUSSION
Kristi Northcutt advised the Committee that the new website will launch Aug. 15. Committee members are encouraged to provide feedback about the Business pages to the Communications department. She also advised the Committee of

the Opportunity Way Park "Outstanding Facility" award from the Arizona Parks and Recreation Association, and the award nomination for the "Best Use of Social Media Tools" for an ACC campaign last summer.

ADJOURNMENT

The meeting was adjourned at 9:35 a.m. The next scheduled meeting is Sept. 5 at 8:30 a.m.; however, due to a staff scheduling conflict, the meeting will be delayed until Sept. 13 at 8:30 a.m.

Respectfully Submitted,

Kristi Northcutt
On behalf of the Economic Development Committee

anthem
community council

Economic Development Committee
Wednesday, Sept. 13, 2017
Anthem Civic Building
Vision Room
8:30 a.m.

COMMITTEE MEETING MINUTES

Members Present:
Justin Simons
Enza Ciolino
Rich Digilio
Eric Twohey
Don Trefry
Scott Zychowski
Nanette Miller
Debi Ecker

Members Absent:

Others Present:
Kristi Northcutt, ACC Liaison
Tony Smith, ACC Business Services
Jamie Flores, ACC Web Manager
Jenna Kohl, ACC Community Exec. Officer

CALL TO ORDER
The meeting was called to order at 8:35 a.m.

ADOPT AGENDA
The agenda was adopted.

OLD BUSINESS
Committee Structure
Jenna Kohl discussed changes the Board may be making to the Economic Development Committee, in order to align the Committee (as well as other Committees) with the Board's strategic priorities and community needs. At the Sept. Board meeting, the Board will consider changing the Committee's name to Business Services and Advocacy Committee, and shift the focus from economic development/new business recruitment to support of current businesses and continued relationship building with owners, managers, tenants, etc. This aligns with the Committee's work plan, and also allows the Committee to restructure terms and frequency of meetings. The Committee supported the proposed changes, and provided positive feedback to Ms. Kohl. The Committee felt that the Board took their feedback from the work sessions with them last fall seriously, and that the changes support the Board's strategic initiatives and work that the Committee has been doing and is focused on going forward. As a courtesy, Kristi Northcutt will send the proposed revisions in writing to the Committee ahead of the September Board meeting.

NEW BUSINESS
Business opening/closing report
Tony Smith reported that Duo Salon has rebranded to Teal Monkey Salon; Filiberto's Mexican Food will open in the former Q-to-U BBQ space; Freedom Cycles will open in Shops at Arizona; Replay Sports Grill will open in the former Rookies Neighborhood Grill and Bar space under new ownership; A La Carte Charts will open in Desert North Plaza. New building projects include: Cirrus Electric, across from Buddy Stubbs Harley-Davidson; Crossroads Church exterior remodel; and Taylor Tours will add a storage yard for their tour buses.

Autumnfest Scarecrow Contest
Kristi Northcutt encouraged all of the Committee members to enter a scarecrow in the Autumnfest scarecrow contest, Oct. 21-22; entry deadline is Oct. 11. There is a category for Anthem-based businesses.

Business Roundtables
The Committee discussed a short survey to send to the business community, asking what topics and formats are of interest for the next roundtable. The Committee will discuss the results at their next meeting.

OPEN DISCUSSION
Business Awards
Jenna Kohl advised that the Anthem Area Chamber of Commerce and ACC representatives discussed ways to partner on both the Chamber's business holiday awards gala and meeting space at the Civic Building. However, due to financial constraints and the differing needs of the two organizations, the ACC has decided to present the ACC's business awards at an event separate from the Chamber's gala, with a date TBD. Some EDC Committee members expressed concern that the ACC's business awards would not be presented at the gala.

ADJOURNMENT
The meeting was adjourned at 9:45 a.m. The next scheduled meeting is Nov. 1 at 8:30 a.m.

Respectfully Submitted,

Kristi Northcutt
On behalf of the Economic Development Committee

ACCCA

Resolution
of the
Board of Directors
of
Anthem Country Club Community Association, Inc.

Subject: **Residential Design Guidelines-Home and Yard Revision: Doors/Grand Entry & Walkways**

Submitted by: **Lifestyle Enhancement Committee (LEC)**

The following resolution was duly adopted by the Board of Directors of the Anthem Country Club Community Association, Inc., (ACCCA) at a regular meeting of the Board of Directors (Board) held on September 7, 2017:

WHEREAS:

- Pursuant to Article IV, Section 4.3 of the CC&RS for the Anthem Country Club Community Association, Inc., the Lifestyle Enhancement Committee (LEC Committee) recommends the ACCCA Board of Directors amend the Residential Design Guidelines-Home and Yard as follows:
  - Section II, Changes to Home Exterior, Doors, revised to include Grand Entry Door; and
  - Section II, Walls, Fences and Walkways, revised to include visual graphic and clarifying sub-bullets in "Walkways in the front of the home and leading to the side gate".

THEREFORE, BE IT RESOLVED that the ACCCA Board of Directors:

- Agrees to amend the Residential Design Guidelines-Home and Yard as outlined above effective immediately.

The undersigned, by affixing their signatures hereto, do hereby consent to, authorize, and approve of the foregoing resolutions this 7th day of September, 2017.

Holly Matson, President

Barbara Birdseye, Vice President

RESIDENTIAL DESIGN GUIDELINES

ACCCA

ANTHEM COUNTRY CLUB COMMUNITY ASSOCIATION

Your Country Club Community Homeowners' Association

CHANGES TO HOME AND YARD

FOR
EXTERIOR HOME PAINTING
GO TO
Residential Design Guidelines/Paint

FOR
ACCCA APPROVED PLANT LISTS
GO TO
OnlineAtAnthem.com/ACCCA
Resident Information or Documents

Homeowners are required to submit an Exterior Change Application and receive written approval from the ACCCA Lifestyle Enhancement Committee **BEFORE** making exterior home and/or Lot changes.

Approved 4/28/2016
Revised 7/27/2017

ACCCA

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PREFACE

The Anthem Country Club Community Association (ACCCA) Residential Design Guidelines provide the overall framework for Owners who wish to modify the exterior of their home, landscaping and other portions of their Lot. The Residential Design Guidelines encompass the original developer's philosophy to strive for minimum visual impact; to minimize reflectivity while harmonizing with the existing colors and textures of the surrounding desert; and to create a timeless, upscale and quality community with a cohesive and consistent neighborhood character. The Residential Design Guidelines include standards for the design, size, location, style, structure, materials and color of the home exterior, landscaping modifications and all other Lot improvements. They also establish a process to review, approve or deny Owners' requests for exterior change.

It is the responsibility of all Owners to comply with all standards and procedures within these Residential Design Guidelines as well as all requirements of the Covenants, Conditions and Restrictions (CC&Rs) and any applicable supplemental Declaration, regardless of whether explicitly so mentioned in the approval.

When making any modifications, Owners should not rely on what neighbors have done or said regarding their property.

The Residential Design Guidelines are not the exclusive basis for decisions of the ACCCA Lifestyle Enhancement Committee (LEC) and compliance with the Residential Design Guidelines does not guarantee approval of any Exterior Change Application. The ACCCA and LEC are not endorsing, warranting or promoting any specific manufacturer, product, distributor or retailer by providing design examples in the Residential Design Guidelines. Design examples are provided only for Owners to have a better understanding of options that comply with the Residential Design Guidelines. The selection of any material requires the approval of the LEC regardless if that selection appears in these Residential Design Guidelines.

Section I

APPLICATION PROCESS

This section includes the application process, county permits, enforcement, fees and liability of plans.

Homeowners are required to submit an Exterior Change Application and receive written approval from the ACCCA Lifestyle Enhancement Committee BEFORE making exterior home and/or Lot changes.

The Residential Design Guidelines are not the exclusive basis for decisions of the ACCCA Lifestyle Enhancement Committee (LEC) and compliance with the Residential Design Guidelines does not guarantee approval of any Exterior Change Application. The ACCCA and LEC are not endorsing, warranting or promoting any specific manufacturer, product, distributor or retailer by providing design examples in the Residential Design Guidelines. Design examples are provided only for Owners to have a better understanding of options that comply with the Residential Design Guidelines. The selection of any material requires the approval of the LEC regardless if that selection appears in these Residential Design Guidelines.

SECTION I. APPLICATION REQUIREMENTS AND APPROVAL PROCESS

The following information will assist the Owner when requesting a change to the exterior of a home, yard and/or Lot. Read the entire section before beginning the Exterior Change Application process. Failure to comply with the Residential Design Guidelines may result in fines, litigation and/or other forms of recourse as specified by ACCCA Fine Policy and Schedule. Although the Residential Design Guidelines address a broad range of home, yard and/or Lot improvement guidelines, these Guidelines are not all-inclusive.

Do **NOT** begin any work until written approval from the Lifestyle Enhancement Committee (LEC) has been granted. Exceptions to this rule are noted within related subject areas.

STEP 1. Owners should ensure they and any project contractor or designer have reviewed the Residential Design Guidelines before plans are drawn, materials selected and Exterior Change Application submitted to the LEC.

STEP 2. Complete the Exterior Change Application, Addendum A. The LEC decisions are based on the Governing Documents, Residential Design Guidelines, the original developer's desire and philosophy for minimal visual impact and the information provided to the LEC by the Owner. The decision-making process is enhanced by the specific and required details provided to the LEC by the Owner:

- Detailed plans and architectural drawings.
- Sample materials and/or photos.
- Plot plans, photos of existing home/yard and placement details of new materials/change.
- Landscape plan and legend with all landscaping modifications. The plan and legend must include all plants, boulders, riprap and river rock; actual plant materials, size and quantities; number and approximate size and location of boulders; material samples and colors; and drawing that includes proposed plant and other materials at their mature size on a scaled-site plan. Include a plant legend with drawing. ACCCA Approved Plant Lists may be found on the Resident Information and Document pages of OnlineAtAnthem.com/ACCCA.

STEP 3. Submit the Exterior Change Application, including sample materials, photos, detailed plans, etc. to the LEC (ACCCA, ATTN: Lifestyle Enhancement Committee or LEC, 3701 W. Anthem Way, Suite 201, Anthem, AZ 85086). Correspondence related to the Exterior Change Application will be mailed to the Owner's billing address on file with the ACCCA.

STEP 4. Review Process. The LEC will review the application based solely on the information contained with the application and may request additional information from the Owner. To ensure compliance with the CC&Rs, these Residential Design Guidelines and any approved plans for construction or modification, the LEC may request additional information or inspect the site for compliance.
Pursuant to the CC&Rs, the LEC will respond to the Owner within 45 days of receipt of a complete application. Also pursuant to the CC&Rs, the LEC's decision must be rendered in one of the following three ways:

- "Approve with or without condition." Work may commence with noted conditions, if any. For additional information pertaining to work, material delivery, permits, fees, etc. See pages 5-6.
- "Approve a portion and disapprove other portions." Work may commence only on the approved portion of the Exterior Change Application. Owner must comply or submit new information for those portions disapproved. See "Reconsideration."
- "Disapprove the application." Work may not commence. See "Reconsideration."

Reconsideration of either a "Disapproved Application" or a "Disapproved Portion of Application." The Owner has 30 days to request a reconsideration of a decision by the LEC.

- Resubmitting the Exterior Change Application to the LEC with the modified or new diagrams, samples, etc. Such request will be considered **only** if the Owner has new information which the Owner believes warrants reconsideration or the Owner modifies the original proposal.
- Requesting a Variance: The Owner must complete the Variance Application and submit with documentation as required. Pursuant Article 4.5 of the CC&Rs, the LEC may "authorize variances from compliance with these Residential Design Guidelines and procedures when circumstances such as topography, natural obstructions, hardship, or aesthetic or environmental considerations require, but only in accordance with duly adopted regulations.

Such variances may only be granted, however, when unique circumstances dictate and no variance shall (a) be effective unless in writing; (b) be contrary to this Declaration, the Community Covenant or the Community-Wide (sic) Standard; or (c) estop the Reviewer (LEC) from denying a variance in other circumstances..."

- An Owner may request in writing a variance by using a Variance Application, Addendum B, and state the circumstances that cause the request for variance and specific action that will take place including appropriate "before pictures" and plans for the final state.
- The Owner must sign the Variance Application.
- The Owner must provide input (note or letter) from adjacent neighbors about the variance. The neighbor input will be considered, but the approval/denial decision remains with the LEC.

If an Owner fails to request LEC reconsideration of a decision within 30 days of the "Disapproved Application" notification to the Owner or if the LEC after such request again rules in a manner aggrieving the Owner, the decision of the LEC is final.

The filing of a request does not extend a maximum time period for the completion of any new construction or modification.

STEP 5. Approved Exterior Change Application and Plan Implementation. All work must conform to the approved Exterior Change Application and plans.

- Work must commence on the approved project within 120 days of LEC approval. Staff must be notified if this time frame cannot be met.
  - Difficulties with contractors, including on-time appearance and scheduled delivery of materials, are the responsibility of the Owner and cannot be allowed to unduly delay scheduled completion of any approved Application. The Owner may request an extension of such time period not less than three days before the expiration of the specified time period.
  - Once construction has commenced, all approved work must be completed within 120 days. Staff must be notified if this time frame cannot be met.
  - If work is not started and completed within these time frames, notify the staff. The project may be deemed invalid and subject to fines per the Fine Policy and Schedule.
  - The LEC may approve or disapprove any extensions at its sole discretion.
- Incomplete construction will be deemed to be in violation of the CC&Rs and the Residential Design Guidelines and will be subject to fines, litigation and/or other forms of recourse as specified by ACCCA Board of Directors Fine Policy and Schedule.
- If the Owner fails to remedy such noncompliance or fails to commence and continue working diligently toward achieving compliance, then such noncompliance will be deemed to be in violation of the CC&Rs and these Residential Design Guidelines and will be subject to fines, litigation and/or any other forms of recourse as specified by the ACCCA Board of Directors.
- If it is determined by the LEC that work completed or in progress on any Lot is not in compliance with these Residential Design Guidelines or any approval issued by the LEC, the LEC will notify the Owner in writing of such noncompliance within 30 days of inspection, specifying in reasonable detail the particulars of noncompliance and requiring the Owner to remedy the same.

COUNTY BUILDING PERMITS

If the plans submitted by an Owner require a building permit, it is the responsibility of the Owner to obtain the permit. The approval of the LEC is not a guarantee that such plans will be approved by Maricopa County nor does it satisfy Maricopa County building permit requirements. If the regulatory agency requires modifications to the plans, such modifications also must be approved by the LEC.

DELIVERY OF CONSTRUCTION AND LANDSCAPE MATERIALS

Owners are required to follow the Residential Design Guidelines for the delivery of construction and landscape material(s) on a public thoroughfare within the Anthem Country Club community:

- Duration: The materials delivered must be removed from the street within three days after delivery.
- Identification: The materials must be identified with no fewer than three orange cones with reflective tape or other reflective marks approved by the Board.
- Cleanup: The thoroughfare must be cleaned and free of all residual debris after the removal of the materials. Failure to return the roadway to the original condition will result in the ACCCA making necessary repairs and billing the cost to the Owner.
- Portable restrooms (porta potty) only may be placed in a discreet location.
- Portable dumpsters and pods may be placed on the driveway only and for no more than a total of 14 days per job site, per year. Dumpsters may not block the sidewalk.

ENFORCEMENT

Pursuant to Section 4.7 of the CC&Rs: Any construction, alteration or other work done in violation of this Article or the Residential Design Guidelines shall be deemed to be nonconforming. Upon written request from the Association or the Council, Owners shall, at their own cost and expense and within such reasonable time frame as set forth in such written notice, cure the nonconformance to the satisfaction of the requester or restore the Lot and/or Dwelling Unit to substantially the same condition as existed before the nonconforming work. Should an Owner fail to remove and restore as required, the Association, the Council or their designees shall have the right to enter the property, remove the violation and restore the property to substantially the same condition as previously existed. All costs, together with the interest at the rate established by the Board (not to exceed the maximum rate then allowed by law), may be assessed against the benefited Lot and collected as a Benefited Assessment unless otherwise prohibited in this Declaration.

FEES

The Board may establish and charge reasonable fees for review of submitted applications. Any fee payments shall be made at the time of request and before review by the LEC. All fees shall be made payable to the ACCCA and are nonrefundable.

LIABILITY FOR APPROVAL OF PLANS

Pursuant to Section 4.6 of the CC&Rs: The standards and procedures in this Article are intended as a mechanism for maintaining and enhancing the overall aesthetics of the Properties; they do not create any duty to any Person. The Reviewer shall not bear any responsibility for ensuring (a) structural integrity or soundness of approved construction or modifications; (b) compliance with building codes and other governmental requirements; (c) that all Dwelling Units are of comparable quality, value, size or design; or (d) that improvements will be aesthetically pleasing or otherwise acceptable to neighboring property owners. The Association, the Council, the Board, any committee or any member of any of the foregoing shall not be held liable for any claim whatsoever arising out of construction on or modifications to any Lot. In all matters, the Reviewer* shall be defended and indemnified by the Association as provided in Section 7.6.

**Reviewer: For purposes of this document, "the entity having jurisdiction in a particular case," that is, the LEC or other designees (CC&Rs).*

Section II
CHANGES TO HOME EXTERIOR

This section includes all home guidelines.
Section III includes all yard/Lot guidelines.

Homeowners are required to submit an
Exterior Change Application and receive
written approval from the
ACCCA Lifestyle Enhancement Committee
BEFORE
making exterior home changes.

The Residential Design Guidelines are not the exclusive basis for decisions of the ACCCA Lifestyle Enhancement Committee (LEC) and compliance with the Residential Design Guidelines does not guarantee approval of any Exterior Change Application. The ACCCA and LEC are not endorsing, warranting or promoting any specific manufacturer, product, distributor or retailer by providing design examples in the Residential Design Guidelines. Design examples are provided only for Owners to have a better understanding of options that comply with the Residential Design Guidelines. The selection of any material requires the approval of the LEC regardless if that selection appears in these Residential Design Guidelines.

SECTION II. HOME EXTERIOR CHANGE

Design Principle: The architectural theme of the Anthem Country Club community is Southwest Contemporary. *The architectural design of any and all additions, alterations and renovations to the exterior of any home must conform to the design of the original home in style, detailing and materials. The following design guidelines will assist in maintaining the architectural character intended by the developer.*

Guidelines:

- All materials used in the maintenance, repair, alteration and/or addition to any structure must be the same composition, type and method of attachment used in the initial construction. The LEC may allow substitute materials, if such materials are deemed to be compatible with the theme of the community.
- All building colors and materials must meet the provisions of the guidelines and all other applicable laws for upper desert and hillside landforms. Bright, untarnished copper and other metallic surfaces must be treated to reduce reflections.
- Any additions, alterations or renovations to an existing home or any other activity on a Lot may not alter the established Lot drainage as established by the original developer.
- No alterations or improvements that create or provide a flat, non-draining roof surface may be made. All roofs must drain to the ground solely within the Lot area and may not drain directly onto a neighboring property.
- All maintenance and repairs of existing homes must be consistent with these Residential Design Guidelines.
- A rebuild of a home must be of the same model as built by the original developer. Refer to A.R.S. 33-1817 for further requirements and procedures.

APPLICATION AND APPROVAL PROCESS (See Residential Design Guidelines Section I)

- All changes to the home exterior require approval from the LEC. Follow the Exterior Change Application process steps as outlined in Section I of the Residential Design Guidelines.
- Owners are required to submit the Exterior Change Application using Addendum A when making changes to the home exterior. Follow the instructions outlined in Residential Design Guidelines Section I.
- When making any modifications, Owners must not rely on what neighbors have done or said regarding their property.
- Contact the ACCCA staff before commencing work and if the project is delayed at any time.

Home Exterior Paint Information may be found in the stand-alone document, Residential Design Guidelines/Paint.

ADDED EQUIPMENT

Design Principle: *Approved outdoor equipment including mechanical, cables, air conditioning, solar panels, satellite dishes, security/surveillance cameras, etc. must be installed in a manner that minimizes visual impact to the community.*

Guidelines

- Cables
  - To the extent possible, all wires and cables must be run through the attic, rather than on top of the roof.
  - If cables cannot be run through the attic and must be run on the roof, the Owner must use crevices on the roof, places where different rooflines intersect and other natural roofline transitions to minimize the visual impact.
  - Cables that run down the side of the house must be painted the same color of the portion of the house where the cable is located.
- Roof-Mounted Equipment
  - Roof-mounted equipment (including without limitation mechanicals and air conditioning) is prohibited.
  - No solar heating equipment or device is permitted outside the home, except such devices whose installation and use is protected by Federal or Arizona law.
  - Notwithstanding such protection, for such equipment or device, an Exterior Change Application must be submitted before installation for approval under Article IV of the CC&Rs. Approval will be granted only if such equipment or device is designed for minimal visual intrusion when installed (i.e., located in a manner which minimizes visibility from the street or an adjacent Lot and is consistent with the community-wide standard) and the equipment or device complies to the maximum extent feasible with the Residential Design Guidelines within the confines of the applicable governmental regulations.
- Satellite Dishes and Antennas
  - The LEC will review all submitted Exterior Change Applications for satellite dishes in an expedited manner to comply with Federal Communications Commission Over-the-Air Reception Devices Rule (47 C.F.R. Section 1.4000) of 1996.
  - One satellite dish antenna of one meter or less in diameter may be erected on any Lot unless information is presented to the LEC that an additional satellite dish is necessary to receive service and is not duplicative.
  - The preference for the location for a satellite dish and antenna is the rear or side yard. A satellite dish should be placed below the fence wall level and an antenna should be placed in the attic or interior of the home if reception is available at that location.
  - Placement in the front of the house or front yard is permissible only if the rear or side yard placement will preclude reception.
  - When a satellite dish or antenna is placed in the front of the house or front yard, screening is required.
- Security/Surveillance Cameras
  - Security/surveillance cameras may be installed only to increase the security of the Owner's property.
  - No Exterior Change Application is required. However, the ACCCA requests that an Exterior Change Application be filed to ensure our records are current. Check "Other" and write Security Camera. This Application does not need to include camera(s) location, size or color.
- Solar Energy Devices
  - Arizona law states that homeowners' associations may not prohibit installation or use of solar energy devices, but may adopt "reasonable rules regarding the placement of solar energy devices, if those rules do not prevent the installation, nor impair the functioning of the device or restrict its use or adversely affect the cost or efficiency of the device." (A.R.S. 33-1816)
  - Owners must file an Exterior Change Application using Addendum A to install any solar energy device, including detailed plans and elevation.
  - Inverters associated with solar electrical panels can make a "humming" noise that may interfere with the "quiet enjoyment" provision of our CC&Rs. For this reason, inverters must be installed inside the garage when practical. Should an exterior inverter installation be required, the inverter may emit no more than 50 decibels or be shielded with a full cover to meet this requirement.
- Solar Tubes: Solar tubes are permitted, but the number of solar tubes must be minimized if they are located in the front roof of the home. Selected products must minimize the height projecting above the roof.

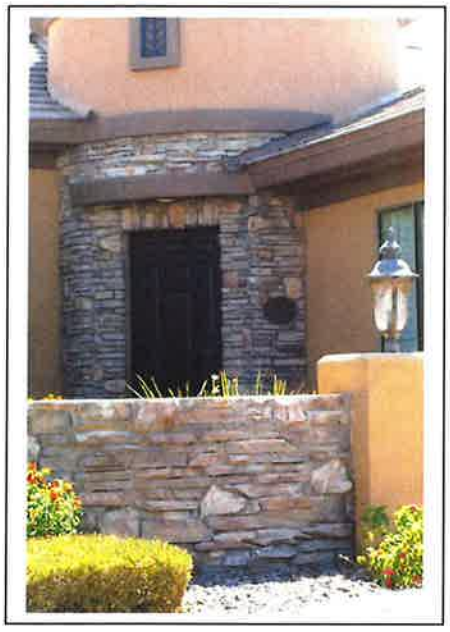
ARCHITECTURAL STONE

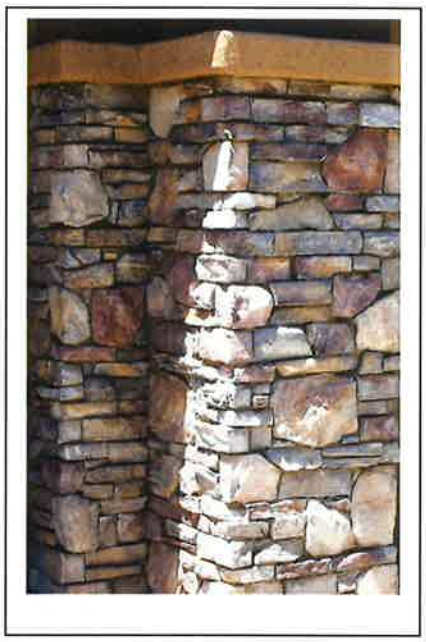
Design Principle: The use of stone, either natural or synthetic, as an exterior building material can lend a sense of visual strength and permanence to a residence. Careful consideration must be paid to the selection, location and extent of stone applied to enhance and not overshadow the home's architectural integrity.

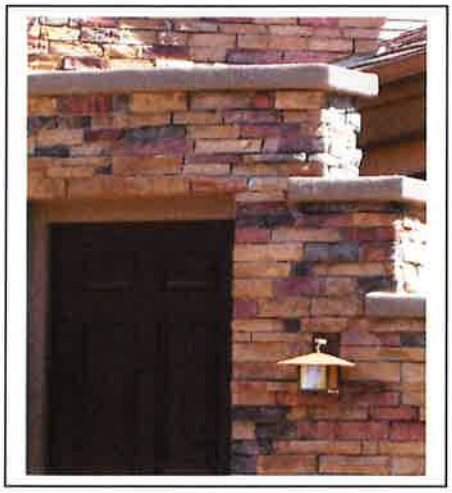
Guidelines

- Stone selection must be of a color, texture and pattern appropriate to the existing residence and the Anthem Country Club community.
- Stone must appear to be a substantial, load-bearing mass and must never appear to be pasted on or floating above another finish such as stucco.
- Stone must terminate at an inside corner.
- Stone above openings is discouraged but, if used, must appear as a solid lintel (spanning the opening below) or as a self-supporting compression arch.
- Stone applied in a stepped pattern intended to appear as an "eroding" stone wall is not permitted.

Architectural Stone Pattern Examples. The following are examples of approved stacked stone on homes in the Anthem Country Club community. All stacked stone, regardless of use in the Anthem Country Club community, requires LEC approval. Additional patterns/colors may be considered by the LEC. Pattern color and placement of stone must receive approval from the LEC by submitting the Exterior Change Application.







AWNINGS, CANOPIES, SHUTTERS, SUNSCREENS, ROLLER SCREENS/SHADES AND DRAPES

Design Principle: While *window awnings, canopies, sunscreens, roller screens/shades and drapes provide sun shade, they must not interfere with the developer's philosophy of minimal visual impact. Window awnings, canopies, sunscreens, roller screens/shades and drapes are prohibited on the front of the home as they add an uncharacteristic and distracting level of detail. Their use is limited to the side and rear yards.*

Guidelines

- Permanent Awnings and Canopies
  - Awnings and canopies are permitted only in rear and side yards.
  - Awnings and canopies must be in a solid color (desert color palette), constructed of canvas or other woven material and have a straight valance.
  - Metal or wood frames for awnings and canopies must be painted the base color of the home.
  - All awnings and canopies must be maintained in like-new condition. Owners are required to replace awnings and canopies that show signs of deterioration, fading, wear patterns and incidental damage.
  - The LEC retains the right to determine when an awning and canopy must be repaired and/or replaced.
  - Matchstick and bamboo awnings are not permitted.
- Temporary Awnings and Canopies
  - Temporary window awning and canopy installations require LEC approval before installation.
- Exterior Shutters
  - Shutters not installed by the original developer are permitted only on the front wall of the home (facing the street) and must be of the style originally installed by the developer.
  - Shutters not installed by the original developer only may be added to the street-facing side of a casita or the street-facing side of a third-car garage.
  - Shutters must be painted the approved shutter color as indicated on the ACCCA approved paint color list. See Residential Design Guidelines/Paint.
- Sunscreens
  - Sunscreen material must be charcoal, bronze or black metal or fiberglass.
  - Sunscreens must be maintained in like-new condition. Owners are required to replace sunscreens that show signs of deterioration, fading, wear patterns and incidental damage.
  - The LEC retains the right to determine when sunscreens must be repaired and/or replaced.
  - Matchstick and bamboo sunscreens are not permitted.
- Roller Screens, Shades, Drapes and Sun Sails
  - Roller screens/shades/drapes may be installed over windows and across open patio areas only in the rear and side yard areas.
  - Roller screens/shades must be a woven material and be either a charcoal, bronze, black or tan color.
  - Drapes are permitted across side and rear patio areas and must be designed for exterior use, blend with the color of the home and be made of a woven material. The number of drapes must be consistent with the home scale; minimal quantity only.
  - Hardware for drapes, including pole, brackets, hooks, etc. must be mounted on the inside of the patio walls and not visible from the outside.
  - Roller screens/shades/drapes are to be maintained in like-new condition. Owners are required to replace roller screens/shades/drapes that show signs of deterioration, fading, wear patterns and incidental damage. The LEC retains the right to determine when sunscreens must be repaired and/or replaced.
  - Sun/shade sails are prohibited.
  - Matchstick/bamboo and metal roller screens/shades are prohibited.

DECORATIONS (Art, Address Plaques, Wind Chimes and Wreaths)

Design Principle: Owners must apply the principle of minimal visual impact to the selection and placement of decorations/ornamentation.

Guidelines

- Decorations/Art/Ornamentation
  - All decorations/art/ornamentation must be approved by the LEC.
  - It is recommended all decorations/art/ornamentation be confined to private spaces.
  - Decorations/art and ornamentation viewable by neighboring properties or from the street must adhere to the following guidelines.
    - Size and quantity must be proportional to the home and blend with the natural environment.
    - Finish must be muted, flat or matte. Primary and pastel colors are prohibited.
    - Metallic designs must be muted and may not create glare that can affect neighbors.
- Pursuant to the CC&Rs, the following decorations/ornamentation are prohibited in the front yard.
  - Artificially colored rock used as groundcover, white rock and any rock with coatings of any kind.
  - Driftwood, wagons, wagon wheels, skulls, sculptures, artificial plants and flowers, signs (other than signs that cannot be prohibited by law) and topiary.
  - Any softscape or hardscape used to spell out or form names, nicknames, initials, names of states or cities, athletic teams, slogans, states, emblems, geometric patterns or any other work, image, symbol or communication.
  - Front yard (outside private courtyard walls) fountains. The LEC may approve front yard fountains if there is an extended entryway to the front door.
- Address Plaque on the Home
  - One address plaque is permitted on the home.
    - The plaque must contain only the address number. No additional wording is permitted.
    - The plaque must be identical in materials, size and color as installed by the original developer.
    - Framing or alteration to the address signs is prohibited.
  - A low voltage (12 volts or less or equivalent LED, not to exceed 20 watts) shielded light may shine on the plaque.
- Wind Chimes
  - Wind chimes are permitted in the rear yard only.
  - Wind chimes are permitted only if they do not bother other residents. If a complaint is recorded by the ACCCA, the wind chimes will be required to be taken down.
- Wreaths
  - Wreaths may be displayed on entrance and courtyard doors and gates.
  - Maximum wreath size is 36 inches in diameter. Oversized wreaths are prohibited.
  - Artificial flowers may be included in the wreath, but must be maintained in like-new condition.
  - Bright or neon colors are not permitted.
  - Seasonal wreaths are acceptable for winter, spring, summer and fall periods, but must adhere to the size, color and aesthetic restrictions.

See also Holiday Decorations and Lighting.

DOORS

Design Principle: Front, Grand Entry, courtyard, security doors must reflect the character of the architecture while not using excessive ornamentation and/or decoration. They must be of a simple design.

Guidelines

- Any door or changes to entrances must be approved by the LEC.
- All doors must be maintained in a high-quality appearance at all times.
- All doors must be finished in a color with a muted finish. Gloss finish is prohibited.
- Front Door, Grand Entry Door
  - Must be made of a solid wood or wood veneered/composite material. Steel or metal front doors are permitted and must maintain the appearance of the original door.
  - Front doors may be painted or stained in Raisin SW7630, Black Bean SW6006, Plantation Brown SW7520 or French Roast SW6069 or in color as originally applied by developer. See RDG Paint Guidelines for additional requirements.
  - Doors must be painted or stained in a matte or satin sheen finish.
  - Iron, glass, and Grand Entry doors must be a simple design, modest in decoration/ornamentation. A picture or photograph of the requested door is required with the Exterior Change Application

and must include dimensions, the color of the metal, and a description of the glass and screen color, if applicable. Balance and design compatibility should complement the home.
    - Stain glass and/or colored glass are not permitted.
- Security Doors
    - Security doors must be a simple design, modest in decoration/ornamentation. A picture or photograph of the requested door is required with the Exterior Change Application and must include the color of the metal and a description of the glass and screen color, if included in the door package.
    - Iron and glass security doors are permitted and must be a simple design and modest in decoration/ornamentation. A picture or photograph of the requested door is required with the Exterior Change Application and must include the color of the metal and a description of the glass and screen color.
- Back Yard Doors
    - Oversized slider doors will be considered by the LEC in backyards only.
    - Oversized slider doors must blend into the home.

Main Entry Door, Security Door, Grand Entry Door Examples. The following examples show doors in the Anthem Country Club community. All doors, regardless of use in the Anthem Country Club community, require LEC approval. Additional patterns/colors may be considered by the LEC.

DRIVEWAY REPLACEMENT, COATING AND EXTENSIONS

Design Principle: Driveways are a necessary component of each front yard composition, but must not become the focus of the front of the home. Driveways must be low in reflectivity and of a material and color compatible with the character of the home.

Guidelines

- Acceptable driveway replacement materials include standard uncolored concrete, integral colored concrete (not stained or painted), exposed aggregate concrete, textured or patterned integral color concrete or concrete pavers.
- Acceptable driveway coating materials include matte finish, penetrating clear sealers and polymer modified cement. The polymer modified cement must be a nonpatterned, smooth to near-smooth surface, have a matte/flat finish and be professionally applied. All such coatings must be maintained over time.
- A color sample must be submitted with the Exterior Change Application for LEC review and approval.
- Driveway extensions for access to side and rear yards are prohibited unless designed and built by the original developer before closing.
- Concrete located in driveway areas other than that which was included with initial home construction is not permitted.
- Walking areas adjacent to the driveway that extend the overall driveway width no more than 2 feet on each side will be considered for approval by the LEC.

- Acceptable walking area materials include standard uncolored concrete, integral colored concrete (nontextured, textured or patterned), exposed aggregate concrete or concrete pavers. When using integral-colored concrete, the only approved color is Flagstone Brown 641.
- Excessive use of concrete, as determined by the LEC, is not permitted in the front and rear yards.
- Applied-on-concrete-overlay resurfacing products that mimic flagstone, tile or other surfaces are prohibited.
- Painting or staining driveway concrete is prohibited.
- Asphalt and stabilized decomposed granite are prohibited materials for driveway replacement.

Paver Pattern Examples for driveway replacement. Any paver selection and paver color must be approved by the LEC.

Driveway Coating Examples. The ACCCA will review color and texture samples. Samples must be included with the Exterior Change Application. A color board is available through the ACCCA HOA office, Anthem Civic Building.

FLAG DISPLAY

Design Principle: Flag display must conform to A.R.S. 33-1808.

Guidelines

- Flag display guidelines also are included in the ACCCA's CC&Rs.
- Flags must be flown in conformance with the Federal Flag Code including condition. In addition, only the following flags may be displayed: The United States flag, the State flag of Arizona, POW/MIA flag, the Gadsden flag, flags of the Arizona Indian Nations and military service flags of the United States (Army, Marine Corps, Navy, Air Force and Coast Guard). A maximum of two flags are permitted.
- Pursuant to the Federal Flag Code, no flag may be placed above the United States flag.
- The maximum size of any flag is 4 feet by 6 feet.
- The maximum height of a permanent, removable or freestanding pole is 20 feet or the height of the roof peak, whichever is greater.
- Flagpoles must be a muted color.
- Flagpoles may not be installed within any setback.

- Lights on a flagpole must be screened to illuminate the flags only and may not create a nuisance to neighboring properties.
- Wall-mounted flagpoles must be a maximum of 5 feet long with brackets painted the same color as the wall to which they are attached and will not require prior LEC approval.
- All flagpoles and flags must be maintained in excellent condition according to the United States Flag Code, Title 36, Chapter 10.
- Only one permanent, removable, wall-mounted or freestanding flagpole is permitted per Lot.
- It is the responsibility of the Owner of the Lot on which a flag is displayed to do so with the proper respect and flag etiquette.
- Additional approved flags may be flown on Independence Day, Memorial Day, Veterans Day, Flag Day and National POW/MIA Recognition Day.

GARAGE DOORS

Design Principle: Garage doors should have minimal visual impact. *Garage door decoration/ornamentation or trim is prohibited.*

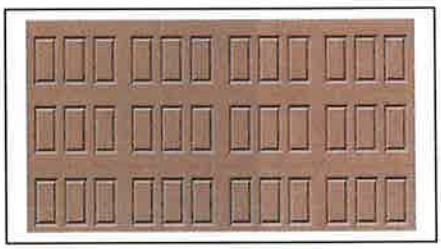
Guidelines

- Approved styles include flush panels, embossed vertical panels and embossed horizontal panels. Other styles/patterns will be considered by the LEC.
- All garage doors must be of the approved style, painted in the approved paint scheme of the home and painted in a satin sheen finish. See Paint, Section II.
- Surface texture must be smooth or simulated wood grain.
- Windows are prohibited on garage doors.
- Construction material must be aluminum, fiberglass or steel. Wood is prohibited.
- Wrought-iron handles, hinges or other decoration/ornamentation is prohibited on garage doors.
- Pursuant to the CC&Rs, "Garage doors shall remain closed at all times except when entering and exiting the garage."

Examples: The following examples show garage door panel styles in the Anthem Country Club community. Other patterns/styles will be considered by the LEC.

7' High Flush Panel

7' High Horizontal Panel



7' High Vertical Panel

GATES

Design Principle: Gates must reflect the home architecture and refrain from excessive ornamentation.

Guidelines

- All gates must be approved by the LEC before installation.
- Gates are prohibited if access crosses a vehicular nonaccess easement noted on plot plans.
- A picture of the requested gate and its color must be provided with the Exterior Change Application.
- Courtyard Gates
    - Gates on courtyard walls must be in proportion to the adjoining walls.
    - Gates may be of an open grillwork, wood or solid steel without excessive ornamentation and of a material and color approved by the LEC.
    - Wood slats are to be painted/stained brown and must be a flat or low gloss finish. Light wood color stains and red tints/colors are prohibited.
- Return Wall Gates. Return walls are the block walls that extend from the home to the side walls.
    - Return wall gates must be constructed of wood or composite material made to look like wood and may not include excessive ornamentation.

- Wood slats are to be either painted, stained or powder coated brown. Light color stains and red tints/colors are prohibited. The finish must be flat or low gloss.
- Metal framing is to be painted Country Club Brown.
- Double gates for side yard entrance are permitted, but only to a total maximum width of 8 feet. Vehicle, boat, ATV parking in the rear and side yard is prohibited. A landscaping plan and architectural drawing that includes the side-yard gate, adjoining walkway and driveway must be submitted with the Exterior Change Application.

- Party wall gates are prohibited.
- Gates with access to the Anthem Golf & Country Club property or community open spaces are prohibited.

Courtyard Gate Examples. The following examples show approved courtyard gates in the Anthem Country Club community. All gates require LEC approval regardless if the desired gate currently exists in the Anthem Country Club community.

HOLIDAY DECORATIONS AND DECORATIONS

Design Principle: Owners may display holiday decorations located or visible outside their home if the decorations are of the kinds normally displayed in single family residential neighborhoods, are of reasonable size and scope and do not disturb other Owners and residents with excessive light, sound emission or cause an unreasonable amount of spectator traffic.

Guidelines

- Holiday Decorations and Holiday Lighting
  - Accepted holidays and seasonal celebrations are Christmas, Hanukkah, Kwanza, Easter, Independence Day, Halloween, Thanksgiving, Valentine's Day, Memorial Day, Veterans Day, Flag Day, National POW/MIA Recognition Day and St. Patrick's Day.
  - Dates for Display:
    - All December holiday decorations may be installed after Thanksgiving.
    - All December holiday decorations and string lights must be removed by January 31, pursuant to Exhibit "C" of the CC&Rs.
    - All Halloween decorations may be installed from October 24 to November 7, pursuant to Exhibit "C" of the CC&Rs.
    - All Thanksgiving decorations may be installed in November.
    - Holiday decorations must be removed within seven days of end of the holiday except for December holidays.

LIGHTING FOR HOME AND COURTYARD WALLS

Design Principle: Architectural and exterior lighting must be selected and installed to be compatible with the character of the home. Lighting should not bother neighbors and should protect the dark skies of the natural desert.

Guidelines

- Any lighting selection must be approved by the LEC and must be a professional grade.
- Exterior lighting is to be understated. Select down-lighting fixtures that have less impact on the night sky. Pursuant to the CC&Rs, "The Board, in its sole discretion, shall determine whether any exterior lighting is excessive."
- Exterior light fixtures must be muted and of a low reflectivity finish. If painted, light fixtures must be the color of the home where installed.
- Security lighting, including motion-activated floodlights, must be located beneath eave overhangs.
- Address Lighting: The address plaque on the home may have a low voltage (12 volts or less or equivalent LED, not to exceed 20 watts) shielded light shining on the sign.
- Light source(s) may not be visible from neighboring property. Except for those fixtures adjacent to the home and garage entrance, all fixtures must be shielded from view, such as under building eaves, recessed in niches or behind walls.
- Light fixtures with visible light sources (unshielded or visible through clear glass) and any lighting that produces excessive glare or that shines on another Lot (such as flood lights) are not permitted.
- Courtyard wall and pillar lights may not be more than 2-feet tall and must have frosted or bubbled glass so that the bulbs are not directly visible.
- String lights are permitted only as holiday decorations and are not permitted any other time. See Holiday Decorations and Lighting, page 16. See Glossary for "string light" definition, page 39.
- Colored lenses or bulbs are prohibited in architectural lighting and fixtures.

Exterior Lighting Examples. The following examples show types of lights currently approved on homes in the Anthem Country Club community. The LEC will review requests for other light types.

Pillar or Column Light Example

RAIN GUTTERS

Design Principle: Rain gutters serve a needed function to lead water away from the home and/or to prevent erosion of landscape areas. Gutters must be functional while making minimal visual impact to the original home construction.

Guidelines

- Gutter installations must be configured to the appropriate roof drainage plans for specific homes and elevations.
- Gutters must be painted as close to the base or trim color of the home as possible.
- Drainage may not be conveyed onto adjacent properties.

ROOM ADDITIONS AND EXTENSIONS

Design Principle: Room additions and extensions must be designed to be consistent and visually compatible with the style, scale and materials found on the home. Room additions are an enclosed area for the Owner and not for the storage of boats, cars, trailers, etc.

Guidelines

- All home additions must be built within the setback lines originally established for the Anthem Country Club community or as changed by the original developer with the requisite approval of Maricopa County, regardless of more lenient requirements of any local governmental authority.
- A casita or cabana addition will be considered only if it were an original option allowed by the developer for that model. Model and option listings are available at the ACCCA HOA office, Anthem Civic Building.
- The height of any addition to an existing home may not be higher than the original roof line.
- Room additions and extensions must be painted the home color scheme.
- Roofs must be the same tile used on the home.

WALLS, FENCES AND WALKWAYS

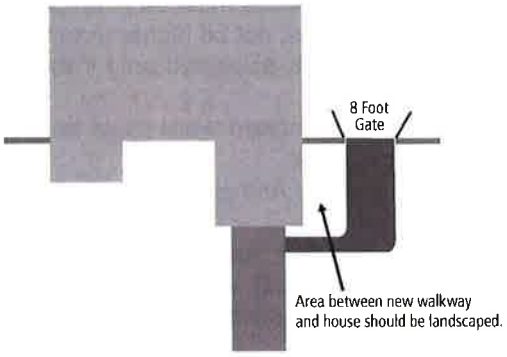
Design Principle: The architectural character of the home and its surroundings must be maintained when designing courtyard walls and walkways. The LEC considers scale, materials and style when reviewing courtyard wall applications. The addition of full façade courtyard walls *must be compatible with the size of the house/Lot and of the architectural layout of the home. Block walls may not be modified.*

Guidelines

- General
  - The setback for hardscape must be a minimum of 3 feet from a retaining wall, party wall or the adjacent property line. This setback requirement excludes materials set in sand or other semi-permanent applications as determined by the LEC.
  - Bollards, chains or rope as part of the landscape are prohibited.
- Courtyard Walls
  - Walls in the front yard may be added to define a private or semi-private patio or courtyard area.
  - Front yard walls may be 4 feet high from finished grade. The LEC will consider front yard walls up to 6 feet above grade.
  - Courtyard areas enclosed by front courtyard walls may not be more than 1/3 of the front yard and may not encroach beyond any front yard building setback line.
  - Full Façade Courtyard Walls
    - Full façade courtyard wall materials must be the same materials used on the home and finished in the paint scheme of the home or covered with architectural stone.
    - Full façade courtyard walls must not be higher than the bottom of the roof line.
    - Gates/Doors on courtyard walls must be in proportion to the adjoining walls.
  - Full façade courtyard walls must not be higher than the bottom of the roof line.
  - Full façade courtyard walls are permitted only if they were an original developer option for that specific model.
  - Front yard and full façade courtyard walls must be finished in the paint scheme of the home or covered with architectural stone.
- Return and party walls must be painted Anthem Chocolate Mousse.
- Block Walls and View Fence
  - Block walls may not be modified. Any unapproved modification to a block wall or view fence may result in the restoration of the block wall and/or view fence at the sole expense of the homeowner.
  - Developer built block walls maintained by Anthem Community Council may not be modified in any way.
  - Shortening of the original view fence using the same type top and bottom bars and caps may be approved and will be considered on a case-by-case basis. Professional installation by a licensed contractor is required. The Owner must submit an Exterior Change Application with the LEC and include detailed drawings or proposed changes along with photographs of the existing view fencing for view fence modifications.
  - Original developer view fences and block walls altered at negative edge pools only to enhance the effect of the pool may be considered and approved on a case-by-case basis. All pool access and fence requirements must be maintained as determined by local, county, state and national authorities.

- The installation of a wildlife (rabbits, rodents, snakes, etc.) barrier on rear or side yard perimeter view fencing is permitted. The barrier must be no higher than 24 inches in height. The material for the barrier must be 1/2-inch hardware cloth. The barrier must not be connected to the view fence with screws or any connector that would damage the view fence. Plastic zip ties are recommended. The wildlife barrier must be removed and reattached by the property Owner to accommodate the painting schedule for view fences.
- Block Wall Painting: Owners must submit the Exterior Change Application to the LEC before painting any block wall that otherwise is not painted by the Anthem Community Council and wait for approval before work begins. All block walls must be painted in Anthem Chocolate Mousse. Contact ACCCA staff to verify which sections of a block wall the Owner may paint.
- View Fence Painting: Owners must submit the Exterior Change Application to the LEC before painting any view fence that otherwise is not painted by the Anthem Community Council. Please contact ACCCA staff to verify which sections of a view fence the Owner may paint. All view fences must be painted Country Club Brown.

- Retaining Walls
  - Walls that are partially below the finished grade or walls that are used as planters must be properly moisture-proofed to avoid unsightly water staining. If staining occurs, the Owner is responsible for the complete repair of the problem.
  - Cut or fill slopes along the exterior of the wall must be smooth and taper gradually conforming to existing grades.
- Walkways
  - Walkways and patios may be integral color concrete (neither stained nor painted), exposed aggregate concrete, concrete pavers, flagstone, imitation flagstone, travertine, matte finish tile or coated with a polymer modified cement product in a limited number of colors and patterns.
  - Walkways in the front of the home and leading to the side gate:
    - Must have a maximum width of 5 feet.
    - In general, the walkway is intended to facilitate pedestrian travel and transport of trash and recycle containers to the side yard areas.
    - Parking on extended walkways is not permitted.
    - Should be no wider than the width of the side gate at any point, including any border to the walkway. Walkways should join the driveway or front courtyard area at a perpendicular angle.
    - The edge of walkway closest to the house should not exceed three feet and should not run parallel to the driveway. The area between the house and the edge of the walkway should be landscaped to match the rest of the landscaping, such as granite, grass or shrubs.
    - A minimum area of two feet must be left between the new extension and the property line. This two foot area must also contain landscape groundcover to match the front yard (granite, grass, etc.).



Guidelines for a walkway to a 8 foot gate.

WELCOME SIGNS FOR HOME AND YARD

Design Principle: A welcome sign must be understated and placed according to the guidelines.

Guidelines

- One word "Welcome" sign or one word family name sign ("Smith") on a wall is permitted when located within 1 foot of the main entry door. May not be on a courtyard wall/door. Sign must be a maximum of 1 foot in width, in a muted finish and be maintained in like-new condition.
- Yard welcome signs are not permitted.

- A multiple word sign (Welcome to the Smith home) is not permitted.

WINDOWS

Design Principle: Windows, including frames and glass, must be a color and style that are visually consistent with the character and architectural style of the home. Windows may not create excessive reflection or glare.

Guidelines

- The interior or exterior of any window may not be covered with temporary coverings (bed sheets, boxes, paper, etc.) or with reflective material such as foil.
- Replacement windows must have frames with dark colored finishes such as bronze, brown, black or tan. Unpainted aluminum, white or accent colors are not permitted window frame colors.
- Casement windows with minimal panels will be considered by the LEC and must blend with the home color.
- Exterior security screens are permitted with LEC approval.
- Reflective glass or window film with a visible-light reflection rate of 20 percent or greater is not permitted for any window or skylight.
- Exterior security bars or grilles are prohibited on windows.

Section III
Changes to Yard, Landscape and Hardscape Design

This section includes all materials in the yard including plantings (softscape) and hardscape.
Section II includes all exterior home changes.

Homeowners are required to submit an Exterior Change Application and receive written approval from the ACCCA Lifestyle Enhancement Committee BEFORE making changes in a yard.

The Residential Design Guidelines are not the exclusive basis for decisions of the ACCCA Lifestyle Enhancement Committee (LEC) and compliance with the Residential Design Guidelines does not guarantee approval of any Exterior Change Application. The ACCCA and LEC are not endorsing, warranting or promoting any specific manufacturer, product, distributor or retailer by providing design examples in the Residential Design Guidelines. Design examples are provided only for Owners to have a better understanding of options that comply with the Residential Design Guidelines. The selection of any material requires the approval of the LEC regardless if that selection appears in these Residential Design Guidelines.

SECTION III. YARD, LANDSCAPE AND HARDSCAPE DESIGN CHANGE

Design Principle: The architectural character of the home and its surroundings must be maintained when designing front, side and rear landscape and/or when adding hardscape. The LEC will consider the scale, materials and size. Any addition must be compatible with the size of the house/Lot.

Guidelines

- Plantings, boulders or decorative walls must not detract from the home's front and entry way.
- Functional design elements such as lighting must preserve the night sky.
- The project design and materials must maintain the architectural character of the home.
- The placement of a pool, spa, barbecue, play equipment, gazebo, ramada or fireplace must consider the neighboring properties and Owners right to quiet enjoyment.
- The materials used must minimize reflectivity while maintaining the character of the home and community.
- Replacing Plants and Trees
    - Replacing nine or more plants, including shrubs, accent plants and groundcover, requires LEC approval.
    - All tree replacement requires LEC approval.
        - All replacement plants and trees must be selected from the ACCCA Approved Plant List.
        - ACCCA Approved Plant Lists may be found on the Resident Information and Document pages of OnlineAtAnthem.com/ACCCA.
    - Trees must be planted at least 5 feet from (or farther, if prudent) Lot lines, homes, walls, fences, sidewalks, street curbs and driveways to minimize property damage and liability.

APPLICATION AND APPROVAL PROCESS (See Residential Design Guidelines Section I)

- Any change to the front, rear and side yards (Lot) requires approval from the LEC. Follow the Exterior Change Application process steps as outlined in Section I of the Residential Design Guidelines.
- When making any modifications, Owners must not rely on what neighbors have done or said regarding their property.
- Contact the ACCCA staff before commencing work or if the project is delayed at any time.

The ACCCA Approved Plant Lists may be found in a separate document, Residential Guidelines - Approved Plant Lists or online in the Documents and Resident Information pages at OnlineAtAnthem.com/ACCCA.

ADDRESS SIGNS AND LIGHTING IN YARD

Design Principle: An address sign placed in the yard, while providing additional assistance for locating a home, must have minimal visual impact. Added lighting on the yard address sign must preserve the night sky.

Guidelines

- Address Signs and Address Lighting
  - One home address sign is permitted in the front yard facing the street.
    - The sign must have only the address number.
    - The sign may be no higher than 2 feet off the ground.
    - The sign must be professionally made of non-reflective metal or simulated rock with minimum decoration/ornamentation.
    - The sign may not be internally lighted.
  - Sign must blend with the natural environment.
  - The sign may have a low voltage (12 volts or less or equivalent LED, not to exceed 20 watts) shielded light shining on the sign.
  - Backlit plastic or white signs are prohibited.

Address Sign Examples. The following examples show front yard address signs in the Anthem Country Club community. All address signs require LEC approval regardless if the desired address sign currently exists in the Anthem Country Club community.

BARBECUES

Design Principle: Barbecues must be located to minimize smoke or other encroachments of neighbors' enjoyment of their own property.

Guidelines

- All exterior structures and features must have a setback of 3 feet (or farther, if prudent) from the property line or exterior wall.
- Wood burning and/or gas built-in barbecue units must be contained within the rear yard.
- Chimney elements must be set back a minimum of 3 feet (or farther, if prudent) from any Lot line and be no more than 8 feet in height measured from the adjacent grade to avoid obstructing views from inside the home or from adjacent Lots.
- If stucco, the barbecue must be painted the base or trim color of the home.

BIRD FEEDERS/FEEDING WILDLIFE

Design Principle: Attracting large numbers of birds can create substantial bird droppings and attract rodents. This can present a health hazard and create a private nuisance that interferes with neighbor's quiet enjoyment of their property, protected by Article 2 Section 8 of the Arizona Constitution and section (j) of the Initial Use Restrictions of our CC&Rs.

Guidelines

Arizona law (A.R.S. 13-2927) prohibits feeding, attracting or enticing unwanted wildlife, except for birds and squirrels, into an area. While feeding birds is permissible, birdseed feeders in the Anthem Country Club community are strongly discouraged.

- Residents are encouraged to be good neighbors in considering whether and where to hang birdseed feeders.
- If hanging, birdseed feeders are limited to one in the rear yard only and must be a minimum of 5 feet (or farther, if prudent) from a party wall and view fences.
- Residents may place hummingbird feeders in the rear yard only and are encouraged to use feeders designed to prevent poaching of nectar by other bird species.

CLOTHESLINES

Pursuant to the CC&Rs, "Outside clotheslines or other outside facilities for drying or airing clothes are prohibited."

DECOMPOSED GRANITE, BOULDERS, RIPRAP AND RIVER ROCK

Design Principle: Decomposed granite, boulders, riprap and river rock must blend with existing ground plane of the surrounding desert environment. Riprap and river rock may be used as a functional or aesthetic design element, such as drainage swales.

Guidelines

- Boulders
  - The Exterior Change Application and landscape plan must show the number and approximate size and location of boulders.
  - The number of boulders must be appropriate to the size of the Lot and the appearance in the natural desert.
  - Boulders are limited to those geologic types which are indigenous to the site.
  - Boulders must be buried into the grade to create a more natural appearance.
- Decomposed Granite
  - Decomposed granite must be 1-inch screened Apache Brown or Saddleback Brown and must be applied and maintained as a 2-inch thick layer across all nonturf landscape areas unless otherwise approved by the LEC.
  - Decomposed granite must be maintained with sufficient coverage throughout the Lot.
  - A decomposed granite sample must be submitted with the Exterior Change Application.
  - As decomposed granite is added to a yard, it must be raked to blend with the existing granite cover.
  - White rock or any rock with coatings of any kind is prohibited. Artificially colored rock is prohibited as groundcover. Groundcover, inert material and any other landscaping softscape or hardscape may not be used to spell out or form names, nicknames, initials, names of states or cities, athletic teams, slogans, emblems, geometric patterns or any other work, image, symbol or communication.
  - Decomposed granite or gravel smaller than 1 inch may be used only in backyards for paths; it may not extend into the front yard. The color must be same color as the other granite in the yard.
- Edging
  - Edging includes decorative edging, pavers, retaining wall blocks, large rocks, boulders, metal or plastic strips.
  - Edging and raised edging is prohibited along curbs and sidewalks.
- Riprap and River Rock
  - Riprap must be granite or limestone in an approved color.
  - Riprap may not be grouted unless required to prevent erosion or undesirable drainage conditions. Any planned grouting must be specified in the Exterior Change Application and drawings and receive approval from the LEC.
  - The maximum size of riprap cobbles is 12 inches in diameter unless erosion or drainage conditions require larger material subject to the approval of the LEC.
  - The combined use of boulders, riprap and river rock must not exceed 20 percent of the total front yard landscape area.
  - A riverbed is determined by the scale of the front yard and must not exceed 3 feet in width.
  - A riverbed and/or river rock may not be used as edging.

Boulder Examples: The two photos illustrate the correct and incorrect positioning of boulders. Space under the boulder is not permitted.

Buried Properly

"Floating" on the Ground Prohibited

Edging Examples: The photos illustrate the **prohibited** use of edging.

FIRE PITS AND FIREPLACES

Design Principle: Fire pits and fireplaces must be located to minimize noise, smoke or other encroachments to ensure neighbors' quiet enjoyment of their own property.

Guidelines

- All exterior structures and features must have a setback of 3 feet (or farther, if prudent) from the property line or exterior wall.
- Wood burning and/or gas built-in fire pits and/or fireplaces must be contained within the rear yard or within a full façade courtyard wall (with a minimum of a 6-foot-high wall).
- Chimney elements must be set back a minimum of 3 feet (or farther, if prudent) from any Lot line and be no more than 8 feet in height measured from the adjacent grade to avoid obstructing views from inside the home or from adjacent Lots.
- If stucco, the fire pit and/or fireplace must be painted the base color of the home.

GAZEBOS, RAMADAS, PERGOLAS AND PATIO STRUCTURES

Design Principle: Gazebos, ramadas, pergolas and patio structures must be designed with minimal ornamentation and be visually compatible with the style, scale and materials found on the home.

Guidelines

- Gazebos, ramadas, pergolas and patio structures are allowed in rear yards only and must not exceed 10 feet in height measured from ground level to the highest point of the structure.
- A gazebo, ramada, pergola, patio structure and horizontal trellis roof must be painted in shades of brown or tan. A color sample is required with Exterior Change Application. Light Reflectivity Value of paint colors must be 40 percent or less.
- Pergolas may be clad in an approved stone veneer or be painted tan, dark brown or the color of the base wall of the home. Natural wood finishes or stains are prohibited.
- A gazebo, ramada, pergola or patio structure must be located a minimum of 3 feet (or farther, if prudent) from any Lot line.
- Screening of such structures with appropriate landscaping and thorough consideration of the views for all neighbors is required.
- Tile used on any structure must be composed of the same roof tile that is currently on the home.
- Screened-in or enclosed patios and Arizona rooms are prohibited.

HEADERS

Design Principle: Headers must be continuous materials used only to define grass and turf areas.

Guidelines

- Headers must be used to separate turf from inert areas; no other application is permitted. If turf is removed, headers also must be removed.
- Headers must be concrete or masonry material.
- Headers must be flush where they abut other paved areas.
- Headers must not exceed 12 inches in width.
- Rock, railroad ties, plastic, aluminum and redwood header boards are prohibited.

Header Examples: The photos illustrate the correct and incorrect use of headers.

Correct

Correct

Prohibited

Prohibited

HOLIDAY DECORATIONS AND LIGHTING

Design Principle: Owners may display holiday decorations located or visible outside their home if the decorations are of the kinds normally displayed in single family residential neighborhoods, are of reasonable size and scope and do not disturb other Owners and residents with excessive light, sound emission or cause an unreasonable amount of spectator traffic.

Guidelines

- Holiday Decorations and Holiday Lighting
  - Accepted holidays and seasonal celebrations are Christmas, Hanukkah, Kwanza, Easter, Independence Day, Halloween, Thanksgiving, Valentine's Day, Memorial Day, Veterans Day, Flag Day, National POW/MIA Recognition Day and St. Patrick's Day.
  - Dates for Display:
    - All December holiday decorations may be installed after Thanksgiving.
    - All December holiday decorations and string lights must be removed by January 31, pursuant to Exhibit "C" of the CC&Rs.
    - All Halloween decorations may be installed from October 24 to November 7, pursuant to Exhibit "C" of the CC&Rs.
    - All Thanksgiving decorations may be installed in November.
    - Holiday decorations must be removed within seven days of end of the holiday except for December holidays.

IRRIGATION

Design Principle: Irrigation systems must be designed for specific plantings. Consideration for overspray must be taken when planning irrigation. Watering plants in any wash area is strictly prohibited.

Guidelines

- Irrigation must be a low-volume drip system which is underground and automatic.
- Turf or flower bed areas may use a low-volume spray system which is underground and automatic.
- Overspray onto neighboring property, public sidewalks or streets is prohibited.
- Irrigation of native landscape areas beyond property lines is prohibited.

LIGHTING FOR LANDSCAPING

Design Principle: Landscape lighting fixtures and installation must respect the community's dark sky through the use of low voltage fixtures, sensitive fixture placement and shielded light sources. Lighting fixtures must be subtle and blend with existing landscape design.

Guidelines

- The number of lights must be consistent with the size of the yard. Pursuant to the CC&Rs, "The Board, in its sole discretion, shall determine whether any exterior lighting is excessive."
- Landscape lighting fixtures must be matte finish. White, silver, brass and other metallic fixture colors are prohibited.
- Landscape lighting must be low voltage (12 volts) only. The LEC requires bulb wattage not to exceed 20 watts. Note: LED bulbs emit more light then the much more common halogen bulbs and are, therefore, not suitable for uplighting trees or cacti.
- Landscape lighting must be controlled with an electric clock or photocell device.
- All light sources must be shielded from view. Unshielded uplighting is prohibited.
- All wiring for light fixtures must be buried below grade per the manufacturer's requirements.
- Landscape control equipment must be located in a discreet location or screened from view from the street or adjacent property.
- Colored light bulbs, lenses or reflectors are permitted only during holidays such as Halloween, Hanukkah, and Christmas.

PLANTINGS

Design Principle: Landscape and hardscape (fireplace, barbecue, pool, spa, gazebo, ramada or pergola or patio structures, are integrated design elements. Therefore, when adding hardscape, landscape plans must be incorporated into the overall yard design. When determining tree and plant placement, keep in mind the size of the tree/plant when fully mature so as not to overplant an area.

All ACCCA Approved Plant Lists may be found online in the Resident Information and Document pages at OnlineAtAnthem.com/ACCCA. Printed lists may be obtained at the ACCCA office, Anthem Civic Building, Suite 201.

Guidelines

- Landscape Designs
  - The Lot must be maintained and is the responsibility of the Owner.
  - The Minimal Planting Requirement Guide must be followed in front, rear and side yards. See page 27.
  - Grass and artificial turf may replace groundcover but cannot exceed 20 percent of the front yard.
  - ALL plants must be selected from the Approved Plant List. This list may be found online in the Resident Information and Document pages at OnlineAtAnthem.com/ACCCA.
  - Care must be given not to overplant yards. The LEC will provide guidance in such situations and has the authority to require fewer plants. The LEC may require excessive front yard landscaping be maintained or removed. Evaluate the size of a mature plant and accommodate that size when selecting and placing plants.
  - The area in front of block walls and side gates is included in the square footage for required minimum plantings. This area must include plants.
  - Corner Lot Easement Only
    - Any public right-of-way area(s) adjacent to the Lot will be included in the front yard area in applying minimum requirements.
    - Use Variance Application, Addendum B, to apply for a variance.
  - Gardens
    - Rose, vegetable and/or herb gardens are permitted only in rear and side yards.
    - Rose, vegetable and/or herb gardens must be planted in a container or contained in an area not to exceed 150 square feet and 5 feet in height from the finished grade.
  - All unpaved and nonturf areas must be covered with 2-inch-minimum thickness of decomposed granite.
- Palm and citrus plantings are prohibited from planting in the yard and in pots.
- Maintenance
  - Pursuant to the CC&Rs, Section 5.1, "Each Owner shall maintain his or her Lot, including the Dwelling Unit and all landscaping and other improvements comprising the Lot..."
  - Public Utility Easement UE are easements in all front yards and are generally 8 feet in from the street/sidewalk. To maintain sight lines along street corridors, plant heights within the Public Utility easement must not exceed 2 feet.
  - Mature plants must be maintained so as not to obscure the house or create line-of-sight issues.
  - Mature growth of plant materials must not encroach on sidewalks, restrict pedestrian movement or create a hazardous or dangerous situation for the Owner or the ACCCA.
  - Tree canopies may not overhang sidewalks, streets and neighboring properties unless there is a minimum 8 feet (or farther, if prudent) of clear height above the existing ground plane.
- Replacing Plants and Trees
  - Replacing nine or more plants, including shrubs, accent plants and ground cover, requires LEC approval.
  - All tree replacement requires LEC approval.
  - All replacement plants and trees must be selected from the Approved Plant List (The ACCCA Approved Plant Lists for the front and rear yards may be found in the Resident Information and Documents pages at OnlineAtAnthem.com/ACCCA).
  - Trees must be planted at least 5 feet (or farther, if prudent) from Lot lines, homes, walls, fences, sidewalks, street curbs and driveways to minimize property damage and liability.

Minimal planting requirements guide on next page.

Minimal Planting Requirements Guide

When selecting plants and determining plant placement, first determine the plant size at full maturity, then decide placement. This will help prevent overplanting or planting too closely to sidewalks, streets, driveways, fences and neighboring properties.

Accent Plants: Accent plants are intended to create points of interest in the front and rear yard. Utilize a limited variety of plants in small groupings or clusters to create a unique focal point in the landscape. Random, scattered, free-standing plants are not recommended; using clusters of accent plants with boulders, berms and trees is recommended.

Groundcover: Plant groundcover plants in small groups of three or more similar plants to create the most desirable design composition. Random, scattered, free-standing planting is not recommended. Groundcover is best used as a foreground material to provide color adjacent to walks or entrances.

Shrubs: Utilize shrubs to create "foundation" planting adjacent to the home. This provides a transition between the home and the ground plane. Shrubs also may be used to provide a good backdrop for groundcover and accent.

Trees: When determining tree placement, remember to consider the size of the tree canopy and root system prior to planting. An ocotillo or cactus (saguaro) may be used in place of a tree. Minimum size requirements apply. All trees (new or replacement) requires LEC approval before planting.

Front Yard Plant Requirements

Front Yard Requirements	Small Yard – Approx 1,000 sq. ft.	Mid-Size Yard – Approx 1,500 sq. ft.	Large Yard – Approx 2,000+ sq. ft.
Accent Plants (5 gallon)	4-6	6-8	8-12
Shrubs (1 gallon)	6-9	10-12	12-16
Groundcovers (1 gallon)	6-9	10-12	12-16
Trees	2 (1 + ocotillo/cactus)*	2	2

*Ocotillo/Cactus must be a minimum of 4 feet in height.

Notes:

- Measure area by walking it off; exclude driveway, walkways and courtyard.
- Plant quantities do NOT scale linearly with yard size.
- ALL plants must come from the ACCCA Approved Plant Lists found on the Resident Information and Document pages at OnlineAtAnthem.com/ACCCA.
- Mix quantity, size and plant type – do not use six yellow bell bushes just because you like yellow bells.
- Grouping of smaller plants, e.g., golden barrel cacti – are preferred to a single example every 25 feet.
- Do not plant so as to obscure the front entry of the home.
- These numbers are based on the presumption that the rear yard is a maximum of 50 percent hardscape (deck, pool, ramada, barbecue, fireplace, fire pit, etc. Apply to the LEC for further information.

REAR YARD PLANT REQUIREMENTS

Rear Yard Requirements	Small Yard about 2,000 sq. ft.	Mid-size Yard about 2,500 sq. ft.	Large Yard about 3,000+ sq. ft.
Accent Plants (5 gallon)	2-4	3-5	4-6
Shrubs (1 gallon)	4-6	7-10	8-11
Groundcovers (1 gallon)	4-6	7-10	18-11
Trees	2 (1 + ocotillo/cactus)*	2	2-3

*Ocotillo/Cactus must be a minimum of 4 feet in height.

PLAY STRUCTURES AND SPORTS EQUIPMENT

Design Principle: Selection, location and installation of play structures must respect the privacy of neighbors and have minimal visual impact. Screen play structures with appropriate landscaping to ensure thorough consideration for all neighbors' privacy.

Guidelines

- Play Structures. Includes, but is not limited to: Basketball Equipment and Backboards, Forts, Play Houses Trampolines, Sports Equipment, Swing Sets.
  - All play structures require LEC approval prior to installation.
  - Trampolines, forts, play houses and swing sets must be anchored to ground.
  - The LEC reserves the right to deny the installation of any above-ground trampoline.
- Visual:
  - The LEC requires minimizing the visibility of such structures by adding trees and shrubs, as necessary.
  - On golf course lots, play structures must be screened with appropriate landscaping and 15 feet from view fence.
  - Play structures must be a neutral color. Any awnings must be beige, light brown or tan. Stripes, primary and multiple colors are prohibited. Flags are prohibited on play structures. Any solid surfaces (walls, roofs) must be painted to match the base color of the house and maintained in like-new condition. Slides must be a neutral color and maintained in like-new condition.
  - Structures must be maintained in like-new condition. The LEC retains the right to determine when play structures must be repaired, replaced or removed.
- Location:
  - Play structures and sports equipment must be located a minimum of 5 feet from any Lot line and 5 feet (or farther, if prudent) from home.
  - Play structures exceeding 6 feet in height must be a minimum of 10 feet (or farther, if prudent) from any Lot line and 5 feet from home.
  - Portable basketball backboards and sports equipment may be used on a Lot but must be stored out-of-sight overnight or when not in use.
- Height:
  - Permanent play structure height, shading and/or protective screening must not exceed 10 feet above grade. Height restrictions shall be determined from the highest point of the structure.
  - Play structure platform height must not exceed 6 feet above grade. Height restrictions shall be determined from the highest point of the structure.
- Out of respect to neighboring properties, the LEC recommends inground trampolines to reduce overall height of the structure.
- Prohibited:
  - Permanent basketball backboards/equipment are prohibited on any portion of the Lot (CC&Rs).
  - Permanently affixed telescopes or other viewing devices are prohibited on any play structure.
  - Permanent lighting or sound systems (speakers) are prohibited on any play structure.
  - Pursuant to the CC&Rs, permanent basketball equipment is prohibited.
  - Portable or basketball goals are prohibited on any street or where a player may be on any street.

SIGNS

Signage in the Anthem Country Club community must conform to Arizona Statute A.R.S.1808.
Only ACCCA-approved real estate signs, home security monitoring signs and signs that cannot be prohibited by law are permitted. The complete Real Estate, Political and Home Security Sign Policy, dated January 28, 2016, may be found in Addendum C of these Residential Design Guidelines.

Address plaques and signs are described on page 22.

Welcome signs for yard and home on page 32.

STORAGE STRUCTURES AND CONTAINERS

Design Principle: Containers used to store items may not be visible from neighboring properties.

Guidelines

- Storage structures or containers must be approved by the LEC.
- Structures or containers must be placed in the side yard of a Lot behind the return wall.
- Structures or containers must be less than 7 feet long by 5 feet high by 3 feet deep and no more than 100 cubic feet in capacity.
- Small structures or containers measuring 3 feet long by 3 feet wide by 2 feet high may be placed on a patio.
- Structures or containers must be neutral in color.
- Structures or containers must be made of materials that will not rust, warp or become distorted by heat or sunlight. If this occurs, the container must be replaced. Containers must always be maintained in like-new condition.
- Structures or containers may not be visible from the street, a common area or neighboring property.

SWIMMING POOLS AND SPAS/HOT TUBS

Design Principle: Swimming pools, spas and hot tubs must be designed for the enjoyment of the homeowner while considering the proximity of neighboring properties. Design must be compatible with the size of the Lot.

Guidelines

- Temporary pools larger than 8 feet in diameter and permanent aboveground pools are not permitted.
- Swimming pools, spas and hot tubs must conform to County and/or City regulations.
- Setback for pool decking must be a minimum of 5 feet (or farther, if prudent) from all walls and fences with landscaping between the decks, walls and fences.
- The grading and drainage of the Lot may not be altered from the original site plan.
- All pool equipment must be screened from view from streets and/or adjoining properties. Pool equipment screening must be designed to mitigate noise.
- At highest point, slides and diving boards or other accessories may not exceed 6 feet in height above grade and must be a minimum of 5 feet (or farther, if prudent) from all Lot lines.
- In no instance may any portion of a perimeter wall or fence be temporarily removed or altered including, but not limited to, removal in connection with the installation or construction of a swimming pool, without prior approval of the LEC.
- Swimming pools, spas and hot tubs are not permitted in any front yard.
- Backwashing and draining into washes, common landscaped areas, drainage ways or streets are prohibited.
- See Walls, Fences and Walkways for negative-edge pool view fence modifications.

TENTS, SHACKS, TEMPORARY STRUCTURES

Pursuant to the CC&Rs, "Tents, shacks or other structures of a temporary nature on any Lot are prohibited except as may be authorized during initial construction within the properties (Lot). Temporary structures used during the construction or repair of a dwelling unit or other improvements shall be removed immediately after the completion of construction or repair."

Turf: Grass, Artificial Turf And Putting Greens

Design Principle: Turf must not overshadow the home entrance or serve as the focal point. When used, turf must be integrated into the overall landscape design versus floating in the yard.

Guidelines:

- Artificial Turf
  - Turf product specifications must be submitted with the Exterior Change Application and LEC approval is required before installing artificial turf.
  - When removing turf, the header also must be removed.
  - The LEC and/or Board reserves the right to require removal/replacement of any area of artificial turf which does not meet the standards set forth by these guidelines.
  - Artificial turf must be covered by a manufacturer's warranty of at least seven years and must be professionally installed by a representative of the manufacturer or contractor who is licensed, bonded and insured.
  - Artificial turf must be installed in such a way as to appear seamless and uniform.
  - Artificial turf must have all seams glued.
  - Artificial turf must be of natural turf color to remain unchanged from the natural green lawn appearance.
  - Artificial turf must have a minimum height of 1½ inches, not to exceed 2¼ inches.
  - Only turf requiring infill installation is permitted.
  - Artificial turf must be maintained. Any fading, lack of uniformity, visible seams and incidental damage of the product will necessitate replacement.
  - Artificial turf may not encompass more than 20 percent of the front yard and must utilize a header (border) to separate turf/grass from decomposed granite. The Owner may file a Variance Application with the LEC for consideration of a larger turf area. See Residential Design Guidelines, Section III, Headers for header specifications.
  - The LEC will consider wider application of artificial turf in front yards as long as the overall landscape meets all other requirements as set forth herein.
  - The Owner must submit an Exterior Change Application with the LEC for replacement of artificial turf to ensure like type, color and quality of the replacement product.
- Artificial Turf Putting Greens
  - Artificial turf putting greens are permitted within the rear and side yards only and may not be artificially elevated in a manner that creates privacy issues with adjacent neighbors.
- Grass
  - A maximum of 20 percent of the front yard landscape area of a residence may be planted in grass. The Owner may file a Variance Application with the LEC for consideration of a larger grass area.
  - Only nonseeding grasses are permitted and, if a warm-season grass that goes dormant in winter is used, overseeding with rye is required if visible from neighboring Lots, the street or common areas.
  - Grass in enclosed rear and side yards is permitted provided that no grass or spray irrigation abuts walls or fences.
  - Grass areas between walkways, street curbs, walls, fences and other structures must be a minimum of 3 feet in width and proportional to the Lot and area used. Grass area must be diagrammed with the application process.
  - The LEC recommends the use of artificial turf to save water.

Example of correct and incorrect use of header with artificial turf or grass. See header section. Remove header when grass is removed.

Correct header use.

Not permitted.
Remove header when turf removed.

WALLS, FENCES AND WALKWAYS

Design Principle: Front yard and courtyard walls must not detract from the overall scale and style. Materials must not overshadow the overall landscape design. Block walls may not be modified.

Guidelines

- General
  - The setback for hardscape must be a minimum of 3 feet from a retaining wall, party wall or the adjacent property line. This setback requirement excludes materials set in sand or other semi-permanent applications as determined by the LEC.
  - Bollards, chains or rope as part of the landscape are prohibited.
- Front Yard and Full Façade Courtyard Walls
  - Walls in the front yard may be added to define a private or semi-private patio or courtyard area.
  - Front yard walls may be 4 feet high from finished grade. The LEC will consider front yard walls up to 6 feet above grade.
  - Courtyard areas enclosed by front courtyard walls may not be more than 1/3 of the front yard and may not encroach beyond any front yard building setback line.
  - Full façade courtyard walls must not be higher than the bottom of the roof line.
  - Front yard and full façade courtyard walls must be finished in the paint scheme of the home or covered with architectural stone.
- Return and party walls must be painted Anthem Chocolate Mousse.
- Block Walls and View Fence
  - Block walls may not be modified. Any unapproved modification to a block wall or view fence may result in the restoration of the block wall and/or view fence at the sole expense of the homeowner.
  - Developer built block walls maintained by Anthem Community Council may not be modified in any way.
  - Shortening of the original view fence using the same type top and bottom bars and caps may be approved and will be considered on a case-by-case basis. Professional installation by a licensed contractor is required. The Owner must submit an Exterior Change Application with the LEC and include detailed drawings or proposed changes along with photographs of the existing view fencing for view fence modifications.
  - Original developer view fences and block walls altered at negative edge pools only to enhance the effect of the pool may be considered and approved on a case-by-case basis. All pool access and fence requirements must be maintained as determined by local, county, state and national authorities.
  - The installation of a wildlife (rabbits, rodents, snakes, etc.) barrier on rear or side yard perimeter view fencing is permitted. The barrier must be no higher than 24 inches in height. The material for the barrier must be one-half inch hardware cloth. The barrier must not be connected to the view fence with screws or any connector that would damage the view fence. Plastic zip ties are recommended. The wildlife barrier must be removed and reattached by the property Owner to accommodate the painting schedule for view fences.
  - Block Wall Painting: Owners must submit the Exterior Change Application to the LEC before painting any block wall that otherwise is not painted by the Anthem Community Council and wait for approval before work begins. All block walls must be painted in Anthem Chocolate Mousse. Contact ACCCA staff to verify which sections of a block wall the Owner may paint.
  - View Fence Painting: Owners must submit the Exterior Change Application to the LEC before painting any view fence that otherwise is not painted by the Anthem Community Council. Please contact ACCCA staff to verify which sections of a view fence the Owner may paint. All view fences must be painted Country Club Brown.
- Retaining Walls
  - Walls that are partially below the finished grade or walls that are used as planters must be properly moisture-proofed to avoid unsightly water staining. If staining occurs, the Owner is responsible for the complete repair of the problem.
  - Cut or fill slopes along the exterior of the wall must be smooth and taper gradually conforming to existing grades.

Walkways continued on next page.

- Walkways
  - Walkways and patios may be integral color concrete (neither stained nor painted), exposed aggregate concrete, concrete pavers, flagstone, imitation flagstone, matte finish tile or coated with a polymer modified cement product in a limited number of colors and patterns.
  - Walkways in the front of the home and leading to the side gate:
    - Must have a maximum width of 5 feet.
    - In general, the walkway is intended to facilitate pedestrian travel and transport of trash and recycle containers to the side yard areas.
    - Parking on extended walkways is not permitted.
    - Should be no wider than the width of the side gate at any point, including any border to the walkway. Walkways should join the driveway or front courtyard area at a perpendicular angle.
    - The edge of walkway closest to the house should not exceed three feet and should not run parallel to the driveway. The area between the house and the edge of the walkway should be landscaped to match the rest of the landscaping, such as granite, grass or shrubs.
    - A minimum area of two feet must be left between the new extension and the property line. This two foot area must also contain landscape groundcover to match the front yard (granite, grass, etc.).

WATER FEATURES

Design Principle: Careful consideration of such additions must be made as water features draw birds and predators. The size of a yard must be considered when developing water feature plans. Size and placement of the water feature must not interfere with the quiet enjoyment of neighbors.

Guidelines

- Only one water feature is permitted in walled courtyard areas or an extended home entry. This water feature is limited to 4 feet in height.
- Water features in rear yards are permitted, but must not exceed 6 feet in height and must be a minimum of 3 feet (or farther, if prudent) from all Lot lines.
- A water feature is not permitted to drain directly into a wash corridor or common area.
- No sitting, standing or stagnant water will be tolerated. Continued maintenance is required for aesthetic and health reasons.

WELCOME SIGNS FOR YARD AND HOME

Design Principle: A welcome sign must be understated and placed according to the guidelines.

Guidelines

- Yard welcome signs are not permitted.
- One word "Welcome" sign or one word family name sign ("Smith") on a wall is permitted when located within 1 foot of the main entry door. Sign must be a maximum of 1 foot in width, in a muted finish and be maintained in like-new condition.
- A multiple word signs (Welcome to the Smith home) is not permitted.

Section IV
Additional Information

This section includes the RDG Background and LEC Formation, Prohibited Items per the CC&Rs, Glossary, and Addendums.

Homeowners are required to submit an
Exterior Change Application and receive
written approval from the
ACCCA Lifestyle Enhancement Committee
BEFORE
making exterior home and/or Lot changes.

The Residential Design Guidelines are not the exclusive basis for decisions of the ACCCA Lifestyle Enhancement Committee (LEC) and compliance with the Residential Design Guidelines does not guarantee approval of any Exterior Change Application. The ACCCA and LEC are not endorsing, warranting or promoting any specific manufacturer, product, distributor or retailer by providing design examples in the Residential Design Guidelines. Design examples are provided only for Owners to have a better understanding of options that comply with the Residential Design Guidelines. The selection of any material requires the approval of the LEC regardless if that selection appears in these Residential Design Guidelines.

SECTION IV. ADDITIONAL INFORMATION

BUILDING AND SITE MODIFICATIONS

Pursuant to the Covenant, Conditions and Restrictions (CC&Rs), "...no structure or thing shall be placed, erected, installed or posted on Properties and no improvements or other work (including staking, clearing, excavation, grading and other site work, exterior alterations of existing improvements or planting or removal of landscaping shall take place with the Properties, except pursuant to approval in compliance with this Article and the Design Guidelines."

CHANGES AND AMENDMENTS TO THE RESIDENTIAL DESIGN GUIDELINES

The Residential Design Guidelines may be amended as follows.

- The LEC, the ACCCA Board or the Anthem Community Council (ACC) may propose changes to these Residential Design Guidelines. Additionally, any Owner may submit to the LEC proposed changes to these Residential Design Guidelines for review and consideration.
- Any amendment to these Residential Design Guidelines shall be approved by two-thirds of the members of the LEC, the Board and the ACC. Such amendments shall not be retroactive to previous work or approved work in progress.
- The ACCCA members must be notified of such amendment or change.
- In no way shall any amendment to these Residential Design Guidelines change, alter or modify any provision of the Declaration, any Supplemental Declaration or the Articles or Bylaws of the Association.
- Except where stated otherwise, a change in the Residential Design Guidelines does not affect home or Lot improvements/modifications that had been approved under earlier versions of the Residential Design Guidelines on the condition that the improvement/modification was completed before the Exterior Change Application approval expired.

In the event of any conflict or inconsistency between the Residential Design Guidelines and the Declaration, the Declaration shall control.

ESTABLISHMENT OF THE LIFESTYLE ENHANCEMENT COMMITTEE

The CC&Rs Section 4.2 requires the ACCCA Board of Directors establish a Lifestyle Enhancement Committee (LEC) to serve as the "Reviewer" of modifications to home exterior and landscaping characteristics of residences within the community. The LEC will review plans and specifications, and the LEC and ACCCA enforce the respective Residential Design Guidelines. The LEC has delegated the initial review of the Exterior Change Application to the ACCCA Compliance staff. Any application that does not explicitly adhere to the CC&Rs and to the Residential Design Guidelines is then reviewed by the LEC. The LEC meets monthly, or as needed, to complete reviews in a timely fashion. Pursuant to A.R.S. 33-1817, at least one member of the LEC must be a member of the Board and must serve as "chairperson" of the Committee.

The ACCCA Compliance staff makes regularly-scheduled compliance inspection tours, driving all roads in the Anthem Country Club community as well as along the cart paths of both golf courses. The compliance inspection tour objectives include, but are limited to, the following.

- Determine if the Owner completed changes to their Lot or home exterior in accordance with the Exterior Change Application filed with the ACCCA.
- Look for Owners who are making changes to their Lots or home exterior who have not filed an Exterior Change Application for the work underway.
- Determine if Owners made changes to their Lot or home exterior without filing an Exterior Change Application for the completed work.
- Determine if there are existing conditions that are not in compliance with the Residential Design Guidelines and CC&Rs.

GOVERNMENTAL APPROVAL

Local government approval of a proposed improvement or modification does not relinquish an Owner's obligation to obtain the written approval of the LEC before commencement of construction of such improvement or modification.

Each Owner is responsible for removing or otherwise correcting at his/her expense noncompliance and/or unapproved modifications. Please go to Section I Application and Approval Requirements for more specific guidelines.

PROHIBITED STRUCTURES AND CONDITIONS

Owners are responsible for maintaining compliance with all Governing Documents and the Residential Design Guidelines. This list is to assist Owners in understanding some of the key prohibited items in the Anthem Country Club community that pertain to the Residential Design Guidelines. It is the Owner's responsibility to review the complete content of all Governing Documents (CC&Rs, Bylaws) and the Residential Design Guidelines to become familiar with all prohibited things in the community.

Pursuant to the CC&Rs, the following are prohibited on any Lot in the Anthem Country Club community.

- **Above-Ground Pools, Compost Piles or Containers**: Above-ground pools, compost piles or containers, statues and front yard fountains, except as noted in the Residential Design Guidelines.
- **Clotheslines**: Outside clotheslines or other outside facilities for drying or airing clothes.
- **Curb Ramps**: Curb ramps are prohibited.
- **Detached Garages**: Detached garages are prohibited.
- **Excessive Exterior Lighting on any Lot**: The Board, in its sole discretion, shall determine whether any exterior lighting is excessive.
- **Garbage or Trash**: No garbage or trash shall be placed or kept on any Lot, except in covered containers of a type, size and style which are specifically permitted under the Residential Design Guidelines, are approved by the LEC or are required by the applicable governing jurisdiction. In no event shall such containers be stored in the front yard of any Lot or maintained so as to be visible from outside the Lot unless they are made available for collection and then only for the shortest time reasonably necessary to effect such collection. All rubbish, trash or garbage shall be removed from the Lots and shall not be allowed to accumulate thereon. No outdoor incinerators shall be kept or maintained on any Lot.
- **Decorations, Ornamentation or Art**: White rock and any rock with coatings of any kind; driftwood, wagons, wagon wheels, skulls, sculptures, artificial plants and flowers, signs (other than those expressly permitted in these Residential Design Guidelines and/or required by applicable law) and topiary; artificially colored rock used as groundcover; any softscape or hardscape used to spell out or form names, nicknames, initials, names of states or cities, athletic teams, slogans, states, emblems, geometric patterns or any other work, image, symbol or communication; front yard fountains (outside private courtyard walls).
- **Permanent Basketball Goals/Back Boards**: Permanent basketball goals, basketball standards and back boards; provided, portable basketball goals may be used on a Lot without prior approval, but must be stored so as not to be visible from the street or neighboring Lots when not in use. Pool deck mounted basketball hoops are permitted.
- **Signs**: No sign shall be erected within the Properties except those required by law, including posters, circulars and billboards. This restriction shall not apply to entry and directional signs installed by the Board, the Council and shall have the right to erect signs as they, in their discretion, deem appropriate. See ACCCA Real Estate, Political and Home Security Sign Policy, dated January 28, 2016, Addendum C.
- **Solar Equipment**: No solar heating equipment or device is permitted outside the Dwelling Unit except such devices whose installation and use is protected by federal or Arizona law. Notwithstanding such protection, an application for such solar equipment or device must be submitted for approval under Article IV before installation and approval will be granted only if first, such equipment or device is designed for

minimal visual intrusion when installed; second, the equipment or device complies to the maximum extent feasible with the Residential Design Guidelines within the confines of the applicable governmental regulations. See Ancillary Equipment, Solar Energy Devices in the Residential Design Guidelines.

- **Storage**: Storage (except in approved structures or containers) of furniture, fixtures, appliances, machinery, equipment or other goods and chattels not in active use on the Common Area or any portion of a Lot which is visible from outside the Lot. Detached storage buildings and detached sheds are prohibited. Allowable structure/container specifications are identified in the Residential Design Guidelines.

- **Tents, Shacks or Other Temporary Structures**: Tents, shacks or other structures of a temporary nature on any Lot except as may be authorized during initial construction within the Properties. Temporary structures used during the construction or repair of a Dwelling Unit or other improvements shall be removed immediately after the completion of construction or repair.

- **Vehicles**: No vehicle may be left upon any portion of the Properties except in a garage, driveway, parking pad or other area designated by the Board. No person shall park any commercial vehicles, recreational vehicles, mobile homes, trailers, campers, boats or other watercraft or other oversized vehicles, stored vehicles and unlicensed vehicles or inoperable vehicles within the Properties other than in enclosed garages; provided, however, one boat may be temporarily kept or stored completely in a driveway or completely on a parking pad on a Lot for not more than four nights within each calendar month. This Section shall not apply to emergency vehicle repairs. Commercial and Vehicle Policies of the ACCCA apply.

  Notwithstanding the above, for purposes of cleaning, loading, unloading and short-term parking, recreational vehicles may be parked on the Properties for 72 hours per calendar month. Owners must obtain a recreational vehicle permit for such short-term parking from the ACCCA office.

- **Walls, Dog Runs, Animal Pens**: Walls, dog runs and animal pens of any kind on any Lot are prohibited. Pool fences and such other fences which are approved in accordance with the Residential Design Guidelines may be permitted and require LEC approval. Block walls may not be modified. See Walls of the Residential Design Guidelines.

Pursuant to the ACCCA Residential Design Guidelines, the following installations or materials are prohibited in the Anthem Country Club community. It is the Owner's responsibility to submit an Exterior Change Application for any changes to the exterior home or Lot and receive approval from the LEC before beginning work

- **Architectural Stone**: Stone applied in a stepped pattern intended to appear as an "eroding" stone wall.

- **Awnings, Canopies, Shutters, Sunscreens, Roller Screens/Shades and Drapes**: Matchstick and bamboo awnings, sunscreens and metal roller screens/shades are not permitted; any sun/shade sails.

- **Decomposed Granite**: White rock or any rock with coatings of any kind; no artificially colored rock used as groundcover; inert material and any other landscaping softscape or hardscape used to spell out or form names, nicknames, initials, names of states or cities, athletic teams, slogans, emblems, geometric patterns or any other work, image, symbol or communication.

- **Driveway Replacement, Coatings and Extensions**: Excessive use of concrete, as determined by the LEC, is not permitted in the front and rear yards; applied-on concrete overlay resurfacing products that mimic flagstone, tile or other surfaces; painting or staining driveway concrete; asphalt and stabilized decomposed granite materials.

- **Edging**: Raised edging or any type edging (decorative edging, pavers, retaining wall blocks, large rocks, boulders, metal or plastic strip edging along driveways, curbs or sidewalks).

- **Garage Doors**: Windows, wrought-iron handles, hinges or other decoration or ornamentation on garage doors.

- **Gates**: Red tints on gates; any party wall gates or gates with access to the Anthem Golf & Country Club property or community open spaces.
- **Gazebos, Ramadas, Pergolas and Patio Structures**: Natural wood finishes or clear stains; screened-in or enclosed patios/Arizona rooms.
- **Headers**: Rock, railroad ties, plastic, aluminum and redwood header boards.
- **Irrigation**: Overspray onto neighboring property, public sidewalks or streets and irrigation of native landscape areas beyond the property lines.
- **Landscape Lighting**: Colored light bulbs, lenses or reflectors.
- **Play Structures**: Telescopes or other viewing devices permanently affixed on any play structure, permanent lighting, sound systems or speakers.
- **Swimming Pools, Spas and Hot Tubs**: Backwashing/draining into washes, common landscape areas, drainage ways or streets.
- **Water Feature**: Draining into wash corridor or common area.
- **Windows**: Natural aluminum, white or accent color window frames; reflective glass or window film with a visible-light reflection rate of 20 percent or greater and exterior security bars or grilles at windows.

GLOSSARY

Courtyard: The enclosed area in the front of the home that is separated from the front yard by a wall.

Desert Color Palette: The desert color palette embraces the soft and understated colors of the desert terrain and historic adobe homes of the region and blend with the environment. Browns are the foundation of the desert palette. Grey, ochre, purples, terra cotta and greens, all of which harmonize with the environment, may provide accent to a setting.

Dwelling Unit: "Any building or structure or portion of a building or structure situated upon a Lot and which is intended for use and occupancy as an attached or detached residence for a single family. The term does not apply to a detached structure which is intended as a residential dwelling ancillary to the primary Dwelling Unit for the Lot, i.e., a casita or cabana" (CC&Rs).

Front Yard: Includes that portion of the Lot which extends from the street curb or sidewalk to the front façade of the home and/or the courtyard wall and the return walls, extending to the side Lot lines. By definition, it is visible from the street and neighboring properties.

Landscape Area: Any part of a Lot that is not covered by the home or other structure, hardscape or pool. Landscape area is typically covered with turf, plants and/or decomposed granite.

Lifestyle Enhancement Committee (LEC): "The committee established to review plans and specifications for the construction or modification of improvements and to supervise compliance with, and otherwise administer and enforce, the Residential Design Guidelines and procedures described in Article IV. The LEC also may be assigned responsibility for enforcement of Use Restrictions and Rules" (CC&Rs).

Granite: Coarse-grained igneous rock made up of feldspar, mica and at least 20 percent quartz.

Hardscape: All nonliving elements of a landscape. This includes, but is not limited to, concrete, flagstone, pavers, patios, decks, rock, walls, pathways, walkways, water features, pools, decoration and/or ornamentation.

Home: Any building or structure or portion of a building or structure situated upon a Lot and which is intended for use and occupancy as an attached or detached residence for a single family. The term does not apply to a detached structure which is intended as a residential dwelling ancillary to the primary Dwelling Unit for the Lot, i.e. a casita or cabana (CC&Rs).

Integral Concrete: Integral concrete is neither stained nor painted. The color is integrated at the time of concrete mixing.

Light Reflectivity Value (LVR): The total quantity of visible and useable light reflected by a surface in all directions and at all wavelengths when illuminated by a light source.

Lot: "A portion of the Properties, whether improved or unimproved, which may be independently owned and conveyed and on which a Dwelling Unit is intended for development, use and occupancy. The term shall refer to the land, if any, which is part of the Lot as well as any improvements, including any Dwelling Unit, thereon. The boundaries of each Lot must be delineated on a plat" (CC&Rs).

Original Developer: Del Webb/Pulte is the original developer of the Anthem Country Club community. All improvements to the home exterior or Lot, including, but not limited to, landscaping, walls, fences, doors, new paint, etc., made to a home after original developer construction require approval of the Reviewer before start of construction or changes. The Exterior Change Application must be submitted with the Reviewer (LEC) in accordance with procedures set forth in the Declaration and these Residential Design Guidelines.

Ornamentation, Decorative Elements or Yard Art: Materials or features added to provide embellishment or increased beauty; decoration.

Owner: "One or more Persons who hold the record title to any Lot, but excluding in all cases any Person holding an interest merely as security for the performance of an obligation. If a Lot is sold under a Recorded contract of sale, the contract specifically so provides, the purchaser (rather than the fee Owner) will be considered the Owner" (CC&Rs).

Plant: Includes shrubs, accent plants, groundcover.

Quiet Enjoyment: Refers to the ability of the Owner/invitees/occupants to "live in peace, quiet, safety, comfort or serenity," not disturbed by "illegal or offensive activity that may cause embarrassment, discomfort, annoyance or nuisance" (CC&Rs).

Rear Yard: That portion of the Lot that extends from the rear façade of the house to the rear Lot line and from the side Lot line to the Lot side line. If the rear fence is wrought iron, objects in the rear yard and side yards may be visible from neighboring properties.

Residential Design Guidelines (RDGs): "The architectural, design and construction guidelines and review procedures pertaining to the Properties, adopted and administered pursuant to Article IV, as they may be amended, and those pertaining to all of Anthem, as provided in the Community Covenant" (CC&Rs).

Return Wall: The return wall extends from the home to the property line concrete block wall or wrought iron fence.

Reviewer: For purposes of this document, "the entity having jurisdiction in a particular case," that is, the LEC or other designees (CC&Rs).

Side Yard: That portion of the Lot which extends along the side of the house from the inside part of the return wall rearward to the rear façade of the home. When there is no "view fence," side yards are surrounded by walls—the home walls and the Lot party walls. Side yards are not visible from neighboring properties unless the rear yard has a view fence or the objects in the yard are taller than the walls.

String Lights: Any exposed, covered or encased bulbs of any size on a cord, rope or string. String lights are commonly sold for decorating homes/structures and landscape during holidays. They also are sold for decorative lighting on patios, gazebos, structures, fencing, etc.

Softscape: Any part of a Lot that is not covered by the home or other structure or hardscape. Softscape is all living horticultural aspects of an outdoor setting on a Lot.

Visible From Neighboring Property: With respect to any given object that such object is or would be visible to a person 6-feet tall standing on any part of such neighboring property or common area at the elevation no greater than the elevation of the base of the object being viewed.

Xeriscaping: A landscaping method developed especially for arid and semiarid climates that utilizes water-conserving techniques. Includes the use of drought-tolerant plants, mulch and efficient irrigation.

ACCCA Residential Design Guidelines (RDGs)

ADDENDUM A - EXTERIOR CHANGE APPLICATION- HOME AND/OR YARD

Pursuant to the CC&Rs, the LEC will respond to the Owner within 45 days of receipt of the complete Exterior Change Application.

Return to: ACCCA, ATTN: Lifestyle Enhancement Committee, 3701 W. Anthem Way, Suite 201, Anthem, AZ 85086.

Email to: staff@acccahoa.com Questions: 623-742-6030

Owner Name:_____ Owner Phone: _____

Owner Property Address: _____Owner Email: _____

Owner Secondary Address (Add **ONLY** if ACCCA correspondence is to be sent to **this** address instead of property address).

_____

Prior Written Approval is Required for ALL Exterior Modifications. Submit this Application with one copy of the proposed plans to the ACCCA address noted above. Owner's signature is required.

☐ Initial Application Estimated Commencement Date _____

☐ Resubmitted Application Estimated Completion Date _____

Part I: Nature of Request: Check ALL that Apply:

- ☐ 1. Ancillary Equipment: Satellite Dish, Solar Panels, Solar Tubes, other
- ☐ 2. Awnings, Canopies, Shutters, Sunscreens, Roller Screens/Shades, Drapes
- ☐ 3. Doors: Front, Service, Courtyard, Security, other: Style _____ Color_____
- ☐ 4. Driveway: Replacement, Coating, Extension, other
- ☐ 6. Gates: Courtyard, Side Yard, other
- ☐ 7. Gazebos, Ramadas, Pergolas, Patio Structures, Room Additions/Extensions
- ☐ 8. Hardscape: Walls, Walkways, Patios - Front/Rear, other
- ☐ 9. Other Exterior Features: Barbecue, Fire Pit, Fireplace, other
- ☐ 10. Rain Gutters
- ☐ 11. Swimming Pool, Spa, Hot Tub, Water Features
- ☐ 12. Walls and Fences: Front Yard, Courtyard, Retaining, Return, View Fence
- ☐ 13. Landscape Modification/Addition - Front Yard
- ☐ 14. Landscape Modification/Addition - Rear Yard
- ☐ 15. Casita/Cabana Addition offered by the developer as an Option for Home Model
- ☐ 16. Other. Specify Here: _____

Part II. Include with your Application (If applicable):

1. Plot Plan
2. Home Model Name and Elevation _____
3. Photos of existing area on which proposed modification/addition is requested
4. Listing and samples of proposed exterior materials and finishes
5. Specific construction plan/landscape plan/dimensions, etc.
6. Contractor name and contact information_____

Please review the Residential Design Guidelines and include all documentation that will assist in clarifying project. Incomplete Applications will be returned to the Owner for completion and resubmittal to the LEC.

Part III. REQUIRED. I acknowledge that any work performed prior to the written approval of the ACCCA will result in the Owner being liable for all costs necessary to bring the property into compliance with the CC&Rs (DECLARATION) and the Residential Design Guidelines.

OWNER'S SIGNATURE: **DATE:**

Applicant Owner shall be responsible for (1) repair and/or reconstruction to original condition of Owner's walls removed or damaged due to contracted work performed; and (2) damages incurred to ACCCA common area/structures, e.g., streets, sidewalks, washes, monument signs, walls, wrought iron fencing, etc. due to contracted worked performed. Each Owner shall come forward and report any damages to the common areas within the ACCCA in order to repair or replace damages and return to the original condition, maintaining the standards and aesthetics of the ACCCA. In the event damage occurs, the Owner is free to seek insurance relief. Any costs not covered by insurance proceeds shall be paid by the Owner. By signing this application, I, the Owner, authorize the ACCCA to enter the property for the purpose of inspecting all work identified on the application as being satisfactorily completed. If approval is granted, it will not relieve Lot Owner from full compliance with all provisions of the ACCCA CC&Rs and current Design Guidelines requirements. Further, approval does not constitute approval or compliance with applicable Arizona or Maricopa County Law, building and/or safety requirements. Contact information provided on this form will be used only by the ACCCA.

ADDENDUM B - VARIANCE APPLICATION

Pursuant to Article 4.5 of the CC&Rs, The LEC may "authorize variances from compliance with these Residential Design Guidelines and procedures when circumstances such as topography, natural obstructions, hardship, or aesthetic or environmental considerations require, but only in accordance with duly adopted regulations. Such variances may only be granted, however, when unique circumstances dictate and no variance shall (a) be effective unless in writing; (b) be contrary to this Declaration, the Community Covenant or the Community-Wide (sic) Standard; or (c) estop the Reviewer (LEC) from denying a variance in other circumstances."

Return to: ACCCA, ATTN: Lifestyle Enhancement Committee
3701 W. Anthem Way, Suite 201, Anthem, AZ 85086.
Email to: staff@acccahoa.com Questions: 623-742-6030

Owner Name:_____ Owner Phone: _____

Owner Property Address:

_____

Other Mailing Address: (Add **ONLY** if ACCCA correspondence is to be sent to **this** address instead of property address).

_____

Nature of Variance Request: check number & circle appropriate item

( ) 1. Landscaping: Front Yard - Rear Yard
( ) 2. Hardscape (walkways, patio, driveway,` etc.)
( ) 3. Walls, Fences, Gates
( ) 4. Patio Extension, Sun Screens, Awnings
( ) 5. Pool, Spa or Jacuzzi, Fountain
( ) 6. Garage Door (replacement or repairs)
( ) 8. Paint Home/Garage Door/Shutters
( ) 9. Other:

TYPE OF LOT:
☐ **Rear Yard View Lot**
☐ **Interior Lot**
☐ **Corner Lot**

_____

Reason for Requesting a Variance and/or Extension:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

Date of Completion: _____ Extension Date: _____

The undersigned acknowledges that any work performed before the written approval of the Anthem Country Club Community Association (ACCCA) will result in the Owner being liable for all costs necessary to bring the property into compliance with the CC&Rs (DECLARATION) or Residential Design Guidelines.

Owner Signature: **Date:**

ADDENDUM C - SIGN POLICY

Anthem Country Club Community Association (ACCCA)

Real Estate, Political and Home Security Sign Policy

January 28, 2016

Signage in the Anthem Country Club community must conform to Arizona Statute A.R.S.1808. Only ACCCA-approved real estate signs, home security monitoring signs and signs that cannot be prohibited by law are permitted. ACCCA standards for real estate, open house, open house fliers and home security signs are described below.

Real Estate Signs

The following guidelines conform to Arizona Statute 33-1808 Section F.

- An Owner can have a "For Sale" sign, "For Lease" sign and a sign rider "IN ANY COMBINATION" on their residential property. The property must in fact be for sale or lease. The sign must conform to industry standard size and cannot exceed 18 inches by 24 inches.
- One 6 inches by 24 inches double-sided rider in a matching color and print may be attached to the lower signpost containing the broker's name, the agent's name or the resident's name and one telephone number.
- One sign per property is permitted and must be placed in the front yard only. The sign must be placed perpendicular to the curb or sidewalk, a minimum of 18 inches from the sidewalk or curb. No corner signs are approved.
- No signs are permitted in windows, on rear fences, courtyard walls or on any portion of the body of the residential structure.
- No advertising riders, balloons, flags, banners, fliers or other promotional material may be attached to the approved sign, sign holder or residence.
- One single sign (smaller than 6 inches by 24 inches by 1 inch) may be attached to the "For Sale" sign or rider when a sale is pending. Color of the sign must match the "For Sale" sign and may contain the phrase "Sale Pending," "In Escrow" or "Sold."
- Signs must be removed within seven days after close of escrow.
- The Owner or designees shall be responsible for obtaining signs, appropriate placement, maintenance and removal of the signs that are compliant with Anthem Guidelines.

Open House and Directional Signs

Realtors may display "Open House" and directional signs in common areas within the Anthem Country Club community, only on Saturday and/or Sunday between the hours of 8 a.m. to 6 p.m.

- Only standard Anthem Green and Ivory Signs, stating "Open House" with one directional arrow on each side, may be placed in common areas inside the Anthem Country Club community gates.
- Directional signs must be placed in common areas.
    - One directional sign may be placed near each of the four gates in the median of the arterial streets: Anthem Club Drive, Anthem Hills Drive and Anthem Ridge Drive.
    - One directional sign may be placed as needed at each of the major corners to lead to the open house.
    - One "Open House" sign may be placed in front of the home or in the driveway.
- No flags, balloons or other promotional material or information may be attached to "Open House" and/or directional signs.
- "Open House" fliers may be left at the manned gates for distribution during open house hours. The gate personnel places a sign at those gates stating fliers are available.
    - Fliers must be delivered to gate personnel by 10 p.m. the evening before the scheduled open house.
    - Fliers will be given only to visitors and residents requesting them.
    - Remaining fliers will be destroyed after 6 p.m. the day of the open house.
- The ACCCA reserves the right to remove signs that are not in compliance with this Directional Sign Policy.

Signs continued on the next page.

Political Signs

The following guidelines conform to A.R.S. 33-1808 Section C.

- For the purposes of this policy, "political sign" means a sign that attempts to influence the outcome of an election, including supporting or opposing the recall of a public officer or supporting or opposing the circulations of a petition for a ballot measure, question or proposition or the recall of a public officer.
- Political signs may be displayed by an ACCCA member on that member's property.
- The aggregate total dimensions of all political signs on a property shall not exceed nine square feet.
- Political signs may not be displayed earlier than 71 days prior to an election and no later than three days after the election.
- Political signs are prohibited in the ACCCA's common areas and may not be placed on any common area walls, sign posts, etc.
- The ACCCA reserves the right to remove signs that are not in compliance with the Political Sign Policy.

Home Security Signs

ACCCA Owners who install home security monitoring systems in their homes may install visible signage on the home exterior/Lot showing the dwelling is protected. Signs must meet the following criteria.

- One security sign is permitted in the front yard and must be placed in the ground, a minimum of 18 inches from the sidewalk.
- One additional security sign may be placed in the front yard, in the ground, within 2 feet of the return wall gate.
- One security sign is permitted in the rear yard and must be placed in the ground.
    - Home security signs must be the commercially-produced signs provided by the home security company.
- One security window decal may be placed in each point of entry (window or door) in the front, side and rear of the dwelling.
    - Home security decals must be commercially-produced decals provided by the home security company.
    - Home security decals must not exceed 6 square inches in size.

Periodic Review

The ACCCA Board will periodically review this policy for compliance and effectiveness.

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anthem
community council

Memorandum

To:	ACC Board of Directors
From:	Tony Smith, Business Services Specialist
C:	Jenna Kohl, Community Executive Officer
	Doug Greenstein, Community Finance & Administration Officer
	Neal Shearer, Community Operations Officer
Date:	September 20, 2017
Re:	*Request from Crossroads Church to Construct Two New Entrance Facades*

Recommendation

Staff requests that the Board approve the architectural design for and construction of two new entrances for Crossroads Church at 42101 N. 41st Dr. in Anthem's Commerce Park.

Background

Crossroads Church is proposing to create two new formal entrances to their church building. East and west facing entries will provide access to an interior courtyard and interior church spaces. New facade structures and finishes will define the entries and create space for exterior signage, along with fencing and gates for security. Recently amended tract declarations for *Lot 3/33.2* state that one of the many permitted uses for the parcel is for a worship site. The parcel (APN 203-03-013) is zoned Commercial, Commerce/ Business Park (CP/GCP). The proposed project is compliant with the *ACC's Non-Residential Architectural Design Guidelines.*

Attachments

- Aerial parcel map
- Property information
- Parcel map
- Tract Declarations, *First Amendment Lot 3 of Anthem Commerce Park 33.2*
- Concept plans
- Approval Letter

203-03-013

8/22/2017 7:49:33 AM

203-03-013 Commercial Parcel

This is a commercial parcel located at 42101 N 41ST DR PHOENIX 85086. and the current owner is 42101 AND 42105 N 41ST DR LLC. It is located in the Anthem Commerce Park 33.2 subdivision and MCR 53726. Its current year full cash value is $4,496,681.

Property Information

42101 N 41ST DR PHOENIX 85086

MCR #	53726
Description:	ANTHEM COMMERCE PARK 33.2 MCR 537-26
Lat/Long	33.86634792 | -112.14758741
Lot Size	197,770 sq ft.
Zoning	C-2
Lot #	3
High School District	DEER VALLEY UNIFIED #97
Elementary School District	DEER VALLEY UNIFIED SCHOOL DISTRICT
Local Jurisdiction	PHOENIX
S/T/R	15 6N 2E
Market Area/Neighborhood	08/007
Subdivision (29 Parcels)	ANTHEM COMMERCE PARK 33.2

Owner Information

42101 AND 42105 N 41ST DR LLC

Mailing Address	42105 N 41ST DR SUITE 120 , ANTHEM, AZ 85086
Deed Number	170096847
Last Deed Date	02/08/2017
Sale Date	n/a
Sale Price	n/a

FINAL PLAT
FOR
"ANTHEM COMMERCE PARK 33.2"

A PORTION OF THE NORTHWEST 1/4 OF SECTION 15, AND THE NORTHEAST 1/4 OF SECTION 16, TOWNSHIP 6 NORTH, RANGE 2 EAST OF THE GILA AND SALT RIVER MERIDIAN, MARICOPA COUNTY, ARIZONA

BOOK 537 PAGE 26
OFFICIAL RECORDS OF
MARICOPA COUNTY RECORDER
HELEN PURCELL
2000-0520928
07/07/2000 03:45

DEDICATION

STATE OF ARIZONA)
COUNTY OF MARICOPA)) SS

KNOW ALL MEN BY THESE PRESENTS:
THAT ANTHEM ARIZONA L.L.C., AN ARIZONA LIMITED LIABILITY COMPANY, AS OWNERS, AND BANK UNITED, A FEDERAL SAVINGS BANK, AS LIENHOLDER OF LOTS 2-24, 26-28, 30 & 31, EMC GLOBAL CAPITAL SOLUTIONS INC., AS AGENT LESSOR UNDER THE AMENDED AND RESTATED MASTER LEASE AND OPEN END MORTGAGE DATED AS OF JULY 27, 1999, AMONG EMC GLOBAL CAPITAL SOLUTIONS, INC., AS AGENT LESSOR, U-HAUL INTERNATIONAL, INC. AS A LESSEE AND AMERCO REAL ESTATE COMPANY, AS A LESSEE, AS OWNER OF LOTS 1 & 29, AS OWNERS, HAVE SUBDIVIDED UNDER THE NAME OF "ANTHEM COMMERCE PARK 33.2" A PORTION OF THE NORTHWEST QUARTER OF SECTION 15 AND THE NORTHEAST QUARTER OF SECTION 16, TOWNSHIP 6 NORTH, RANGE 2 EAST OF THE GILA AND SALT RIVER MERIDIAN, MARICOPA COUNTY, ARIZONA, AND HEREBY PUBLISHES THIS PLAT OF "ANTHEM COMMERCE PARK 33.2" AND HEREBY DECLARES THAT SAID PLAT SETS FORTH THE LOCATION AND GIVES THE DIMENSIONS OF LOTS, STREETS AND EASEMENTS CONSTITUTING SAME AND THAT THE STREETS AND LOTS SHOWN SHALL BE KNOWN BY THE NAME OR NUMBER GIVEN TO EACH ON SAID PLAT AND THAT ANTHEM ARIZONA L.L.C., AN ARIZONA LIMITED LIABILITY COMPANY, AND BANK UNITED A FEDERAL SAVINGS BANK, AS LIENHOLDER OF LOTS 2-24, 26-28, 30 & 31, EMC GLOBAL CAPITAL SOLUTIONS INC., AS AGENT LESSOR UNDER THE AMENDED AND RESTATED MASTER LEASE AND OPEN END MORTGAGE DATED AS OF JULY 27, 1999, AMONG EMC GLOBAL CAPITAL SOLUTIONS, INC., AS AGENT LESSOR, U-HAUL INTERNATIONAL, INC. AS A LESSEE AND AMERCO REAL ESTATE COMPANY, AS A LESSEE OF LOTS 1 & 29, AND PAUL A. & MARILYN C. NICHOLSON, HUSBAND & WIFE, AS OWNERS OF LOT 25, HEREBY DEDICATES TO THE PUBLIC FOR USE AS SUCH THE STREETS (VISION WAY, 41ST DRIVE, FORTUNE DRIVE, OPPORTUNITY WAY & INNOVATIVE DRIVE), AND PUBLIC UTILITY, WATER, SIDEWALK, AND DRAINAGE EASEMENTS AS SHOWN ON SAID PLAT AND INCLUDED IN THE ABOVE DESCRIBED PREMISES. THE OWNERS HEREBY DEDICATE THE SCENIC CORRIDOR LANDSCAPE EASEMENT FOR LANDSCAPING PURPOSES. THIS SHALL INCLUDE INGRESS/EGRESS FOR MAINTENANCE OF THE LANDSCAPING AND ASSOCIATED FACILITIES.

IN WITNESS WHEREOF, THE UNDERSIGNED HAVE HEREUNTO CAUSED ITS CORPORATE NAMES TO BE SIGNED BY THE UNDERSIGNED OFFICERS THEREUNTO DULY AUTHORIZED THIS 21st DAY OF June, 2000.

ANTHEM ARIZONA L.L.C.
AN ARIZONA LIMITED LIABILITY COMPANY
BY: _____
ITS: _____

BANK UNITED
A FEDERAL SAVINGS BANK
BY: Maureen Kenner
ITS: Sr. Vice President

EMC GLOBAL CAPITAL SOLUTIONS INC.
A DELAWARE CORPORATION
BY: Randall D. Carlin
ITS: Director of Construction

PAUL A. & MARILYN C. NICHOLSON
HUSBAND & WIFE
BY: Paul A. Nicholson
BY: Marilyn C. Nicholson

ACKNOWLEDGEMENT

STATE OF ARIZONA)
COUNTY OF MARICOPA) SS

BEFORE ME, THE UNDERSIGNED OFFICER, PERSONALLY APPEARED Beth Jo Zeitner WHO ACKNOWLEDGED HIMSELF/HERSELF AN OFFICER OF ANTHEM ARIZONA L.L.C., AN ARIZONA LIMITED LIABILITY COMPANY, AND THAT HE/SHE AS SUCH OFFICER BEING DULY AUTHORIZED TO DO SO, EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED BY SIGNING THE NAME OF THE COMPANY, AS OWNER, BY HIMSELF/HERSELF.

ON THIS 21st DAY OF June, 2000.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND OFFICIAL SEAL.
Janet Lee Hogan and Janet Lee Braithwaite
NOTARY PUBLIC

MY COMMISSION EXPIRES: October 31, 2001

ACKNOWLEDGEMENT

STATE OF ARIZONA)
COUNTY OF MARICOPA) SS

BEFORE ME, THE UNDERSIGNED OFFICER, PERSONALLY APPEARED Randall D Carlin WHO ACKNOWLEDGED HIMSELF/HERSELF AN OFFICER OF EMC GLOBAL CAPITAL SOLUTIONS INC., A DELAWARE CORPORATION, AND THAT HE/SHE AS SUCH OFFICER BEING DULY AUTHORIZED TO DO SO, EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED BY SIGNING THE NAME OF THE COMPANY, AS OWNER, BY HIMSELF/HERSELF.

ON THIS 21ST DAY OF June, 2000.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND OFFICIAL SEAL.
Monica Castillo
NOTARY PUBLIC

MY COMMISSION EXPIRES: 4/11/2004

VICINITY MAP
N.T.S.

UNOFFICIAL DOCUMENT

ACKNOWLEDGEMENT

STATE OF ARIZONA)
COUNTY OF MARICOPA) SS

BEFORE ME, THE UNDERSIGNED OFFICER, PERSONALLY APPEARED Maureen Kenner WHO ACKNOWLEDGED HIMSELF/HERSELF AN OFFICER OF BANK UNITED, A FEDERAL SAVINGS BANK, AND THAT HE/SHE AS SUCH OFFICER BEING DULY AUTHORIZED TO DO SO, EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED BY SIGNING THE NAME OF THE COMPANY, AS LIENHOLDER, BY HIMSELF/HERSELF.

ON THIS 21st DAY OF June, 2000.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND OFFICIAL SEAL.
Janet Lee Hogan and Janet Lee Braithwaite
NOTARY PUBLIC

MY COMMISSION EXPIRES: October 31, 2001

ACKNOWLEDGEMENT

STATE OF ARIZONA)
COUNTY OF MARICOPA) SS

BEFORE ME, THE UNDERSIGNED OFFICER, PERSONALLY APPEARED Paul A. & Marilyn C. Nicholson WHO ACKNOWLEDGED THEMSELVES TO BE PAUL A. & MARILYN C. NICHOLSON HUSBAND & WIFE, AND THAT THEY BEING DULY AUTHORIZED TO DO SO, EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED BY SIGNING THEIR NAMES AS OWNERS, BY HIMSELF/HERSELF.

ON THIS 20th DAY OF June, 2000.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND OFFICIAL SEAL.
Janet Lee Hogan and Janet Lee Braithwaite
NOTARY PUBLIC

MY COMMISSION EXPIRES: October 31, 2001

537-26

DEVELOPER

ANTHEM ARIZONA L.L.C.
3701 W. ANTHEM WAY
ANTHEM, AZ 85086
(623) 742-9000

CONSULTING ENGINEER

STANLEY CONSULTANTS, INC.
2929 E. CAMELBACK ROAD, SUITE 130
PHOENIX, ARIZONA 85016
(602) 912-9500

BASIS OF BEARINGS

THE NORTH LINE OF SECTION 16, THE BEARING OF WHICH IS N89°56'48"E ACCORDING TO THE 1983 (1992 ADJUSTED) NORTH AMERICAN DATUM, ARIZONA CENTRAL ZONE.

NOTES:

1. NO STRUCTURE OF ANY KIND SHALL BE CONSTRUCTED ON, OVER, OR PLACED WITHIN THE PUBLIC UTILITY EASEMENTS, EXCEPT WOOD, WIRE, OR REMOVABLE SECTION TYPE FENCING, ASPHALT OR GRASS. THE CITY OF PHOENIX SHALL NOT BE REQUIRED TO REPLACE ANY CONSTRUCTION OR PLANTING THAT MUST BE REMOVED DURING THE COURSE OF MAINTENANCE, CONSTRUCTION, OR RECONSTRUCTION OF CITY UTILITIES.

2. NO STRUCTURE OF ANY KIND SHALL BE CONSTRUCTED WITHIN ANY DRAINAGE EASEMENT WHICH WOULD IMPEDE THE FLOW OF WATER OVER, UNDER, OR THROUGH ANY DRAINAGE EASEMENT OR TRACT. LANDSCAPING IS ALLOWED AS APPROVED BY THE REID LANDSCAPE ARCHITECT. THE CITY OF PHOENIX MAY, IF IT SO DESIRES, CONSTRUCT AND/OR MAINTAIN DRAINAGE FACILITIES ON OR UNDER THE LAND IN THE EASEMENTS OR TRACTS.

3. ALL NEW OR RELOCATED UTILITIES WILL BE PLACED UNDERGROUND, AS REQUIRED BY THE ARIZONA CORPORATION COMMISSION GENERAL ORDER R-14-2-1333.

4. THIS PROJECT IS LOCATED IN THE CITY OF PHOENIX WATER SERVICE AREA AND HAS BEEN DESIGNATED AS HAVING AN ASSURED WATER SUPPLY.

5. AN INDIVIDUAL GRADING PLAN WILL NEED TO BE PREPARED FOR EACH LOT AND APPROVED BY THE CITY OF PHOENIX PRIOR TO ANY BUILDING CONSTRUCTION ON THE LOT.

6. ALL OWNERS OF LOTS WITHIN THIS DEVELOPMENT SHALL HAVE RESPONSIBILITY FOR MAINTAINING LANDSCAPED AREAS, STREETS AND DRAINAGE FACILITIES WITHIN THEIR LOTS IN ACCORDANCE WITH APPROVED PLANS.

APPROVAL:

APPROVED BY THE COUNCIL OF THE CITY OF PHOENIX, ARIZONA THIS 5 DAY OF July, 2000.

ATTEST: Vicky Mail, CITY CLERK

APPROVED BY: Patricia Mill FOR THE DEVELOPMENT SERVICES DEPT. 6-21-00 DATE

SURVEYOR'S CERTIFICATION

I, CHRIS FRANEK, A REGISTERED LAND SURVEYOR IN THE STATE OF ARIZONA, HEREBY CERTIFY THAT THE SURVEY OF THE PREMISES DESCRIBED AND PLATTED HEREON WAS MADE UNDER MY DIRECT SUPERVISION DURING THE MONTH OF MAY, 2000, AND THAT THE SURVEY IS TRUE AND COMPLETE AS SHOWN, AND THAT THE MONUMENTS SHOWN ACTUALLY EXIST AND THAT THEIR POSITIONS ARE CORRECTLY SHOWN AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

REGISTERED LAND SURVEYOR

ADD BMD 6/19
REVISIONS DATE

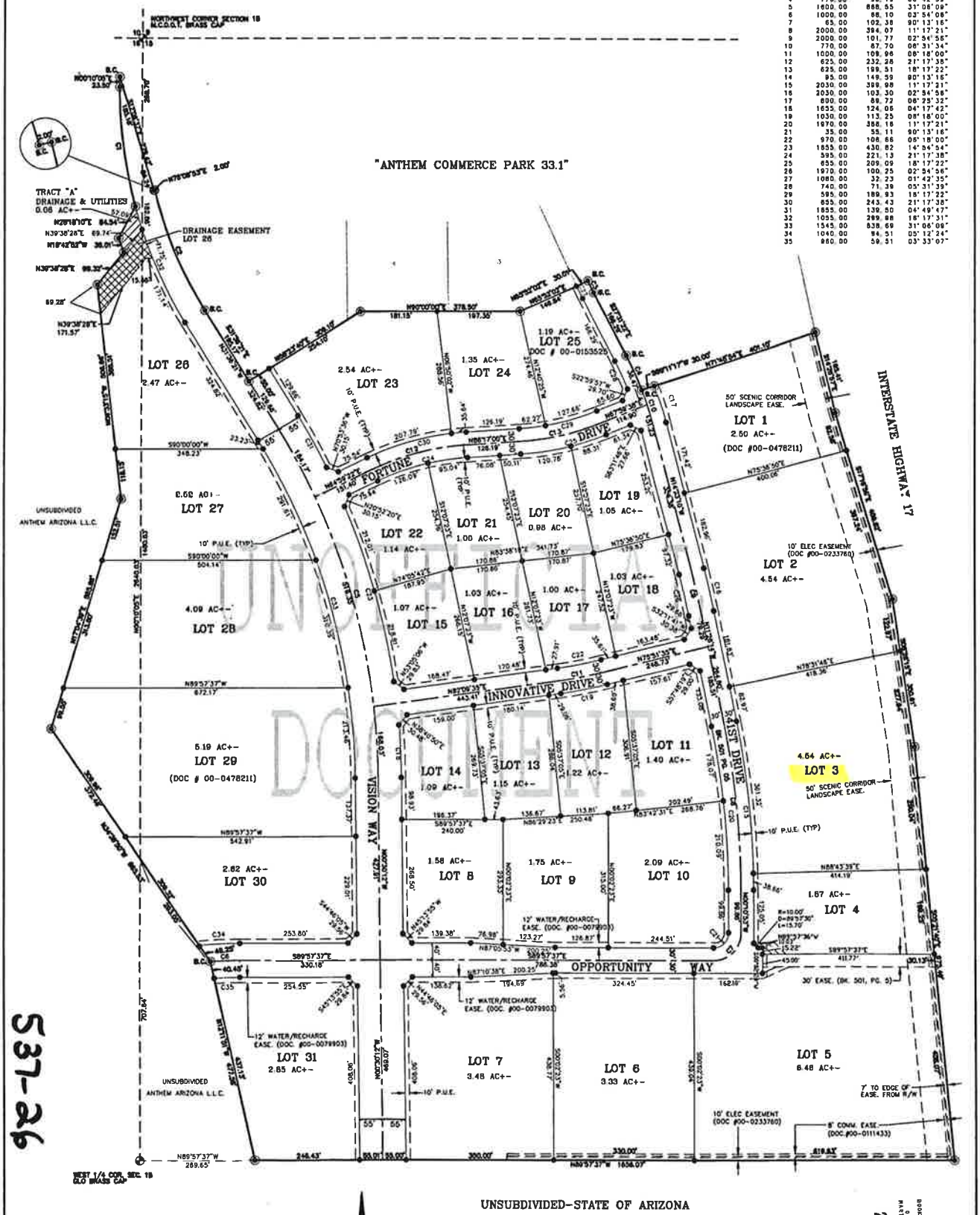
STANLEY CONSULTANTS, INC.
2929 EAST CAMELBACK ROAD, SUITE 130
PHOENIX, ARIZONA 85016 * (602) 912-9500
STRUCTURAL, CIVIL/MEP & ENGINEERING, MECHANICAL, PLANNING, AND MANAGEMENT

DES. CJF OD. CJF
DRN. CJ APP. CJM
DATE: JUNE 2000
SHEET 1 of 2
DWG. FINAL PLAT
PROJ. NO. 13258

S:\6137\PROJECTS\AN133.2\33.2SHT1.DWG

CURVE TABLE

NO.	RADIUS	ARC	DELTA
1	1055.00	285.07	15° 28' 55"
2	1000.00	309.28	17° 43' 13"
3	1050.00	30.45	01° 42' 35"
4	770.00	90.19	06° 42' 39"
5	1600.00	888.55	31° 06' 09"
6	1000.00	68.10	03° 54' 06"
7	65.00	102.38	90° 13' 16"
8	2000.00	394.07	11° 17' 21"
9	2000.00	101.77	02° 54' 56"
10	770.00	87.70	06° 31' 34"
11	1000.00	109.96	06° 18' 00"
12	625.00	232.28	21° 17' 38"
13	625.00	199.51	18° 17' 22"
14	95.00	149.59	90° 13' 16"
15	2030.00	399.98	11° 17' 21"
16	2030.00	103.30	02° 54' 56"
17	800.00	89.72	06° 25' 32"
18	1655.00	124.06	04° 17' 42"
19	1030.00	113.25	06° 18' 00"
20	1970.00	388.18	11° 17' 21"
21	35.00	55.11	90° 13' 16"
22	970.00	108.66	06° 18' 00"
23	1855.00	430.82	14° 54' 54"
24	595.00	221.13	21° 17' 38"
25	655.00	209.09	18° 17' 22"
26	1970.00	100.25	02° 54' 56"
27	1080.00	32.23	01° 42' 35"
28	740.00	71.39	05° 31' 39"
29	595.00	189.93	18° 17' 22"
30	655.00	243.43	21° 17' 38"
31	1855.00	139.50	04° 49' 47"
32	1055.00	289.98	16° 17' 31"
33	1545.00	838.69	31° 06' 09"
34	1040.00	94.51	05° 12' 24"
35	960.00	59.51	03° 33' 07"



UNOFFICIAL DOCUMENT

537-26

LEGEND

- CORNER OF THIS SUBDIVISION SET 1/2" REBAR W\CAP L.S #21780 UNLESS NOTED OTHERWISE
- SET 1/2" REBAR W\CAP L.S #21780 UNLESS OTHERWISE NOTED
- P.U.E. PUBLIC UTILITIES EASEMENT
- D.E. DRAINAGE EASEMENT

N

0 100 200 300
SCALE FEET

BOOK 537 PAGE 26
OFFICIAL RECORDS OF MARICOPA COUNTY RECORDER
HELEN PURCELL
2000-0520928
07/07/2000 03:45

STANLEY CONSULTANTS, INC.
2929 EAST CAMELBACK ROAD, SUITE 130
PHOENIX, ARIZONA 85016 • (602) 912-6300
INTERNATIONAL CONSULTANTS IN ENGINEERING, ARCHITECTURE, PLANNING, AND ENVIRONMENT

HATCH MOD 6-28-00
REVISIONS DATE

DES. CJF CKD. CJF
DRN. JTA APP. CJM
DATE 6-8-2000
SHEET 2 of 2
DWG. FINAL PLAT
PROJ. NO. 13258

OFFICIAL RECORDS OF
MARICOPA COUNTY RECORDER
ADRIAN FONTES
20170382574 05/25/2017 04:15
ELECTRONIC RECORDING

When recorded, return to:
Carpenter Hazlewood Delgado & Bolen, PLC
1400 E. Southern Avenue, Suite 400
Tempe, AZ 85282

anthem053fstsupp-8-1-1--
Garciac

FIRST AMENDMENT
TO
SUPPLEMENTAL DECLARATION OF COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS
FOR
ANTHEM COMMERCE PARK

THIS FIRST AMENDMENT TO SUPPLEMENTAL DECLARATION OF COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS FOR ANTHEM COMMERCE PARK is made this 25th day of May, 2017, by ANTHEM ARIZONA, LLC, an Arizona Limited Liability company ("Community Developer") and ANTHEM COMMUNITY COUNCIL, INC., an Arizona nonprofit corporation ("Council").

RECITALS:

A. Community Developer is the developer of the master planned community located in both the City of Phoenix and in Maricopa County, Arizona, commonly known as Anthem ("Anthem").

B. The Community Developer executed that certain Declaration of Covenants and Easements for Anthem, recorded January 15, 1999, at Recorder's No. 99-0042710, official records of Maricopa County, Arizona, as amended by that certain First Amendment to the Declaration of Covenants and Easements for Anthem, recorded April 24, 2000, at Recorder's No. 2000-0306256, official records of Maricopa County, Arizona, and as amended by that certain Amendment to Declaration of Covenants and Easements recorded October 25, 2007, at Recorder's No. 2007-1158326, official records of Maricopa County, Arizona (the "Community Covenant").

C. Pursuant to the Community Covenant, Community Developer executed the Supplemental Declaration of Covenants, Conditions, Restrictions and Easements for Anthem Commerce Park, recorded December 30, 1999, at Recorder's No. 1999-1166150, official records of Maricopa County, Arizona (the "Supplemental Declaration"), which Supplemental Declaration imposed certain restrictions upon the property more particularly described on Exhibit A attached hereto (the "Property").

D. 42101 AND 42105 N. 41ST DR., LLC, an Arizona limited liability company ("Owner"), acquired title to certain portions of the Property pursuant to a General Warranty Deed

recorded in the official records of Maricopa County, Arizona at Document No. 2017-0096847, and has requested that Council, with the consent of Community Developer, modify the use restriction on the Property to allow for the operation of a worship site and uses related thereto.

E. Pursuant to Section 12.3 of the Supplemental Declaration, the Supplemental Declaration may be amended at any time with the consent of the Declarant and the Owner.

F. Community Developer, with respect to the Supplemental Declaration, has the authority to amend the Supplemental Declaration.

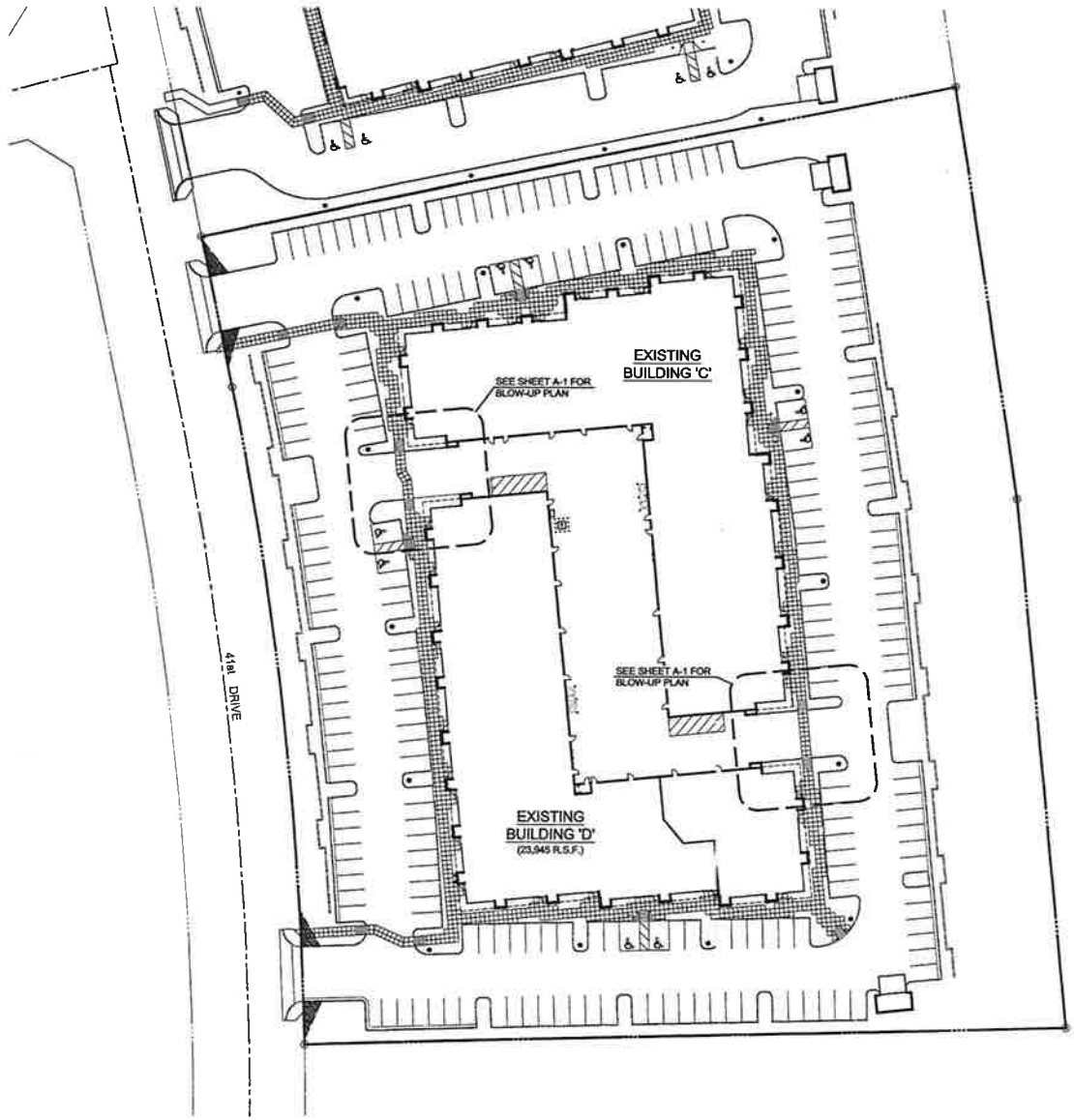
NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, Community Developer, with the consent of Owner and Counsel, agrees to the following Amendments to the Supplemental Declaration.

AMENDMENTS AND AGREEMENTS:

1. Section 3.1 of the Supplemental Declaration is hereby amended in order to add the following provision thereto:

> Additional Permitted Use Applicable to Lot 3 of Anthem Commerce Park 33.2 ONLY. In addition to the foregoing permitted uses, the Lot may be developed and used as a worship site and for uses related thereto, including, but not limited to, pre-school education related to the church, meetings and activities for church, cafeteria, and church member sponsored groups and organizations (e.g. Boy Scout meetings, St. Vincent de Paul, church bazaars, craft shows), gymnasium activities sponsored by or relating to the church, or church sponsored activities, and parking which is incidental to such uses. So long as the Lot is used as a worship site and for uses related thereto, the Owner may lease certain portions of the Lot for educational use from time to time at the sole discretion of the Council.

2. No Other Modifications. Except as modified herein, the Supplemental Declaration remains in full force and effect. Owner shall abide by all terms in the Supplemental Declaration, including but not limited to complying with Council's architectural design review process, and paying all design review fees imposed by Council.



SITE PLAN
SCALE: 1" = 30'-0"

PROJECT DATA - EXTERIOR WORK

ADDRESS:	42105 N. 41st Dr. Phoenix, AZ 85086
ZONING:	C-C PCD
EXISTING BLDG 'D':	23,945 SF
REMODEL AREA:	1,364 SF
CONSTRUCTION TYPE:	VB, APES
YEAR BLDG CONSTRUCTED:	2001
FIRE ALARM SYSTEM:	YES
EMERGENCY LIGHTING:	YES
OCCUPANCY:	A-3
OCCUPANT LOAD:	648 (See extensive planning future replacement, sheet A2)
PARKING NOTE:	The occupant load for the building has not changed by this remodel, the changes being done to the parking area
SCOPE OF WORK:	Remodel of the entry at the worship center, opening up the gathering area and reworking the boys research

APPLICABLE CODES:

2012 International Building Code Administrative Provisions
2012 International Building Code
2012 International Code Council Codes
2012 International Existing Building Code
2012 International Energy Conservation Code
2012 International Fuel Gas Code
2012 International Mechanical Code
2012 Uniform Plumbing Code
2012 International Fire Code with Amendments
2011 National Electrical Code(NFPA 70 with Amendments
2010 ADAS
2009 ICC/ANSI 117.1 + 2010 ADA
2012 International Green Construction Code

winton architects, inc.
1110 E. Missouri Ave., Suite 800, Phoenix, Arizona 85014
(602) 230-9778 FAX (602) 265-9739

EXTERIOR REMODEL for
CHRIST CHURCH AT THE CROSSROADS
42105 N. 41st DRIVE
PHOENIX, ARIZONA

job no.	17130
drawn	MGO
approved	RBW
date	8/10/17

revisions

SP-1

LANDCOR CONSULTING

2880 E. Hobart Street
Gilbert, Arizona 85298
Ph: (480) 223-8573
landcorconsulting.com

GRADING & DRAINAGE PLAN
CROSSROADS CHURCH

PHOENIX, ARIZONA

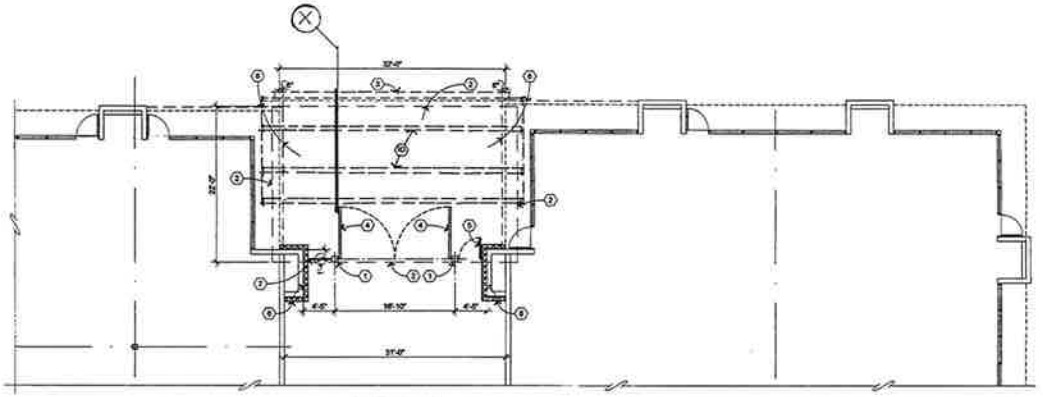
REVISIONS:

DATE:

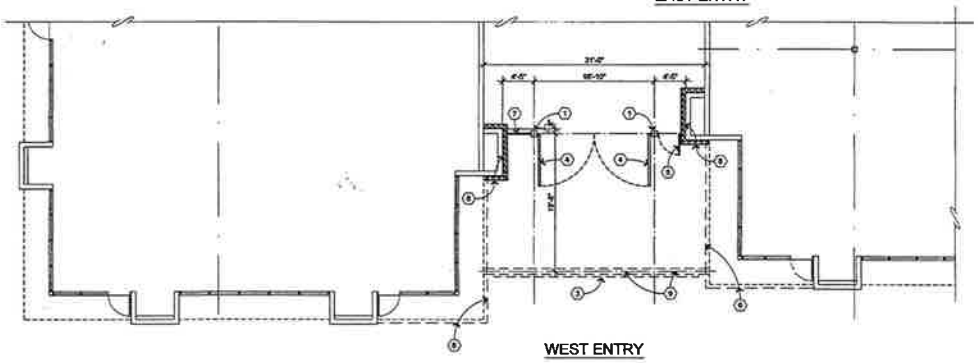
DATE: 6/23/17

PROJ. #: 1484

___ OF 2



EAST ENTRY



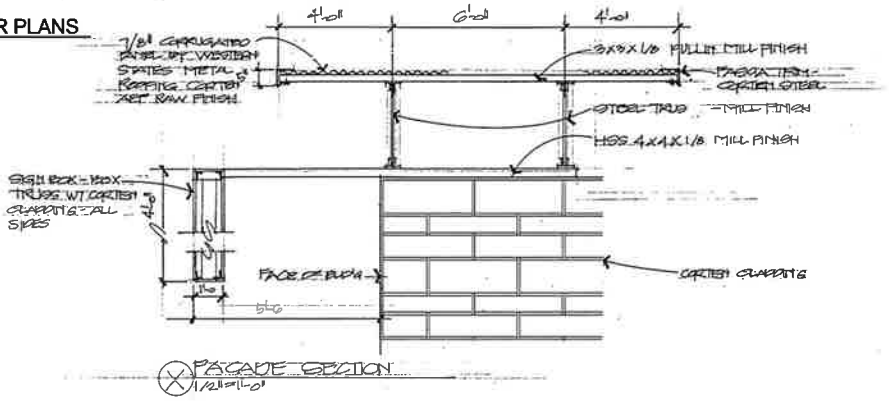
WEST ENTRY

PARTIAL FLOOR PLAN KEYNOTES

1. 6"x6" wrought iron post
2. Line of steel roof above
3. Signage above per exterior elevations
4. 8'-0" x 8'-0" wrought iron gate. Provide lock
5. 3'-0" x 8'-0" wrought iron gate. Provide lock and F.D. Knox Box and panic hardware.
6. Face of Corten Sheet metal above.
7. 8'-0" high wrought iron fencing
8. Gabion stone veneer at the existing cmu wall
9. Tube steel horizontal box beam above Structural drawings.
10. Trusses above

EXTERIOR ELEMENT PLANS - PARTIAL FLOOR PLANS

SCALE: 1/8" = 1'-0"



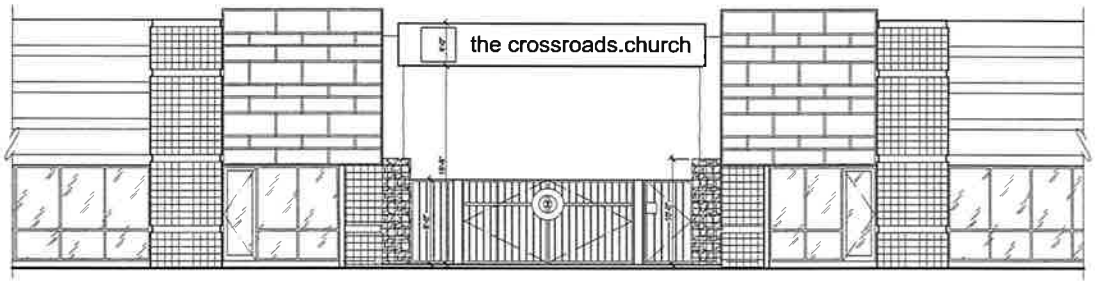
FACADE SECTION
1/2" = 1'-0"

winton architects, inc.
1110 E. Missouri Ave., Suite 800, Phoenix, Arizona 85014
(602) 230-9778 FAX (602) 285-9739

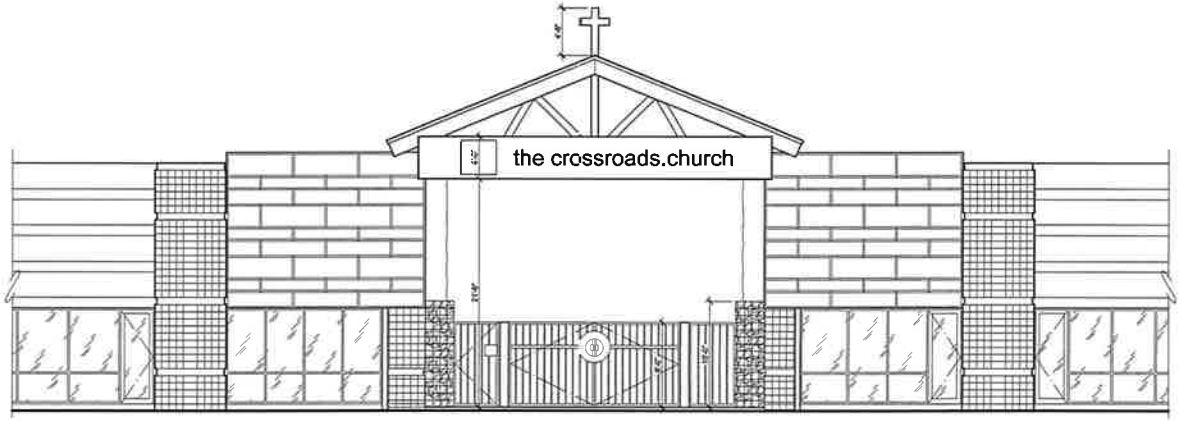
EXTERIOR REMODEL for
CHRIST CHURCH AT THE CROSSROADS
42105 N. 41st DRIVE
PHOENIX, ARIZONA

job no.	17130
drawn	MGO
approved	RBW
date	8/22/17
revisions	

A-1



A PARTIAL WEST ELEVATION
SCALE: 3/16" = 1'-0"



B PARTIAL EAST ELEVATION
SCALE: 3/16" = 1'-0"

winton architects, inc.
1110 E. Missouri Ave., Suite 800, Phoenix, Arizona 85014
(602) 230-9778
FAX (602) 265-9739

EXTERIOR REMODEL for
CHRIST CHURCH AT THE CROSSROADS
42105 N. 41st DRIVE
PHOENIX, ARIZONA

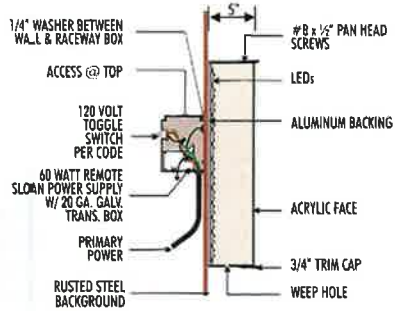
job no.	17130
drawn	MGO
approved	RBW
date	8/10/17

revisions

A-2

FRONT VIEW - SCALED @ 3/8" = 1'-0" (SIGN AREA = 88.00 SQ. FT.)

SPECIFICATIONS:
FABRICATE & INSTALL (1) ONE SINGLE FACE RUSTED STEEL SIGN PANEL. INSTALLATION BY OTHERS. CHRISTY SIGNS TO BE FABRICATE & INSTALL (1) ONE SET OF INTERNALLY ILLUMINATED PAN CHANNEL LETTERS WITH A LOGO CAPSULE. ALL STANDARD ALUMINUM CONSTRUCTION. RETURNS TO BE PRE-COATED DARK BRONZE ALUMINUM. FACES TO BE WHITE & 3/4" WHITE TRIM CAP. INTERNALLY ILLUMINATED WITH WHITE LEDS. LOGO CAPSULE TO BE STANDARD ALUMINUM CONSTRUCTION WITH PRE-COATED DARK BRONZE ALUMINUM. FACE TO BE WHITE ACRYLIC WITH CUT VINYL GRAPHICS. INTERNALLY ILLUMINATED WITH WHITE LEDS. INSTALLATION AND ELECTRICAL TO COMPLY WITH ASA & UL STANDARDS.
NOTE: SIGN PANEL, CROSS (AT TOP), NEW BUILDING DECOR, GATE AND STRUTS TO BE CONSTRUCTED OF CORTEN STEEL.



INTERNALLY ILLUM. PAN CHANNEL SEC. ATTACHMENT DETAIL
ATTACHMENT FOR STUCCO & DRYVIT SOFFIT APPLICATION

EAST ELEVATION - SCALED @ 1/8" = 1'-0"

THIS IS AN ORIGINAL UNPUBLISHED DRAWING SUBMITTED FOR YOUR PERSONAL USE IN CONNECTION WITH A PROJECT BEING PLANNED FOR YOU BY CHRISTY SIGNS. IT IS NOT TO BE REPRODUCED, COPIED OR EXHIBITED IN ANY FASHION WITHOUT WRITTEN PERMISSION BY CHRISTY SIGNS.

CHRISTY SIGNS
93 Years of EXPERIENCE
1825 S. Black Canyon Highway
Phoenix, Arizona 85009
602-242-4488
602-271-0433 fax

PROJECT
THE CROSS ROADS CHURCH
42105 N. 41 st
ANTHEM ARIZONA 85086

PREPARED FOR
BILL

SALES ASSOCIATE
CHAD KELLER

NEW SET OF INTERIOR
PAN CHANNEL LETTERS
INSTALLED ON A NEW
RUSTED STEEL SIGN PANEL

PROJECT:	CROSS ROADS CHURCH 19041
DATE:	08/15/17
SCALE:	NOTED
DRAWN BY:	JTK

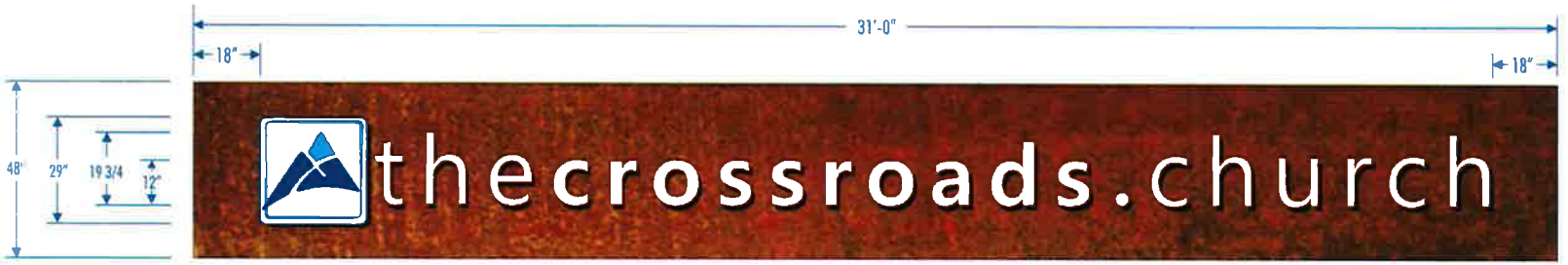
QUOTE: 19041

Revisions

No.	Description	Date
01	Details	08/16/17
02	Do Rendering	08/24/17
03		
04		
05		
06		

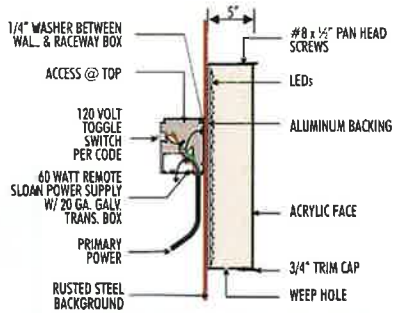
COMPUTER PRINTED COLOR GRAPHICS VARY FROM ACTUAL COLOR SELECTIONS. COLOR GRAPHICS AND/OR PHOTO ILLUSTRATIONS ARE DESIGNER CONCEPTS ONLY AND MAY NOT REPRESENT ACTUAL INSTALLATION.

EXHIBIT A

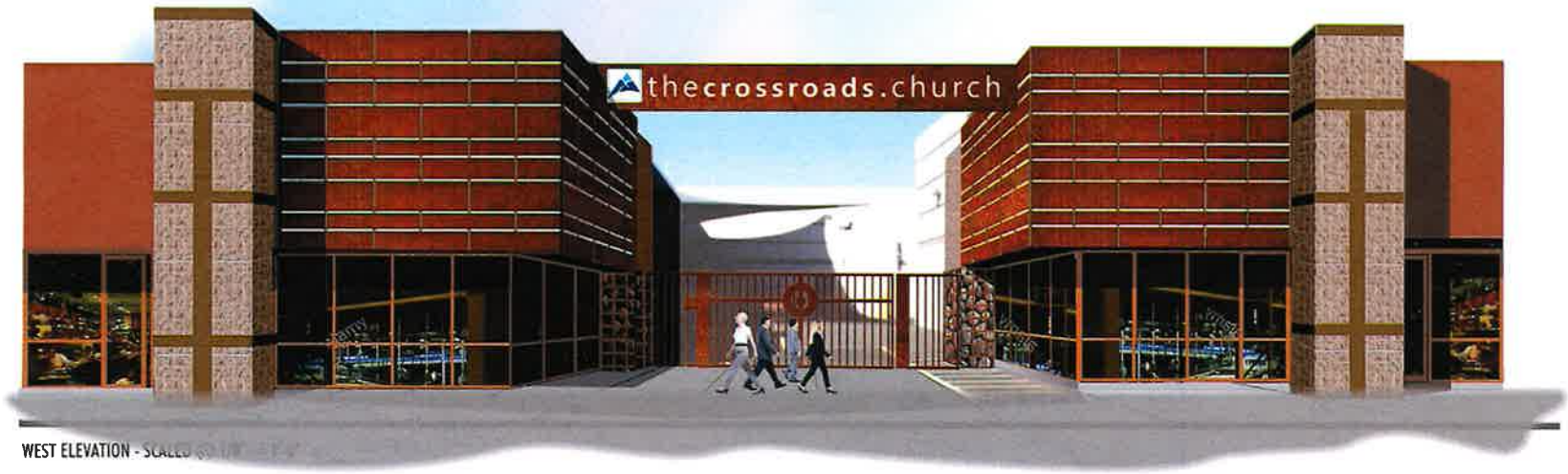


FRONT VIEW - SCALED @ 3/8" = 1'-0" (SIGN AREA = 70.00 SQ. FT.)

SPECIFICATIONS:
FABRICATE & INSTALL (1) ONE SINGLE FACE RUSTED STEEL SIGN PANEL. INSTALLATION BY OTHERS. CHRISTY SIGNS TO BE FABRICATE & INSTALL (1) ONE SET OF INTERNALLY ILLUMINATED PAN CHANNEL LETTERS WITH A LOGO CAPSULE. ALL STANDARD ALUMINUM CONSTRUCTION. RETURNS TO BE PRE-COATED DARK BRONZE ALUMINUM. FACES TO BE WHITE & 3/4" WHITE TRIM CAP. INTERNALLY ILLUMINATED WITH WHITE LEDS. LOGO CAPSULE TO BE STANDARD ALUMINUM CONSTRUCTION WITH PRE-COATED DARK BRONZE ALUMINUM. FACE TO BE WHITE ACRYLIC WITH CUT VINYL GRAPHICS. INTERNALLY ILLUMINATED WITH WHITE LEDS. INSTALLATION AND ELECTRICAL TO COMPLY WITH ASA & UL STANDARDS.
NOTE: SIGN PANEL, NEW BUILDING DECOR & GATE, ALL TO BE CONSTRUCTED OF CORTEN STEEL.



INTERNALLY ILLUM. PAN CHANNEL SEC. ATTACHMENT DETAIL
ATTACHMENT FOR STUCCO & DRYIT SOFFIT APPLICATION



WEST ELEVATION - SCALED

THIS IS AN ORIGINAL UNPUBLISHED DRAWING SUBMITTED FOR YOUR PERSONAL USE IN CONNECTION WITH A PROJECT BEING PLANNED FOR YOU BY CHRISTY SIGNS. IT IS NOT TO BE REPRODUCED, COPIED OR EXHIBITED IN ANY FASHION WITHOUT WRITTEN PERMISSION BY CHRISTY SIGNS.

CHRISTY SIGNS
93 Years of EXPERIENCE
1825 S. Black Canyon Highway
Phoenix, Arizona 85009
602-242-4488
602-271-0433 fax

PROJECT
THE CROSS ROADS CHURCH
42105 N. 41 st
ANTHEM ARIZONA 85086

PREPARED FOR
BILL

SALES ASSOCIATE
CHAD KELLER

NEW SET OF INTERIOR
PAN CHANNEL LETTERS
INSTALLED ON A NEW
RUSTED STEEL SIGN PANEL

PROJECT:	CROSS ROADS CHURCH 19041
DATE:	08/15/17
SCALE:	NOTED
DRAWN BY:	JTK

QUOTE: 19041

Revisions

No.	Description	Date
01	Details	08/16/17
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06		

COMPUTER PRINTED COLOR GRAPHICS VARY FROM ACTUAL COLOR SELECTIONS. COLOR GRAPHICS AND/OR PHOTO ILLUSTRATIONS ARE DESIGNER CONCEPTS ONLY AND MAY NOT REPRESENT ACTUAL INSTALLATION.

EXHIBIT B

anthem
community council

3701 W. Anthem Way, Ste. #201, Anthem, AZ 85086-1001
Phone: 623-742-6050 **Fax:** 623-742-6170

September 27, 2017 **Job #1713**

Bill Cavness
Logos Builders Southwest, LLC
10645 N. Tatum Blvd. Ste. 200 - PMB605
Phoenix, Arizona 85028
bill@logosbuilders.com

Re: Application for Anthem Design Review for Building Construction
Owner: Clarissa Wyatt
Business: The Crossroads Church
Location: 42105 N. 41st Drive, Ste. 120
Anthem, Arizona 85086
clarissa@thecrossroadsaz.com

Dear Bill,

Based on compliance with the Anthem Design Guidelines and "Drawing #SP-1, dated 8-10-17, #2, dated 6-23-17, A-1, dated 8-22-17, A-2 & S-1, dated 8-10-17, Exhibit A & B (signage plans), dated 8-24-17" (see attached), you have Anthem Design Review approval to proceed with the project.

If the project does not commence within six (6) months of the approval date or is not completed within two (2) years, the approval will expire. Resubmittal for design review is required and may be subject to a design review fee.

Please note that Anthem approval is limited to compliance with Anthem Community Council's governing documents only and does not imply or ensure that the proposed work has been reviewed for or is in compliance with City of Phoenix, Maricopa County, Arizona or Federal Law, or any other applicable code, ordinance, or requirement, or that it has received Landlord or Property Owner approval.

Sincerely,

Jenna R Kohl

Jenna Kohl
Community Executive Officer
Anthem Community Council

anthem
community council

Memorandum

To: ACC Board of Directors

From: Tony Smith, Business Services Specialist

C: Jenna Kohl, Community Executive Officer

Doug Greenstein, Community Finance & Administration Officer

Neal Shearer, Community Operations Officer

Date: September 20, 2017

Re: *Request from Cirrus Electrical Services, LLC to Construct an Office/Warehouse Building*

Recommendation

Staff requests that the Board approve the architectural design for and construction of Cirrus Electric's office/warehouse building at 41820 N. 41st Dr. in Anthem's Commerce Park.

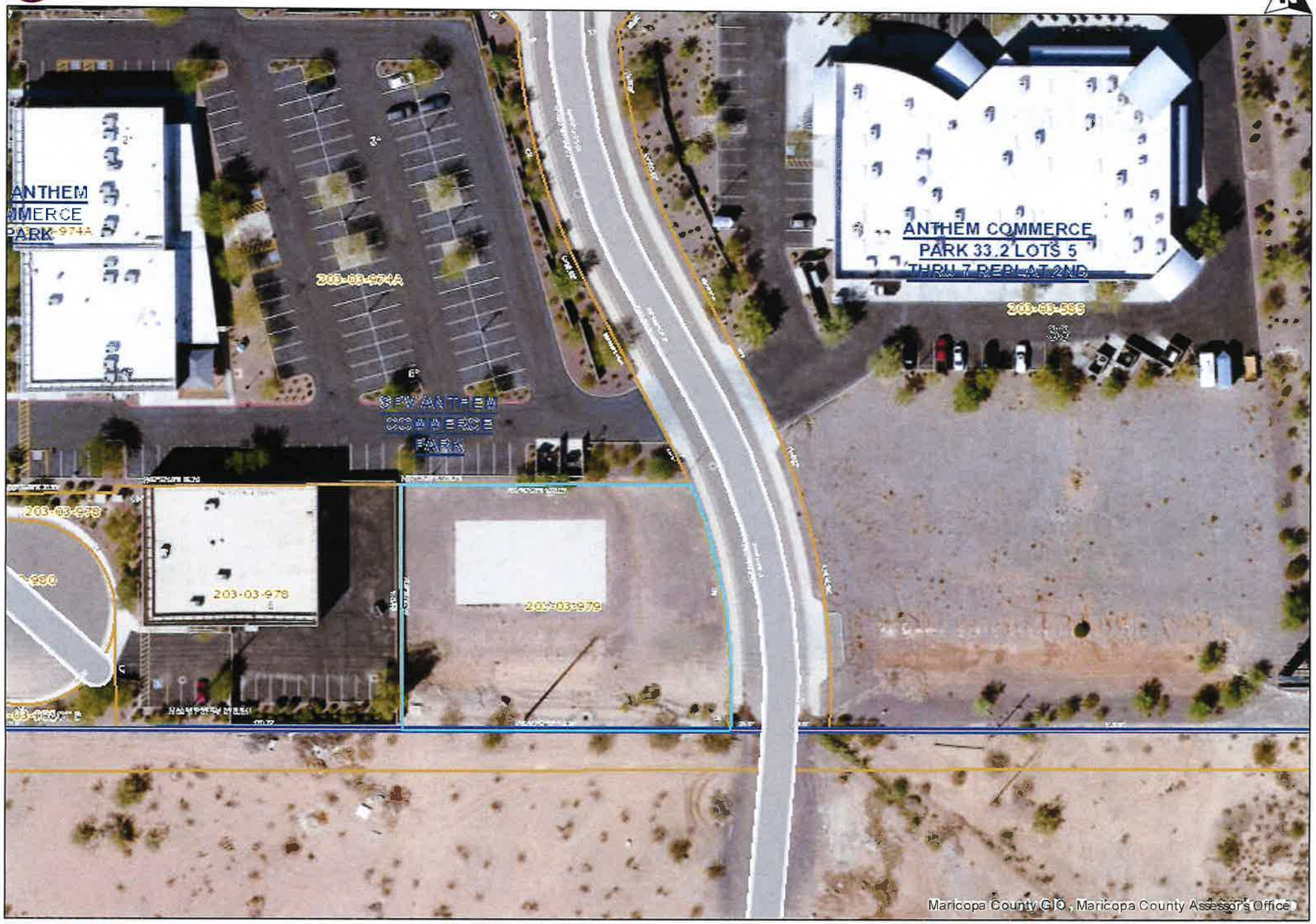
Background

Cirrus Electric is proposing to build an 8,990 s.f. two story office/warehouse building on a .6448-acre site. The building will have two tenant suites, each with office and shop space. The Tract Declarations for the parcel state that the permitted use for the parcel is for an industrial/office building. The parcel (APN 203-03-979) is zoned Commercial, Commerce/ Business Park (CP/GCP). The proposed project is compliant with the *ACC's Non-Residential Architectural Design Guidelines,* with the exception of the paint colors, which are not from the ACC approved color palette. The paint colors selected by the architect are very complimentary to the exterior building materials and meet the intent of the design guidelines by reflecting the landscape of the surrounding desert. The CDRAC approved the proposed colors.

Attachments

- Aerial parcel map
- Property information
- Parcel map
- Tract Declarations, *Lot 32 of Anthem Commerce Park 33.2 Re-subdivision (Lot 7)*
- Concept plans
- Approval Letter

203-03-979



8/21/2017 10:21:19 AM

203-03-979 Land Parcel

This is a land parcel located at 41820 N 41ST DR PHOENIX 85086. and the current owner is CIRRUS 4121 LLC. It is located in the Spv Anthem Commerce Park subdivision and MCR 77446. Its current year full cash value is $143,500.

Property Information

41820 N 41ST DR PHOENIX 85086

MCR #	77446
Description:	SPV ANTHEM COMMERCE PARK MCR 774-46
Lat/Long	33.86569145	-112.14760324
Lot Size	28,093 sq ft.
Zoning	CP/GCP
Lot #	7
High School District	DEER VALLEY UNIFIED #97
Elementary School District	DEER VALLEY UNIFIED SCHOOL DISTRICT
Local Jurisdiction	PHOENIX
S/T/R	15 6N 2E
Market Area/Neighborhood	08/007
Subdivision (5 Parcels)	SPV ANTHEM COMMERCE PARK

Owner Information

CIRRUS 4121 LLC

Mailing Address	1634 W LAUREL GREENS DR , ANTHEM, AZ 85086
Deed Number	160365114
Last Deed Date	05/26/2016
Sale Date	n/a
Sale Price	n/a

FINAL PLAT

FOR

"ANTHEM COMMERCE PARK 33.2 RE-SUBDIVISION"

(A RE-SUBDIVISION OF LOTS 5, 6 AND 7 IN ANTHEM COMMERCE PARK 33.2 AS RECORDED IN BOOK 537 OF MAPS ON PAGE 26 M.C.R.)

LOCATED WITHIN THE NORTHWEST QUARTER OF SECTION 15 TOWNSHIP 6 NORTH, RANGE 2 EAST, OF THE GILA AND SALT RIVER MERIDIAN, MARICOPA COUNTY, ARIZONA

662-44

BOOK 660 PAGE 44
OFFICIAL RECORDS OF MARICOPA COUNTY RECORDER
HELEN PURCELL
2003-1611168

DEDICATION

STATE OF ARIZONA
COUNTY OF MARICOPA } SS

KNOW ALL MEN BY THESE PRESENTS:

THAT ANTHEM ARIZONA, L.L.C., AN ARIZONA LIMITED LIABILITY COMPANY, AS OWNER, HEREBY PUBLISHES THIS FINAL PLAT UNDER THE NAME OF "ANTHEM COMMERCE PARK 33.2 RESUBDIVISION", BEING A PORTION OF THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 6 NORTH, RANGE 2 EAST, OF THE GILA AND SALT RIVER MERIDIAN, MARICOPA COUNTY, ARIZONA, AND HEREBY DECLARES THAT SAID PLAT SETS FORTH THE LOCATION AND GIVES THE DIMENSIONS OF THE STREETS AND EASEMENTS CONSTITUTING SAME, AND THAT THE STREETS SHOWN SHALL BE KNOWN BY THE NAMES GIVEN EACH RESPECTIVELY ON SAID PLAT, AND THAT ANTHEM ARIZONA, L.L.C., AS OWNER, HEREBY DEDICATES TO THE PUBLIC FOR USE AS SUCH, THE STREETS, THE EASEMENTS SHOWN ARE PROVIDED FOR THE PURPOSES INDICATED.

IN WITNESS WHEREOF, ANTHEM ARIZONA, L.L.C., AS OWNER HAS HEREUNTO CAUSED ITS CORPORATE NAME TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY THE UNDERSIGNED OFFICER DULY

AUTHORIZED THIS 19th DAY OF SEPTEMBER, 2003

ANTHEM ARIZONA, L.L.C.
AN ARIZONA LIMITED LIABILITY COMPANY
BY: Charles W. Eberle
ITS: Vice President

ACKNOWLEDGEMENT

STATE OF ARIZONA
COUNTY OF MARICOPA } SS

BEFORE ME, THE UNDERSIGNED OFFICER, PERSONALLY APPEARED Charles W. Eberle WHO ACKNOWLEDGED HIMSELF/HERSELF TO BE AN OFFICER OF ANTHEM ARIZONA, L.L.C., AN ARIZONA LIMITED LIABILITY COMPANY, AND THAT HE/SHE AS SUCH OFFICER BEING DULY AUTHORIZED TO DO SO, EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED BY SIGNING THE NAME OF THE COMPANY AS OWNER, BY HIMSELF/HERSELF

ON THIS 19th DAY OF September, 2003
IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND OFFICIAL SEAL

Phillip R. Cross
NOTARY PUBLIC

MY COMMISSION EXPIRES: July 15, 2007

APPROVALS

APPROVED BY THE COUNCIL OF THE CITY OF PHOENIX, ARIZONA

ON THIS 15th DAY OF October, 2003

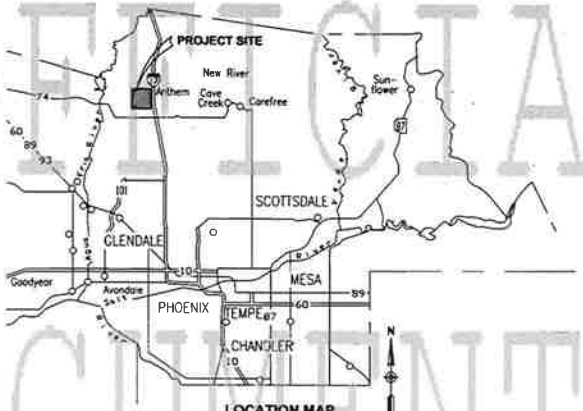
APPROVED BY: SUSAN E. HOLDEN
ATTEST: CITY CLERK — DATE

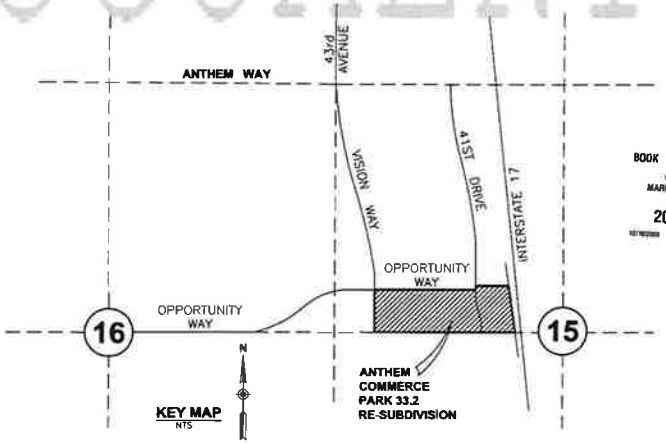
APPROVED BY: Robert W. McM...
DEVELOPMENT SERVICES DEPARTMENT — DATE 9-29-03

NOTES

1. THE SURVEY CONTROL (FOUND SECTION MONUMENTATION) SHOWN IS BASED ON THE A.L.T.A. SURVEY PREPARED BY STANLEY CONSULTANTS, DATED 11/97.
2. NO STRUCTURE OF ANY KIND SHALL BE CONSTRUCTED ON, OVER, OR PLACED WITHIN THE PUBLIC UTILITY EASEMENTS, EXCEPT WOOD, WIRE, OR REMOVABLE SECTION TYPE FENCING, ASPHALT OR GRASS. THE CITY OF PHOENIX SHALL NOT BE REQUIRED TO REPLACE ANY OBSTRUCTION OR PLANTING THAT MUST BE REMOVED DURING THE COURSE OF MAINTENANCE, CONSTRUCTION, OR RECONSTRUCTION OF CITY UTILITIES.
3. NO STRUCTURE OF ANY KIND SHALL BE CONSTRUCTED WITHIN ANY DRAINAGE EASEMENT WHICH WOULD IMPEDE THE FLOW OF WATER OVER, UNDER, OR THROUGH ANY DRAINAGE EASEMENT OR TRACT. LANDSCAPING IS ALLOWED AS APPROVED BY THE DSD LANDSCAPE ARCHITECT. THE CITY OF PHOENIX MAY, IF IT SO DESIRES, CONSTRUCT AND/OR MAINTAIN DRAINAGE FACILITIES ON OR UNDER THE LAND IN THE EASEMENTS OR TRACTS.
4. ALL NEW OR RELOCATED UTILITIES WILL BE PLACED UNDERGROUND, AS REQUIRED BY THE ARIZONA CORPORATION COMMISSION GENERAL ORDER R-14-2-1333.
5. THIS PROJECT IS LOCATED WITHIN THE CITY OF PHOENIX WATER SERVICE AREA AND HAS BEEN DESIGNATED AS HAVING AN ASSURED WATER SUPPLY.
6. AN INDIVIDUAL GRADING PLAN WILL NEED TO BE PREPARED FOR EACH LOT AND APPROVED BY THE CITY OF PHOENIX PRIOR TO ANY BUILDING CONSTRUCTIONON THE LOT.
7. ALL OWNERS OF LOTS WITHIN THIS DEVELOPMENT SHALL HAVE RESPONSIBILITY FOR MAINTAINING LANDSCAPED AREAS, STREETS AND DRAINAGE FACILITIES WITHIN THEIR LOTS IN ACCORDANCE WITH APPROVED PLANS.

UNOFFICIAL DOCUMENT





BOOK 662 PAGE 44
OFFICIAL RECORDS OF
MARICOPA COUNTY RECORDER
HELEN PURCELL
2003-1676439
03:19 PM

DEVELOPER

ANTHEM ARIZONA, L.L.C.
3701 WEST ANTHEM WAY
ANTHEM, ARIZONA 85086
PHONE: (623) 742-4511
FAX: (623) 742-6092
CONTACT: JIM TOMLIN

anthem BY DEL WEBB

PREPARED BY

DEI PROFESSIONAL SERVICES, LLC
6225 NORTH 24TH STREET
SUITE 200
PHOENIX, AZ 85016
PHONE: (602) 954-0038
FAX: (602) 944-8605
CONTACT: PETER VESECKY (RLS #16913)

ENGINEER

DEI PROFESSIONAL SERVICES, LLC
6225 NORTH 24TH STREET
SUITE 200
PHOENIX, AZ 85016
PHONE: (602) 954-0036
FAX: (602) 944-8605
CONTACT: PETER VESECKY (CIVIL P.E. #14402)

LEGEND

- • CORNER OF THIS DEDICATION, SET 1/2" REBAR W/CAP LS #33315
- ● FOUND MONUMENT AS NOTED
- ■ FOUND G.L.O. BRASS CAP
- PUE PUBLIC UTILITY EASEMENT
- △ SUBDIVISION CORNER MONUMENT AS NOTED

BASIS OF BEARINGS

THE NORTH LINE OF THE NORTHWEST QUARTER OF SECTION 15, T6N, R2E, G&SRM THE BEARING OF WHICH IS S89°50'40"E ACCORDING TO THE 1983 (1992 MODIFIED) NORTH AMERICAN DATUM, ARIZONA CENTRAL ZONE.

BENCHMARK

C.O.F. BRASS CAP IN HANDHOLE
ANTHEM WAY AND VISION WAY
ELEVATION = 1885.82 (NAD 83)

SURVEYOR CERTIFICATION

THIS IS TO CERTIFY THAT THE SUBDIVISION PLAT DESCRIBED AND PLATTED HEREIN WAS MADE UNDER MY DIRECTION DURING THE MONTH OF MARCH 2003, AND THAT ALL MONUMENTS SHOWN ON THE MAP HAVE BEEN ESTABLISHED AS DESCRIBED.

PETER VESECKY
R.L.S. NO. 16913

KIVA: 98-9277 PLAT: 030076 Q.S. 68-19

REVISIONS:	DATE:	INT:

VERSIONS:	DATE:	INIT:
1ST SUBMITTAL V.1	4.14.03	PV
2ND SUBMITTAL V.2	5.29.03	PV

DEI Professional Services, LLC
6225 N. 24th Street, Suite 200
Phoenix, Arizona 85016
Phone: (602) 954-0038
Fax: (602) 944-8605

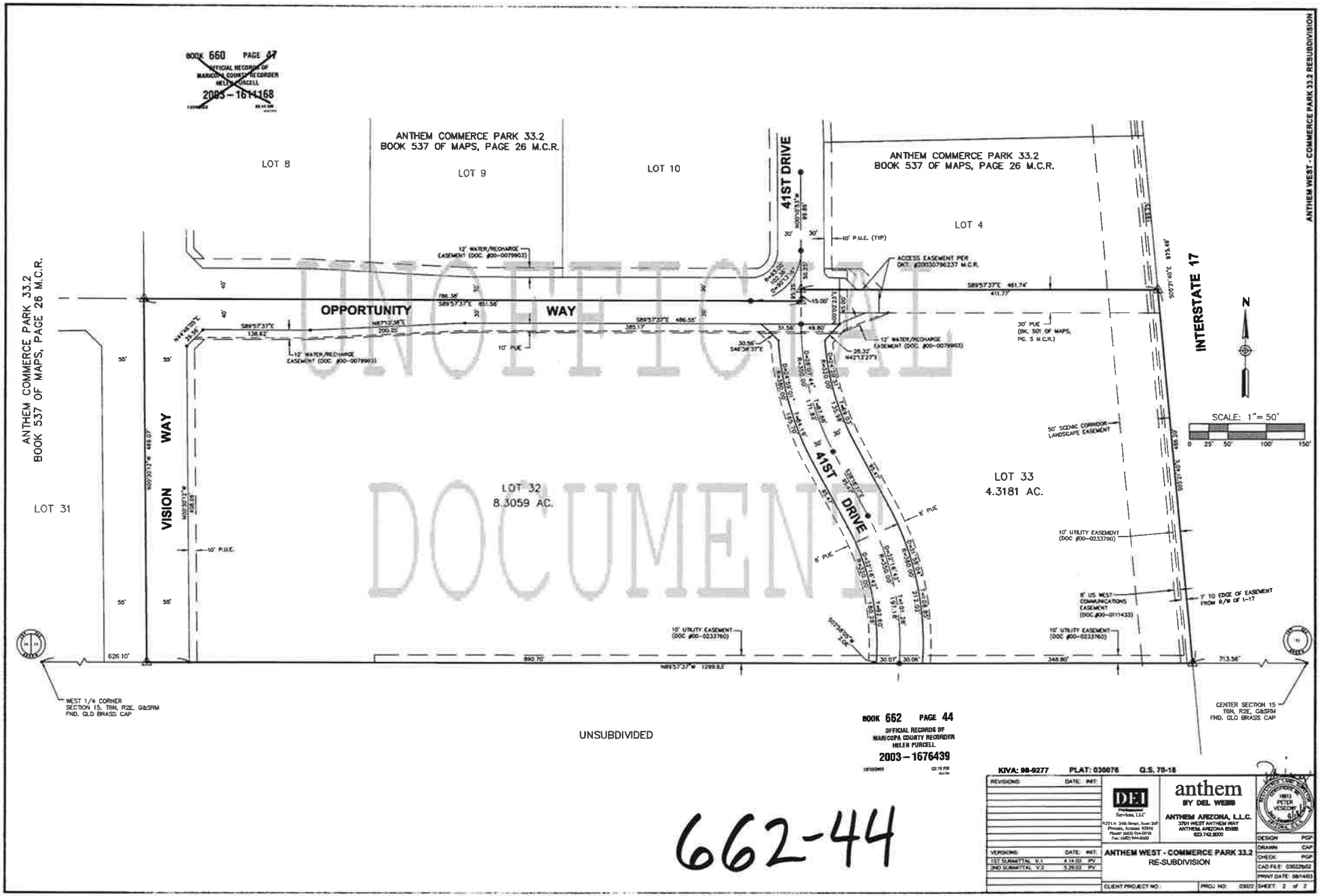
anthem BY DEL WEBB
ANTHEM ARIZONA, L.L.C.
3701 WEST ANTHEM WAY
ANTHEM, ARIZONA 85086
623 742 6000

ANTHEM WEST - COMMERCE PARK 33.2
RE-SUBDIVISION

CLIENT PROJECT NO.: PROJ. NO.: 03022

DESIGN:	PGP
DRAWN:	CAP
CHECK:	PGP
CAD FILE:	3022M001
PRINT DATE:	08/14/03
SHEET:	1 of 2

ANTHEM WEST - COMMERCE PARK 33.2 RESUBDIVISION


BOOK 660 PAGE 47
OFFICIAL RECORDS OF MARICOPA COUNTY RECORDER HELEN PURCELL
2003-1611168
ANTHEM COMMERCE PARK 33.2
BOOK 537 OF MAPS, PAGE 26 M.C.R.
LOT 8
LOT 9
LOT 10
LOT 4
41ST DRIVE
OPPORTUNITY WAY
VISION WAY
INTERSTATE 17
LOT 31
LOT 32
8.3059 AC.
LOT 33
4.3181 AC.
UNSUBDIVIDED
SCALE: 1" = 50'
WEST 1/4 CORNER SECTION 15, T6N, R2E, G&SRM FND. GLO BRASS CAP
CENTER SECTION 15 T6N, R2E, G&SRM FND. GLO BRASS CAP
BOOK 662 PAGE 44
OFFICIAL RECORDS OF MARICOPA COUNTY RECORDER HELEN PURCELL
2003-1676439
UNOFFICIAL DOCUMENT
662-44
KIVA: 98-9277 PLAT: 030076 Q.S. 70-18
ANTHEM WEST - COMMERCE PARK 33.2 RE-SUBDIVISION
ANTHEM ARIZONA, L.L.C.
3701 WEST ANTHEM WAY
ANTHEM, ARIZONA 85086
623.742.8000
ANTHEM WEST - COMMERCE PARK 33.2 RESUBDIVISION

FINAL PLAT
OF
"SPV ANTHEM COMMERCE PARK"
A RESUBDIVISION OF LOT 32 OF THE FINAL PLAT FOR "ANTHEM COMMERCE PARK 33.2 RESUBDIVISION" AS RECORDED IN BOOK 662, PAGE 44, MCR ALSO BEING A PORTION OF THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 6 NORTH, RANGE 2 EAST OF THE GILA AND SALT RIVER MERIDIAN, MARICOPA COUNTY, ARIZONA

UNOFFICIAL DOCUMENT

DEDICATION
STATE OF ARIZONA
SS
COUNTY OF MARICOPA

KNOW ALL MEN BY THESE PRESENTS:

THAT SPV ANTHEM, LLC, AN ARIZONA LIMITED LIABILITY COMPANY, AS OWNER, HAS SUBDIVIDED UNDER THE NAME "SPV ANTHEM COMMERCE PARK", A RESUBDIVISION OF LOT 32 OF THE FINAL PLAT FOR "ANTHEM COMMERCE PARK 33.2 RESUBDIVISION" AS RECORDED IN BOOK 662, PAGE 44, MCR ALSO BEING A PORTION OF THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 6 NORTH, RANGE 2 EAST OF THE GILA AND SALT RIVER MERIDIAN, MARICOPA COUNTY, ARIZONA, AS SHOWN AND PLATTED HEREON AND HEREBY PUBLISHES THIS PLAT AS AND FOR THE PLAT OF SAID "SPV ANTHEM COMMERCE PARK" AND HEREBY DECLARES THAT SAID PLAT SETS FORTH THE LOCATION AND GIVES THE DIMENSIONS OF THE STREETS, LOTS, TRACTS AND EASEMENTS CONSTITUTING SAME AND THAT EACH STREET, LOT, TRACTS AND EASEMENT SHALL BE KNOWN BY THE NAME, NUMBER OR LETTER GIVEN TO EACH RESPECTIVELY ON SAID PLAT. SPV ANTHEM, LLC, AN ARIZONA LIMITED LIABILITY COMPANY, AS OWNER, HEREBY DEDICATES TO THE PUBLIC, FOR USE AS SUCH, THE STREETS AND EASEMENTS AS SHOWN ON THIS PLAT AND INCLUDED IN THE ABOVE DESCRIBED PREMISES.

TRACT A IS HEREBY DECLARED AS A PRIVATE ACCESSWAY OVER WHICH IS HEREBY DEDICATED TO THE PUBLIC, EASEMENTS FOR DRAINAGE, REFUSE COLLECTION, PUBLIC WATER, PUBLIC SEWER AND EMERGENCY AND SERVICE TYPE VEHICLES.

TRACT B IS HEREBY DECLARED FOR LANDSCAPE PURPOSES.

IN WITNESS WHEREOF:
SPV ANTHEM, LLC, AS OWNER, HAS HEREUNTO CAUSED ITS NAME TO BE AFFIXED AND THE SAME TO BE ATTESTED TO BY THE SIGNATURES OF THE UNDERSIGNED MEMBER REPRESENTATIVES DULY AUTHORIZED THIS 29 DAY OF July, 2005.

SPV ANTHEM, LLC, AN ARIZONA LIMITED LIABILITY COMPANY

BY: SPV ANTHEM, LLC, AN ARIZONA LIMITED LIABILITY COMPANY

BY: [signature]

ITS: Manager

ACKNOWLEDGMENT
STATE OF ARIZONA
SS
COUNTY OF MARICOPA

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS 29th DAY OF July, 2005 BY Mark Hmzerg, THE manager OF SPV ANTHEM, LLC, AN ARIZONA LIMITED LIABILITY COMPANY, AS OWNER, FOR THE BEHALF THEREOF.

IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND OFFICIAL SEAL.

Alicia K. Gulleland
NOTARY PUBLIC

MY COMMISSION EXPIRES 2-14-2009

OFFICIAL SEAL
ALICIA K. GILLELAND
NOTARY PUBLIC - State of Arizona
MARICOPA COUNTY

APPROVALS:
APPROVED BY THE COUNCIL OF THE CITY OF PHOENIX, ARIZONA.
THIS 21ST DAY OF August, 2005

ATTEST: Vicky Miel
CITY CLERK DATE

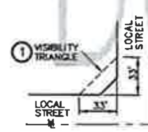
APPROVED BY: Michael Bouhl 8/15/05
FOR DEVELOPMENT SERVICES DEPT DATE

LEGEND
▲	CORNER OF THIS PLAT SET 1/2" REBAR UNLESS OTHERWISE NOTED
⊚	SET BRASS CAP FLUSH PER MAG STD. DTL. 120-1 TYPE "B"
C5	CURVE TABLE NUMBER
L12	LINE TABLE NUMBER
PUE	PUBLIC UTILITY EASEMENT
PAE	PEDESTRIAN ACCESS EASEMENT
(R)	RECORD PER BOOK 662, PAGE 44, M.C.R.
①	VISIBILITY TRIANGLE EASEMENT
———	BOUNDARY LINE
———	RIGHT-OF-WAY LINE
———	PARCEL/TRACT LINE
- - - -	EASEMENT LINE
——	CENTER LINE
//////	SIDEWALK EASEMENT

VICINITY MAP
N.T.S.

SHEET KEY MAP
N.T.S.

NOTES:
1. THIS SUBDIVISION IS LOCATED WITHIN THE CITY OF PHOENIX WATER SERVICE AREA AND HAS BEEN DESIGNATED AS HAVING AN ASSURED WATER SUPPLY.
2. ALL NEW OR RELOCATED UTILITIES WILL BE PLACED UNDERGROUND.
3. STRUCTURES AND LANDSCAPING WITHIN A TRIANGLE MEASURING 33' x 33' ALONG THE PROPERTY LINES WILL BE MAINTAINED AT A MAXIMUM HEIGHT OF 3'.
4. TRACT "A" IS A PRIVATE ACCESS WAY TO BE OWNED AND MAINTAINED BY THE OWNERS ASSOCIATION FOR THIS SUBDIVISION.
5. TRACT "B" IS FOR LANDSCAPE PURPOSES AND IS TO BE OWNED AND MAINTAINED BY THE OWNERS ASSOCIATION FOR THIS SUBDIVISION.
6. AN ASSOCIATION, INCLUDING ALL PROPERTY OWNERS IN THE DEVELOPMENT, WILL BE FORMED AND HAVE RESPONSIBILITY FOR MAINTAINING ALL COMMON AREAS NOTED AS "TRACTS" OR "EASEMENTS", INCLUDING, LANDSCAPED AREAS AND DRAINAGE FACILITIES IN ACCORDANCE WITH APPROVED PLANS.
7. OWNERS OF PROPERTY ADJACENT TO PUBLIC RIGHTS-OF-WAY WILL HAVE THE RESPONSIBILITY FOR MAINTAINING ALL LANDSCAPING LOCATED WITHIN THE RIGHTS-OF-WAY, IN ACCORDANCE WITH APPROVED PLANS.
8. NO STRUCTURE OF ANY KIND SHALL BE CONSTRUCTED OR ANY VEGETATION BE PLANTED NOR BE ALLOWED TO GROW WITHIN THE DRAINAGE EASEMENT OR TRACT WHICH WOULD IMPEDE THE FLOW OF WATER OVER, UNDER, OR THROUGH THE EASEMENT OR TRACT. THE CITY OF PHOENIX MAY, IF IT SO DESIRES, CONSTRUCT AND/OR MAINTAIN DRAINAGE FACILITIES ON OR UNDER THE LAND IN THE EASEMENTS OR TRACTS.
9. NO STRUCTURE OF ANY KIND SHALL BE CONSTRUCTED OR PLACED WITHIN THE PUBLIC UTILITY EASEMENTS EXCEPT; UTILITY INSTALLATION, WOODEN, WIRE OR REMOVABLE SECTION TYPE FENCING, OR PAVING. NO VEGETATION SHALL BE PLANTED WITHIN THE EASEMENT EXCEPT GRASS AND/OR OTHER LANDSCAPING AS APPROVED BY THE DEVELOPMENT SERVICES DEPARTMENT LANDSCAPE ARCHITECT. IT SHALL BE FURTHER UNDERSTOOD THAT THE CITY OF PHOENIX SHALL NOT BE REQUIRED TO REPAIR OR REPLACE ANY OBSTRUCTIONS, PAVING OR VEGETATION THAT BECOMES DAMAGED OR MUST BE REMOVED DURING THE COURSE OF REQUIRED CONSTRUCTION, RECONSTRUCTION, MAINTENANCE OR REPAIR.
10. NO STRUCTURE OF ANY KIND SHALL BE CONSTRUCTED OR PLACED WITHIN THE WATER EASEMENT EXCEPT: PUBLIC WATER MAINS, PAVING, WOODEN WIRE OR REMOVABLE SECTION TYPE FENCING. THE WATER SERVICES DEPARTMENT "DESIGN STANDARDS FOR WATER DISTRIBUTION MAINS" (W-3 REVISED 6/12-92) REQUIRES THAT THE PIPE MATERIAL ON PRIVATE PROPERTY IN EASEMENTS SHALL BE DUCTILE IRON. NO VEGETATION SHALL BE PLANTED WITHIN THE EASEMENT EXCEPT GRASS AND/OR GROUND COVER APPROVED BY THE DEVELOPMENT SERVICES DEPARTMENT LANDSCAPE ARCHITECT. IT SHALL BE FURTHER UNDERSTOOD THAT THE CITY OF PHOENIX SHALL NOT BE REQUIRED TO REPAIR OR REPLACE ANY OBSTRUCTIONS, PAVING OR VEGETATION THAT BECOMES DAMAGED OR MUST BE REMOVED DURING THE COURSE OF CONSTRUCTION, RECONSTRUCTION, MAINTENANCE OR REPAIR.
11. NO STRUCTURE OF ANY KIND SHALL BE CONSTRUCTED ON, OVER, PLACED WITHIN THE SANITARY SEWER EASEMENT EXCEPT; PUBLIC SANITARY SEWER MAINS, PAVING, WOODEN WIRE OR REMOVABLE SECTION TYPE FENCING. THE TRUNKS OF LARGE LANDSCAPING PLANTS SUCH AS PALO VERDE AND MESQUITE TREES SHALL BE LOCATED A MINIMUM DISTANCE OF 10 FEET FROM THE OUTSIDE EDGE OF THE SANITARY SEWER PIPE. NO VEGETATION SHALL BE PLANTED WITHIN THE EASEMENT EXCEPT GRASS AND/OR GROUND COVER APPROVED BY THE DEVELOPMENT SERVICES DEPARTMENT LANDSCAPE ARCHITECT. IT SHALL BE FURTHER UNDERSTOOD THAT THE CITY OF PHOENIX SHALL NOT BE REQUIRED TO REPAIR OR REPLACE ANY OBSTRUCTIONS, PAVING OR VEGETATION THAT BECOMES DAMAGED OR MUST BE REMOVED DURING THE COURSE OF REQUIRED CONSTRUCTION, RECONSTRUCTION, MAINTENANCE OR REPAIR.
12. EXISTING RECORDED EASEMENTS ARE SHOWN FOR INFORMATIONAL PURPOSES ONLY.



VE-1
3' HIGH VISIBILITY
① RESTRICTION (TYP)
N.T.S.

NOTE:
DETAIL PERTAINS TO ALL LOCAL TO LOCAL INTERSECTIONS

ENGINEER
CMX, LLC
7740 N. 16TH ST., SUITE 100
PHOENIX, AZ 85020
PHONE: 602-567-1900
FAX: 602-567-1910
CONTACT: GEORGE C. SWARSTAD

OWNER/DEVELOPER
SPV ANTHEM, LLC
7720 N. 16TH STREET, SUITE 350
PHOENIX, ARIZONA 85020
PHONE: (602) 997-8500
FAX: (602) 997-8526
CONTACT: JOHN M. LEWIS

AREA
GROSS AREA = 428,455 SQ FT
= 9.8360 ACRES

SHEET INDEX
COVER SHEET	FP01
FINAL PLAT	FP02

BASIS OF BEARING
BASIS OF BEARING IS SOUTH 00°10'05" WEST ALONG THE WEST LINE OF SECTION 15, TOWNSHIP 6 NORTH, RANGE 2 EAST.

TRACT TABLE
TRACT	AREA (ACRES)	USE
A	0.5048	PRIVATE ACCESSWAY, DRAINAGE, REFUSE COLLECTION, PUBLIC WATER, PUBLIC SEWER, EMERGENCY AND SERVICE TYPE VEHICLES
B	0.0661	LANDSCAPE

THE USES AND/OR EASEMENTS SHOWN IN THIS TRACT TABLE ARE BLANKET AND COVER THE ENTIRE TRACT. OTHER EASEMENTS MAY AFFECT ONLY PORTIONS OF THE ABOVE LISTED TRACTS AND ARE AS SHOWN ON THE VARIOUS PLAT SHEETS.

CERTIFICATION
THIS IS TO CERTIFY THAT THE SURVEY AND PLAT OF THE PREMISES DESCRIBED HEREON WERE MADE UNDER MY DIRECTION DURING THE MONTH OF JANUARY 2005 AND THIS PLAT IS CORRECT AND ACCURATE AND THE FOUND MONUMENTS SHOWN HEREON HAVE BEEN LOCATED AND ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

BY: [signature]
PETER E. DEVITT, R.L.S. NO - 10421
CMX, LLC
7740 NORTH 16TH STREET
SUITE 100
PHOENIX, ARIZONA 85020

PLAT# 050111
KIVA# 05-72
SDEV# 0500031
QS# 68-19

COUNTY RECORDER
BOOK 774 PAGE 46
OFFICIAL RECORDS OF MARICOPA COUNTY RECORDER
HELEN PURCELL
2005-1287748

7740 N. 16TH ST. STE. 100
PHOENIX, AZ 85020
PHONE: (602) 567-1900
FAX: (602) 567-1901
www.cmxinc.com
CMX
ENGINEERS • PLANNERS • LANDSCAPE ARCHITECTS • SURVEYORS • CONSTRUCTION MANAGERS

SPV ANTHEM COMMERCE PARK
PHOENIX, ARIZONA
FINAL PLAT

CMX PROJ. 7178	DATE: JULY 2005
SCALE: 1"=40'	DESIGNED: CMX
DRAWN: CL	APPROVED: PED
REV.	

DWG. NO. FP01
SHT. 1 OF 2

PLAT# 050111 QS# 68-19 SDEV# 0500031 KIVA# 05-72

SPV ANTHEM COM. PARK

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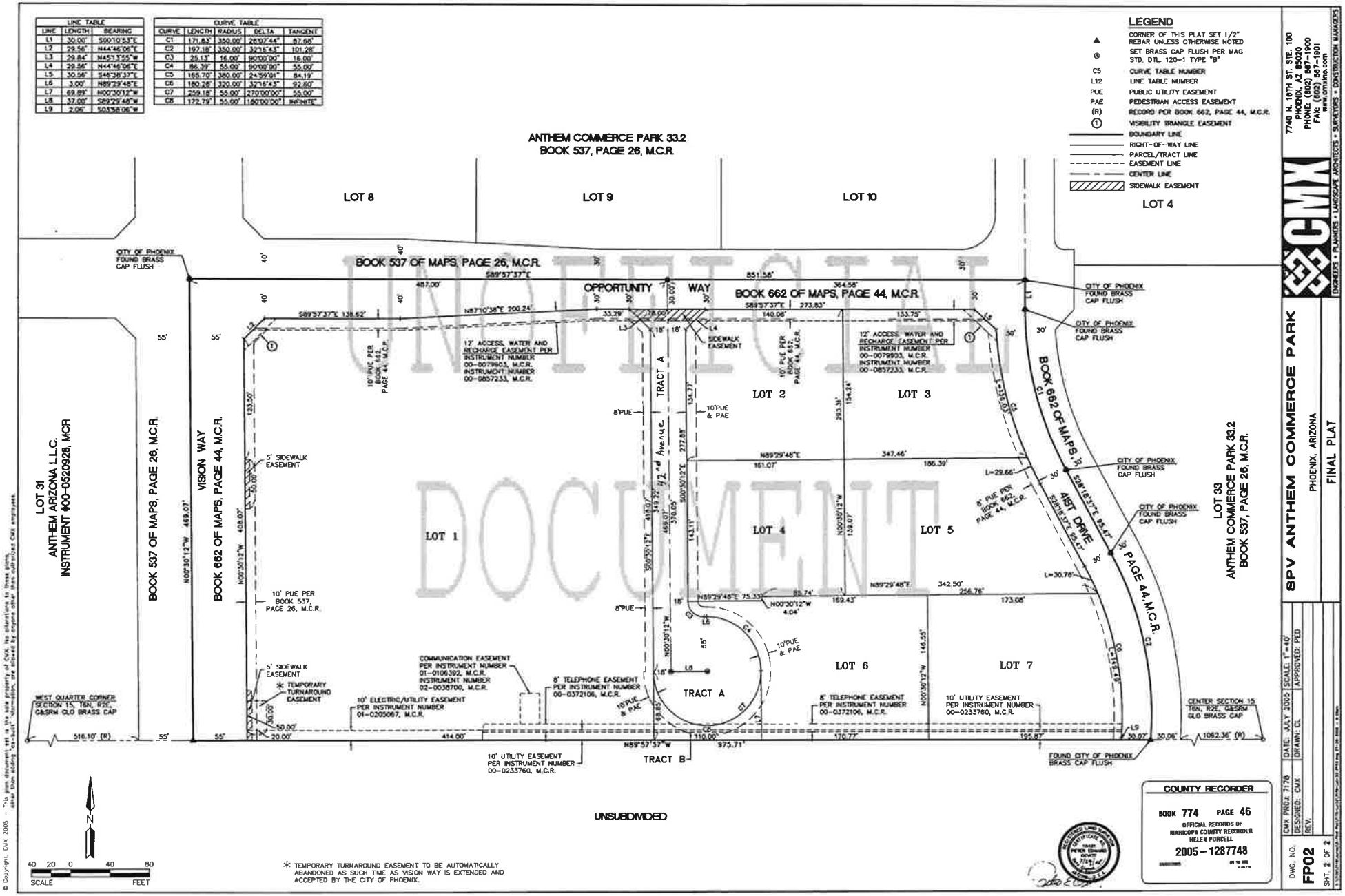

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FAX: (602) 957-1901
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SPV ANTHEM COMMERCE PARK

PHOENIX, ARIZONA

FINAL PLAT

CMX PROJ: 7178	DATE: JULY 2005	SCALE: 1"=40'	
DESIGNED: CMX	DRAWN: CL	APPROVED: PED	
REV.			

DWG. NO. FP02 SHT. 2 OF 2

KIVA# 05-72 SDEV# 0500031 QS# 68-19 PLAT# 050111

COUNTY RECORDER
BOOK 774 PAGE 46
OFFICIAL RECORDS OF MARICOPA COUNTY RECORDER HELEN PURCELL
2005-1287748

Unofficial
20Document

11
Yo

When recorded return to:

Pulte Homes
15111 N. Pima Road, Suite 100
Scottsdale, Arizona 85260
Attn: Legal Dept.

773-111650
1 of 4

TRACT DECLARATION
FOR
LOT 32 OF ANTHEM COMMERCE PARK 33.2 RE-SUBDIVISION

THIS TRACT DECLARATION is made as of this 30th day of November, 2004, by ANTHEM ARIZONA L.L.C., an Arizona limited liability company (hereinafter referred to as "**Declarant**").

RECITALS

A. Declarant executed that certain Declaration of Covenants and Easements for Anthem and caused said document to be Recorded on January 15, 1999, as Document No. 99-0042710, as amended by the First Amendment to Declaration of Covenants and Easements for Anthem and caused said document to be Recorded on April 24, 2000, as Document No. 2000-0306256 (collectively, the "**Community Covenant**").

B. Pursuant to Section 2.2 of the Community Covenant, Declarant caused to be Recorded the Supplemental Declaration of Covenants, Conditions, Restrictions and Easements for Anthem Commerce Park on December 30, 1999, as Document No. 99-1166150 (the "**Supplemental Declaration**") and annexed and subjected to the Community Covenant the land described on Exhibit "A" attached to the Supplemental Declaration (the "**Commerce Park**").

C. The Supplemental Declaration contemplates that Tract Declarations for Lots located within the Commerce Park will be executed and Recorded periodically as determined by Declarant as development of the Commerce Park proceeds.

D. Declarant caused to be Recorded in Book 662 of Maps, Page 44 that certain final plat entitled "ANTHEM COMMERCE PARK 33.2 RE-SUBDIVISION" as approved by the City, which plat includes the Lot (the "**33.2 Final Plat**").

E. Declarant has determined that it is now appropriate to subject the Non-Residential Lot located within the Commerce Park described on Exhibit "A" attached hereto (the "**Lot**") to this Tract Declaration.

AGREEMENT

NOW, THEREFORE, Declarant hereby declares, covenants and agrees as follows:

1. **Definitions**. Except as herein specifically set forth, capitalized terms used in this Tract Declaration shall have the meaning set forth for such terms in the Community Covenant and the Supplemental Declaration.

2. **Incorporation of Declaration**. All the terms, provisions and covenants of the Community Covenant and the Supplemental Declaration are incorporated herein by this reference. In the event of any conflict between the terms of the Community Covenant and the terms of this Tract Declaration, or in the event of any conflict between the terms of the Supplemental Declaration and the terms of this Tract Declaration, the terms of the Community Covenant or Supplemental Declaration, as applicable, shall control. Notwithstanding the foregoing, to the extent that this Tract Declaration imposes greater obligations or more restrictive restrictions than the Community Covenant or the Supplemental Declaration, then such provisions contained herein shall control, and neither the Community Covenant nor the Supplemental Declaration shall diminish the obligations of any Owner under this Tract Declaration.

3. **Assessment Units**. The Lot is a Non-Residential Lot that contains 8.31 acres (rounded to the nearest 1/100) and, as such, pursuant to the provisions of the Community Covenant, the Lot shall be allocated a total of 12.47 Assessment Units.

4. **Additional Covenants, Conditions, Restrictions and Easements Applicable to the Lot**. The following covenants, conditions and restrictions shall apply to all real property located within the Lot:

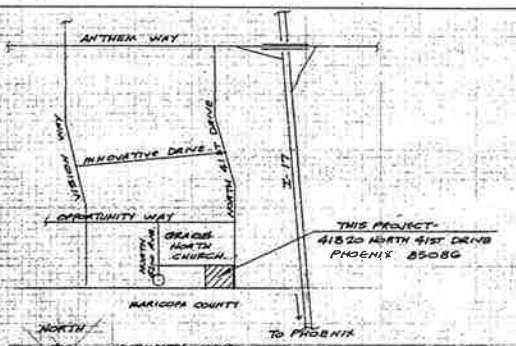
(a) **Permitted Uses**. Except as otherwise provided in the Supplemental Declaration, or as limited herein or by other covenants, conditions or restrictions affecting the Lot, the Lot shall be developed as industrial/office building(s) and used only for purposes allowable under applicable zoning classification, in effect from time to time. Any additional use of the Lot shall require Declarant's prior written approval.

Unofficial Document

(b) **Additional Prohibited Uses**. Notwithstanding anything contained in Paragraph 4(a) to the contrary, and in addition to the prohibited uses contained in the Supplemental Declaration, the following uses are prohibited for the Lot: mini-storage rental facility, recycling facility, pawn shop, swap meet, flea market and thrift or second hand store. In addition, during the Lincoln Exclusive Term (as hereinafter defined), unless sooner terminated as provided in the Lincoln Restriction Agreement (as hereinafter defined), without the prior written consent of JOHN C. LINCOLN HEALTH NETWORK, an Arizona non-profit corporation ("**Lincoln**"), no portion of the Lot may be used for the operation of an Urgent Care and Imaging Facility (as hereinafter defined) (the "**Lincoln Restriction**"). As used in this Paragraph 4(b), the following terms have the following meanings:

"**Developer**" means ANTHEM ARIZONA L.L.C., an Arizona limited liability company, its successors and assigns.

"**Lincoln Exclusive Term**" means the period commencing on the date of the Lincoln Restriction Agreement and ending on December 31, 2006, unless earlier terminated pursuant to Section 2 of the Lincoln Restriction Agreement, during which Lincoln (but not its successors or assigns, and only in its capacity as owner of Parcel 13 as shown on the plat of



VICINITY MAP

NOT TO SCALE.

2-135-02 APPLICABLE STIPULATIONS:

1. LANDSCAPED AREA ADJACENT TO THE BUILDINGS SHALL BE A MINIMUM OF 25% OF THE LENGTH OF THE BUILDING FACADE FACING PUBLIC STREETS.
2. THAT ANY LOADING SPACES ADJACENT TO STREETS, FREEWAYS, OR RESIDENTIAL ZONED PROPERTY SHALL BE SCREENED FROM VIEW AS APPROVED BY DEVELOPMENT SERVICES DEPARTMENT.
3. ALL SURFACES FOR STRUCTURES, ROOFS, WALLS, AND FENCES THROUGHOUT THE DEVELOPMENT MASTER PLAN SHALL USE COLORS IN DESERT TONES.
4. REFLECTIVE BUILDING MATERIALS SHALL BE PROHIBITED.
5. ALL FREESTANDING SIGNAGE ON COMMERCIAL PARCELS SHALL BE MONUMENT TYPE (A MAXIMUM OF 8' IN HEIGHT).
6. THAT C-2 PARCELS SHALL BE DEVELOPED IN ACCORDANCE WITH ANTHEM DESIGN GUIDELINES AND WITH SIMILAR ARCHITECTURAL THEME. DESIGN CONSIDERATIONS ARE TO BE ESTABLISHED THROUGH THE DESIGN REVIEW PROCESS WITH THE DEVELOPMENT SERVICES TO REDUCE VISUAL INTRUSION INTO THE ADJOINING NEIGHBORHOOD THROUGH TEXTURE, BANDING, CORNICES, MATERIALS, ETC. TO PROVIDE A SOFTENING OF THE BUILDINGS. THE ARCHITECTURAL THEME FOR THE SITE IS TO BE APPROVED BY THE DEVELOPMENT SERVICES DEPARTMENT PRIOR TO CONSTRUCTION.

CITY OF PHOENIX SITE PLAN NOTES:

1. "Development and use of this site will conform with all applicable codes and ordinances."
2. "All new or relocated utilities will be placed underground."
3. "Structures and landscaping within a triangle measured back 10' from the property line and 20' along the property line on each side of the driveway entrance will be maintained at a maximum height of 3'."
4. "Any lighting will be so placed will be placed so as to direct light away from adjacent Residential districts and will not exceed one foot candle at the property line. No noise, odor, or vibration will be emitted at any level exceeding the general level of noise, odor, or vibration emitted by uses in the area outside of the site."
5. "Owners of property adjacent to the rights-of-way will have the responsibility for maintaining all landscaping within the rights-of-way in accordance with approved plans."
6. "All rooftop equipment and satellite dishes shall be screened to the height of the tallest equipment."
7. "All service areas shall be screened to conceal trash containers, loading docks, transformers, backflow preventers, and other mechanical or electrical equipment from eye level adjacent to public streets."
8. "Barbed, razor, or concertina wire (or similar) shall not be used on this site where visible from public streets or adjacent residential area."
9. "All signage requires separate reviews, approvals, and permits. No signs are approved per this plan."

KEYED NOTES:

1. SIDEWALK - 4" CONCRETE SLAB ON 4" A.B.C.
2. ACCESSIBLE PARKING SPACE - 5" CONCRETE SLAB ON 5" A.B.C.
3. 6" CONCRETE APRON ON 5" A.B.C.
4. REFUSE ENCLOSURE WALL - 6'-0" HIGH MASONRY, REINFORCED. STYLE & JOINTWORK TO MATCH THAT OF BUILDING. SEE PLAN ON A1.D.
5. 6" WIDE POURED CONCRETE CURB.
6. LANDSCAPE.
7. LIGHT FIXTURE - TYPE 'A' - POLE-MOUNTED - FIXTURE 15' A.F.G. SEE DETAIL 4/A1.D.
8. LIGHT FIXTURE - TYPE 'A1' - POLE-MOUNTED - FIXTURE 15' A.F.G. SEE DETAIL 4/A1.D.
9. ASPHALTIC CONCRETE PAVEMENT.
10. ACCESSIBLE ROUTE - INDICATED BY 'CROSS-HATCHING'.
11. EXISTING POWER POLE.
12. UPDATE ALL EXISTING OFF-SITE IMPROVEMENTS (SIDEWALKS, CURB RAMPS & DRIVEWAYS) TO CURRENT ADA GUIDELINES. REPLACE ANY OUT OF GRADE OR BROKEN CURB, GUTTER, AND SIDEWALK.
13. 10' x 10' SIGHT VISIBILITY TRIANGLE ON EACH SIDE OF DRIVEWAY AT A MAXIMUM HEIGHT OF 3'.
14. MASONRY WALL - 6'-0" HIGH - JOINT PATTERN, TEXTURE, & COLOR TO MATCH THAT OF BUILDING. SEE DETAIL 3/A1.D.
15. FIRE RISER ROOM.
16. FIRE DEPARTMENT CONNECTION (F.D.C.).

REVISIONS

1.	10/7
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

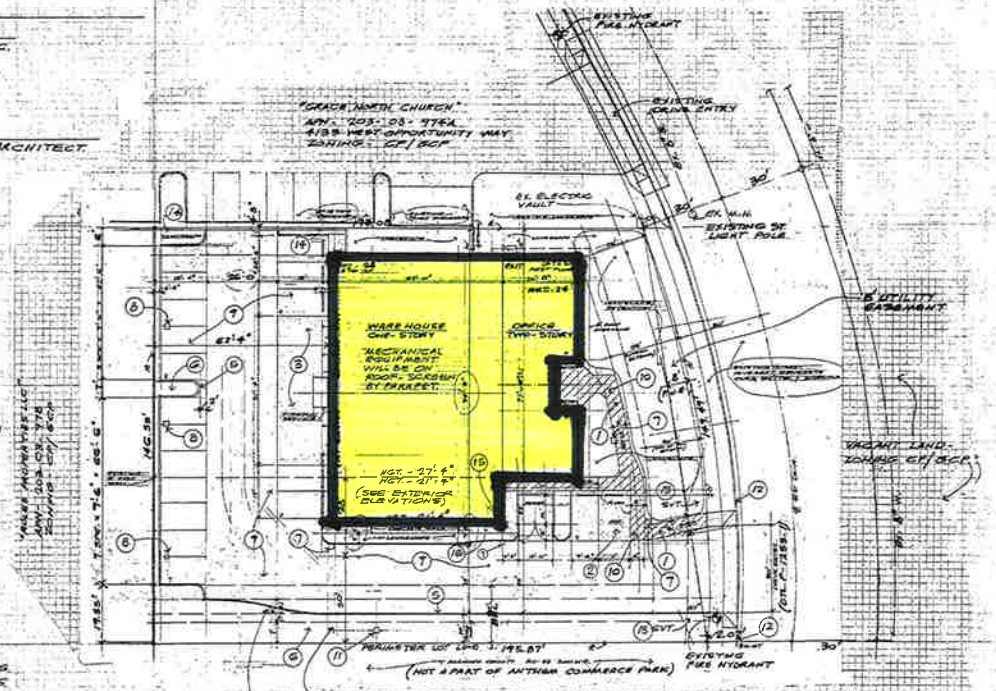
BY: [illegible] DATE: 8 DEC 2017

PROJECT TEAM:

1. APPLICANT/OWNER-
   TIM KNEBEL, CIRRUS ELECTRICAL SERVICES LLC.
   1634 WEST LAUREL GREENS DRIVE.
   PHOENIX, ARIZONA 85086
   623-521-0313 (OFFICE).
2. ARCHITECT-
   HAROLD R. WILLIAMS, RA, HAROLD R. WILLIAMS, ARCHITECT.
   (AZ. REG. NO: 11482)
   6601 NORTH 82nd PLACE.
   SCOTTSDALE, ARIZONA 85250
   602-578-5017 (OFFICE).
   email- hrw8525@aol.com
3. CIVIL ENGINEER-
   ANTHONY N. ZAUGG, P.E.
   ALLEN CONSULTING ENGINEERS, INC.
   4111 EAST VALLEY AUTO DRIVE # 103.
   MESA, ARIZONA 85206
   480-844-1665 (OFFICE).

PROPERTY AREA/SITE/BUILDING INFO.

1. GROSS- (INCLUDES 30' R.O.W.) - 32,638 S.F. (INCL. ROW)
   NET- (NOT INCLUDING R.O.W.) - 28,091 S.F. (0.6448 ACRE)
2. BUILDING AREA
   a. WAREHOUSE - 5,870 S.F.
   b. OFFICE (FIRST FLOOR) - 1,872 S.F.
   c. OFFICE (SECOND FLOOR) - 1,248 S.F.
   d. TOTAL: 8,990 S.F.
3. LOT COVERAGE:
   7,742 S.F. (2.a. + 2.b) / 28,091 SF = 27.56%
4. PARKING:
   WAREHOUSE - 5,870 S.F. / 1000 < 6.0
   OFFICE - 3,120 S.F. / 300 = 11.0
   REQUIRED - 17.0 SPACES
   PROVIDED - 19.0 SPACES
   (INCLUDING ONE ACCESSIBLE SPACE)
5. OPEN SPACE: 5,462 S.F.
   (DOES NOT INCLUDE BUILDING, PARKING & DRIVES)
6. LANDSCAPE: 4,216.5 S.F.
   (DOES NOT INCLUDE CONCRETE SIDEWALKS)
7. PROJECT DESCRIPTION:
   THIS PROJECT CONSISTS OF CONSTRUCTION OF ONE OFFICE/WAREHOUSE BUILDING OF MASONRY WALLS, STEEL FRAMED ROOF & FIRE RATED ROOF SYSTEM. BUILDING SHALL BE EQUIPPED W/ AN A.F.E.S. SITE WORK SHALL INCLUDE NEW 30' WIDE DRIVE ENTRY, PAVED DRIVES & PARKING AREAS, TRASH ENCLOSURE, CONCRETE SIDEWALKS, ACCESSIBLE ROUTE, RETENTION AREA, LANDSCAPE, & SITE WALL.



LEGAL DESCRIPTION:
LOT 1, 5TH ANTHEM COMMERCE PARK, ACCORDING TO BOOK 776 OF MAPS, PAGE 45, RECORDS OF MARICOPA COUNTY, ARIZONA.

REZONING CASE # Z-135-02
PAPP/FACT # 1605255 Q.S. # 68-19
KIVA # 16-3813 SDEV # 1600592

NEW FACILITY FOR CIRRUS ELECTRICAL SERVICES, LLC.
41820 NORTH 41ST DRIVE
PHOENIX, ARIZONA 85086

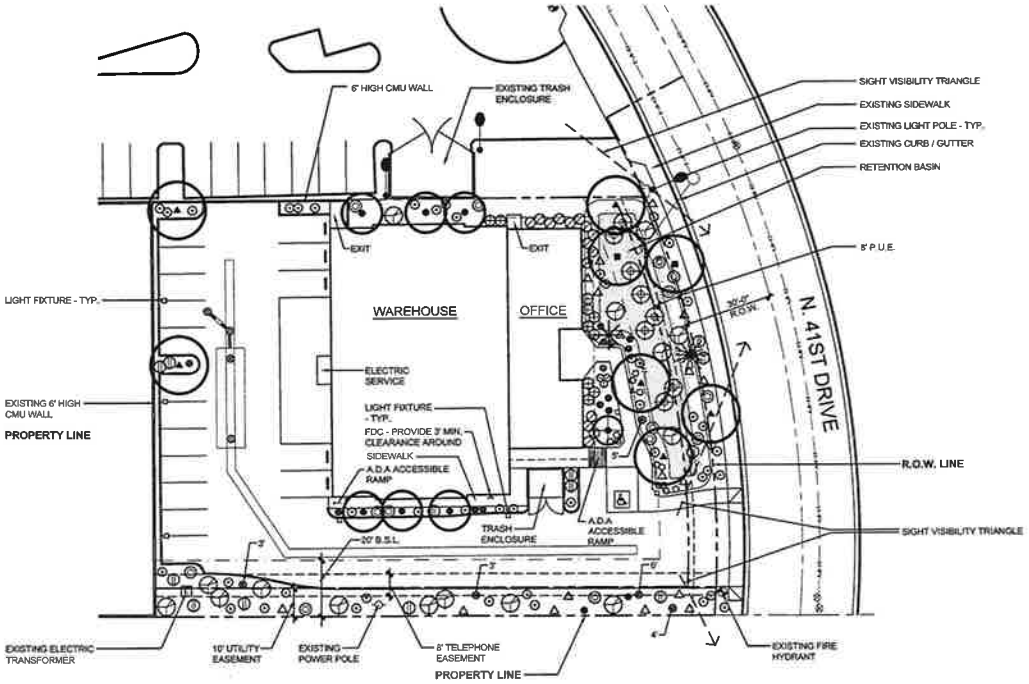
HAROLD R. WILLIAMS, ARCHITECT
6601 N. 82nd PL. SCOTTSDALE, AZ. 85250 602-578-5017

DATE: 01 AUG. 2017
SCALE: AS NOTED
DRAWN: H.R.W.
CHANGE: H.R.W.
JOB NO.: 216.11

A1

OF SHT.

PHX.



LANDSCAPE CONCEPT PLAN

1"=20'-0" NORTH

0 10' 20' 40'

VICINITY MAP

PLANT LIST

SYMBOL	BOTANICAL NAME / COMMON NAME	SIZE	QTY.	REMARK
	TREES:			
	ACACIA WILLARDIANA PALO BLANCO	15 GALLON	6	8'HX4'WX1"CAL.
	CERCIDIUM PRAECOX SONORAN PALO VERDE	24" BOX	6	10'HX8'WX2" CAL. MUTLI-TRUNK
	CORDIA BOISSIERI MEXICAN OLIVE	24" BOX	1	10'HX8'WX2" CAL. MUTLI-TRUNK
	PROSOPIS THORNLESS HYBRID 'AZT' 'AZT' THORNLESS MESQUITE	36" BOX	2	12'HX10'WX3" CAL. MUTLI-TRUNK
	SHRUBS:			
	AMBROSIA DELTOIDEA BURSAGE	5 GALLON	45	
	CALLIANDRA ERIOPHYLLA PINK FAIRY DUSTER	5 GALLON	14	
	ENCELIA FARINOSA BRITTLE BUSH	5 GALLON	13	
	JUSTICIA CALIFORNICA CHUPAROSA	5 GALLON	8	
	JUSTICIA SPICEGERA MEXICAN HONEYSUCKLE	5 GALLON	10	
	LARREA TRIDENTATA CREOSOTE	15 GALLON	15	
	RUELLIA BRITTONIANA PURPLE RUELLIA	5 GALLON	15	
	CACTUS:			
	CARNEGIEA GIGANTEA SAGUARO	SPEAR	5	SEE PLAN FOR HEIGHT
	CEREUS PERUVIANUS CEREUS	24" BOX	1	
	ECHINOPSIS PACHANOI SAN PEDRO CACTUS	24" BOX	1	5 COLUMN MINIMUM
	EUPHORBIA RESINIFERA MOROCCAN MOUND	5 GALLON	3	
	FEROCACTUS ACANTHODES BARREL CACTUS	BARE ROOT	12	
	FOUQUIRIA SPLENDENS OCOTILLO	24" BOX	1	10 CANE MINIMUM
	OPUNTIA ENGELMANNII ENGELMANN'S PRICKLY PEAR	5 GALLON	17	3 PADS MINIMUM
	GROUND COVER:			
	CHRYSACTINIA MEXICANA DAMANITA	1 GALLON	12	
	DECOMPOSED GRANITE:			
AS NOTED	SADDLEBACK BROWN	1" MINUS		ALL LANDSCAPE AREAS TO RECEIVE A 2" LAYER UNLESS OTHERWISE NOTED ON PLANS.
	DECOMPOSED GRANITE - EXPRESS BROWN AS MANUFACTURED BY: GRANITE EXPRESS MESA, AZ PH: 480 354 6809	EXPRESS NATURAL		INSTALL IN RETENTION BASIN

DECOMPOSED GRANITE

FEATHER EDGE OF NEW SADDLEBACK BROWN DECOMPOSED GRANITE AREAS INTO NEW EXPRESS BROWN DECOMPOSED GRANITE IN RETENTION BASIN. BROAD CAST BY SHOVEL. PROVIDE SMOOTH GRADE TRANSITION BETWEEN SADDLEBACK BROWN DECOMPOSED GRANITE AREAS AND EXPRESS BROWN DECOMPOSED GRANITE AREAS.

IRRIGATION SYSTEM

ALL PLANT MATERIAL TO BE IRRIGATED BY AN AUTOMATIC UNDERGROUND 'HARD PIPE' DRIP IRRIGATION SYSTEM. TREES AND SHRUBS/GROUND COVER SHALL BE VALVED SEPARATELY.

the MOORESWICK partnership
landscape architects and planners
414 s. mill avenue, #207
tempe, arizona 85281
phone 480.894.6284
fax 480.894.9307
CONTACT: GREG SWICK
E-MAIL: gswick@mooreswick.com

NEW FACILITIES FOR:

CIRRUS ELECTRICAL SERVICES LLC.

41820 NORTH 41ST DRIVE
PHOENIX, ARIZONA 85086

25422
GREGORY P. SWICK
07.25.17
REGISTERED LANDSCAPE ARCHITECT
EXPIRES DEC 31, 2018

NOTICE
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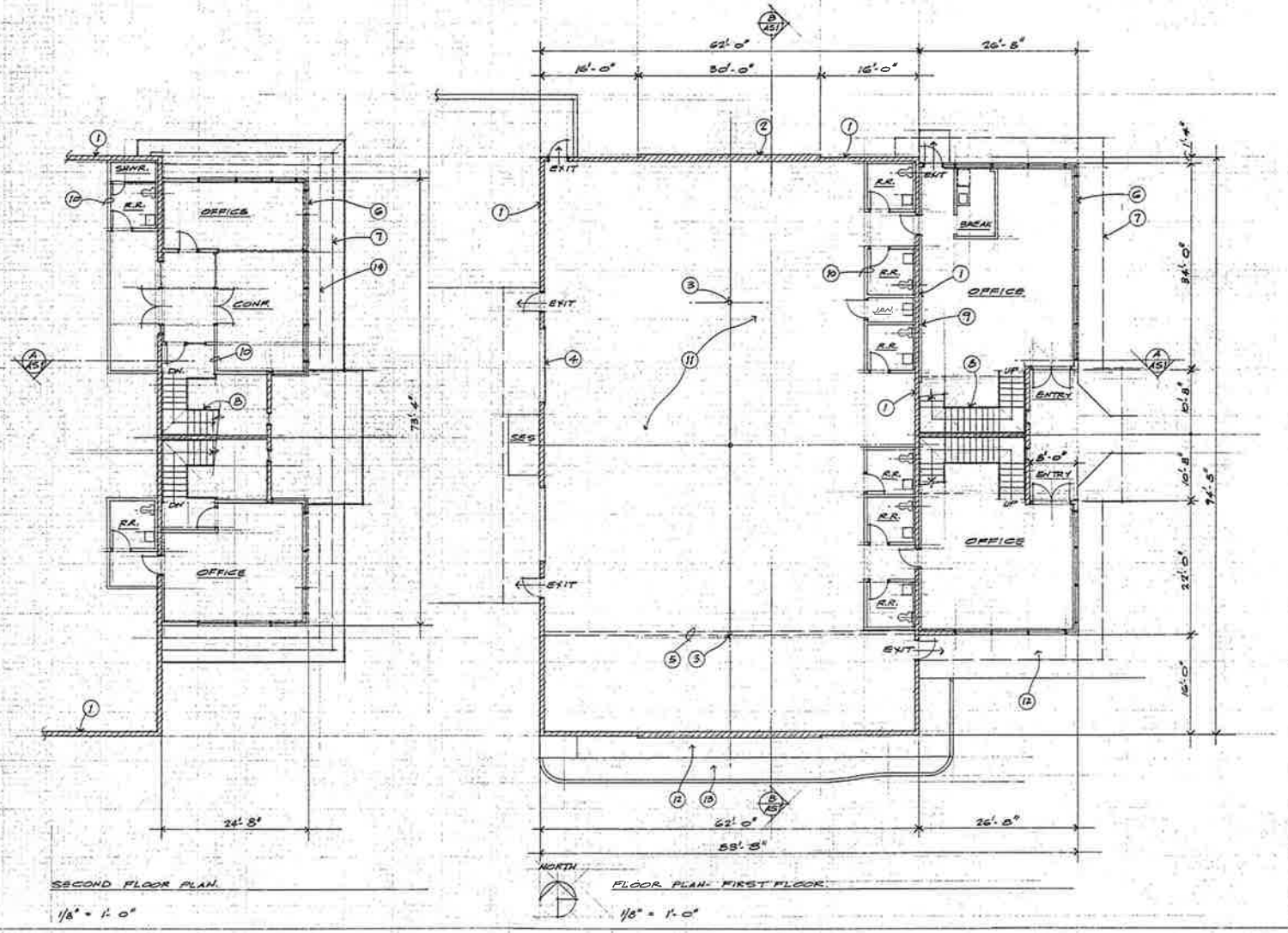
REVISIONS

REVISION	DATE	COMMENT

LANDSCAPE CONCEPT PLAN

DATE: 07.25.17
PROJECT NO.: 1719
DRAWN BY: GG
CHECKED BY: GS
SCALE: 1" = 20'-0"

L1
1 OF 1



SECOND FLOOR PLAN.

1/8" = 1'-0"

FLOOR PLAN- FIRST FLOOR.

1/8" = 1'-0"

KEYED NOTES:

1. 8" REINFORCED MASONRY.
2. 12" REINFORCED MASONRY.
3. STRUCTURAL STEEL TUBE COLUMN.
4. UPWARD-ACTING GARAGE DOOR, INSULATED, W/ COILING DOOR HEAD ABOVE.
5. STEEL BEAM ABOVE.
6. GLASS- INSULATED & TINTED- IN ALUMINUM FRAME.
7. OUTLINE OF ROOF ABOVE.
8. STEEL STAIR.
9. WALL FURRED-OUT:
   - 3⅝" x 20 GAUGE STEEL FRAMING AT 24" O.C.
   - ⅝" TYPE 'X' GYPSUM WALLBOARD SCREW-ATTACHED TO FRAMING.
   - THERMAL INSULATION- 3½" THICK, MIN. R15, ASTM C665.
10. TYPICAL INTERIOR WALL:
    - 3⅝" x 20 GAUGE STEEL FRAMING AT 16" O.C.
    - ⅝" TYPE 'X' GYPSUM WALLBOARD SCREW-ATTACHED TO BOTH SIDES OF FRAMING.
11. TYPICAL: 5" CONCRETE SLAB ON VAPOR BARRIER ON 5" A.B.C.
12. CONCRETE SIDEWALK.
13. LANDSCAPE.
14. OUTLINE OF FLOOR BELOW.

REVISIONS

EXPIRES 31 DEC. 2017

NEW FACILITY FOR CINRUS ELECTRICAL SERVICES, LLC.
4820 NORTH 41ST. DRIVE.
PHOENIX, AR 12 ONA. 85086

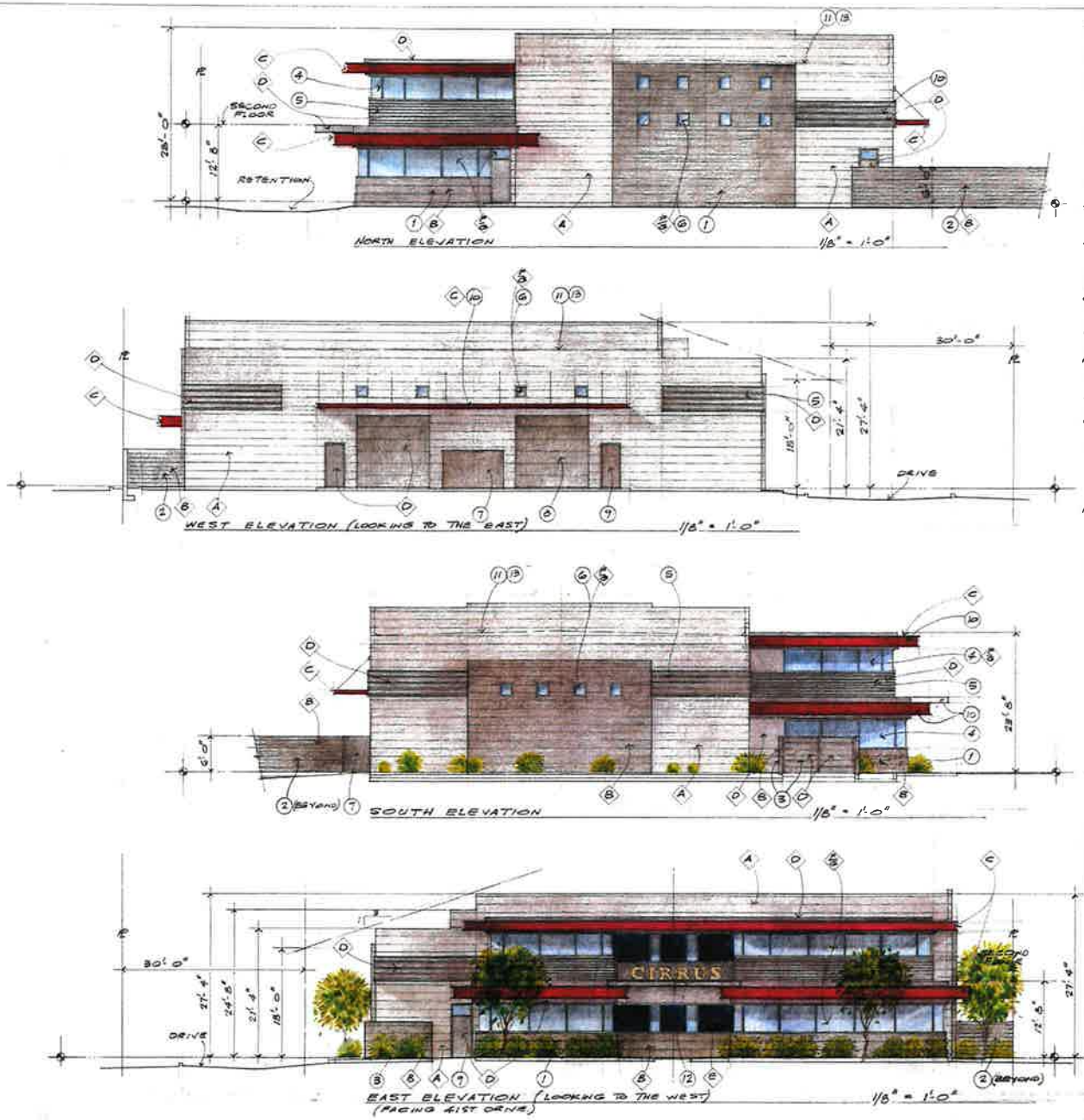
HAROLD F. WILLIAMS, ARCHITECT.
602. 578. 3017

DATE: 01 AUG. 2017
SCALE: 1/8" = 1'-0"
DRAWN: H.F.W.
CHECKED:
JOB NO.: 216.11

AFP1

OF 1 AFP SHTS.

FLOOR PLANS.



NORTH ELEVATION 1/8" = 1'-0"

WEST ELEVATION (LOOKING TO THE EAST) 1/8" = 1'-0"

SOUTH ELEVATION 1/8" = 1'-0"

EAST ELEVATION (LOOKING TO THE WEST) (FACING 41ST DRIVE) 1/8" = 1'-0"

KEYED NOTES; TYPICAL:

1. MASONRY, RUNNING BOND - 8 x 8 x 16 - RAKED HORIZONTAL JOINTS AT 16" O.C., INTEGRAL COLOR W/ MEDIUM SANDBLAST.
2. MASONRY WALL, RUNNING BOND - 8 x 8 x 16 - RAKED HORIZONTAL JOINTS AT 8" O.C., INTEGRAL COLOR W/ MEDIUM SANDBLAST.
3. REFUSE ENCLOSURE - MASONRY WALLS - 6'-0" HIGH. STEEL DECK GATES. SEE DETAILS SHEET A1D.
4. GLASS - INSULATED & TINTED.
5. STEEL DECK SIDING W/ HORIZONTAL FLUTING.
6. CLERESTORY WINDOWS - INSULATED AND TINTED.
7. ELECTRIC SERVICE ENTRANCE.
8. UPWARD - ACTING OVERHEAD STEEL GARAGE DOORS, INSULATED.
9. HOLLOW METAL DOOR, INSULATED.
10. OVERHANG W/ STEEL CHANNEL FASCIA.
11. LINE OF ROOF (BEHIND PARAPET).
12. BUILDING OWNER SIGN - 14'-0" W. x 2'-6" H. INDIVIDUAL INTERNALLY-LIGHTED LETTERS - 5" DEEP REVERSE PAN CHANNEL, LED-LIGHTED W/ PLEXIGLAS FACES.
13. ROOF TOP MECHANICAL EQUIPMENT SHALL BE SCREENED FROM VIEW BY BUILDING PARAPET.

MATERIAL & COLOR SCHEDULE:

(A) MASONRY - MEDIUM SANDBLAST. OLDCASTLE SUPERLITE - 'HUNTINGTON GREY'.

(B) MASONRY - MEDIUM SANDBLAST. OLDCASTLE SUPERLITE - 'BLACK MOUNTAIN'.

(C) STEEL - PROJECTED MEMBERS. BEHR PAINTS: 'NORMAL MAROON' PPU1-14.

(D) STEEL - FASCIAS, SOFFITS, SIDING, & HOLLOW METAL - BEHR PAINTS: 'FALCON GRAY' PPU26-04.

(E) METAL PANELS - BEHR PAINTS: 'SOPHISTICATED NAVY' 30BB.

(F/G) WINDOW FRAMES/GLASS - KAWNEER COMPANY, INC. TR-9950 4 1/2" FRAME DEPTH. 'KAWNEER PERMANODIC' CLEAR ANODIC COATING.

1" INSULATED GLASS - PILKINGTON NORTH AMERICA, INC. LOW-E GLASS 'ARCTIC BLUE'.

1 16 AUGUST 2017.
EXTERIOR ELEVATIONS.

REVISIONS
1 16 AUG 2017

EXPIRES 31 DEC. 2019

NEW FACILITY FOR CIRRUS ELECTRICAL SERVICES LLC.
41820 NORTH 41ST DRIVE.
PHOENIX, ARIZONA 85086.

HAROLD P. WILLIAMS, ARCHITECT. 602.573.3017.

DATE: 01 AUG. 2017
SCALE: 1/8" = 1'-0"
DRAWN: H.P.W.
CHECKED: H.P.W.
JOB NO. 216.11

EXEL1

OF 1 ELEV. SHT.

anthem
community council

3701 W. Anthem Way, Ste. #201, Anthem, AZ 85086-1001
Phone: 623-742-6050 **Fax:** 623-742-6170

September 27, 2017

Harold Williams
Harold P. Williams, Architect
6601 North 82nd Place
Scottsdale, Arizona 85250
hpw8525@aol.com

Re: Application for Anthem Design Review for Building Construction
Owner: Tim Knebel
Business: Cirrus Electrical Services, LLC
Location: 41820 North 41st Drive
Anthem, Arizona 85086
tknebel@cirruselect.com

Dear Harold,

Based on compliance with the Anthem Design Guidelines and "Drawing #A1, A1d dated 8-1-17, GD1 dated 11-10-16, L1 dated 7-25-17, AFP1, AS1 dated 8-1-17, ExEl1 dated 8-16-17 & PH1 dated 6-14-17" (see attached), you have Anthem Design Review approval to proceed with the project.

If the project does not commence within six (6) months of the approval date or is not completed within two (2) years, the approval will expire. Resubmittal for design review is required and may be subject to a design review fee.

Please note that Anthem approval is limited to compliance with Anthem Community Council's governing documents only and does not imply or ensure that the proposed work has been reviewed for or is in compliance with City of Phoenix, Maricopa County, Arizona or Federal Law, or any other applicable code, ordinance, or requirement, or that it has received Landlord or Property Owner approval.

Sincerely,

Jenna R. Kohl

Jenna Kohl
Community Executive Officer
Anthem Community Council

anthem
community council

Memorandum

To: ACC Board of Directors

From: Neal Shearer, Community Operations Officer
Dawn Dworak, Management Analyst

C: Jenna Kohl, Community Executive Officer
Doug Greenstein, Community Finance & Administration Officer

Date: September 20, 2017

Re: *Geotechnical Evaluation Report – Dog Park Sites*

Recommendation

It is recommended that the Board consider findings from the geotechnical evaluation report on the two dog park site options as part of the decision process in selecting a dog park site.

Background

On July 26, 2017, the Board directed staff to conduct soil testing at the Parker Court and Meridian Drive dog park site options. Staff solicited proposals from two leading geotechnical engineering firms and selected Western Technologies to perform a comprehensive geotechnical evaluation of the dog park sites for a total cost of $4,830. In addition to providing comparative data for both sites, this report provides data that will be relied upon in the design, engineering and construction of the dog park. A copy of the Geotechnical Evaluation Report is attached.

Summary Findings

Both sites had tests performed at five pits with the intent to bore to a depth of ten feet unless they hit hard caliche that could not be penetrated. These test digs and related lab work found that the Meridian surface soils are “Sandy/CLAY of medium plasticity” and the Parker surface soils are “Sandy/SILT of nil plasticity” (plasticity measures the “stickiness” of the soils). Both sites have

surface soil depths of approximately two feet before reaching hard caliche layers. Meridian's caliche was heavily cemented in all five pits while the Parker site had caliche that was heavily cemented in three pits and moderately cemented in two pits. Western Technologies hit hard caliche at depths from two to five and a half feet at Meridian and from two to seven feet at Parker.

Cobbles/rocks and heavily cemented caliche are present at both sites. These oversized and cemented materials will likely present construction difficulties for foundations, utility trenches and other excavations.

The agronomy tests produced relatively consistent data at both sites and indicate that a variety of common soil amendments would be required for healthy turf and vegetation.

Because of the technical nature of the evaluation report, staff had follow-up phone conversations with Mr. Randolph Marwig, Western Technologies' Senior Geotechnical Engineer, to interpret key data in the report. Mr. Marwig conveyed the following observations:

- Due to its sandy silt soils with no plasticity and sloped terrain, the Parker site would drain better and be less susceptible to expansive soils than the Meridian site which has sandy clay soils with medium plasticity and limited slope.
- As is common to Anthem, both sites have caliche layers, although the caliche at the Meridian site is extremely hard and could be more difficult to penetrate than at the Parker site. Mr. Marwig recalled that he was involved in the original infrastructure construction when Anthem was built and he said that the wash culvert next to the Meridian site had to be excavated with extremely heavy equipment to break through the "rock hard" caliche.
- In general, the report findings suggest that the Parker site has more favorable soil conditions than the Meridian site for dog park construction, due to the following considerations that would likely increase project costs at the Meridian site:
    - To mitigate soil shifting and heaving, the more expansive soils at Meridian will need to be accounted for in the design and construction of the parking lot, gutters, sidewalks, concrete pads for benches/tables, foundation for the equipment storage building, and optional restroom building, if approved at a future time.
    - Meridian is more likely to require a "shallow field" drainage system under the grass off leash areas to drain irrigation water and dog urine. There is also limited slope to naturally facilitate drainage at Meridian which means the drainage system would need to go deeper to achieve positive flow.
    - Punching through the caliche to install footers for lights and to allow root growth and drainage required for new trees will likely prove more challenging at Meridian, depending on the specific spot to be excavated.

It is worth noting that the preliminary capital budget estimates for both dog park sites included a 4” sand mix to be applied over the surface after the grading is completed, which is similar to what was applied at Opportunity Way Park. The depth of sand mix may need to be increased if caliche veins and excessive amounts of cobble are churned up during the grading process, in order to keep the final grade sufficiently above the caliche layers to accommodate turf growth and drainage.

Attachment

- Western Technologies’ Geotechnical Evaluation Report

Western Technologies Inc.

GEOTECHNICAL EVALUATION REPORT

NEW DOG PARKS
Meridian Court and Parker Court
Anthem, Arizona
WT Reference No. 2127JI143

PREPARED FOR:
Anthem Community Council
3701 West Anthem Way Suite 201
Anthem, Arizona
Attn: Dawn Dworak

September 1, 2017

Matthew R. Kleinholz, E.I.T.
Geotechnical Engineer

Registered Professional Engineer (Civil) CERTIFICATE NO. 27947 RANDOLPH MARWIG Date Signed 9-1-17 ARIZONA, U.S.A.
Expires 06/30/18

Randolph Marwig, P.E.
Senior Geotechnical Engineer

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Motzz Soil Report and Recommendations

GEOTECHNICAL EVALUATION
NEW DOG PARKS
MERIDIAN COURT AND PARKER COURT
ANTHEM, ARIZONA
WT NO. 2127JI143

1.0 PURPOSE

This report contains the results of our geotechnical evaluation for the proposed dog parks, and was performed in general accordance with our contract. The purpose of our services is to provide information and recommendations regarding:

- Subsurface conditions
- Foundation design parameters
- Lateral earth pressures
- Slabs-on-grade
- Drainage
- Pavements
- Excavation conditions
- Earthwork, including site preparation, fill placement, and suitability of existing soils for fill materials, and compaction

Results of the field exploration, field and laboratory tests are presented in the Appendices.

2.0 PROJECT DESCRIPTION

The Community Board wishes to perform site exploration on the proposed two dog park sites (Parker Court and Meridian Court) in order to gather enough information to make a final site selection. Three near-surface soil samples per dog park (six total for the project) were tested by the agronomy laboratory to determine soil ingredients (constituents) and recommended amendments required for dog park lawn and landscaping construction. Additionally, 5 excavations per proposed dog park were performed to obtain “depth of soil horizon/soil profile” samples. The borings will be excavated to depths of 10 feet below the existing ground surface or until refusal to excavation is encountered. The boring logs will indicate soil layers and depth of caliche (if encountered) for future aid in designing the dog park. Soil samples collected from the excavations were tested for applicable engineering properties, and recommendations are provided for asphalt and concrete pavement design – indicating the pavement sections for typical park traffic and asphalt and concrete mixes that are most suitable for the soil conditions. Small ancillary structures such as restrooms are also anticipated on the sites.

3.0 SCOPE OF SERVICES

3.1 Field Exploration

Ten test pits (5 in each site) were excavated to refusal at depths ranging from two to seven feet below existing site grade. The test pits were at the approximate locations shown on the attached Test Pit Location Diagram. A field log was prepared for each test pit. These logs contain visual classifications of the materials encountered during excavation as well as interpolation of the subsurface conditions between samples. Final logs, included in Appendix A, represent our interpretation of the field logs and may include modifications based on laboratory observations and tests of the field samples. The final logs describe the materials encountered, their thicknesses, and the locations where samples were obtained.

The Unified Soil Classification System was used to classify soils. The soil classification symbols appear on the test pit logs and are briefly described in Appendix A. Local and regional geologic characteristics were used to estimate the seismic design criteria.

3.2 Laboratory Analyses

Laboratory analyses were performed on representative soil samples to aid in material classification and to estimate pertinent engineering properties of the on-site soils for preparation of this report. The following tests were performed in general accordance with applicable procedures, and the results are presented in Appendix B.

- Sieve analysis
- Liquid limit and plasticity index
- Soil Agronomy

3.3 Analyses and Report

This geotechnical engineering report includes a description of the project, a discussion of the field and laboratory testing programs, a discussion of the subsurface conditions, and design recommendations as appropriate to its purpose. The scope of services does not include any environmental assessment of the site, discovery of UST's or other underground structures, or identification of contaminated or hazardous materials or conditions. If the Client is concerned about the possibility of such contamination, we are available to discuss the scope of such other and further studies with you.

4.0 SITE CONDITIONS

4.1 Surface

4.1.1 Meridian Court

At the time of our exploration, the site was essentially undeveloped native desert. The ground surface was relatively flat and contained a moderate growth of native shrubs and trees. Site drainage trended to the northwest towards a wash as sheet surface flow. Other site features included a walking trail throughout the property.

4.1.2 Parker Court

At the time of our exploration, the site was essentially undeveloped native desert on a hillside. The ground surface was gently sloping to the northeast and contained a heavy growth of native bushes and trees. Site drainage trended to the northeast towards the EPCOR water treatment facility as sheet surface flow.

4.2 Subsurface

4.2.1 Meridian Court

As presented on test pit logs, surface soils to depths of about two feet consist of Sandy CLAY of medium plasticity. The materials underlying the surface soils and extending to the full depth of exploration consist of very dense and heavily cemented CALICHE. Refusal to excavation occurred on the hard caliche at depths of about 2 to 5.5 feet. A detailed description of the soils encountered can be found on the test pit logs in Appendix A.

4.2.2 Parker Court

As presented on test pit logs, surface soils to depths of about 1 to 2.5 feet consist of Sandy SILT of nil plasticity. The materials underlying the surface soils and extending to the full depth of exploration consist of very dense and heavily cemented CALICHE. Refusal to excavation occurred on the hard caliche at depths of about 2 to 7 feet. A detailed description of the soils encountered can be found on the test pit logs in Appendix A.

5.0 GEOTECHNICAL PROPERTIES & ANALYSIS

5.1 Laboratory Tests

Near surface soils at Meridian Court are of medium plasticity. Slabs-on-grade supported on on-site soils have a medium to high potential for heaving if the water content of the soil increases. Near surface soils at Parker Court are of low to nil plasticity. Slabs-on-grade supported on site soils have a low to very low potential for heaving if the moisture content of soils below slabs increases.

The following chemical tests were performed on representative samples to aid in preparing recommendations for increasing the soils fertility in dog park lawn and landscaping areas:

- Soil Agronomy

The tests were performed by Motzz Laboratory, Inc. and the test results and recommendations are presented in Appendix B.

6.0 RECOMMENDATIONS

6.1 General

Recommendations contained in this report are based on our understanding of the project criteria described in **Section 2.0**, and the assumption that the soil and subsurface conditions are those disclosed by the test pits. Others may change the plans, final elevations, number and type of structures, foundation loads, and floor levels during design or construction. Substantially different subsurface conditions from those described herein may be encountered or become known. Any changes in the project criteria or subsurface conditions shall be brought to our attention in writing. This report does not encompass the effects, if any, of underlying geologic hazards or regional groundwater withdrawal and expresses no opinion regarding their effects on surface movements at the project site.

6.2 Design Considerations

Cobbles and heavily cemented caliche were encountered in the borings. These oversized and cemented materials, will likely present construction difficulties for foundation, utility trenches and other excavations. In cut areas and excavations, exposed oversized materials should be removed and wasted.

6.3 Shallow Foundations

The proposed ancillary structures such as restrooms or site walls can be supported by shallow spread foundations bearing on dense, native caliche and/or properly compacted engineered fill at both sites.

Alternative footing depths and allowable bearing capacities are presented in the following tabulation:

Footing Depth Below Finished Grade (ft) [1]	Allowable Bearing Capacity (psf)
1.5	1500

[1] Finished grade is the lowest adjacent grade for perimeter footings and floor level for interior footings.

We anticipate that differential settlement of the proposed structures, supported as recommended, should be less than ¾ of an inch. Additional foundation movements could occur if water from any source infiltrates the foundation soils. Therefore, proper drainage should be provided in the final design and during construction.

The allowable bearing capacities apply to dead loads plus design live load conditions. The allowable bearing capacity may be increased by one-third when considering total loads that include wind or seismic forces. Recommended minimum widths of column and wall footings are 24 inches and 16 inches, respectively.

All footings, stem walls, and masonry walls should be reinforced to reduce the potential for distress caused by differential foundation movements. The use of joints at openings or other discontinuities in masonry walls is recommended.

We recommend that the geotechnical engineer or his representative observe the footing excavations before reinforcing steel and concrete are placed. This observation is to assess whether the soils exposed are similar to those anticipated for support of the footings. Any soft, loose or unacceptable soils should be undercut to suitable materials and backfilled with approved fill materials or lean concrete. Soil backfill should be properly compacted.

6.4 Lateral Design Criteria

Lateral loads may be resisted by concrete interface friction and by passive resistance at both sites. For shallow foundations bearing on dense, undisturbed native soils and/or properly compacted fill at this site, we recommend the following lateral resistance criteria:

- Passive:
  Shallow wall footings.....300 psf/ft
  Shallow column footings.....450 psf/ft

- Coefficient of base friction.....0.45
- Coefficient of base friction when combined with passive pressure.....0.35

Earth retaining structures less than ten feet in height, above any free water surface, with level backfill and no surcharge loads, may be designed using the equivalent fluid pressure method. Recommended active equivalent fluid pressures and coefficients of base friction for unrestrained elements are:

- Active:
  Undisturbed subsoil.....35 psf/ft
  Compacted granular backfill.....30 psf/ft
  Compacted site soils.....35 psf/ft

The equivalent fluid pressures presented herein do not include the lateral pressures arising from the presence of:

- hydrostatic conditions, submergence or partial submergence
- sloping backfill, positively or negatively
- surcharge loading, permanent or temporary
- seismic or dynamic conditions

We recommend a free-draining soil layer or manufactured geosynthetic material, be constructed adjacent to the back of any retaining walls. A filter may be required between the soil backfill and drainage layer. This drainage zone should help prevent development of hydrostatic pressure on the wall. This vertical drainage zone should be tied into a gravity drainage system at the base of the wall. It is important that all backfill be properly placed and compacted. Backfill should be mechanically compacted in layers. Flooding or jetting should not be permitted. Care should be taken to not damage the walls when placing the backfill. Backfills should be observed and tested during placement.

Fill against footings, stem walls, and any retaining walls should be compacted to densities specified in **EARTHWORK**. Clayey soils should not be used as backfill against retaining walls. Compaction of each lift adjacent to walls should be accomplished with hand-operated tampers or other lightweight compactors. Overcompaction may cause excessive lateral earth pressures that could result in wall movements.

6.5 Seismic Considerations

For structural designs based upon the 2012 International Building Code, the following criteria will apply. Both soil site classes are D. S_s, the spectral acceleration for short periods, is 0.222g. S_1, the spectral acceleration for a 1-second period, is 0.068g. F_a and F_v, in accordance with Table 1613.3.3(1) and 1613.3(2) are 1.6 and 2.4, respectively.

6.6 Conventional Slab-on-Grade Support

Floor slabs can be supported on properly placed and compacted fill or approved on-site soils at both sites. The slab subgrade should be prepared by the procedures outlined in this report. A minimum 4-inch layer of base course should be provided beneath all slabs to help prevent capillary rise and a damp slab.

The use of a vapor retarder is desirable for any slab-on-grade where the floor will be covered by products using water based adhesives, wood, vinyl backed carpet, impermeable floor coatings (urethane, epoxy, acrylic terrazzo, etc.) or where the floor will be in contact with moisture sensitive equipment or product. Final determination on the use of vapor retarders should be left to the slab designer. When used, the design and installation should be in accordance with the recommendation given in ACI 302.1R and 302.2R.

If moisture sensitive equipment, product, floor coverings or impermeable floor coverings are to be placed on interior slabs-on-grade, consideration should be given to the use of a

vapor retarder. Final determination on the use of vapor retarders should be left to the slab designer.

All concrete placement and curing operations should follow the American Concrete Institute manual recommendations. Improper curing techniques and/or high slump (high water-cement ratio) could cause excessive shrinkage, cracking or curling. Concrete slabs should be allowed to cure adequately before placing vinyl or other moisture sensitive floor covering.

6.7 Drainage

The major cause of soil problems in this vicinity is moisture increase in soils below structures and slabs. Therefore, it is important that positive drainage be provided during construction and maintained throughout the life of any ancillary structures at the parks. Infiltration of water into utility or foundation excavations must be prevented during construction. It is also important that proper planning and control of any landscape and irrigation practices be performed.

In areas where sidewalks or paving do not immediately adjoin the structures, protective slopes should be provided with an outfall of 5 percent for at least 10 feet from perimeter walls. Scuppers and drainpipes should be designed to provide drainage away from the structure for a minimum of 10 feet. Backfill against footings, exterior walls, and in utility and sprinkler line trenches should be well compacted and free of all construction debris to minimize the possibility of moisture infiltration.

Water and sewer utility lines should be properly installed to avoid possible sources for subsurface saturation.

It should be understood that these recommendations will help minimize the potential for soil movement and resulting distress, but will not eliminate this potential.

6.8 Pavements

Based on existing subgrade conditions, the following pavement section is recommended for Meridian Court:

Traffic Area	Asphalt Concrete (in.)	Base Course (in.)
Passenger car parking and drives (low traffic frequency)	2.5	6

The following pavement section is recommended for Parker Court:

Traffic Area	Asphalt Concrete (in.)	Base Course (in.)
Passenger car parking and drives (low traffic frequency)	2.5	5

Due to the high static loads imposed by parked trucks in loading and unloading areas and at dumpster locations, we recommend that a rigid pavement section be considered for these areas. A minimum 6-inch thick portland cement concrete pavement is recommended for both sites.

Bituminous surfacing should be constructed of dense-graded, central plant-mix, asphalt concrete. Base course material should conform to the specification requirements for Untreated Base, Aggregate Base of the MAG specifications. The asphalt concrete should conform to the specification requirements for "½-inch" Marshall Mix of the MAG specifications.

Material and compaction requirements should conform to recommendations presented under **EARTHWORK** The gradient of paved surfaces should ensure positive drainage. Water should not pond in areas directly adjoining paved sections. The on-site clayey subgrade soils at Meridian Court may soften and lose stability if subjected to conditions that result in an increase in water content.

7.0 EARTHWORK

7.1 General

The validity of the conclusions contained in this report is based on compliance with the recommendations presented in this section. Any excavating, trenching, or disturbance that occurs after completion of the earthwork must be backfilled, compacted and tested in accordance with the recommendations contained herein. If any unobserved and untested earthwork, trenching, or backfilling occurs, then the conclusions and recommendations in this report may not be relied on.

Although fills or underground facilities such as septic tanks, cesspools, basements, utilities, and dry wells were not observed, such features might be encountered during construction. These features should be handled in accordance with the recommendations of the geotechnical engineer and/or any applicable regulatory requirements. Any loose

or disturbed soils resulting from demolition should be removed or recompacted as engineered fill and any excavations should be backfilled in accordance with recommendations presented herein.

7.2 Site Clearing

Strip and remove existing vegetation, organic topsoils, debris, and any other deleterious materials from the structure and pavement areas. The building area is defined as that area within the building footprint plus 5 feet beyond the perimeter of the footprint. All exposed surfaces should be free of mounds and depressions that could prevent uniform compaction.

Sloping areas steeper than 5:1 (horizontal:vertical) should be benched to reduce the potential for slippage between existing slopes and fills. Benches should be level and wide enough to accommodate compaction and earth moving equipment.

7.3 Excavation

Excavations penetrating the underlying caliche at both sites will require the use of heavy-duty, specialized equipment to facilitate removal. The speed and ease of excavation are dependent on the nature of the deposit, the type of equipment used, and the skill and experience of the equipment operator.

On-site fine-grained soils may pump or become unworkable at high water contents. Workability may be improved by scarifying and drying. The use of lightweight excavation and compaction equipment may be required to minimize subgrade pumping.

The soils to be penetrated by the proposed excavations may vary significantly across the site. Our soil classifications are based solely on the materials encountered in widely spaced exploratory test pits. The contractor should verify that similar conditions exist throughout the proposed area of excavation. If different subsurface conditions are found at the time of construction, we should be contacted immediately to evaluate the conditions encountered.

7.4 Foundation Preparation

In footing areas, remove and recompact the existing soils to a minimum depth of 12 inches below the bottom of footings or 2 feet below existing site grades, whichever is deeper. Removal and recompaction should extend a minimum of 2 feet beyond the footing edges. Removal may be terminated at a shallower depth if heavily cemented soils is encountered.

7.5 Conventional Interior Slab Preparation

Scarify, moisten or dry as required, and compact all subgrade soils to a minimum depth of 8 inches. The subgrade preparation is to be accomplished in a manner that will result in uniform water contents and densities after compaction.

7.6 Pavement Preparation

The subgrade should be scarified, moistened as required, and recompacted for a minimum depth of 8 inches prior to placement of fill and pavement materials.

7.7 Placement and Compaction

a. Place and compact fill in horizontal lifts, using equipment and procedures that will produce recommended water contents and densities throughout the lift.
b. Uncompacted fill lifts should not exceed 10 inches.
c. Materials should be compacted to the following:

Material	Minimum Percent Compaction (ASTM D698)
• On-site and imported soil, reworked and fill:	
Below footings	95
Below slabs-on-grade	90
Below pavement	95
• Aggregate base below slabs	90
• Aggregate base below pavement	100
• Nonstructural backfill	90

On-site clayey soils should be compacted within a water content range of optimum to two percent above optimum. Imported and on-site granular soils should be compacted within a water content range of two percent below to three percent above optimum.

7.8 Compliance

Recommendations for foundations, slabs-on-grade, and pavements supported on compacted fills or prepared subgrade depend upon compliance with the **EARTHWORK** recommendations. To assess compliance, observation and testing should be performed under the direction of a WT geotechnical engineer. Please contact us to provide these observation and testing services.

8.0 PLAN REVIEW

Foundation and grading plans were not available at the time of this report. WT should be retained to review the final plans to determine if they are consistent with the recommendations presented in this report. If the Client does not retain WT to review the plans and specifications, WT shall have no responsibility for the suitability of the plans for project application.

9.0 ADDITIONAL SERVICES

The recommendations provided in this report are based on the assumption that a sufficient schedule of tests and observations will be performed during construction to verify compliance. At a minimum, these tests and observations should be comprised of the following:

- Observations and testing during site preparation and earthwork;
- Observation of foundation excavations; and
- Consultation as may be required during construction.

Retaining the geotechnical engineer who developed your report to provide construction observation is the best way to verify compliance, and to help you manage the risks associated with unanticipated conditions.

10.0 LIMITATIONS

This report has been prepared assuming the project criteria described in Section 2.0. If changes in the project criteria occur, or if different subsurface conditions are encountered or become known, the conclusions and recommendations presented herein shall become invalid. In any such

event, contact WT to assess the effect that such variations may have on our conclusions and recommendations. If WT is not retained for the construction observation and testing services to determine compliance with this report, our professional responsibility is accordingly limited.

The recommendations presented are based entirely upon data derived from a limited number of samples obtained from widely spaced borings. The attached logs are indicators of subsurface conditions only at the specific locations and times noted. This report assumes the uniformity of the geology and soil structure between borings, however variations can and often do exist. Whenever any deviation, difference or change is encountered or becomes known, WT should be contacted.

This report is for the exclusive benefit of our client alone. There are no intended third-party beneficiaries of our contract with the client or this report, and nothing contained in the contract or this report shall create any express or implied contractual or any other relationship with, or claim or cause of action for, any third party against WT.

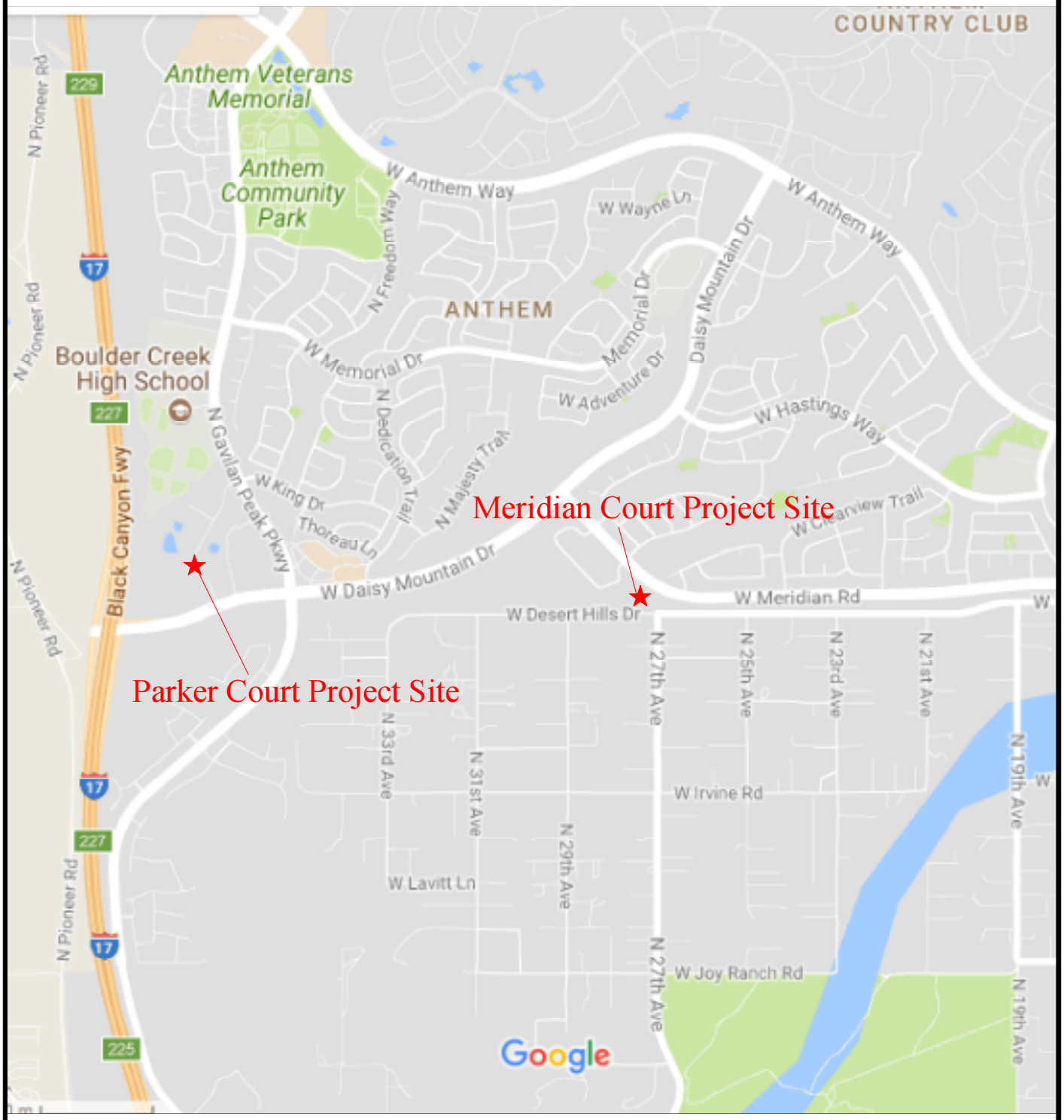
This report is valid until the earlier of one year from the date of issuance, a change in circumstances, or discovered variations. After expiration, no person or entity shall have any right to rely on this report without the express written authorization of WT.

11.0 CLOSURE

We prepared this report as an aid to the designers of the proposed project. The comments, statements, recommendations and conclusions set forth in this report reflect the opinions of the authors. These opinions are based upon data obtained at the location of the borings, and from laboratory tests. Work on your project was performed in accordance with generally accepted standards and practices utilized by professionals providing similar services in this locality. No warranty, express or implied, is made.

NORTH

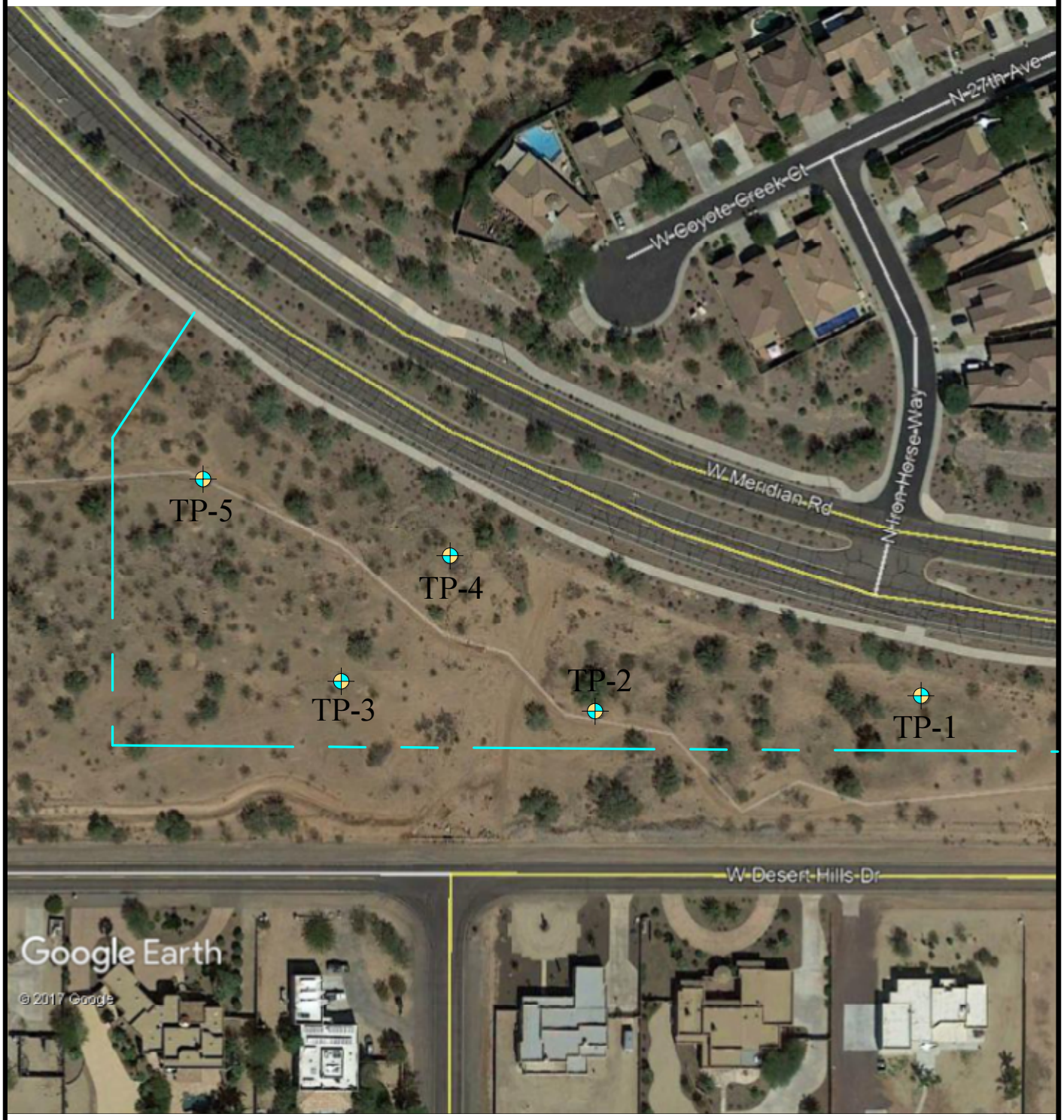
NOT TO SCALE



Geotechnical Environmental Inspections Materials Western Technologies Inc. The Quality People Since 1955	**PROJECT VICINITY MAP** PROPSOSED DOG PARKS Meridian Court and Parker Court Anthem, Arizona WT Job No. 2127JI143	**PLATE 1**

NORTH

NOT TO SCALE



LEGEND

Approximate Boring Location

Project Boundary Line

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BORING LOCATION DIAGRAM

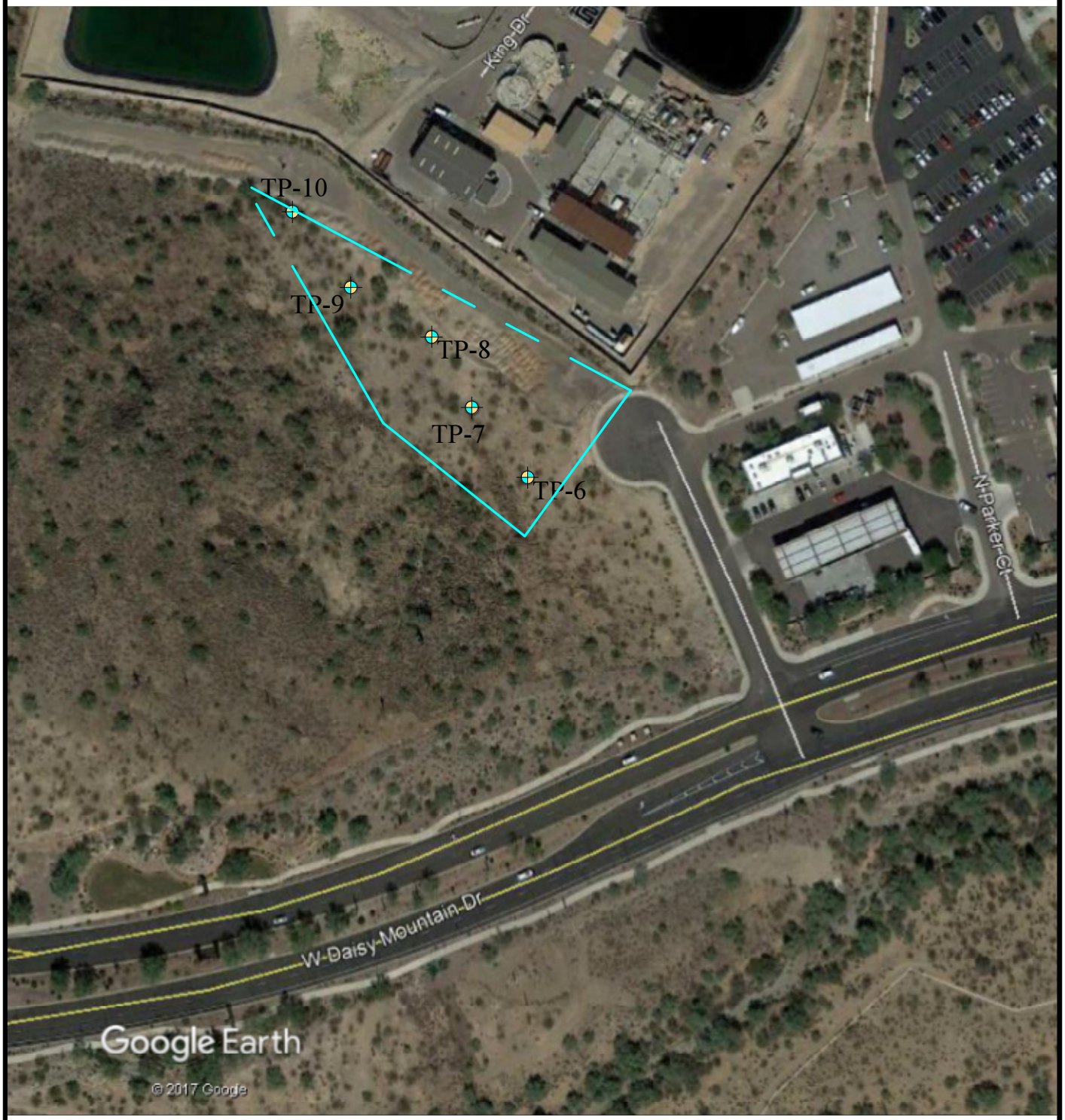
PROPOSED DOG PARKS
Meridian Court
Anthem, Arizona

WT Job No. 2127JI143

PLATE 2

NORTH

NOT TO SCALE



LEGEND

Approximate Boring Location

Project Boundary Line

Geotechnical
Environmental
Inspections
Materials

Western Technologies Inc.
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BORING LOCATION DIAGRAM

PROPOSED DOG PARKS
Parker Court
Anthem, Arizona

WT Job No. 2127JI143

PLATE 3

Allowable Soil Bearing Capacity	The recommended maximum contact stress developed at the interface of the foundation element and the supporting material.
Backfill	A specified material placed and compacted in a confined area.
Base Course	A layer of specified aggregate material placed on a subgrade or subbase.
Base Course Grade	Top of base course.
Bench	A horizontal surface in a sloped deposit.
Caisson/Drilled Shaft	A concrete foundation element cast in a circular excavation which may have an enlarged base (or belled caisson).
Concrete Slabs-On-Grade	A concrete surface layer cast directly upon base course, subbase or subgrade.
Crushed Rock Base Course	A base course composed of crushed rock of a specified gradation.
Differential Settlement	Unequal settlement between or within foundation elements of a structure.
Engineered Fill	Specified soil or aggregate material placed and compacted to specified density and/or moisture conditions under observations of a representative of a soil engineer.
Existing Fill	Materials deposited through the action of man prior to exploration of the site.
Existing Grade	The ground surface at the time of field exploration.
Expansive Potential	The potential of a soil to expand (increase in volume) due to absorption of moisture.
Fill	Materials deposited by the actions of man.
Finished Grade	The final grade created as a part of the project.
Gravel Base Course	A base course composed of naturally occurring gravel with a specified gradation.
Heave	Upward movement.
Native Grade	The naturally occurring ground surface.
Native Soil	Naturally occurring on-site soil.
Rock	A natural aggregate of mineral grains connected by strong and permanent cohesive forces. Usually requires drilling, wedging, blasting or other methods of extraordinary force for excavation.
Sand and Gravel Base Course	A base course of sand and gravel of a specified gradation.
Sand Base Course	A base course composed primarily of sand of a specified gradation.
Scarify	To mechanically loosen soil or break down existing soil structure.
Settlement	Downward movement.
Soil	Any unconsolidated material composed of discrete solid particles, derived from the physical and/or chemical disintegration of vegetable or mineral matter, which can be separated by gentle mechanical means such as agitation in water.
Strip	To remove from present location.
Subbase	A layer of specified material placed to form a layer between the subgrade and base course.
Subbase Grade	Top of subbase.
Subgrade	Prepared native soil surface.

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COARSE-GRAINED SOILS

LESS THAN 50% FINES

GROUP SYMBOLS	DESCRIPTION	MAJOR DIVISIONS
GW	WELL-GRADED GRAVEL OR WELL-GRADED GRAVEL WITH SAND, LESS THAN 5% FINES	GRAVELS MORE THAN HALF OF COARSE FRACTION IS LARGER THAN NO. 4 SIEVE SIZE
GP	POORLY-GRADED GRAVEL OR POORLY-GRADED GRAVEL WITH SAND, LESS THAN 5% FINES	
GM	SILTY GRAVEL OR SILTY GRAVEL WITH SAND, MORE THAN 12% FINES	
GC	CLAYEY GRAVEL OR CLAYEY GRAVEL WITH SAND, MORE THAN 12% FINES	
SW	WELL-GRADED SAND OR WELL-GRADED SAND WITH GRAVEL, LESS THAN 5% FINES	SANDS MORE THAN HALF OF COARSE FRACTION IS SMALLER THAN NO. 4 SIEVE SIZE
SP	POORLY-GRADED SAND OR POORLY-GRADED SAND WITH GRAVEL, LESS THAN 5% FINES	
SM	SILTY SAND OR SILTY SAND WITH GRAVEL, MORE THAN 12% FINES	
SC	CLAYEY SAND OR CLAYEY SAND WITH GRAVEL, MORE THAN 12% FINES	

NOTE: Coarse-grained soils receive dual symbols if they contain 5% to 12% fines (e.g., SW-SM, GP-GC).

FINE-GRAINED SOILS

MORE THAN 50% FINES

GROUP SYMBOLS	DESCRIPTION	MAJOR DIVISIONS
ML	SILT, SILT WITH SAND OR GRAVEL, SANDY SILT, OR GRAVELLY SILT	SILTS AND CLAYS LIQUID LIMIT LESS THAN 50
CL	LEAN CLAY OF LOW TO MEDIUM PLASTICITY, SANDY CLAY, OR GRAVELLY CLAY	
OL	ORGANIC SILT OR ORGANIC CLAY OF LOW TO MEDIUM PLASTICITY	
MH	ELASTIC SILT, SANDY ELASTIC SILT, OR GRAVELLY ELASTIC SILT	SILTS AND CLAYS LIQUID LIMIT MORE THAN 50
CH	FAT CLAY OF HIGH PLASTICITY, SANDY FAT CLAY, OR GRAVELLY FAT CLAY	
OH	ORGANIC SILT OR ORGANIC CLAY OF HIGH PLASTICITY	
PT	PEAT AND OTHER HIGHLY ORGANIC SOILS	HIGHLY ORGANIC SOILS

NOTE: Fine-grained soils may receive dual classification based upon plasticity characteristics (e.g. CL-ML).

SOIL SIZES

COMPONENT	SIZE RANGE
BOULDERS	Above 12 in.
COBBLES	3 in. – 12 in.
GRAVEL	No. 4 – 3 in.
Coarse	¾ in. – 3 in.
Fine	No. 4 – ¾ in.
SAND	No. 200 – No. 4
Coarse	No. 10 – No. 4
Medium	No. 40 – No. 10
Fine	No. 200 – No. 40
Fines (Silt or Clay)	Below No. 200

NOTE: Only sizes smaller than three inches are used to classify soils

CONSISTENCY

CLAYS & SILTS	BLOWS PER FOOT
VERY SOFT	0 – 2
SOFT	3 – 4
FIRM	5 – 8
STIFF	9 – 15
VERY STIFF	16 – 30
HARD	OVER 30

RELATIVE DENSITY

SANDS & GRAVELS	BLOWS PER FOOT
VERY LOOSE	0 – 4
LOOSE	5 – 10
MEDIUM DENSE	11 – 30
DENSE	31 – 50
VERY DENSE	OVER 50

NOTE: Number of blows using 140-pound hammer falling 30 inches to drive a 2-inch-OD (1⅜-inch ID) split-barrel sampler (ASTM D1586).

PLASTICITY OF FINE GRAINED SOILS

PLASTICITY INDEX	TERM
0	NON-PLASTIC
1 – 7	LOW
8 – 20	MEDIUM
Over 20	HIGH

DEFINITION OF WATER CONTENT

DRY
SLIGHTLY DAMP
DAMP
MOIST
WET
SATURATED

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The number shown in **"TEST PIT"** refers to the approximate location of the same number indicated on the "Test Pit Location Diagram" as positioned in the field by pacing or measurement from property lines and/or existing features, or through the use of Global Positioning System (GPS) devices. The accuracy of GPS devices is variable.

"EQUIPMENT TYPE" refers to the equipment used in the excavation of the test pit, and may include the width of the bucket on the excavator and the use of “rock” teeth or attachments.

"SAMPLE TYPE" refers to the form of sample recovery, in which **N** = Split-barrel sample, **R** = Ring sample, **G** = Grab Sample, **CS** = California style split-barrel sample, **B** = Bucket sample.

"USCS" refers to the “Unified Soil Classification System” Group Symbol for the soil type as defined by ASTM D2487 and D2488. The soils were classified visually in the field, and where appropriate, classifications were modified by visual examination of samples in the laboratory and/or by appropriate tests.

These notes and test pit logs are intended for use in conjunction with the purposes of our services defined in the text. Test pit log data should not be construed as part of the construction plans nor as defining construction conditions.

The Test Pit logs depict our interpretations of subsurface conditions at the locations and on the date(s) noted. Variations in subsurface conditions and characteristics may occur between test pits. Groundwater levels may fluctuate due to seasonal variations and other factors.

The stratification lines shown on the test pit logs represent our interpretation of the approximate boundary between soil or rock types based upon visual field classification at the test pit location. The transition between materials is approximate and may be more or less gradual than indicated.

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DATE DRILLED: **8-17-17**
LOCATION: **See Location Diagram**
ELEVATION: **Not Determined**

TEST PIT NO. 1

EQUIPMENT TYPE: **John Deere 310 Backhoe**
DRILLING TYPE: **24" Bucket**
FIELD ENGINEER: **M. Kleinholz**

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				CL		Sandy CLAY; with gravel, light brown, trace cobbles
						SM		CALICHE; white, increase in gravel content, heavily cemented
					5			**Excavation Refusal at 5.5 Feet on Heavily Cemented Caliche**

N- STANDARD SAMPLER
R- RING SAMPLER
B- BULK SAMPLE
G- GRAB SAMPLE
M- MODIFIED SAMPLER - (no rings)

NOTES: **Groundwater Not Encountered**

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

Geotechnical Environmental Inspections Materials

Western Technologies Inc.
The Quality People
Since 1955

PROJECT: **NEW DOG PARKS**
LOCATION: **ANTHEM, ARIZONA**
PROJECT NO.: **2127JI143**

PLATE **A-4**

TEST PIT LOG

DATE DRILLED: **8-17-17**
LOCATION: **See Location Diagram**
ELEVATION: **Not Determined**

TEST PIT NO. 2

EQUIPMENT TYPE: **John Deere 310 Backhoe**
DRILLING TYPE: **24" Bucket**
FIELD ENGINEER: **M. Kleinholz**

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				CL		Sandy CLAY; with gravel, brown, damp
						SM		CALICHE; with gravel and cobbles, white-gray, damp, heavily cemented
					5			**Excavation Refusal at 3 Feet on Heavily Cemented Caliche**

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

N- STANDARD SAMPLER
R- RING SAMPLER
B- BULK SAMPLE
G- GRAB SAMPLE
M- MODIFIED SAMPLER - (no rings)

NOTES: **Groundwater Not Encountered**

Geotechnical Environmental Inspections Materials

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PROJECT: **NEW DOG PARKS**
LOCATION: **ANTHEM, ARIZONA**
PROJECT NO.: **2127JI143**

PLATE **A-5**

TEST PIT LOG

DATE DRILLED: **8-17-17**
LOCATION: **See Location Diagram**
ELEVATION: **Not Determined**

TEST PIT NO. 3

EQUIPMENT TYPE: **John Deere 310 Backhoe**
DRILLING TYPE: **24" Bucket**
FIELD ENGINEER: **M. Kleinholz**

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				CL		Sandy CLAY; with gravel, brown, damp
						SM		CALICHE; with gravel, white-gray, damp, heavily cemented
								with cobbles
					5			**Excavation Terminated at 5 Feet on Heavily Cemented Caliche**

N- STANDARD SAMPLER
R- RING SAMPLER
B- BULK SAMPLE
G- GRAB SAMPLE
M- MODIFIED SAMPLER - (no rings)

NOTES: **Groundwater Not Encountered**

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

Geotechnical Environmental Inspections Materials

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Since 1955

PROJECT: **NEW DOG PARKS**
LOCATION: **ANTHEM, ARIZONA**
PROJECT NO.: **2127JI143**

PLATE **A-6**

TEST PIT LOG

DATE DRILLED: **8-17-17**
LOCATION: **See Location Diagram**
ELEVATION: **Not Determined**

TEST PIT NO. 4

EQUIPMENT TYPE: **John Deere 310 Backhoe**
DRILLING TYPE: **24" Bucket**
FIELD ENGINEER: **M. Kleinholz**

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
						CL		Sandy CLAY; with gravel, brown, slightly damp
		G				SM		CALICHE; with gravel and cobbles, white-brown, slightly damp, heavily cemented
					5			**Excavation Refusal at 3.5 Feet on Heavily Cemented Caliche**

N- STANDARD SAMPLER
R- RING SAMPLER
B- BULK SAMPLE
G- GRAB SAMPLE
M- MODIFIED SAMPLER - (no rings)

NOTES: **Groundwater Not Encountered**

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

Geotechnical Environmental Inspections Materials

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PROJECT: **NEW DOG PARKS**
LOCATION: **ANTHEM, ARIZONA**
PROJECT NO.: **2127JI143**

PLATE **A-7**

TEST PIT LOG

DATE DRILLED: **8-17-17**
LOCATION: **See Location Diagram**
ELEVATION: **Not Determined**

TEST PIT NO. 5

EQUIPMENT TYPE: **John Deere 310 Backhoe**
DRILLING TYPE: **24" Bucket**
FIELD ENGINEER: **M. Kleinholz**

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				CL		Sandy CLAY; with gravel, brown, damp
						SM		CALICHE; with gravel and cobbles, white-brown, slightly damp, heavily cemented
					5			**Excavation Refusal at 2 Feet on Heavily Cemented Caliche**

N- STANDARD SAMPLER
R- RING SAMPLER
B- BULK SAMPLE
G- GRAB SAMPLE
M- MODIFIED SAMPLER - (no rings)

NOTES: **Groundwater Not Encountered**

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

Geotechnical Environmental Inspections Materials

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PROJECT: **NEW DOG PARKS**
LOCATION: **ANTHEM, ARIZONA**
PROJECT NO.: **2127JI143**

PLATE **A-8**

TEST PIT LOG

DATE DRILLED: **8-17-17**
LOCATION: **See Location Diagram**
ELEVATION: **Not Determined**

TEST PIT NO. 6

EQUIPMENT TYPE: **John Deere 310 Backhoe**
DRILLING TYPE: **24" Bucket**
FIELD ENGINEER: **M. Kleinholz**

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				SM		Silty SAND; with gravel, brown, damp
						GM		CALICHE; with gravel; white-brown, slightly damp, trace cobbles, moderate cementation
					5			**Excavation Terminated at 7 Feet**

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

N- STANDARD SAMPLER
R- RING SAMPLER
B- BULK SAMPLE
G- GRAB SAMPLE
M- MODIFIED SAMPLER - (no rings)

NOTES: **Groundwater Not Encountered**

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PROJECT: **NEW DOG PARKS**
LOCATION: **ANTHEM, ARIZONA**
PROJECT NO.: **2127JI143**

PLATE **A-9**

TEST PIT LOG

DATE DRILLED: **8-17-17**
LOCATION: **See Location Diagram**
ELEVATION: **Not Determined**

TEST PIT NO. 7

EQUIPMENT TYPE: **John Deere 310 Backhoe**
DRILLING TYPE: **24" Bucket**
FIELD ENGINEER: **M. Kleinholz**

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				SM		Silty SAND; with gravel, brown, slightly damp
						GM		CALICHE; white-brown, slightly damp, heavily cemented
					5			**Excavation Refusal at 3 Feet on Heavily Cemented Caliche**

N- STANDARD SAMPLER
R- RING SAMPLER
B- BULK SAMPLE
G- GRAB SAMPLE
M- MODIFIED SAMPLER - (no rings)

NOTES: **Groundwater Not Encountered**

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

Geotechnical Environmental Inspections Materials

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PROJECT: **NEW DOG PARKS**
LOCATION: **ANTHEM, ARIZONA**
PROJECT NO.: **2127JI143**

PLATE **A-10**

TEST PIT LOG

DATE DRILLED: **8-17-17**
LOCATION: **See Location Diagram**
ELEVATION: **Not Determined**

TEST PIT NO. 8

EQUIPMENT TYPE: **John Deere 310 Backhoe**
DRILLING TYPE: **24" Bucket**
FIELD ENGINEER: **M. Kleinholz**

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				SM		Silty SAND; with gravel, brown, slightly damp
						GM		CALICHE; with gravel, white, slightly damp, trace cobbles, moderate cementation
					5			**Excavation Terminated at 6 Feet**

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

N- STANDARD SAMPLER
R- RING SAMPLER
B- BULK SAMPLE
G- GRAB SAMPLE
M- MODIFIED SAMPLER - (no rings)

NOTES: **Groundwater Not Encountered**

Geotechnical Environmental Inspections Materials

Western Technologies Inc.
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Since 1955

PROJECT: **NEW DOG PARKS**
LOCATION: **ANTHEM, ARIZONA**
PROJECT NO.: **2127JI143**

PLATE **A-11**

TEST PIT LOG

DATE DRILLED: **8-17-17**
LOCATION: **See Location Diagram**
ELEVATION: **Not Determined**

TEST PIT NO. 9

EQUIPMENT TYPE: **John Deere 310 Backhoe**
DRILLING TYPE: **24" Bucket**
FIELD ENGINEER: **M. Kleinholz**

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
						SM		Silty SAND; with gravel, brown, slightly damp
		G				GM		CALICHE; with gravel, white, damp, heavily cemented
								Excavation Refusal at 4.5 Feet on Heavily Cemented Caliche
					5			

N- STANDARD SAMPLER
R- RING SAMPLER
B- BULK SAMPLE
G- GRAB SAMPLE
M- MODIFIED SAMPLER - (no rings)

NOTES: **Groundwater Not Encountered**

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

Geotechnical Environmental Inspections Materials

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PROJECT: **NEW DOG PARKS**
LOCATION: **ANTHEM, ARIZONA**
PROJECT NO.: **2127JI143**

PLATE **A-12**

TEST PIT LOG

DATE DRILLED: **8-17-17**
LOCATION: **See Location Diagram**
ELEVATION: **Not Determined**

TEST PIT NO. 10

EQUIPMENT TYPE: **John Deere 310 Backhoe**
DRILLING TYPE: **24" Bucket**
FIELD ENGINEER: **M. Kleinholz**

MOISTURE CONTENT (% OF DRY WT.)	DRY DENSITY (LBS/CU FT)	SAMPLE TYPE	SAMPLE	BLOWS/FT.	DEPTH (FEET)	USCS	GRAPHIC	SOIL DESCRIPTION
		G				SM		Silty SAND; with gravel and cobbles, brown, damp
						GM		CALICHE; with gravel and cobbles, white-brown, slightly damp, heavily cemented
					5			**Excavation Refusal at 2 Feet on Heavily Cemented Caliche**

N- STANDARD SAMPLER
R- RING SAMPLER
B- BULK SAMPLE
G- GRAB SAMPLE
M- MODIFIED SAMPLER - (no rings)

NOTES: **Groundwater Not Encountered**

THIS SUMMARY APPLIES ONLY AT THIS LOCATION AND AT THE TIME OF LOGGING. CONDITIONS MAY DIFFER AT OTHER LOCATIONS AND MAY CHANGE AT THIS LOCATION WITH TIME. DATA PRESENTED IS A SIMPLIFICATION.

Geotechnical Environmental Inspections Materials

Western Technologies Inc.
The Quality People
Since 1955

PROJECT: **NEW DOG PARKS**
LOCATION: **ANTHEM, ARIZONA**
PROJECT NO.: **2127JI143**

PLATE
A-13

TEST PIT LOG

Test Pit No.	Depth (ft.)	USCS Class.	Initial Dry Density (pcf)	Initial Water Content (%)	Compression Properties			Expansion Properties		Plasticity		Percent Passing #200	Soluble Sulfate (ppm)	Remarks
					Surcharge (ksf)	Total Compression (%)		Surcharge (ksf)	Expansion (%)	Liquid Limit	Plasticity Index			
						In-Situ	After Saturation							
1	0-2	CL								35	16	61		
6	0-1.5	ML								--	NP	53		

Notes: Initial Dry Density and Initial Water Content are in-situ values unless otherwise noted.
NP = Non-Plastic

Remarks

1. Compacted density (approx. 95% of ASTM D698 max. density at moisture content slightly below optimum.)
2. Submerged to approximate saturation.
3. Slight rebound after saturation.
4. Sample disturbance observed.

Geotechnical Environmental Inspections Materials

Western Technologies Inc.
The Quality People
Since 1955

wt-us.com

PROJECT: NEW DOG PARKS
JOB NO.: 2127JI143

SOIL PROPERTIES

PLATE

B-1

MOTZZ LABORATORY, INC.

Soil Analysis Report

Western Technologies
Mike Whitman
3737 E Broadway Road
Phoenix , AZ 85040

Project: 2127JI143
Date Received: 8/18/2017
Date Reported: 8/21/2017
PO Number: 2147P1404

Lab Number: 922403-1 **TP1 (0-3') Lab# 81444** **Landscape**

Soil Complete Test	Method	Result	Units	Levels
pH	1:1	8.1	SU	High
Electrical Conductivity, EC	1:1	0.45	dS/m	Low
Calcium, Ca	NH4OAc (pH 8.5)	6,000	ppm	Very High
Magnesium, Mg	NH4OAc (pH 8.5)	160	ppm	High
Sodium, Na	NH4OAc (pH 8.5)	51	ppm	Medium
Potassium, K	NH4OAc (pH 8.5)	260	ppm	High
Zinc, Zn	DTPA	0.14	ppm	Low
Iron, Fe	DTPA	9.2	ppm	High
Manganese, Mn	DTPA	2.7	ppm	Medium
Copper, Cu	DTPA	0.89	ppm	High
Nickel, Ni	DTPA	0.12	ppm	
Nitrate-N, NO3-N	Cd-Reduction	2.8	ppm	Low
Phosphate-P, PO4-P	Olsen	2.5	ppm	Low
Sulfate-S, SO4-S	Hot Water	11	ppm	High
Boron, B	Hot Water	0.80	ppm	Medium
Free Lime, FL	Acid Test	High		
ESP	Calculated	0.7	%	
CEC	Calculated	32.2	meq/100g	

Levels are generalized and apply to most cropping environments.
- Low means a high probability that applying nutrient will elicit a growth response.
Medium means a moderate probability of plant growth from application.
High means little or no response expected from application of this nutrient.
Very High means adding the nutrient may reduce growth or cause imbalance.

MOTZZ LABORATORY, INC.

Soil Analysis Report

Western Technologies
Mike Whitman
3737 E Broadway Road
Phoenix , AZ 85040

Project: 2127JI143
Date Received: 8/18/2017
Date Reported: 8/21/2017
PO Number: 2147P1404

Lab Number: 922403-2 **TP3 (0-24") Lab# 81446** **Landscape**

Soil Complete Test	Method	Result	Units	Levels
pH	1:1	8.4	SU	Very High
Electrical Conductivity, EC	1:1	0.66	dS/m	Medium
Calcium, Ca	NH4OAc (pH 8.5)	6,000	ppm	Very High
Magnesium, Mg	NH4OAc (pH 8.5)	360	ppm	Very High
Sodium, Na	NH4OAc (pH 8.5)	450	ppm	Very High
Potassium, K	NH4OAc (pH 8.5)	250	ppm	High
Zinc, Zn	DTPA	0.10	ppm	Low
Iron, Fe	DTPA	12	ppm	High
Manganese, Mn	DTPA	2.6	ppm	Medium
Copper, Cu	DTPA	1.1	ppm	High
Nickel, Ni	DTPA	0.13	ppm	
Nitrate-N, NO3-N	Cd-Reduction	7.9	ppm	Low
Phosphate-P, PO4-P	Olsen	6.2	ppm	Low
Sulfate-S, SO4-S	Hot Water	14	ppm	High
Boron, B	Hot Water	1.7	ppm	Medium
Free Lime, FL	Acid Test	High		
ESP	Calculated	5.5	%	
CEC	Calculated	35.6	meq/100g	

Levels are generalized and apply to most cropping environments.
- Low means a high probability that applying nutrient will elicit a growth response.
Medium means a moderate probability of plant growth from application.
High means little or no response expected from application of this nutrient.
Very High means adding the nutrient may reduce growth or cause imbalance.

MOTZZ LABORATORY, INC.

Soil Analysis Report

Western Technologies
Mike Whitman
3737 E Broadway Road
Phoenix , AZ 85040

Project: 2127JI143
Date Received: 8/18/2017
Date Reported: 8/21/2017
PO Number: 2147P1404

Lab Number: 922403-3 **TP6 (0-18") Lab# 81448** **Landscape**

Soil Complete Test	Method	Result	Units	Levels
pH	1:1	8.3	SU	High
Electrical Conductivity, EC	1:1	0.28	dS/m	Low
Calcium, Ca	NH4OAc (pH 8.5)	4,700	ppm	Very High
Magnesium, Mg	NH4OAc (pH 8.5)	160	ppm	High
Sodium, Na	NH4OAc (pH 8.5)	15	ppm	Low
Potassium, K	NH4OAc (pH 8.5)	240	ppm	Medium
Zinc, Zn	DTPA	0.16	ppm	Low
Iron, Fe	DTPA	6.5	ppm	Medium
Manganese, Mn	DTPA	3.9	ppm	Medium
Copper, Cu	DTPA	0.84	ppm	High
Nickel, Ni	DTPA	0.13	ppm	
Nitrate-N, NO3-N	Cd-Reduction	2.1	ppm	Low
Phosphate-P, PO4-P	Olsen	3.6	ppm	Low
Sulfate-S, SO4-S	Hot Water	3.8	ppm	Low
Boron, B	Hot Water	0.56	ppm	Medium
Free Lime, FL	Acid Test	High		
ESP	Calculated	0.3	%	
CEC	Calculated	25.5	meq/100g	

Levels are generalized and apply to most cropping environments.
- Low means a high probability that applying nutrient will elicit a growth response.
Medium means a moderate probability of plant growth from application.
High means little or no response expected from application of this nutrient.
Very High means adding the nutrient may reduce growth or cause imbalance.

MOTZZ LABORATORY, INC.

Soil Analysis Report

Western Technologies
Mike Whitman
3737 E Broadway Road
Phoenix , AZ 85040

Project: 2127JI143
Date Received: 8/18/2017
Date Reported: 8/21/2017
PO Number: 2147P1404

Lab Number: 922403-4 **TP8 (0-10") Lab# 81449** **Landscape**

Soil Complete Test	Method	Result	Units	Levels
pH	1:1	8.4	SU	Very High
Electrical Conductivity, EC	1:1	0.28	dS/m	Low
Calcium, Ca	NH4OAc (pH 8.5)	4,500	ppm	Very High
Magnesium, Mg	NH4OAc (pH 8.5)	140	ppm	High
Sodium, Na	NH4OAc (pH 8.5)	13	ppm	Low
Potassium, K	NH4OAc (pH 8.5)	230	ppm	Medium
Zinc, Zn	DTPA	0.47	ppm	Low
Iron, Fe	DTPA	7.8	ppm	Medium
Manganese, Mn	DTPA	5.3	ppm	Medium
Copper, Cu	DTPA	1.0	ppm	High
Nickel, Ni	DTPA	0.14	ppm	
Nitrate-N, NO3-N	Cd-Reduction	3.1	ppm	Low
Phosphate-P, PO4-P	Olsen	8.9	ppm	Low
Sulfate-S, SO4-S	Hot Water	5.8	ppm	Medium
Boron, B	Hot Water	0.52	ppm	Medium
Free Lime, FL	Acid Test	High		
ESP	Calculated	0.2	%	
CEC	Calculated	24.3	meq/100g	

Levels are generalized and apply to most cropping environments.
- Low means a high probability that applying nutrient will elicit a growth response.
Medium means a moderate probability of plant growth from application.
High means little or no response expected from application of this nutrient.
Very High means adding the nutrient may reduce growth or cause imbalance.

MOTZZ LABORATORY, INC.

Soil Analysis Report

Western Technologies
Mike Whitman
3737 E Broadway Road
Phoenix , AZ 85040

Project: 2127JI143
Date Received: 8/18/2017
Date Reported: 8/21/2017

PO Number: 2147P1404

Lab Number: 922403-5 **TP10 (0-12") Lab# 81450** **Landscape**

Soil Complete Test	Method	Result	Units	Levels
pH	1:1	8.3	SU	High
Electrical Conductivity, EC	1:1	0.35	dS/m	Low
Calcium, Ca	NH4OAc (pH 8.5)	4,500	ppm	Very High
Magnesium, Mg	NH4OAc (pH 8.5)	210	ppm	High
Sodium, Na	NH4OAc (pH 8.5)	22	ppm	Low
Potassium, K	NH4OAc (pH 8.5)	230	ppm	Medium
Zinc, Zn	DTPA	0.11	ppm	Low
Iron, Fe	DTPA	8.0	ppm	High
Manganese, Mn	DTPA	4.0	ppm	Medium
Copper, Cu	DTPA	0.84	ppm	High
Nickel, Ni	DTPA	0.18	ppm	
Nitrate-N, NO3-N	Cd-Reduction	2.9	ppm	Low
Phosphate-P, PO4-P	Olsen	3.2	ppm	Low
Sulfate-S, SO4-S	Hot Water	5.9	ppm	Medium
Boron, B	Hot Water	0.81	ppm	Medium
Free Lime, FL	Acid Test	High		
ESP	Calculated	0.4	%	
CEC	Calculated	24.9	meq/100g	

Levels are generalized and apply to most cropping environments.
- Low means a high probability that applying nutrient will elicit a growth response.
Medium means a moderate probability of plant growth from application.
High means little or no response expected from application of this nutrient.
Very High means adding the nutrient may reduce growth or cause imbalance.

MOTZZ LABORATORY, INC.

Soil Analysis Report

Western Technologies
Mike Whitman
3737 E Broadway Road
Phoenix , AZ 85040

Project: 2127JI143
Date Received: 8/18/2017
Date Reported: 8/21/2017
PO Number: 2147P1404

Lab Number: 922403-6 **TP (0-20") Lab# 81447** **Landscape**

Soil Complete Test	Method	Result	Units	Levels
pH	1:1	8.1	SU	High
Electrical Conductivity, EC	1:1	0.50	dS/m	Medium
Calcium, Ca	NH4OAc (pH 8.5)	7,100	ppm	Very High
Magnesium, Mg	NH4OAc (pH 8.5)	330	ppm	Very High
Sodium, Na	NH4OAc (pH 8.5)	62	ppm	Medium
Potassium, K	NH4OAc (pH 8.5)	320	ppm	High
Zinc, Zn	DTPA	0.11	ppm	Low
Iron, Fe	DTPA	9.9	ppm	High
Manganese, Mn	DTPA	3.1	ppm	Medium
Copper, Cu	DTPA	1.1	ppm	High
Nickel, Ni	DTPA	0.20	ppm	
Nitrate-N, NO3-N	Cd-Reduction	2.9	ppm	Low
Phosphate-P, PO4-P	Olsen	3.2	ppm	Low
Sulfate-S, SO4-S	Hot Water	4.4	ppm	Low
Boron, B	Hot Water	0.52	ppm	Medium
Free Lime, FL	Acid Test	High		
ESP	Calculated	0.7	%	
CEC	Calculated	39.3	meq/100g	

Levels are generalized and apply to most cropping environments.
- Low means a high probability that applying nutrient will elicit a growth response.
Medium means a moderate probability of plant growth from application.
High means little or no response expected from application of this nutrient.
Very High means adding the nutrient may reduce growth or cause imbalance.

Victoria Normandin, LLC
Email: vicn@cox.net
602-799-7248

Date: 8/23/2017
Report: 922403 -01 through -06
Information provided by the laboratory: For landscaping material.

The pH of the soils ranges from 8.1-8.4 which is normal for the area.
EC or soluble salt is moderately low at .3-.7 dS/m. Except for sample -02, no high salt issues are present. Sample -02 contains 450 ppm Sodium and is rated high, however %ESP, Exchangeable Sodium Percentage, is only 5.5% which indicates little soil structural issues will be encountered from sodium content.
Till in 10 lbs Sulfur/1000sq.ft into soil to lower pH and increase availability of nutrients that are often unavailable at higher pH levels.

Nitrate-N is low in all samples. 2 lbs N/1000 sq.ft should be applied preplant or shortly thereafter depending on plant type and means of planting.
Phosphorus is low. 2 lb P_2O_5/1000 sq.ft should be mixed into the root zone prior to planting.
An N-P fertilize blend can be used.
Potassium is adequate for most landscaping materials.

The Ca:Mg ratio is very wide (> 20:1) in the majority of the samples. Magnesium (Epsom salt) may be needed if visual Mg deficiencies appear.

Micronutrients (Fe, Zn, Mn, Cu, B): Zn and Mn are low in nearly all samples. Add 5 lbs/A (5 lbs actual element / 2,000,000 lbs soil) of both Zinc and Manganese, or use a blended N-P fertilizer than contains minor amounts of Zn and Mn when planting.

Thank you,

Victoria Normandin

Victoria Normandin, CPAg

Note: Soil Nutrient interpretations and recommendations are based on the Soil Complete/Standard Analysis Report provided Motzz Laboratory.

anthem
community council

Memorandum

To: ACC Board of Directors

From: Taylor McCulley, Meeting & Program Manager

C: Michele DeMichele, Special Events & Civic Building Operations Director

Jenna Kohl, Community Executive Officer

Date: September 11, 2017

Re: *Resolution 2017-R-07, Amending Part 7 of the Board Policy Manual*

Recommendation

1. Effective January 1, 2018, staff recommends the hours of operation for the Anthem Civic Building be altered to better serve the community's needs. The number of operational hours will not increase or decrease; rather hours will be shifted to different days. Proposed changes are as follows:

Current hours:	**Proposed hours:**
M: 8 a.m. – 7 p.m.	M: 8 a.m. – 5 p.m.
Tu: 8 a.m. – 9 p.m.	Tu: 8 a.m. – 9 p.m.
W: 8 a.m. – 7 p.m.	W: 8 a.m. – 9 p.m.
Th: 8 a.m. – 9 p.m.	Th: 8 a.m. – 9 p.m.
F: 8 a.m. – 5 p.m.	F: 8 a.m. – 5 p.m.
Sa: 8 a.m. – Noon	Sa: 8 a.m. – Noon
Su: Closed	Su: Closed

2. Effective immediately, staff recommends various changes to Part 7 of the Board Policy Manual. Changes requested are attached in a redline document.

Background

1. Over the last few years, staff have received numerous requests to stay open past 7 p.m. on Wednesday nights. Alternatively, staff does not typically see excessive activity after 5 p.m. on Mondays. Staff feels the proposed changes would be a great way to maximize rentable space during the times the community wants and needs, without adding any additional staffing costs to the budget. *7.1.1, 7.2.4*

2. Recommended changes/additions are items that already occur during the daily operation of the Anthem Civic Building.

    a. Job title corrections: Scheduler is now referred to as Meeting & Program Manager. *Throughout document*
    b. Set-up fee: Community Room has a set-up fee of $50 for parties with 1-99 people, and $100 for parties with 100+ people. *7.1.2*
    c. Maintenance fee: Adding the $100 Maintenance Fee information that was approved in the 2016 Fee Schedule. *7.2.10*
    d. Deposit requirements: Full payment of fees due at the time of booking for meetings/events under $400. For meetings/events $400+, 50% deposit is due at the time of booking. Remaining 50% is due 1 month before the event date. *7.1.2, 7.2.11, 7.2.27, 7.2.29*

    Staff requests these changes to bring Part 7 of the Board Policy Manual up to date with current information and policies.

Attachments

- Resolution 2017-R-07, Amending Part 7 of the Board Policy Manual, Anthem Civic Building Philosophies, Rules, Regulations, and Fee Structure
- Redline Version of Changes to Part 7 of the Board Policy Manual, Anthem Civic Building Philosophies, Rules, Regulations, and Fee Structure

Resolution 2017-R-07

Anthem Community Council Board Policy Manual Part 7 Anthem Civic Building Philosophies, Rules, Regulations, and Fee Structure

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 Part 7 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, Part 7 of the Board Policy Manual shall provide as follows:

7.1.1 General Building Use Philosophies

It is the belief of the Anthem Community Council (ACC) that the Anthem Civic Building (ACB) exists for the residents of Anthem, social groups, organizations and businesses to gather in a quiet environment that is welcoming to all.

In addition to housing the Anthem Community Council offices, Home Owners Associations and Maricopa County Sheriff's Office (MCSO) substation, it serves as a multi-purpose facility intended to encourage social, cultural, civic and educational enrichment, as well as fitness activities for Anthem residents.

Programs will be developed to provide a wide-range of opportunities for the enrichment, education and self-improvement of the residents of Anthem.

It is the mission of the Anthem Community Council staff to operate the Anthem Civic Building in a courteous and professional manner; to provide outstanding customer service; and to be responsive to facility reservation requests in a timely manner.

The Anthem Civic Building operating hours will be determined by the ACC as appropriate. Events outside of the operating hours on weekdays and Saturday evenings will be considered at higher rates to cover after hours costs. Operating hours are subject to change.

The Anthem Community Council is committed to making the use of the building affordable to all with a fee structure based on type of event, space needed, day and time of event, and user. The nominal fee will cover operating costs such as staffing and room set-up. Meeting rooms will be charged on a per-hour basis.

Definitions

Resident of Anthem refers to anyone who lives in Anthem or owns property in Anthem or is a resident of Bela Rosa. Proof of residency may be required in order to receive Resident rate.

Non-resident is an individual who does not live in Anthem or own property in Anthem.

Non-profit organization refers to a corporation recognized by the state of Arizona as being a nonprofit corporation. Proof of non-profit status may be required at the time of the reservation request.

7.1.2 Building Use- Rentals and Reservations

1. A 2-hour minimum is required for all reservations outside of normal business hours.

2. Any person making the reservation must be over the age of 18 and must be present at the event.

3. In order to secure a reservation, payment in full is required for all rentals less than $100 and a signed Rental Request Form must be submitted. Rentals exceeding $100 must secure reservation by paying 50% of the rental fee, a damage deposit of $100 and submit a signed Rental Request Form.

4. The damage deposit fee is a separate fee to ensure the room is left in good condition and the terms of the rental agreement are met; it is not payment toward the room rental fee. Depending on event size, an additional deposit may be required. The remaining rental fee balance will be due one month prior to the rental date.

5. If it is determined that the condition of any part of the facility, furniture, or equipment has been damaged or is missing resulting from the activities of the person or group renting the room (or their guests), the damage deposit will not be returned in part or in whole and additional replacement/repair costs in excess of the damage deposit will be billed back to the renter.

6. Deposit is refundable if room is left in good condition and there is no damage. Refund check will be issued and returned by mail within 30 days of event. If deposit was on credit card, a credit will be processed on the credit card.

7. Community Room rentals have a non-refundable room setup fee of $50 for parties with 1-99 attendees, or $100 for 100+ attendees.

8. The Anthem Community Council has the sole discretion to accept, deny, adjust, and cancel a facility rental request. A reservation will be confirmed upon payment of applicable fees and approval. Anthem Civic Building staff has the authority to determine room assignments and make changes as necessary. Residents may reserve a room one-year in advance or less. Non-residents may reserve a room no more than ninety (90) days in advance.

9. All room reservations will be scheduled by the Meeting & Program Manager. If written request is submitted when Manager is not present, staff or Welcome Center volunteer accepting the rental application will mark date and time request is received, along with their initial.

10. Groups and organizations may reserve a room for a recurring event provided it occurs the same day and time of the month. Reservation will be valid for one year. The Civic Building staff will have the right to make modifications, if necessary, and will give as much notice as possible.

11. There will be designated areas in the Anthem Civic Building which will be available for drop-in use and no fees will be charged during established times. Use of free drop-in space does not mean that the user has exclusive use of the space. Civic Building staff has the discretion to move either renter or drop-in guests to another room in order to be accommodating to all.

12. Cancellations:

Special Events Cancellation Policy:

Refund requests will be reviewed upon written notification. Cancellations received with a minimum 30 day notice receive a full refund minus a $100 processing fee. Cancellations with a 14-30 day notice receive a 50% refund. Cancellations with less than two week notice or no shows result in forfeiture of all fees paid.

**A special event is defined as a one-time or infrequently occurring event outside normal programs or activities of the sponsoring or organizing body. Some examples of special events would be: wedding, baby shower, celebration of life, fundraiser, birthday party, recital, graduation party, etc. Classification of a special event is at the sole discretion of the Meeting and Program Manager.*

ACB Room Rental Cancellation Policy:

Refund requests will be reviewed upon written notification. Cancellations received with a minimum 14 day notice will receive a full refund. Cancellations with a 7-14 day notice will receive a 50% refund. Cancellations with less than a week notice or no shows result in forfeiture of all fees paid.

13. Cancellation must be received in writing by the Civic Building Meeting and Program Manager. Allow three to four weeks for processing. Cancellation fees are non-refundable, non-transferable and not eligible for credit toward a future event. Refunds will be returned by mail if reservation was paid by cash or check. Credit card rental payments will be refunded on the card. Refunds may take 3-4 weeks for processing.

7.1.3 Building Access and Behavior

1. All individuals and groups using the facility will conduct themselves in a civil, proper, and well-mannered fashion. Loud noise, disruptive conduct, or unruly, abusive or disorderly behavior is prohibited. If such occurs, individual or group may be required to vacate the premises immediately with no refund of rental fee or damage deposit fee.

2. Children 13 years and under must be accompanied by parent or guardian.

7.1.4 Building Activities

1. Alcohol service is permitted in the Anthem Civic Building if provided by a Council approved liquor vendor. Any and all use of alcoholic beverages must be in strict conformance with the Alcoholic Beverage Code of the State of Arizona. No money or tickets may be exchanged for alcohol. A cash bar is not allowed. Bring Your Own Bottle (BYOB) is not allowed. All events serving alcohol must have security.

2. Illegal gambling is prohibited. Lawful gaming may only be conducted pursuant to State law.

3. For- profit businesses or organizations may use the ACB for the purpose of management or employee meetings, trainings, shareholder meetings, or other activities at which no sales or merchandising is to take place, and for which no fees are charged for attendance. This does not apply to ACC-approved classes for which participation fees may be charged.

4. Violation of policies may result in suspension from the building and/or other penalties, depending on the severity of the infraction.

Section 2 –Anthem Civic Building Policies

7.2.1 Alcohol Policy

1. Alcohol service is permitted in the Civic Building if provided by a Council approved liquor vendor. Any and all use of alcoholic beverages must be in strict conformance with the Alcoholic Beverage Code of the State of Arizona. No money or tickets may be exchanged for alcohol. A cash bar is not allowed. B.Y.O.B is not allowed.

2. The serving of alcohol at any party or event given in honor of a minor is prohibited.

3. The sponsoring person or organization accepts full responsibility for maintaining control of consumption and enforcing moderation. Any behavior which indicates intoxication of any participant shall be cause for consumption to immediately cease, and also shall be cause for future denial of permission for the sponsoring organization.

4. No alcohol may be consumed in any other area except the designated area of the event. No alcohol may be carried beyond the terrace area. Open air consumption of alcohol is prohibited on Civic Building property.

5. If there is any misrepresentation of the type of event being held, Owner will immediately remove Renter and guests from the premises and withhold all fees for violation of this policy. The withholding of such fees under such circumstances shall not be and is not intended as a penalty but is, instead, a reasonable forecast of probable damages resulting from Owner's deprivation of such fees from an alternate Renter.

6. Security is required anytime alcohol is served. The Civic Building Meeting & Program Manager will determine the number of officers. Security will be present from the time the first guest is scheduled to arrive until the rental time expires. Civic Building staff will reserve off-duty police officers and/or North Valley Posse members. Security charges will be the sole responsibility of the Renter.

7.2.2 Animals

1. No animals or pets are permitted in the building or on the Terrace except seeing-eye dogs, animals' part of an event (if approved in advance by Civic Building Management), and other legitimate assistance animals.

2. Animals that will be part of an event must be contained in cages in the leased area at all times. Provisions must be provided for their safety and prevention of damage to the facility. Cleanliness is expected, and catch pans must be used under all cages. Grooming may not be done inside the building. Additional insurance and/or deposits may be required.

7.2.3 Audio/Visual Equipment

1. Equipment is available on a first come, first served basis and must be reserved 72 hours in advance of an event. Additional fees may apply. Items used by the Renter which are damaged will be billed at current replacement costs plus additional handling charges.

2. Control of the master sound board will be left to the Civic Building staff or their designee. In event of audio equipment being present in a rented room, the Civic Building staff will provide a preset master volume for the equipment. Any additional adjustments may be made on the equipment available in the room.

3. There will be no connecting to any Civic Building electrical or communication systems without permission of the Civic Building Meeting & Program Manager. Any connection or disconnection to the Civic Building equipment will be the responsibility of the Civic Building staff.

4. Persons using audio visual equipment may only view "family-friendly" and appropriate content; Civic Building staff reserves the right to change any programming that may be considered offensive or inappropriate.

7.2.4 Building Access

1. Building hours are as listed on onlineatanthem.com. Staff may open and close the building early or late for approved events.

2. The Civic Building will not provide the Renter with keys to any rented spaces. A staff member of the facility will be on site at all times during the event, in addition to the time for setting up and cleaning following the event.

3. With management approval, the Civic Building may close to ensure employee and visitor safety in the event of civil unrest, severe weather, threats, and other local or national emergencies. Building closures will be announced via email, Council website, main phone messaging, and/or the Community Emergency Hotline.

7.2.5 Calendar of Events Policy

Only events taking place in the Anthem Civic Building, which have Tradeshow status and/or are for the public-at-large may have their information posted on the website, at the discretion of the Anthem Community Council.

Only the following information will be post to the calendar:

- Event Name
- Event Date(s)
- Hosting Organization
- Web address and/or phone number

7.2.6 Cancellations

Special Event Cancellation Policy:

Refund requests will be reviewed upon written notification. Cancellations received with a minimum 30 day notice receive a full refund minus a $100 processing fee. Cancellations with a 14-30 day notice receive a 50% refund. Cancellations with less than two week notice or no shows result in forfeiture of all fees paid.

**A special event is defined as a one-time or infrequently occurring event outside normal programs or activities of the sponsoring or organizing body. Some examples of special events would be: wedding, baby shower, celebration of life, fundraiser, birthday party, recital, graduation party, etc. Classification of a special event is at the sole discretion of the Meeting and Program Manager.*

ACB Room Rental Cancellation Policy:

Refund requests will be reviewed upon written notification. Cancellations received with a minimum 14 day notice will receive a full refund. Cancellations with a 7-14 day notice will receive a 50% refund. Cancellations with less than a week notice or no shows result in forfeiture of all fees paid. Anthem Community Council will not be responsible for any costs that may originate due to cancellation.

Cancellation must be received in writing by the Civic Building Meeting and Program Manager. Allow three to four weeks for processing. Cancellation fees are non-refundable, non-transferable and not eligible for credit toward a future event. Refunds will be returned by mail if reservation was paid by cash or check. Credit card rental payments will be refunded on the credit card. Refunds may take 3-4 weeks for processing.

7.2.7 Cash and Credit Policy

Cash transactions must be performed by Council staff members only. Volunteers are not permitted to accept any form of payment for any services/programs. Cash payment is not to be accepted for residential or commercial assessments, fines, etc. Quickpass transponders may not be purchased with cash or check.

7.2.8 Catering Policy

1. The Renter and/or caterer of its choosing in accordance with the alcohol and/or catering policies may bring in food and beverage. The Renter is totally responsible for its food and beverage service and shall hold Anthem Community Council and its employees, agents, and representatives harmless for all liability, illness, or any damages arising from Renter bringing such items into the center itself or through its caterer. Renter is responsible for acquiring any required liquor license/permits.

2. Only caterers listed on the Anthem Civic Building “Approved Caterer’s List" can be used for events.

3. For small meetings, renters may bring in the following:

- Donuts, Bagels, Muffins
- Fruit
- Juice
- Dessert
- Coffee, soda or bottled water

4. Potluck meals or homemade items may be brought into or served at the Anthem Civic Building, either by the Renter, guests, representatives or its sub-contractors with preapproval from Civic Building staff. Civic Building Staff may restrict food and drink in a room on a limited basis for specific meetings/events.

5. Cooking of food material is prohibited. The kitchen(s) and facilities shall be used only to support the serving of pre-prepared foods. All ware washing and food preparation is to be completed off-site.

7.2.9 Children

All children under the age of 13 must be accompanied and supervised by an adult while visiting/using Civic Building facilities at all times.

7.2.10 Custodial

1. No Council personnel are allowed to move, load, unload or setup equipment that is not the property of the Anthem Community Council.

2. Building maintenance personnel are not authorized to make changes in the setup unless instructed to do so by a Civic Building staff member.

3. Custodial service is not provided for the Renter or for the caterer aside from routine cleaning of restrooms and common areas. The caterer is responsible for the cleaning of his or her own area, but it is the ultimate responsibility of the Renter. Custodians do not clean catering areas at night, other than removal of trash, for an event lasting longer than one day.

4. Renter is responsible for policing his or her own areas. Custodial service during the event is not provided by the ACC. Trash liners are provided in each trash receptacle and extras are left in the bottom of the container. Should renter need a vacuum, broom or other cleaning supplies or should a major spill occur, please contact Building Support Staff immediately so the spill can be cleaned before it permanently stains the floor.

5. When renting the Community Room, the Renter pays a $100 Maintenance Fee. A porter will be provided for 3 hours of the Renter's event. The porter will empty trash bins, maintain the restrooms, and mop up major spills. Outside of the porter duties, the Renter is responsible for returning the facility to the same condition it was received. The Renter is responsible for all materials, trash, residue, etc. left by any exhibitors and/or outside contractors (i.e. decorators and caterers). Fees may be assessed for cleanup and disposal of remaining items.

7.2.11 Damages

1. The Renter is responsible for all damages to the facility during the event. The Renter is responsible for returning the facility to the same condition it was received. The Renter is responsible for all materials, trash, residue, etc. left by any exhibitors and/or outside contractors (i.e. decorators and caterers). Fees may be assessed for cleanup and disposal of remaining items.

2. A damage deposit fee of $100 is required for all rentals exceeding $100 and is due at the time of booking. This is a separate fee to ensure the room is left in good condition and the terms of the rental agreement are met; it is not payment toward the room rental fee. Depending on event size, an additional deposit may be required.

3. It if is determined that the condition of any part of the facility, furniture, or equipment has been damaged or is missing resulting from the activities from the renter, the damage deposit will not be returned in part or in whole and additional replacement/repair costs in excess of the damage deposit will be billed back to the renter.

4. Damage deposit is refundable if room is left in good condition and there is no damage. Refund check will be issued and returned by mail within 30 days of event. If deposit was on credit card, a credit will be processed on the credit card. Refunds may take 3-4 weeks to process.

5. Renter is responsible for the common areas associated with your event. The lobby, restrooms and parking lots should be free of excessive trash or other damage. If such damage is attributed by Anthem Community Council to the Renter's event, these damages will be charged against the deposit or be billed to the Renter.

6. At the end of the event, the Room

- Must be clear of all material not belonging to the Civic Building.
- Trash must be removed from the tops of tables and placed in the trash receptacles.
- All food, trash or other debris must be removed from the floor and placed in trash receptacles.
- Marker boards and walls must be clean and free from new damage.

Kitchen/Lounge

- The counter surfaces must be clean and free from debris.
- All food and trash must be removed from sinks / drains.
- The refrigerator must be clean and empty.
- The freezer must be clean and empty.
- The floor must be clean and dry.

7.2.12 Decorations

1. The use of masking tape is permitted in decorating. Nails, hooks, screws, tacks, staples, putty, double-sided tape and strong adhesive tape shall not be used on the interior or exterior walls, ceilings, windows, doors, outside signs or furnishings of the facility.

2. The Renter is responsible for any damage to the facility.

3. Decorations causing a high volume of trash and/or debris are subject to cleanup charges.

4. The Civic Building Meeting & Program Manager must approve decorations.

5. Throwing of or decorating with confetti, rice, glitter, birdseed, or other materials that can cause damage to property and/or present a safety hazard is not allowed on the Civic Building grounds (Inside or Outside).

6. Smoke machines or any type of inflatable are not allowed unless approved by Civic Building Management.

7.2.13 Electrical Equipment

All electrical equipment must be approved by the Civic Building Meeting & Program Manager or Manager on Duty. Accessibility to equipment rooms and utility boxes is prohibited.

7.2.14 Event Accessibility

The Anthem Civic Building staff must have complete accessibility to all event spaces, kitchen areas, corridors and hallways before, during and after events. The Anthem Civic Building Management must grant in writing any exclusivity to any area.

7.2.15 Fire Regulations

1. Open flames are prohibited:

    a. Barbeque grills, propane/butane burners, and open fires are prohibited.

    b. All candles, candelabras and sparklers are prohibited.

    c. Birthday cake candles may be allowed with prior approval from the Civic Building Meeting & Program Manager.

2. All event promoters, exhibitors, and service contractors must comply with all federal, state and local fire codes which apply to places of public assembly.

3. Fire code prohibits overages of capacity of any room, and blockage of exit doors, extinguisher cabinets or service hallways.

4. Renter shall not permit more persons into the facility or premises than can safely and freely move about or be safely evacuated in the event of emergency, as determined by the Fire Marshal of Maricopa County.

5. The capacity will be reflected, as number of “guests in attendance” in the rental contract.

6. In the event the Fire Marshal alters or changes the foregoing maximum capacities, Renter shall abide thereby and comply therewith.

7.2.16 Firearms

1. No firearms or weapons of any kind are allowed on Council property per the ACC Weapons Policy and State Law with exception for authorized law enforcement personnel.

2. Firearm displays or exhibits are not permitted in the building.

7.2.17 Fitness Room Usage

1. All people using the fitness area must be actively participating in an organized class or other instruction. Individuals who are loitering will be asked to leave the exercise floor.

2. Horseplay, running, hanging out, loitering, and loud disruptive behavior will not be tolerated.

3. No food or drink is permitted in the fitness room, with the exception of water in a closed top container.

4. Infant carriers, strollers, car seats etc. are NOT permitted; with the exception of those coming or going to a class.

5. Appropriate exercise clothing must be worn. Shirts and pants/shorts must be worn on the exercise floor. Swimsuits are not appropriate exercise clothing for the exercise floor. Proper footwear is required on the fitness floors. High heels, roller shoes, and marking sole shoes are prohibited on the fitness floor. Civic Building staff reserves the right to define inappropriate dress when necessary.

6. Please be courteous while working out. This includes: re-racking weights when finished, not dropping weights, putting back any equipment you use, wiping down equipment after use, and sharing equipment.

7. To promote a safe environment and prevent theft, all gym bags, purses, etc. should be secured. The Anthem Community Council is not responsible for lost or stolen items.

7.2.18 Food and Beverage

1. The Renter and/or caterer of its choosing in accordance with the alcohol and/or catering policies may bring in food and beverage. The Renter is totally responsible for its food and beverage service and shall hold Anthem and its employees, agents and representatives harmless for all liability, illness, or any damages arising from Renter bringing such items into the center itself or through its caterer. Moreover, Renter shall be responsible for cleanup. The caterer or Renter must setup and breakdown within the rental period outlined on the client rental contract.

2. Cooking of food material is prohibited; heating of food in the microwave on a small scale is allowed. The kitchen(s) and facilities shall be used only to support the serving of pre-prepared foods. All ware washing and food preparation is to be completed off-site.

3. Renters/Guests selling food on the property or any type of concession is not allowed without prior approval from Civic Building Management.

4. Potluck meals or homemade items may be brought into or served at the Anthem Civic Building, either by the Renter, guests, representatives or its sub-contractors with preapproval from Civic Building Management.

5. No food or drink is permitted in the fitness room, with the exception of water in a closed top container.

7.2.19 Freight and Storage

1. Freight and materials will not be accepted for an event. If Council staff and/or representatives accept delivery and/or shipment they are not liable for any loss, theft or damage to materials received.

2. Materials remaining in the facility after the last contracted day are considered abandoned property and may be disposed of accordingly.

3. The Civic Building will not be held liable for any pre or post event freight.

7.2.20 Fundraising

Written permission from Anthem Community Council Executive Management is required to seek donations or solicit for charitable purposes on Council property, which extends to fundraising activities. Fundraising activities include raffles, donation collections, canvassing, or soliciting for charitable purposes. Efforts to fundraise or solicit for donations must be in conjunction with a preapproved Civic Building reservation or program. Fundraising activities must be associated with and benefit an established non-profit or charitable organization. Exceptions may be made as determined by ACC Executive Management in special instances.

7.2.21 Gratuities

Anthem Community Council policy prohibits any employee from accepting loans, advances, gifts, gratuities, or any other favors from parties doing business with the Council.

7.2.22 Holidays

At the discretion of the Director, Special Events and Civic Building Operations, an event may be scheduled on a holiday, if staffing is available. After-hours rates will apply to any State and/or Federal observed holiday.

Council Observed Holidays: New Year's Day, Martin Luther King Jr. Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, December 24 and 25.

7.2.23 Insurance

1. All tradeshows, conventions and/or events open to the public are required to provide insurance, although any prospective Renter may be required to purchase liability, property and/or casualty insurance (30) days prior to the event. In the alternative, through determination by Anthem Community Council, Renter will purchase such insurance at Renter's expense as Anthem Community Council may require.

2. A caterer, at their expense, shall provide a blanket insurance policy for the period of their contract and name the Anthem Community Council, its officers, agents and employees as an additional insured on the policy.

3. Insurance requirements are as follows, with limits of at least:

    a. $1,000,000 coverage against the claims of any and all persons for personal or bodily injury (including wrongful death) arising out of the work and services to be performed hereunder by Caterer, its officers, agents, employees, subcontractors, licensees or invitees, whether or not caused in whole or in part by the alleged negligence of the officers, servants, employees of the Anthem Community Council.

7.2.24 LED Monument Sign

The Anthem Civic Building electronic message board, also referred to as LED sign, is located on the corner of Anthem Way and Venture Drive. The primary purpose of the electronic message board is to publicize Anthem Community Council and HOA programs, meetings, performances and events held throughout the community, as well as public service messages. The electronic message board will be made available to promote non-ACC sponsored events taking place in the Anthem Civic Building which are open to the public. If space permits, the sign will be made available based on the following:

1. Marketing of events taking place in the Anthem Civic Building (open to the public) on the message board will be at the sole discretion of the ACC.

2. Announcement applications are available by calling 623-742-6050 or online at www.OnlineAtAnthem.com.

3. Announcement applications must be submitted a minimum of ten (10) business days in advance of the requested publish date. Applications may be submitted electronically to webmaster@anthemcouncil.com or can be dropped off or mailed to:

Anthem Community Council Communications
3701 W. Anthem Way, Suite 201
Anthem, AZ 85086 or faxed to 623-742-6170

a. Photographs and/or logos will not be displayed.

b. ACC staff reserves the right to edit any submissions for length or clarity. Design, including font style, color, and possible use of artwork will be determined by the ACC staff.

c. Individuals or groups with multiple meetings scheduled in the Civic Building are limited to 3 message screens at a time, based on availability. Meetings or series of meetings are limited to only 1 message screen at a time. Each message screen should have no more than 10 words to include only event name, time, and date (space permitting).

d. Requests must include sponsoring organization, point of contact, phone number and email address.

e. Requestors are responsible for verifying the accuracy of their display message and terms of agreement; the ACC is not responsible for inaccurate information.

f. Birthday, congratulations, and other personal type messages are not permitted.

g. Political messages are not permitted. General political party meetings open to the public which meet approved guidelines are eligible to use the LED sign. Individual candidates, regardless of party affiliation, are not eligible to use the sign, unless it is an ACC sponsored event.

h. Message requests not adhering to these guidelines will not be accepted.

4. If associated event fees are not paid in full by contract deadlines, the requestor will forfeit their opportunity to use the message board until account is brought current.

The Anthem Civic Building electronic message board may display an announcement of the Renter's event a maximum of three (3) days prior for recurring events and seven (7) days prior for one-time events. Any additional announcements of the event must be approved by Anthem Civic Building Management, and an additional charge may be required.

The Anthem Community Council reserves the right to publicize any community event, even if outside the parameters set herein. The Anthem Community Council owns the message board and its contents and reserves the right to refuse to publish any message and cease this service at any time without notice. All messages must comply with Maricopa County Zoning Ordinance and Sign Regulations.

7.2.25 Miscellaneous

1. Live music is not allowed in any room or area other than the Community Room or Terrace. Artist must setup and breakdown within the rental period outlined on the client rental contract. Exceptions will be made as determined by the ACC in special instances, such as for music lessons.

2. The Civic Building is not responsible for lost or stolen items. The Council will hold any items found for a period of two weeks. After that period, the articles will be considered abandoned property and may be disposed of accordingly.

3. The Anthem Civic Building is not responsible for vehicle damage or theft.

4. Any change to room set-up made the day of the event may not be possible or result in a minimum additional labor charge.

5. Should renter need a vacuum, broom or other cleaning supplies or should a major spill occur, please contact Building Support Staff immediately so the spill can be cleaned before it permanently stains the floor.

6. Rental equipment may not be left in the room for next day pickup unless prior arrangements have been made with the Civic Building Meeting & Program Manager and this is noted in the setup sheet.

7. No person(s) other than Anthem Civic Building personnel are authorized to move portable walls, turn on lights, change thermostat settings or unlock doors.

8. The Civic Building does not provide items such as dishware, serving utensils, tape, ladders, etc.

9. All restrooms are public restrooms and may not be used as dressing rooms.

10. Illegal gambling is prohibited. Lawful gaming may only be conducted pursuant to State law.

11. The Civic Building, and specifically the Business Center, are not to be used for profit based business transactions. For-profit businesses are prohibited from selling, soliciting, or conducting day-to-day operations in the Civic Building.

12. There is to be no loading and unloading of equipment, which results in lane blockage or blockage of any entrance of the building. Violators are subject to towing at owner's expense.

13. At no time may the drive thru of the North entrance of the building be blocked with any vehicle. Violators are subject to towing at owner's expense.

14. Throwing of or decorating with rice, confetti, glitter, birdseed, or any other material that can cause safety concerns or damage, as well as the spraying of silly string or any like product is prohibited in or on the Civic Building premises. Blowing bubbles is permitted, but restricted to parking areas only. Renter will be assessed a cleanup fee for any violation of these rules.

15. Only authorized personnel are allowed inside the Welcome Center desk area.

16. All residents, guests, and staff must abide by the Anthem Community Council Harassment Policy when on Council property.

17. The Anthem Civic Building is a drug free and weapon free zone, as per the Anthem Community Council Weapons and Drugs Policy.

18. Events must be contained within the specific room that has been rented.

a. The gathering of guests/participants in the Welcome Center lobby area for a short break is permitted provided that space for free flow of traffic into, out of, and through the building space is maintained at all times and that the view of the welcome center staff of building operations is not restricted. This area is not available for meetings. If this policy is not adhered to, a member of the Civic Building or Security staff will give one warning. If at that time all attendees have not returned to the leased room, the event will be closed and everyone will be removed from the premises.

19. Renter will ensure that its guests, participants, licensees and invitees will conduct themselves in a civil, proper, and well-mannered fashion. Loud noise, disruptive conduct, or unruly, abusive or disorderly behavior is prohibited; if such occurs, Renter may, at Owner's sole and exclusive discretion, be required to vacate the premises immediately with no refund of rental fee or reservation deposit fee.

20. Enforcement of these Rules and Regulations will be by Civic Building Staff and/or law enforcement personnel. Failure to follow all guidelines for use of the Civic Building will result in the closing of the event, vacating of the premises, forfeiture of fees and deposits, and/or prohibited access in the future.

7.2.26 Parking

The Anthem Civic Building offers over 200 parking spaces free of charge.

a. Parking is not permitted in fire lanes.

b. Overnight parking of motor homes, travel trailers or campers on Council property is prohibited.

c. Vehicles or trailers taking up multiple spaces in the parking lot are prohibited, unless preapproved by Civic Building Management.

d. No public parking in reserved spaces.

Violators are subject to towing at owner’s expense.

7.2.27 Payments of Fees

1. The basic rental rate and charges for other services are as and may be established from time to time by Anthem Community Council. All fees paid shall be in a form acceptable to Anthem Community Council.

2. Cash, Visa, MasterCard, or Discover are required for payments made less than (15) days prior to the event.

3. It is the Renter’s responsibility to furnish the Civic Building with all payments. The event is subject to cancellation if any payment is not made by designated deadline. Any late fees are subject to a 5% Past Due Fee.

4. Invoices will only be sent upon written request.

5. Cleanup/Damage Deposit Fee

a. A damage deposit fee of $100 is required for all rentals exceeding $100 and is due at the time of booking. This is a separate fee to ensure the room is left in good condition and the terms of the rental agreement are met; it is not payment toward the room rental fee. Depending on event size, an additional deposit may be required.

b. Deposits are refundable after the event if the room has been left in good order, no damage has been done to the property or equipment, the Renter and guest have left the premises by the contracted time and all conditions of the contract have been met. Refund check will be issued within 30 days of event and returned by mail to the address provided by Renter. If deposit was on credit card, a credit will be processed on the credit card.

c. Failure to cleanup or be checked out by the Civic Building office staff will result in a forfeiture of the entire deposit plus any additional damage or cleaning fees.

d. Additional fees will be charged for vacating the building after the contracted time.

6. Rental Fees

a. Rental fees will be based on type of event, space needed, day and time of event, and user. Room rentals will be charged on a per hour basis.

b. A two-hour minimum will be required for rentals outside of normal business operating hours.

c. Anthem Residents may not reserve the facilities for a non-resident. Proof of residency may be required at time of reservation request.

There will be designated areas in the Anthem Civic Building which will be available for drop-in use and no fees will be charged. A designated drop-in room may be reserved with an applicable fee, however, renter will be asked to accommodate guests already in room. Civic Building staff has the discretion to move either renter or drop-in guests to another room in order to be accommodating to all.

7.2.28 Room Occupancy

1. Renter shall not permit more persons into the facility than can safely and freely move about, as determined by the Fire Marshal of Maricopa County.

2. The signed rental contract must accurately state the number of people attending the event.

3. If the number of people in attendance exceeds the maximum room capacity and the event is moved to a larger room, there may be an additional fee charged. The contract will state the number of people allowed at the Renter's event.

7.2.29 Room Reservations

1. The Civic Building Meeting & Program Manager shall schedule events on a first-come, first-served basis upon receipt of a completed ACB Facility Rental Request Form and payment of applicable fees. The Anthem Community Council Board and Board-approved committees, as well as all delegated committees of the Council Board, will have the first priority for room reservations.

a. The responsible party reserving facilities must be at least 18 years of age and must be present during facility rental time.

b. Courtesy holds will not be accepted at any time.

c. The Anthem Community Council has the sole discretion to accept, deny, adjust, and cancel a facility rental request.

d. A reservation will be confirmed upon payment of applicable fees and approval. Anthem Civic Building staff has the authority to determine room assignments and make changes as necessary.

e. Residents may reserve a room one-year in advance or less. Anthem residents may be required to show proof of residency. Non-residents may reserve a room no more than ninety (90) days in advance.

f. Residents and Anthem-based groups/organizations may reserve a room for a recurring event provided it occurs the same day and time of the month. Reservation will be valid for one year. All applicable rental fees must be paid 2 weeks prior to each month's event.

2. In order to secure a reservation, a signed rental agreement and payment in full is required for all rentals.

a. Rental agreements for events where the fee exceeds $400, reservation will be secured upon payment of 50% of the rental fee which is due and a damage deposit fee of $100, along with the signed contract. The remaining balance will be due 1 month prior to the rental date.

b. A 2-hour minimum is required for all reservations outside of normal business hours.

3. The Civic Building is not responsible for omissions and/or cancellations of any reservations not accompanied by an executed contract.

4. Cancellations and/or changes made to the contract must be submitted in writing to the Civic Building Meeting & Program Manager. Verbal cancellations or changes will not be eligible for any refunds, if due.

5. Use of special equipment (i.e. microphones, speakers, amplified music, etc.) or entertainment (hired vendor, etc) must receive prior approval from Civic Building Meeting & Program Manager and be explained fully in the rental application.

6. Anthem Community Council retains the exclusive right to disapprove any event, performance, exhibition, or entertainment which, in the sole discretion of Anthem Community Council, may be offensive, inappropriate, unsafe or unsuitable, and Anthem Community Council retains the right to cancel a lease without advance notice in the event that Renter's conduct or use of the premises is regarded in Anthem Community Council's sole discretion as offensive, inappropriate, unsafe or unsuitable. Anthem Community Council further retains the exclusive right to cancel a lease at any time without advance notice if Renter's event, performance, exhibition or entertainment fails to substantially meet its advertising claims or violates event content or event restrictions originally agreed upon by the parties.

7. Notwithstanding any term or condition herein contained, Anthem Community Council retains the absolute and unconditional right and authority to cancel and annul a lease, at Anthem Community Council's option, for any or no reason, and shall provide Renter with advance notice thereof not less than (20) days prior to the commencement of Renter's event or intended use of the facilities.

a. In the event that Anthem Community Council exercises this right, Renter shall be entitled to a refund of any and all advance fees made prior to the cancellation of the lease.

b. The return of sums previously paid shall be Renter's sole and exclusive remedy for any cancellation.

Renter shall not assign a contract or any part hereof, nor sublet the premises to any person without prior written consent of Anthem Community Council.

7.2.30 Room Set Up

1. All room diagrams layouts are to be finalized and approved by the Civic Building Meeting & Program Manager no later than 15 business days prior to the event. Late room diagrams or last minute changes may be subject to additional charges.

2. For safety reasons, Renter is not permitted to move Civic Building equipment. The room, its furnishings, and all Civic Building owned equipment should not be altered in any way. Renter is not allowed to stand on tables, chairs, etc.

3. The Civic Building does not provide ladders, extension cords, tape, pins, etc.

4. If there is a charge for room setup diagrams received less than 15 business days prior to the event or last minute changes or additions, these charges will be taken out of the deposit fee or collected separately should the deposit amount be insufficient to cover the charges.

5. The ACC may provide rooms on a free, drop-in basis, and may establish policies to govern this type of building use. Free drop-in space is only available to Anthem residents and Anthem-based groups of no larger than twenty people, and only in designated areas during designated times.

7.2.31 Security Policy

1. Civic Building Management will have final authority to determine whether or not security is needed for an event even though alcohol may not be served, and will work with Renter to determine the appropriate source of the security.

2. Civic Building Management will also determine the number of security personnel required for an event, as well as, the length of time such services are needed. Under most situations, security will be required for any of the following:

- Security is required for all events serving alcohol.
- Events that are considered “high risk” or have “value” content.
- Any social event and/or large attendance event.

3. Cost of security will be at the sole expense of the Renter. The security officer's duty will be for the protection of life and property.

4. Shows and exhibits may use private security agencies for protection of their property if they so choose. The name of the private security agency and contact information must be submitted to Civic Building Management 2 weeks prior to event.

Attendees	Officer(s)	Officer(s) For Events w/Alcohol
Up to 150	1	2
151 to 330	2	3
331 plus	3	4

7.2.32 Sign Policy (Exterior)

1. Council sponsored or Council hosted events may, if the Civic Building Manager determines appropriate, display signs in designated exterior locations. ONLY Council Sponsored Event and/or Partnership Event banners will be allowed on Council Property.

2. Council approved events may be eligible for banner placement in other areas of the Civic Building.

3. Council is not responsible for damage to or theft of banners while on Council property.

4. Non-Council sponsored events may be eligible to place announcements on the LED Monument Sign. Please see LED Monument Sign Policy for requirements.

7.2.33 Sign Guidelines

1. The Civic Building Manager must approve all signs and banners prior to placement. These signs must meet and follow the sign guidelines set forth.

2. The Civic Building electronic message board may display an announcement of the Renter's event a maximum of seven (7) days prior to the event. Any additional announcements of the event must be approved by Civic Building Management, and an additional charge may be required.

3. Interior signs may not be placed on Civic Building entrance doors and signs may not be placed in common areas unless the renter has prior approval from Civic Building Management.

7.2.34 Smoking

The Anthem Civic Building is a tobacco free facility. Smoking and/or tobacco use, including electronic cigarettes, is prohibited in all areas inside and outside the building.

7.2.35 Solicitation/Advertising

1. No solicitation of any kind is permitted on Council property.

2. The circulation of advertisements, tickets or any other written material in or on Council property, including parking lot areas, without written permission from Council Management is prohibited.

3. Political candidacy materials are strictly prohibited on Council property unless provided in conjunction with a candidate's night and approved by the ACC management.

4. Individuals and/or organizations wishing to place informational materials in the Welcome Center must submit an Information Material Display Request Form and receive written approval from Civic Building Management.

Welcome Center material space will be offered on a first come first serve basis. The material provider will be responsible for restocking brochures.

The Anthem Community Council recognizes the need to strike a balance between the individual's right to be free from invasion of privacy and the institution's duty to promote a safe environment for all community members.

7.2.36 Surveillance

The purpose of video surveillance in the Anthem Civic Building is to:

- Promote a safe environment by deterring acts of harassment or assault.
- Deter theft and vandalism and assist in the identification of individuals who commit damage to Civic Building property.
- Assist law enforcement agencies with regard to the investigation of any crime that may be depicted.
- Assist in the daily operations of the Anthem Civic Building.

Signs will be posted in appropriate areas, either at the entrance to the area under surveillance or in close proximity to the camera informing the general public of the usage of video surveillance on site.

At no time will persons other than those designated by Office Management have access to the monitors or to the recordings made in the course of the surveillance. Personal information contained on the recordings shall not be used or disclosed for purposes other than those for which it was collected, except with the consent of the individual or as required by law.

7.2.37 Television Usage

1. The Civic Building offers cable television viewing in the Lounge area. Television viewing is available for the use of adults and teens; children under the age of 13 must be accompanied by an adult to watch cable television in the Civic Building.

2. Persons using the TV are requested to keep the volume low enough so as not to disturb other participants and to be thoughtful of others who may also be watching TV.

3. Persons using the TV are requested to view only “family-friendly” shows; Civic Building staff reserves the right to change any programming that may be considered offensive or inappropriate.

7.2.38 Vehicles

Vehicles are not allowed in the building.

7.2.39 WiFi Usage

1. The Wi-Fi service is a free public service provided by the Anthem Community Council for Anthem property owners and their guests.

2. Access to the service is completely at the discretion of the ACC and may be blocked, suspended, or terminated at any time for any bona fide reason including, but not limited to:

a. a violation of this Agreement; actions that may lead to perceived or potential liability for the ACC;

b. disruption of access to other Users;

c. violation of applicable State, County or Federal laws or regulations.

The ACC may revise this Agreement at any time. You must accept this Agreement each time you use the Service and it is your responsibility to review it for any changes each time.

The ACC supports the free flow of information and ideas over the Internet with the understanding that the Anthem Civic Building areas are designed to be, and endeavor to be, family friendly. Access to the service is conditioned on legal and appropriate use. Use of the service and any activities conducted online through the service shall not violate any applicable law or regulation; or violate the governing documents of the ACC or its HOA governing documents; or the rights of any third party.

APPROVED this 27th day of September, 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.

Part 7: Anthem Civic Building Philosophies, Rules, Regulations, and Fee Structure

Section 1 –Anthem Civic Building Philosophies

7.1.1 General Building Use Philosophies

It is the belief of the Anthem Community Council (ACC) that the Anthem Civic Building (ACB) exists for the residents of Anthem, social groups, organizations and businesses to gather in a quiet environment that is welcoming to all.

In addition to housing the Anthem Community Council offices, Home Owners Associations~~,~~ and Maricopa County Sheriff's Office (MCSO) substation, it serves as a multi-purpose facility intended to encourage social, cultural, civic and educational enrichment, as well as fitness activities for Anthem residents.

Programs will be developed to provide a wide-range of opportunities for the enrichment, education and self-improvement of the residents of Anthem.

It is the mission of the Anthem Community Council staff to operate the Anthem Civic Building in a courteous and professional manner; to provide outstanding customer service; and to be responsive to facility reservation requests in a timely manner.

The Anthem Civic Building ~~will be open from 7:00 a.m. to 7:00 p.m. Monday and Wednesday through Friday; 7:00 a.m. to 9:00 p.m. Tuesday, and 7:00 a.m. to noon Saturday~~operating hours will be determined by the ACC as appropriate. Events outside of ~~these~~ the operating hours on weekdays and Saturday evenings will be considered at higher rates to cover after hours costs. ~~These~~ Operating hours are subject to change.

The Anthem Community Council is committed to making the use of the building affordable to all with a fee structure based on type of event, space needed, day and time of event, and user. The nominal fee will cover operating costs such as staffing and room set-up. Meeting rooms will be charged on a per-hour basis.

Definitions

Resident of Anthem refers to anyone who lives in Anthem or owns property in Anthem or is a resident of Bela Rosa. Proof of residency may be required in order to receive Resident rate.

Non-resident is an individual who does not live in Anthem or own property in Anthem.

Non-profit organization refers to a corporation recognized by the state of Arizona as being a nonprofit corporation. Proof of non-profit status may be required at the time of the reservation request.

7.1.2 Building Use- Rentals and Reservations

1. A 2-hour minimum is required for all reservations outside of normal business hours.

2. Any person making the reservation must be over the age of 18 and must be present at the event.

3. In order to secure a reservation, payment in full is required for all rentals less than $100 and a signed Rental Request Form must be submitted. Rentals exceeding $100 must secure reservation by paying 50% of the rental fee, a damage deposit of $100 and submit a signed Rental Request Form.

4. The damage deposit fee is a separate fee to ensure the room is left in good condition and the terms of the rental agreement are met; it is not payment toward the room rental fee. Depending on event size, an additional deposit may be required. The remaining rental fee balance will be due ~~2 weeks~~one month prior to the rental date.

5. If it is determined that the condition of any part of the facility, furniture, or equipment has been damaged or is missing resulting from the activities of the person or group renting the room (or their guests), the damage deposit will not be returned in part or in whole and additional replacement/repair costs in excess of the damage deposit will be billed back to the renter.

6. Deposit is refundable if room is left in good condition and there is no damage. Refund check will be issued and returned by mail within 30 days of event. If deposit was on credit card, a credit will be processed on the credit card.

7. Community Room rentals have a~~A~~ non-refundable room setup fee of $50~~.00 will be charged~~ for parties with ~~100~~ 1-99~~or more~~ attendees, or $100~~.00~~ for 100+ attendees. ~~and/or that require furniture setup outside the standard rental agreement room arrangement options.~~

8. The Anthem Community Council has the sole discretion to accept, deny, adjust, and cancel a facility rental request. A reservation will be confirmed upon payment of applicable fees and approval. Anthem Civic Building staff has the authority to determine room assignments and make changes as necessary. Residents may reserve a room one-year in advance or less. Non-residents may reserve a room no more than ninety (90) days in advance.

9. All room reservations will be scheduled by the ~~Scheduling Coordinator~~Meeting & Program Manager. If written request is submitted when ~~Coordinator~~ Manager is not present, staff or Welcome Center volunteer accepting the rental application will mark date and time request is received, along with their initial.

10. Groups and organizations may reserve a room for a recurring event provided it occurs the same day and time of the month. Reservation will be valid for one year. The Civic Building staff will have the right to make modifications, if necessary, and will give as much notice as possible.

11. There will be designated areas in the Anthem Civic Building which will be available for drop-in use and no fees will be charged during established times. Use of free drop-in space does not mean that the user has exclusive use of the space. Civic Building staff has the discretion to move either renter or drop-in guests to another room in order to be accommodating to all.

12. Cancellations:

Special Events Cancellation Policy:

Refund requests will be reviewed upon written notification. Cancellations received with a minimum 30 day notice receive a full refund minus a $100~~.00~~ processing fee. Cancellations with a 14-30 day notice receive a 50% refund. Cancellations with less than two week notice or no shows result in forfeiture of all fees paid.

**A special event is defined as a one-time or infrequently occurring event outside normal programs or activities of the sponsoring or organizing body. Some examples of special events would be: wedding, baby shower, celebration of life, fundraiser, birthday party, recital, graduation party, etc. Classification of a special event is at the sole discretion of the Meeting and Program Manager.*

ACB Room Rental Cancellation Policy:

Refund requests will be reviewed upon written notification. Cancellations received with a minimum 14 day notice will receive a full refund. Cancellations with a 7-14 day notice will receive a 50% refund. Cancellations with less than a week notice or no shows result in forfeiture of all fees paid.

13. Cancellation must be received in writing by the Civic Building Meeting and Program Manager. Allow three to four weeks for processing. Cancellation fees are non-refundable, non-transferable and not eligible for credit toward a future event. Refunds will be returned by mail if reservation was paid by cash or check. Credit card rental payments will be refunded on the card. Refunds may take 3-4 weeks for processing.

7.1.3 Building Access and Behavior

1. All individuals and groups using the facility will conduct themselves in a civil, proper, and well-mannered fashion. Loud noise, disruptive conduct, or unruly, abusive or disorderly behavior is prohibited. If such occurs, individual or group may be required to vacate the premises immediately with no refund of rental fee or damage deposit fee.

2. Children 13 years and under must be accompanied by parent or guardian.

7.1.4 Building Activities

1. Alcohol service is permitted in the Anthem Civic Building if provided by a Council approved liquor vendor. Any and all use of alcoholic beverages must be in strict conformance with the Alcoholic Beverage Code of the State of Arizona. No money or tickets may be exchanged for alcohol. A cash bar is not allowed. Bring Your Own Bottle (BYOB) is not allowed. All events serving alcohol must have security.

2. Illegal gambling is prohibited. Lawful gaming may only be conducted pursuant to State law.

3. For- profit businesses or organizations may use the ACB for the purpose of management or employee meetings, trainings, shareholder meetings, or other activities at which no sales or merchandising is to

take place, and for which no fees are charged for attendance. This does not apply to ACC-approved classes for which participation fees may be charged.

4. Violation of policies may result in suspension from the building and/or other penalties, depending on the severity of the infraction.

Section 2 –Anthem Civic Building Policies

7.2.1 Alcohol Policy

1. Alcohol service is permitted in the Civic Building if provided by a Council approved liquor vendor. Any and all use of alcoholic beverages must be in strict conformance with the Alcoholic Beverage Code of the State of Arizona. No money or tickets may be exchanged for alcohol. A cash bar is not allowed. B.Y.O.B is not allowed.

2. The serving of alcohol at any party or event given in honor of a minor is prohibited.

3. The sponsoring person or organization accepts full responsibility for maintaining control of consumption and enforcing moderation. Any behavior which indicates intoxication of any participant shall be cause for consumption to immediately cease, and also shall be cause for future denial of permission for the sponsoring organization.

4. No alcohol may be consumed in any other area except the designated area of the event. No alcohol may be carried beyond the terrace area. Open air consumption of alcohol is prohibited on Civic Building property.

5. If there is any misrepresentation of the type of event being held, Owner will immediately remove Renter and guests from the premises and withhold all fees for violation of this policy. The withholding of such fees under such circumstances shall not be and is not intended as a penalty but is, instead, a reasonable forecast of probable damages resulting from Owner's deprivation of such fees from an alternate Renter.

6. Security is required anytime alcohol is served. The Civic Building ~~Scheduling Coordinator~~Meeting & Program Manager will determine the number of officers. Security will be present from the time the first guest is scheduled to arrive until the rental time expires. Civic Building staff will reserve off-duty police officers and/or North Valley Posse members. Security charges will be the sole responsibility of the Renter.

7.2.2 Animals

1. No animals or pets are permitted in the building or on the Terrace except seeing-eye dogs, animals' part of an event (if approved in advance by Civic Building Management), and other legitimate assistance animals.

2. Animals that will be part of an event must be contained in cages in the leased area at all times.

Provisions must be provided for their safety and prevention of damage to the facility. Cleanliness is expected, and catch pans must be used under all cages. Grooming may not be done inside the building. Additional insurance and/or deposits may be required.

7.2.3 Audio/Visual Equipment

1. Equipment is available on a first come, first served basis and must be reserved 72 hours in advance of an event. Additional fees may apply. Items used by the Renter which are damaged will be billed at current replacement costs plus additional handling charges.

2. Control of the master sound board will be left to the Civic Building staff or their designee. In event of audio equipment being present in a rented room, the Civic Building staff will provide a preset master volume for the equipment. Any additional adjustments may be made on the equipment available in the room.

3. There will be no connecting to any Civic Building electrical or communication systems without permission of the Civic Building Meeting & Program Manager. Any connection or disconnection to the Civic Building equipment will be the responsibility of the Civic Building staff.

4. Persons using audio visual equipment may only view "family-friendly" and appropriate content; Civic Building staff reserves the right to change any programming that may be considered offensive or inappropriate.

7.2.4 Building Access

1. Building hours are ~~from 7:00 AM until 7:00 PM Monday, Wednesday, Thursday, and Friday; Tuesday 7:00 AM to 9:00 PM; Saturday 7:00 AM to Noon, and closed Sunday, unless otherwise specified on the client rental contract.~~as listed on onlineatanthem.com. Staff may open and close the building early or late for approved events.

2. The Civic Building will not provide the Renter with keys to any rented spaces. A staff member of the facility will be on site at all times during the event, in addition to the time for setting up and cleaning following the event.

3. With management approval, the Civic Building may close to ensure employee and visitor safety in the event of civil unrest, severe weather, threats, and other local or national emergencies. Building closures will be announced via email, Council website, main phone messaging, and/or the Community Emergency Hotline.

7.2.5 Calendar of Events Policy

Only events taking place in the Anthem Civic Building, which have Tradeshow status and/or are for the public-at-large may have their information posted on the website, at the discretion of the Anthem Community Council.

Only the following information will be post to the calendar:

- Event Name

- Event Date(s)
- Hosting Organization
- Web address and/or phone number

7.2.6 Cancellations

Special Event Cancellation Policy:

Refund requests will be reviewed upon written notification. Cancellations received with a minimum 30 day notice receive a full refund minus a $100~~.00~~ processing fee. Cancellations with a 14-30 day notice receive a 50% refund. Cancellations with less than two week notice or no shows result in forfeiture of all fees paid.

**A special event is defined as a one-time or infrequently occurring event outside normal programs or activities of the sponsoring or organizing body. Some examples of special events would be: wedding, baby shower, celebration of life, fundraiser, birthday party, recital, graduation party, etc. Classification of a special event is at the sole discretion of the Meeting and Program Manager.*

ACB Room Rental Cancellation Policy:

Refund requests will be reviewed upon written notification. Cancellations received with a minimum 14 day notice will receive a full refund. Cancellations with a 7-14 day notice will receive a 50% refund. Cancellations with less than a week notice or no shows result in forfeiture of all fees paid. Anthem Community Council will not be responsible for any costs that may originate due to cancellation.

Cancellation must be received in writing by the Civic Building Meeting and Program Manager. Allow three to four weeks for processing. Cancellation fees are non-refundable, non-transferable and not eligible for credit toward a future event. Refunds will be returned by mail if reservation was paid by cash or check. Credit card rental payments will be refunded on the credit card. Refunds may take 3-4 weeks for processing.

7.2.7 Cash and Credit Policy

Cash transactions must be performed by Council staff members only. Volunteers are not permitted to accept any form of payment for any services/programs. Cash payment is not to be accepted for residential or commercial assessments, fines, etc. Quickpass transponders may not be purchased with cash or check.

7.2.8 Catering Policy

1. The Renter and/or caterer of its choosing in accordance with the alcohol and/or catering policies may bring in food and beverage. The Renter is totally responsible for its food and beverage service and shall hold Anthem Community Council and its employees, agents, and representatives harmless for all

liability, illness, or any damages arising from Renter bringing such items into the center itself or through its caterer. Renter is responsible for acquiring any required liquor license/permits.

2. Only caterers listed on the Anthem Civic Building “Approved Caterer’s List" can be used for events.

3. For small meetings, renters may bring in the following:

- Donuts, Bagels, Muffins
- Fruit
- Juice
- Dessert
- Coffee, soda or bottled water

4. Potluck meals or homemade items may be brought into or served at the Anthem Civic Building, either by the Renter, guests, representatives or its sub-contractors with preapproval from Civic Building staff. Civic Building Staff may restrict food and drink in a room on a limited basis for specific meetings/events.

5. Cooking of food material is prohibited. The kitchen(s) and facilities shall be used only to support the serving of pre-prepared foods. All ware washing and food preparation is to be completed off-site.

7.2.9 Children

All children under the age of 13 must be accompanied and supervised by an adult while visiting/using Civic Building facilities at all times.

7.2.10 Custodial

1. No Council personnel are allowed to move, load, unload or setup equipment that is not the property of the Anthem Community Council.

2. Building maintenance personnel are not authorized to make changes in the setup unless instructed to do so by a Civic Building staff member.

3. Custodial service is not provided for the Renter or for the caterer aside from routine cleaning of restrooms and common areas. The caterer is responsible for the cleaning of his or her own area, but it is the ultimate responsibility of the Renter. Custodians do not clean catering areas at night, other than removal of trash, for an event lasting longer than one day.

4. Renter is responsible for policing his or her own areas. Custodial service during the event is not provided by the ACC. Trash liners are provided in each trash receptacle and extras are left in the bottom of the container. Should renter need a vacuum, broom or other cleaning supplies or should a major spill occur, please contact Building Support Staff immediately so the spill can be cleaned before it permanently stains the floor.

5. When renting the Community Room, the Renter pays a $100 Maintenance Fee. A porter will be provided for 3 hours of the Renter’s event. The porter will empty trash bins, maintain the restrooms, and mop up major spills. Outside of the porter duties, the Renter is responsible for returning the facility

to the same condition it was received. The Renter is responsible for all materials, trash, residue, etc. left by any exhibitors and/or outside contractors (i.e. decorators and caterers). Fees may be assessed for cleanup and disposal of remaining items.

7.2.11 Damages

1. The Renter is responsible for all damages to the facility during the event. The Renter is responsible for returning the facility to the same condition it was received. The Renter is responsible for all materials, trash, residue, etc. left by any exhibitors and/or outside contractors (i.e. decorators and caterers). Fees may be assessed for cleanup and disposal of remaining items.

2. A damage deposit fee of $100 is required for all rentals exceeding $100 and is due ~~60 days prior to the rental date~~at the time of booking. This is a separate fee to ensure the room is left in good condition and the terms of the rental agreement are met; it is not payment toward the room rental fee. Depending on event size, an additional deposit may be required.

3. It if is determined that the condition of any part of the facility, furniture, or equipment has been damaged or is missing resulting from the activities from the renter, the damage deposit will not be returned in part or in whole and additional replacement/repair costs in excess of the damage deposit will be billed back to the renter.

4. Damage deposit is refundable if room is left in good condition and there is no damage. Refund check will be issued and returned by mail within 30 days of event. If deposit was on credit card, a credit will be processed on the credit card. Refunds may take 3-4 weeks to process.

5. Renter is responsible for the common areas associated with your event. The lobby, restrooms and parking lots should be free of excessive trash or other damage. If such damage is attributed by Anthem Community Council to the Renter's event, these damages will be charged against the deposit or be billed to the Renter.

6. At the end of the event, the Room

- Must be clear of all material not belonging to the Civic Building.
- Trash must be removed from the tops of tables and placed in the trash receptacles.
- All food, trash or other debris must be removed from the floor and placed in trash receptacles.
- Marker boards and walls must be clean and free from new damage.

Kitchen/Lounge

- The counter surfaces must be clean and free from debris.
- All food and trash must be removed from sinks / drains.
- The refrigerator must be clean and empty.
- The freezer must be clean and empty.
- The floor must be clean and dry.

7.2.12 Decorations

1. The use of masking tape is permitted in decorating. Nails, hooks, screws, tacks, staples, putty, double-sided tape and strong adhesive tape shall not be used on the interior or exterior walls, ceilings, windows, doors, outside signs or furnishings of the facility.

2. The Renter is responsible for any damage to the facility.

3. Decorations causing a high volume of trash and/or debris are subject to cleanup charges.

4. The Civic Building Meeting & Program Manager must approve decorations.

5. Throwing of or decorating with confetti, rice, glitter, birdseed, or other materials that can cause damage to property and/or present a safety hazard is not allowed on the Civic Building grounds (Inside or Outside).

6. Smoke machines or any type of inflatable are not allowed unless approved by Civic Building Management.

7.2.13 Electrical Equipment

All electrical equipment must be approved by the Civic Building Meeting & Program Manager~~, Scheduling Coordinator~~ or Manager on Duty. Accessibility to equipment rooms and utility boxes is prohibited.

7.2.14 Event Accessibility

The Anthem Civic Building staff must have complete accessibility to all event spaces, kitchen areas, corridors and hallways before, during and after events. The Anthem Civic Building Management must grant in writing any exclusivity to any area.

7.2.15 Fire Regulations

1. Open flames are prohibited:

    a. Barbeque grills, propane/butane burners, and open fires are prohibited.

    b. All candles, candelabras and sparklers are prohibited.

    c. Birthday cake candles may be allowed with prior approval from the Civic Building ~~Scheduler Coordinator~~Meeting & Program Manager.

2. All event promoters, exhibitors, and service contractors must comply with all federal, state and local fire codes which apply to places of public assembly.

3. Fire code prohibits overages of capacity of any room, and blockage of exit doors, extinguisher cabinets or service hallways.

4. Renter shall not permit more persons into the facility or premises than can safely and freely move about or be safely evacuated in the event of emergency, as determined by the Fire Marshal of Maricopa County.

5. The capacity will be reflected, as number of “guests in attendance” in the rental contract.

6. In the event the Fire Marshal alters or changes the foregoing maximum capacities, Renter shall abide thereby and comply therewith.

7.2.16 Firearms

1. No firearms or weapons of any kind are allowed on Council property per the ACC Weapons Policy and State Law with exception for authorized law enforcement personnel.

2. Firearm displays or exhibits are not permitted in the building.

7.2.17 Fitness Room Usage

1. All people using the fitness area must be actively participating in an organized class or other instruction. Individuals who are loitering will be asked to leave the exercise floor.

2. Horseplay, running, hanging out, loitering, and loud disruptive behavior will not be tolerated.

3. No food or drink is permitted in the fitness room, with the exception of water in a closed top container.

4. Infant carriers, strollers, car seats etc. are NOT permitted; with the exception of those coming or going to a class.

5. Appropriate exercise clothing must be worn. Shirts and pants/shorts must be worn on the exercise floor. Swimsuits are not appropriate exercise clothing for the exercise floor. Proper footwear is required on the fitness floors. High heels, roller shoes, and marking sole shoes are prohibited on the fitness floor. Civic Building staff reserves the right to define inappropriate dress when necessary.

6. Please be courteous while working out. This includes: re-racking weights when finished, not dropping weights, putting back any equipment you use, wiping down equipment after use, and sharing equipment.

7. To promote a safe environment and prevent theft, all gym bags, purses, etc. should be secured. The Anthem Community Council is not responsible for lost or stolen items.

7.2.18 Food and Beverage

1. The Renter and/or caterer of its choosing in accordance with the alcohol and/or catering policies may bring in food and beverage. The Renter is totally responsible for its food and beverage service and shall hold Anthem and its employees, agents and representatives harmless for all liability, illness, or any damages arising from Renter bringing such items into the center itself or through its caterer. Moreover, Renter shall be responsible for cleanup. The caterer or Renter must setup and breakdown within the rental period outlined on the client rental contract.

2. Cooking of food material is prohibited; heating of food in the microwave on a small scale is allowed. The kitchen(s) and facilities shall be used only to support the serving of pre-prepared foods. All ware washing and food preparation is to be completed off-site.

3. Renters/Guests selling food on the property or any type of concession is not allowed without prior approval from Civic Building Management.

4. Potluck meals or homemade items may be brought into or served at the Anthem Civic Building, either by the Renter, guests, representatives or its sub-contractors with preapproval from Civic Building ~~staff~~Management.

5. No food or drink is permitted in the fitness room, with the exception of water in a closed top container.

7.2.19 Freight and Storage

1. Freight and materials will not be accepted for an event. If Council staff and/or representatives accept delivery and/or shipment they are not liable for any loss, theft or damage to materials received.

2. Materials remaining in the facility after the last contracted day are considered abandoned property and may be disposed of accordingly.

3. The Civic Building will not be held liable for any pre or post event freight.

7.2.20 Fundraising

Written permission from Anthem Community Council Executive Management is required to seek donations or solicit for charitable purposes on Council property, which extends to fundraising activities. Fundraising activities include raffles, donation collections, canvassing, or soliciting for charitable purposes. Efforts to fundraise or solicit for donations must be in conjunction with a preapproved Civic Building reservation or program. Fundraising activities must be associated with and benefit an established non-profit or charitable organization. Exceptions may be made as determined by ACC Executive Management in special instances.

7.2.21 Gratuities

Anthem Community Council policy prohibits any employee from accepting loans, advances, gifts, gratuities, or any other favors from parties doing business with the Council.

7.2.22 Holidays

At the discretion of the Director, Special Events and Civic Building Operations, an event may be scheduled on a holiday, if staffing is available. ~~Saturday~~ After-hours rates will apply to any State and/or Federal observed holiday.

Council Observed Holidays: New Year's Day, Martin Luther King Jr. Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, December 24 and 25.

7.2.23 Insurance

1. All tradeshows, conventions and/or events open to the public are required to provide insurance, although any prospective Renter may be required to purchase liability, property and/or casualty insurance (30) days prior to the event. In the alternative, through determination by Anthem Community Council, Renter will purchase such insurance at Renter's expense as Anthem Community Council may require.

2. A caterer, at their expense, shall provide a blanket insurance policy for the period of their contract and name the Anthem Community Council, its officers, agents and employees as an additional insured on the policy.

3. Insurance requirements are as follows, with limits of at least:

a. $1,000,000 coverage against the claims of any and all persons for personal or bodily injury (including wrongful death) arising out of the work and services to be performed hereunder by Caterer, its officers, agents, employees, subcontractors, licensees or invitees, whether or not caused in whole or in part by the alleged negligence of the officers, servants, employees of the Anthem Community Council.

7.2.24 LED Monument Sign

The Anthem Civic Building electronic message board, also referred to as LED sign, is located on the corner of Anthem Way and Venture Drive. The primary purpose of the electronic message board is to publicize Anthem Community Council and HOA programs, meetings, performances and events held throughout the community, as well as public service messages. The electronic message board will be made available to promote non-ACC sponsored events taking place in the Anthem Civic Building which are open to the public. If space permits, the sign will be made available based on the following:

1. Marketing of events taking place in the Anthem Civic Building (open to the public) on the message board will be at the sole discretion of the ACC.

2. Announcement applications are available by calling 623-742-6050 or online at www.OnlineAtAnthem.com.

3. Announcement applications must be submitted a minimum of ten (10) business days in advance of the requested publish date. Applications may be submitted electronically to webmaster@anthemcouncil.com or can be dropped off or mailed to:

Anthem Community Council Communications
3701 W. Anthem Way, Suite 201
Anthem, AZ 85086 or faxed to 623-742-6170

a. Photographs and/or logos will not be displayed.

b. ACC staff reserves the right to edit any submissions for length or clarity. Design, including font style, color, and possible use of artwork will be determined by the ACC staff.

c. Individuals or groups with multiple meetings scheduled in the Civic Building are limited to 3 message screens at a time, based on availability. Meetings or series of meetings are limited to only 1 message screen at a time. Each message screen should have no more than 10 words to include only event name, time, and date (space permitting).

d. Requests must include sponsoring organization, point of contact, phone number and email address.

e. Requestors are responsible for verifying the accuracy of their display message and terms of agreement; the ACC is not responsible for inaccurate information.

f. Birthday, congratulations, and other personal type messages are not permitted.

g. Political messages are not permitted. General political party meetings open to the public which meet approved guidelines are eligible to use the LED sign. Individual candidates, regardless of party affiliation, are not eligible to use the sign, unless it is an ACC sponsored event.

h. Message requests not adhering to these guidelines will not be accepted.

4. If associated event fees are not paid in full by contract deadlines, the requestor will forfeit their opportunity to use the message board until account is brought current.

The Anthem Civic Building electronic message board may display an announcement of the Renter's event a maximum of three (3) days prior for recurring events and seven (7) days prior for one-time events. Any additional announcements of the event must be approved by Anthem Civic Building Management, and an additional charge may be required.

The Anthem Community Council reserves the right to publicize any community event, even if outside the parameters set herein. The Anthem Community Council owns the message board and its contents and reserves the right to refuse to publish any message and cease this service at any time without notice. All messages must comply with Maricopa County Zoning Ordinance and Sign Regulations.

7.2.25 Miscellaneous

1. Live music is not allowed in any room or area other than the Community Room or Terrace. Artist must setup and breakdown within the rental period outlined on the client rental contract. Exceptions will be made as determined by the ACC in special instances, such as for music lessons.

2. The Civic Building is not responsible for lost or stolen items. The Council will hold any items found for a period of two weeks. After that period, the articles will be considered abandoned property and may be disposed of accordingly.

3. The Anthem Civic Building is not responsible for vehicle damage or theft.

4. Any change to room set-up made the day of the event may not be possible or result in a minimum additional labor charge.

5. Should renter need a vacuum, broom or other cleaning supplies or should a major spill occur, please contact Building Support Staff immediately so the spill can be cleaned before it permanently stains the floor.

6. Rental equipment may not be left in the room for next day pickup unless prior arrangements have been made with the Civic Building Meeting & Program Manager and this is noted in the setup sheet.

7. No person(s) other than Anthem Civic Building personnel are authorized to move portable walls, turn on lights, change thermostat settings or unlock doors.

8. The Civic Building does not provide items such as dishware, serving utensils, tape, ladders, etc.

9. All restrooms are public restrooms and may not be used as dressing rooms.

10. Illegal gambling is prohibited. Lawful gaming may only be conducted pursuant to State law.

11. The Civic Building, and specifically the Business Center, are not to be used for profit based business transactions. For-profit businesses are prohibited from selling, soliciting, or conducting day-to-day operations in the Civic Building.

12. There is to be no loading and unloading of equipment, which results in lane blockage or blockage of any entrance of the building. Violators are subject to towing at owner's expense.

13. At no time may the drive thru of the North entrance of the building be blocked with any vehicle. Violators are subject to towing at owner's expense.

14. Throwing of or decorating with rice, confetti, glitter, birdseed, or any other material that can cause safety concerns or damage, as well as the spraying of silly string or any like product is prohibited in or on the Civic Building premises. Blowing bubbles is permitted, but restricted to parking areas only. Renter will be assessed a cleanup fee for any violation of these rules.

15. Only authorized personnel are allowed inside the Welcome Center desk area.

16. All residents, guests, and staff must abide by the Anthem Community Council Harassment Policy when on Council property.

17. The Anthem Civic Building is a drug free and weapon free zone, as per the Anthem Community Council Weapons and Drugs Policy.

18. Events must be contained within the specific room that has been rented.

    a. The gathering of guests/participants in the Welcome Center lobby area for a short break is permitted provided that space for free flow of traffic into, out of, and through the building space is maintained at all times and that the view of the welcome center staff of building operations is not restricted. This area is not available for meetings. If this policy is not adhered to, a member

of the Civic Building or Security staff will give one warning. If at that time all attendees have not returned to the leased room, the event will be closed and everyone will be removed from the premises.

19. Renter will ensure that its guests, participants, licensees and invitees will conduct themselves in a civil, proper, and well-mannered fashion. Loud noise, disruptive conduct, or unruly, abusive or disorderly behavior is prohibited; if such occurs, Renter may, at Owner's sole and exclusive discretion, be required to vacate the premises immediately with no refund of rental fee or reservation deposit fee.

20. Enforcement of these Rules and Regulations will be by Civic Building Staff and/or law enforcement personnel. Failure to follow all guidelines for use of the Civic Building will result in the closing of the event, vacating of the premises, forfeiture of fees and deposits, and/or prohibited access in the future.

7.2.26 Parking

The Anthem Civic Building offers over 200 parking spaces free of charge.

a. Parking is not permitted in fire lanes.

b. Overnight parking of motor homes, travel trailers or campers on Council property is prohibited.

c. Vehicles or trailers taking up multiple spaces in the parking lot are prohibited, unless preapproved by Civic Building Management.

d. No public parking in reserved spaces.

Violators are subject to towing at owner's expense.

7.2.27 Payments of Fees

1. The basic rental rate and charges for other services are as and may be established from time to time by Anthem Community Council. All fees paid shall be in a form acceptable to Anthem Community Council.

2. Cash, Visa, MasterCard, or Discover are required for payments made less than (15) days prior to the event.

3. It is the Renter's responsibility to furnish the Civic Building with all payments. The event is subject to cancellation if any payment is not made by designated deadline. Any late fees are subject to a 5% Past Due Fee.

4. Invoices will only be sent upon written request.

5. Cleanup/Damage Deposit Fee

a. A damage deposit fee of $100 is required for all rentals exceeding $100 and is due ~~60 days prior to the rental date~~at the time of booking. This is a separate fee to ensure the room is left in

good condition and the terms of the rental agreement are met; it is not payment toward the room rental fee. Depending on event size, an additional deposit may be required.

b. Deposits are refundable after the event if the room has been left in good order, no damage has been done to the property or equipment, the Renter and guest have left the premises by the contracted time and all conditions of the contract have been met. Refund check will be issued within 30 days of event and returned by mail to the address provided by Renter. If deposit was on credit card, a credit will be processed on the credit card.

c. Failure to cleanup or be checked out by the Civic Building office staff will result in a forfeiture of the entire deposit plus any additional damage or cleaning fees.

d. Additional fees will be charged for vacating the building after the contracted time.

6. Rental Fees

a. Rental fees will be based on type of event, space needed, day and time of event, and user. Room rentals will be charged on a per hour basis.

b. A two-hour minimum will be required for rentals outside of normal business operating hours.

c. Anthem Residents may not reserve the facilities for a non-resident. Proof of residency may be required at time of reservation request.

There will be designated areas in the Anthem Civic Building which will be available for drop-in use and no fees will be charged. A designated drop-in room may be reserved with an applicable fee, however, renter will be asked to accommodate guests already in room. Civic Building staff has the discretion to move either renter or drop-in guests to another room in order to be accommodating to all.

7.2.28 Room Occupancy

1. Renter shall not permit more persons into the facility than can safely and freely move about, as determined by the Fire Marshal of Maricopa County.

2. The signed rental contract must accurately state the number of people attending the event.

3. If the number of people in attendance exceeds the maximum room capacity and the event is moved to a larger room, there may be an additional fee charged. The contract will state the number of people allowed at the Renter's event.

7.2.29 Room Reservations

1. The Civic Building ~~Scheduling Coordinator~~Meeting & Program Manager shall schedule events on a first-come, first-served basis upon receipt of a completed ACB Facility Rental Request Form and payment of applicable fees. The Anthem Community Council Board and Board-approved committees, as well as all delegated committees of the Council Board, will have the first priority for room reservations.

a. The responsible party reserving facilities must be at least 18 years of age and must be present during facility rental time.

b. Courtesy holds will not be accepted at any time.

c. The Anthem Community Council has the sole discretion to accept, deny, adjust, and cancel a facility rental request.

d. A reservation will be confirmed upon payment of applicable fees and approval. Anthem Civic Building staff has the authority to determine room assignments and make changes as necessary.

e. Residents may reserve a room one-year in advance or less. Anthem residents may be required to show proof of residency. Non-residents may reserve a room no more than ninety (90) days in advance.

f. Residents and Anthem-based groups/organizations may reserve a room for a recurring event provided it occurs the same day and time of the month. Reservation will be valid for one year. All applicable rental fees must be paid 2 weeks prior to each month's event.

2. In order to secure a reservation, a signed rental agreement and payment in full is required for all rentals ~~less than $100.~~ .

a. Rental agreements for events where the fee exceeds $~~100~~400, reservation will be secured upon payment of 50% of the rental fee which is due and a damage deposit fee of $100, along with the signed contract. The remaining balance will be due ~~2 weeks~~1 month prior to the rental date.

b. A 2-hour minimum is required for all reservations outside of normal business hours.

3. The Civic Building is not responsible for omissions and/or cancellations of any reservations not accompanied by an executed contract.

4. Cancellations and/or changes made to the contract must be submitted in writing to the Civic Building ~~office~~Meeting & Program Manager. Verbal cancellations or changes will not be eligible for any refunds, if due.

5. Use of special equipment (i.e. microphones, speakers, amplified music, etc.) or entertainment (hired vendor, etc) must receive prior approval from Civic Building ~~Scheduling Coordinator~~Meeting & Program Manager and be explained fully in the rental application.

6. Anthem Community Council retains the exclusive right to disapprove any event, performance, exhibition, or entertainment which, in the sole discretion of Anthem Community Council, may be offensive, inappropriate, unsafe or unsuitable, and Anthem Community Council retains the right to cancel a lease without advance notice in the event that Renter's conduct or use of the premises is regarded in Anthem Community Council's sole discretion as offensive, inappropriate, unsafe or unsuitable. Anthem Community Council further retains the exclusive right to cancel a lease at any time

without advance notice if Renter's event, performance, exhibition or entertainment fails to substantially meet its advertising claims or violates event content or event restrictions originally agreed upon by the parties.

7. Notwithstanding any term or condition herein contained, Anthem Community Council retains the absolute and unconditional right and authority to cancel and annul a lease, at Anthem Community Council's option, for any or no reason, and shall provide Renter with advance notice thereof not less than (20) days prior to the commencement of Renter's event or intended use of the facilities.

a. In the event that Anthem Community Council exercises this right, Renter shall be entitled to a refund of any and all advance fees made prior to the cancellation of the lease.

b. The return of sums previously paid shall be Renter's sole and exclusive remedy for any cancellation.

Renter shall not assign a contract or any part hereof, nor sublet the premises to any person without prior written consent of Anthem Community Council.

7.2.30 Room Set Up

1. All room diagrams layouts are to be finalized and approved by the Civic Building Meeting & Program Manager ~~and/or Scheduling Coordinator~~ no later than 15 business days prior to the event. Late room diagrams or last minute changes may be subject to additional charges.

2. For safety reasons, Renter is not permitted to move Civic Building equipment. The room, its furnishings, and all Civic Building owned equipment should not be altered in any way. Renter is not allowed to stand on tables, chairs, etc.

3. The Civic Building does not provide ladders, extension cords, tape, pins, etc.

4. If there is a charge for room setup diagrams received less than 15 business days prior to the event or last minute changes or additions, these charges will be taken out of the deposit fee or collected separately should the deposit amount be insufficient to cover the charges.

5. The ACC may provide rooms on a free, drop-in basis, and may establish policies to govern this type of building use. Free drop-in space is only available to Anthem residents and Anthem-based groups of no larger than twenty people, and only in designated areas during designated times.

7.2.31 Security Policy

1. Civic Building Management will have final authority to determine whether or not security is needed for an event even though alcohol may not be served, and will work with Renter to determine the appropriate source of the security.

2. Civic Building Management will also determine the number of security personnel required for an event, as well as, the length of time such services are needed. Under most situations, security will be required for any of the following:

- Security is required for all events serving alcohol.
- Events that are considered “high risk” or have “value” content.
- Any social event and/or large attendance event.

3. Cost of security will be at the sole expense of the Renter. The security officer's duty will be for the protection of life and property.

4. Shows and exhibits may use private security agencies for protection of their property if they so choose. The name of the private security agency and contact information must be submitted to Civic Building Management 2 weeks prior to event.

Attendees	Officer(s)	Officer(s) For Events w/Alcohol
Up to 150	1	2
151 to 330	2	3
331 plus	3	4

7.2.32 Sign Policy (Exterior)

1. Council sponsored or Council hosted events may, if the Civic Building Manager determines appropriate, display signs in designated exterior locations. ONLY Council Sponsored Event and/or Partnership Event banners will be allowed on Council Property.

2. Council approved events may be eligible for banner placement in other areas of the Civic Building.

3. Council is not responsible for damage to or theft of banners while on Council property.

4. Non-Council sponsored events may be eligible to place announcements on the LED Monument Sign. Please see LED Monument Sign Policy for requirements.

7.2.33 Sign Guidelines

1. The Civic Building Manager must approve all signs and banners prior to placement. These signs must meet and follow the sign guidelines set forth.

2. The Civic Building electronic message board may display an announcement of the Renter’s event a maximum of seven (7) days prior to the event. Any additional announcements of the event must be approved by Civic Building Management, and an additional charge may be required.

3. Interior signs may not be placed on Civic Building entrance doors and signs may not be placed in common areas unless the renter has prior approval from Civic Building Management.

7.2.34 Smoking

The Anthem Civic Building is a tobacco free facility. Smoking and/or tobacco use, including electronic cigarettes, is prohibited in all areas inside and outside the building.

7.2.35 Solicitation/Advertising

1. No solicitation of any kind is permitted on Council property.

2. The circulation of advertisements, tickets or any other written material in or on Council property, including parking lot areas, without written permission from Council Management is prohibited.

3. Political candidacy materials are strictly prohibited on Council property unless provided in conjunction with a candidate's night and approved by the ACC management.

4. Individuals and/or organizations wishing to place informational materials in the Welcome Center must submit an Information Material Display Request Form and receive written approval from Civic Building Management. Welcome Center material space will be offered on a first come first serve basis. The material provider will be responsible for restocking brochures.

The Anthem Community Council recognizes the need to strike a balance between the individual's right to be free from invasion of privacy and the institution's duty to promote a safe environment for all community members.

7.2.36 Surveillance

The purpose of video surveillance in the Anthem Civic Building is to:

- Promote a safe environment by deterring acts of harassment or assault.
- Deter theft and vandalism and assist in the identification of individuals who commit damage to Civic Building property.
- Assist law enforcement agencies with regard to the investigation of any crime that may be depicted.
- Assist in the daily operations of the Anthem Civic Building.

Signs will be posted in appropriate areas, either at the entrance to the area under surveillance or in close proximity to the camera informing the general public of the usage of video surveillance on site.

At no time will persons other than those designated by Office Management have access to the monitors or to the recordings made in the course of the surveillance. Personal information contained on the recordings shall not be used or disclosed for purposes other than those for which it was collected, except with the consent of the individual or as required by law.

7.2.37 Television Usage

1. The Civic Building offers cable television viewing in the Lounge area. Television viewing is available for the use of adults and teens; children under the age of 13 must be accompanied by an adult to watch cable television in the Civic Building.

2. Persons using the TV are requested to keep the volume low enough so as not to disturb other participants and to be thoughtful of others who may also be watching TV.

3. Persons using the TV are requested to view only "family-friendly" shows; Civic Building staff reserves the right to change any programming that may be considered offensive or inappropriate.

7.2.38 Vehicles

Vehicles are not allowed in the building.

7.2.39 WiFi Usage

1. The Wi-Fi service is a free public service provided by the Anthem Community Council for Anthem property owners and their guests.

2. Access to the service is completely at the discretion of the ACC and may be blocked, suspended, or terminated at any time for any bona fide reason including, but not limited to:

a. a violation of this Agreement; actions that may lead to perceived or potential liability for the ACC;

b. disruption of access to other Users;

c. violation of applicable State, County or Federal laws or regulations.

The ACC may revise this Agreement at any time. You must accept this Agreement each time you use the Service and it is your responsibility to review it for any changes each time.

The ACC supports the free flow of information and ideas over the Internet with the understanding that the Anthem Civic Building areas are designed to be, and endeavor to be, family friendly. Access to the service is conditioned on legal and appropriate use. Use of the service and any activities conducted online through the service shall not violate any applicable law or regulation; or violate the governing documents of the ACC or its HOA governing documents; or the rights of any third party.

anthem
community council

Memorandum

To: ACC Board of Directors

From: Jenna Kohl, CEO

Date: September 20, 2017

Re: *Proposed Changes to Committee Structures and Scope*

Recommendation

Staff recommends that the Board approve Resolution 2017-R-08, Amending Part 4 of the Board Policy Manual, Committees.

Background

Community involvement is critical to achieving the mission of the ACC. To that end, the Board utilizes committees and other volunteer groups to serve in various capacities to support the work of the ACC. These groups are outlined in the Board Policy Manual, Part 4. Periodically, the Board and staff will review the current committee structure, and will consider modifications to ensure that the committees and their scopes of work align with the Board's strategic priorities, and maximize the volunteers' time. We have conducted such a review and took the Board's feedback into consideration as we crafted the proposed changes, which are reflected in the attached documents.

A summary of the proposed changes follows. The net outcome of these recommendations is not intended to be less resident input, but rather to allow flexibility to target input around priority issues and needs. Additional resources and tools to gather resident input and encourage citizen engagement that we have used include survey instruments, open houses and neighborhood meetings.

Standing Committees

- *Fiscal and Resource Management Committee*. This committee is fully staffed with volunteers and meets regularly. No changes recommended.
- *Community Planning and Development Committee*. This committee has one open position. Now that the extensive Facilities Master Plan process is substantially complete, the focus is shifting from planning to project implementation for the next three years. As such, the work of this committee has subsided. Staff recommends that the standing Planning Committee be discontinued in favor of utilizing ad hoc focus groups, task forces

and other means of enlisting community input targeted at specific assignments, projects or objectives. Current CPDC members have been advised of this proposed change. A few have expressed interest in continuing to be involved and have emphasized the importance of having ambassadors to connect with other residents on projects, etc.

- *Economic Development Committee*. Several terms have expired. Staff recommends that this committee be discontinued and replaced with a business advisory group that meets to consult on events, programs and initiatives to support the business community, and to partner with organizations on initiatives that benefit the Anthem business community at large. The members of the EDC have been advised of this proposed change, and generally support the transition to a Business Support and Advocacy Committee.

Affiliate Groups

- *Volunteerism*. This is an inactive group with no members. Staff recommends that this group be discontinued, and that the Board direct staff to develop a more robust volunteer program as time allows.
- *Anthem Neighborhood Watch*. This is an active and fairly independent group that collaborates with staff as defined in the Board Policy Manual. No changes recommended at this time; however, the Board may wish to evaluate the status in the future to determine if ANW should be a fully independent group or one that the ACC continues to support.
- *Anthem Veterans Memorial Support Team*. With the AVM complete, policies, procedures and practices are in place to maintain the Memorial and host ceremonies. Staff recommends that this group be discontinued. However, the ACC will remain committed to continuing and strengthening our partnership with local veterans' organizations, and will continue to consult with the Memorial's original designer and volunteers, as appropriate. Per Board's recent direction, a smaller advisory committee of staff (2), Board (2) and Daisy Mountain Veterans representatives (2) is actively meeting.

Special Committees

- *Utility Rate Committee*. This group, which is currently called the Utilities Panel, is active when needed, particularly during rate cases. Staff recommends no change in this group other than modifying the name.

Additional Committees

- *Public Safety Roundtable*. This group meets quarterly and is a positive opportunity for ACC, HOA, law enforcement, public safety, school and other representatives, along with residents, to meet and discuss issues, events, etc. No changes recommended.
- *Law Enforcement Task Advisory Group*. This group was originally formed to focus on very specific initiatives, most notably to assist with fostering a stronger spirit of cooperation between City of Phoenix and County law enforcement officials, and to work with the high school to strengthen the school liaison officer program. Both of these objectives have been met, and this group has been inactive for several years, so staff recommends that it be discontinued.

- *Commercial Design Review Advisory Committee*. This group is fully staffed with volunteers and is actively involved in reviewing commercial architectural design requests. No major changes are recommended.
- *Anthem Youth Advisory Council*. As this section was recently updated, no further changes are recommended.

Ambassadors/Outreach Group

The Board Policy Manual allows for the CEO to form focus and advisory groups as needed. One current concept under consideration is formation of an "ambassadors" or "outreach" group. This group would include individuals that represent a cross section of the community; they would be specifically invited to meet with the CEO and staff on a quarterly or as-needed basis to discuss current events and projects, and to provide community feedback on issues.

Attachments

- Resolution 2017-R-08, Amending Part 4 of the Board Policy Manual, Committees
- Redline Version of Changes to Part 4 of the Board Policy Manual, Committees

Resolution 2017-R-08

Anthem Community Council Board Policy Manual Part 4 – Committees

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 Part 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, Part 4 of the Board Policy Manual shall provide as follows:

Part 4: Committees

Section 1 – Committee Charters

4.1.1 Policy and Charters Regarding Committees

Introduction: The Board recognizes the important role of Committees, comprised of competent, skilled and passionate residents with diverse backgrounds, who bring needed input and guidance to the Board's decision-making processes, and give valuable feedback to the Council on varying topics pertinent to the governance and benefit of the community. The following Committee Charters are hereby defined to promote openness, transparency, cooperation and structure.

1. Role of Committees: The Board shall have Standing Advisory and Policy Committees, Special Committees and Affiliate Groups. Committees help the Board work efficiently and effectively. They speak "to the Board" and not "for the Board." Unless authorized by the full Board, a Committee may not exercise authority that is reserved to the whole Board by the governing documents of the Council or by the laws of the State of Arizona governing non-profit organizations. Board Committees are not created to advise or exercise authority over staff, but rather to serve in an advisory role to the Board in concert with staff input and support. Standing Committees shall exist in perpetuity unless abolished or modified by the Board for the Council. Special Committees serve a specific and usually time-limited purpose, and may be dissolved upon conclusion of that purpose. Affiliate Groups are working groups designed to act without the formality of the Standing Committees in order to serve a singular purpose as defined by the Board. Affiliate Groups are subject to their own charter as defined below. The CEO may also appoint community volunteers to various advisory, focus or action groups to help Council staff implement the Board's policies, give advice on project and/or programs, or other purpose to serve the Council.

2. The following are hereby established as Standing Committees of the Board:

a. Fiscal and Resource Management Committee

b. Business Support and Advocacy Committee

3. The following are hereby established as Affiliate Group(s) of the Board:

a. Anthem Neighborhood Watch

4. The following are hereby established as Special Committee(s) of the Board:

a. Utilities Panel

5. The Board also recognizes the following additional groups that exist but are not subject to this charter:

a. Public Safety Roundtable

b. Commercial Design Review Advisory Group

c. Anthem Youth Advisory Council

The scope of work for each Standing Committee is defined below.

4.1.2 Fiscal and Resource Management Committee

This Committee's mission is to make policy recommendations to the Board on financial issues and relevant internal and external controls that will provide financial benefit to the greater good of the Anthem community. The Fiscal and Resource Management Committee membership should contain residents who have experience and expertise in management, accounting, finance, investments and/or insurance. The specific scope of work for the Fiscal Resource and Management Committee includes:

1. This Committee shall study and recommend policies relating to financial principles, plans and courses of action that provide for mission accomplishment and organizational financial well-being.

2. Consistent with this responsibility, the Committee shall review the annual budget as presented by the CEO and make its recommendations to the Board.

3. In addition, the Committee shall make recommendations with regard to the level and terms of indebtedness, cash management, investment policy, risk management, financial monitoring and reports, signatory authority for expenditures and other policies that the Committee determines are advisable for effective financial and resource management.

4.1.3 Business Support and Advocacy Committee

This Committee shall study and recommend policies and programs to support local Anthem businesses in order to promote Anthem as the "hub of the north valley," a place to "live, work, and play;" enhance

property values; and promote a positive image of the community and a strong partnership with and between local businesses. It is preferred that members of this Committee have expertise in the areas of business development, real estate, business engagement, legislative advocacy or public relations. The specific scope of work includes:

Support Board and Staff efforts to evaluate, define, plan for and implement strategies, programs and initiatives that are designed to support local business and create an environment conducive to new business and development in Anthem that might not naturally occur on its own. Such programs may include business roundtable discussions, business awards program, business development classes, promoting business involvement in ACC events, advocating on behalf of businesses and other initiatives and programs as designed by the ACC Board and/or staff. The Committee may partner with local business groups and other entities on programs and initiatives that foster a strong business climate and relationships in Anthem.

4.1.4 Policies Relating to all Standing Committees

1. Appointments

Committee members and Board members can make recommendations for appointments. Interested residents may apply or nominate another resident. Interested applicants should complete the volunteer interest form and submit it to the CEO. The CEO will present the applications to the Board President for any open Committee positions for consideration, along with any comments from the appropriate Committee Chair and staff as to the potential member's qualifications and fit with the Committee. Appointments will be made per the Committee Charters.

2. Vacancies

Vacancies must be reported to the CEO by the Committee Chair. The vacancy will be filled for the remainder of the vacated term.

3. Membership

Each Standing Committee shall consist of five members, unless otherwise approved by the Board. Appointments shall be made by the Board President with advice and consent of the remainder of the Board. Members must be residents of Anthem. No more than 2/3 of the voting membership of each Committee shall represent Parkside or Country Club, unless otherwise authorized by the Board. Members must be in good standing in their respective communities. A member cannot serve on more than one Standing Committee of the Council at one time.

4. Subcommittees

Subcommittees are also subject to Committee charters and policies. Subcommittees can consist of separate members unless otherwise approved by the Board; the Committee Chair shall designate a Committee member to be a liaison to the subcommittee as appropriate.

4. Attendance at Meetings

Members are required to attend Committee meetings. Absence from three or more consecutive meetings is cause for removal of that Committee member.

5. Removal of Committee Members

Termination of services will be by term expiration, resignation, recommendation of the Committee Chair and approval by the Board, and/or decision of the Board.

6. Terms

Committee Members will be appointed for two-year staggered renewable terms. Committee Chairs will be appointed for one-year, renewable terms. All appointments shall be made annually at a regularly scheduled Board meeting, or as needed due to a vacancy or other reason as determined by the Board. Any vacancy will be filled for the remainder of the vacated term.

7. Committee Chairs

Committee Chairs are responsible for formation of agendas, appointment of recording secretary, leadership of meetings, appointing an Acting Chair in the Chair's absence, transmitting minutes and recommendations to the Board, and serving as the point of contact with the Committee's staff liaison. Committee Chairs are appointed by the Board President with advice and consent of the Board.

8. Communication

All Committee communications must be coordinated through the Committee Chair and staff liaison unless otherwise designated. The Committee must have a majority opinion on direction; no independent member work is acceptable unless agreed upon by the Committee. Committee Chairs and members are advisory to the Board, and shall not act on behalf of the Board unless otherwise authorized by the Board. Each Committee may be provided with a general Council email account to facilitate communication with the Committees. This setup will help maintain consistency if there is transition among the Chairs, and will minimize overflow of email messages to personal inboxes. All Committee communication must be conducted in open meetings unless there is an executive session discussion item. Email should only be used for general correspondence and not discussion, decision-making or polling of opinions. All communication with Council vendors and legal counsel must go through the staff liaison.

9. Board Meetings

Committee Chairs or their designees are encouraged to attend the regular monthly meetings of the Board to make reports and answer questions as necessary.

10. Agendas

Committee meeting agendas will be compiled by the Chair and staff liaison. They will be published for each meeting as soon as possible, but at least a minimum of 24 hours in advance of the meeting. A standard agenda format will be used for all agendas.

11. Committee Meetings

Standing Committees shall have regularly scheduled public meetings on a quarterly basis. Meetings might be canceled if there is no business to discuss or a quorum cannot be established. Special meetings might be held as needed. Committee meetings shall be held at an Anthem Community Council facility. Scheduling is coordinated with the ACC Executive Assistant. Public comment is not required at Committee meetings; it is encouraged but subject to the Chair's discretion. Committees can adjourn into executive session provided the reasons are consistent with the ACC by-laws and Arizona State law governing executive session.

12. Minutes

Each Committee Chair shall appoint a member as Recording Secretary to take minutes. Minutes shall be submitted to the Council's Executive Assistant within seven (7) business days of the meeting. The minutes will then be placed on a Board agenda for acknowledgment, and stored permanently in Council records. A standard format will be used for all minutes. Minutes and action items must be submitted to the Executive Assistant for the Council at least seven (7) business days after the meeting and will be included on the agenda for the next appropriate Board meeting.

13. Work Program and Action Items

Each Committee will work with the CEO and staff liaison to develop a work program for the upcoming calendar year, which will identify objectives, projects and priorities for review. This work program shall be presented to the Board annually. Committees are charged with working within their specific charter scope of work and approved work program. Action items can be submitted to a Committee for consideration by the Board, CEO or staff liaison. Committees may also bring an action item forward for the Board's consideration. Any recommendations for the Board's consideration must be submitted in writing, with proper backup documentation, to the staff liaison for inclusion in a Board packet. Recommendations must be submitted with the minutes, at a minimum seven (7) days after the Committee meeting; submittals not received in time for placement on a Board agenda will not be accommodated unless an emergency item as determined by the Board or CEO. Upon approval by the Board, the staff liaison and Committee Chair will work jointly on implementation and will provide follow up to the Board through the CEO as appropriate.

14. Staff Liaison

Each Committee will be assigned a staff liaison by the CEO. The role of this staff member is to serve as a link between the Committee and staff, Committee and Council Board, and Committee and other Committees. This person will be charged with ensuring that all agendas and minutes for the Committee are forwarded appropriately for posting and that all action items are noted on agendas. Additionally,

staff will lead items requiring review by multiple parties through the process. The staff member will draft and review meeting agendas with the Chair, and will attend the Committee meetings to provide vital input to assist in discussion of the Committee. All requests to staff should be funneled through the Committee Chair. Staff will also serve as the contact points between vendors, legal counsel and other entities on behalf of the Committees as appropriate, in order to ensure proper management of resources, limit legal expenses and promote proper budgeting.

15. Budget and Spending Authority

The staff liaison is responsible for submitting budget requests on behalf of the Committee for the CEO and Board's consideration as part of the annual budget process. Any purchases and requests for reimbursement must be coordinated through the staff liaison. Only items approved in the budget will be considered. Non-budgeted items will not generally be considered unless emergency or urgent in nature; in this case, the request must be submitted by the Chair and staff liaison to the Fiscal and Resource Management Committee for review and then forwarding on to the Board for consideration.

16. Committee Orientation and Summit

A Committee Orientation will be held annually to review expectations and discuss upcoming projects. Summits will be held as necessary, and can be joint meetings of Committees and the Board (which may be referred to as Working Sessions), various Committees or other as needed.

17. Compliance with Policies

At the annual Committee Orientation, staff will review with Committee members all applicable policies, including the Conflict of Interest and Media Policies that apply to Committee members.

Section 2 – Council Affiliate Group Charters

4.2.1 Affiliate Groups

1. This charter applies to the following Affiliate Group(s) of the Council Board:

    a. Anthem Neighborhood Watch

2. Definition (Scope of Work)

    a. Anthem Neighborhood Watch (ANW) serves as a community-based organization of citizens working in cooperation with the Council and local public safety and law enforcement entities to reduce crime in Anthem.

4.2.2 Policies Relating to Affiliate Groups

1. Membership: Each Affiliate Group shall consist of a Chair that will be appointed by the Council Board President with advice and consent of the Board of Directors. The Chair, in coordination with the CEO (or

designee), will appoint other officers as needed, which may include a Vice-Chair, Secretary/Recorder and Treasurer. The Chair and any officers must be residents of Anthem. Chair and officers must be in good standing in their respective communities. The Chair and officers can recruit and retain additional general members (with no limit on membership) as they deem appropriate. There may also be liaison members that are non-residents (for example, a representative from the City of Phoenix Police Department may be a liaison member of Anthem Neighborhood Watch).

2. Removal of Members: Termination of membership will be by term expiration, resignation or recommendation of the Group Chair and CEO (or designee).

3. Terms: Group Chairs will be appointed for two-year renewable terms. Appointments shall be made annually at a Board meeting, or as needed due to a vacancy or other reason as determined by the Board. The vacancy will be filled for the remainder of the vacated term. Terms for other officers shall be determined by the Group Chair. There shall be no term for general members.

4. Affiliate Group Chairs: Group Chairs are responsible for sending out meeting notices and agendas, facilitating efforts of officers and general members, appointment of officers and subcommittees with CEO (or designee), leadership of meetings, appointing an Acting Chair in the Chair's absence, recommendations to the Board via the staff liaison, coordinating the budget request with the staff liaison, and serving as the point of contact with the Committee's staff liaison on issues as appropriate.

5. Meetings: Affiliate groups may have public meetings on an as-needed basis. Public comment at Committee meetings is not required. Affiliate groups may have smaller planning meetings as needed. Agendas are suggested but not required.

6. Minutes/Reports: The Affiliate Group Chair shall report to the Board on a minimum of a quarterly basis, in writing, as to the activities of the Affiliate Group (past, present and future).

7. Board of Directors Meetings: Affiliate Group Chairs or their designees are encouraged to attend the regular monthly meetings of the Board to make reports and answer questions as necessary.

8. Affiliate Group Meetings: Affiliate Group meetings may be held at a Council facility. Scheduling is coordinated with the staff liaison.

9. Minutes/Reports: If the Chair wishes to provide a report as indicated in the charter, it must be submitted to the staff liaison and Council's Executive Assistant for the Council at least seven (7) business days in advance of the meeting. The Chair can verbally present the written report at a Board meeting as desired and as coordinated with the Executive Assistant.

10. Budget and Spending Authority: Affiliate Groups shall follow the budgeting and spending policies as outlined in the Standing Committee Charter. Grant efforts, including coordination, application, submittal, etc. must be coordinated with the staff liaison.

11. For Work Program and Action Items, Staff Liaison, Committee Orientation and Summit, Compliance with Policies, Vacancies and Communication: In respect to development of a work program, action

items, staff liaison, attendance at Committee orientation/summits, communication, and general compliance with policies, the Affiliate Groups will adhere to and follow those policies outlined in the standing committee charters as applicable.

Section 3 – Special Committees

Special Committees are formed for a specific purpose, and may be dissolved upon completion of their mission as the Board so chooses. The current Special Committee(s) approved by the Board is/are as follows:

4.3.1 Utilities Panel

This charter applies to the Utilities Panel, an independent group of volunteer residents operating under the overall direction of the Board.

1. The objectives of the Utilities Panel are:

a. Work closely with CEO and Council staff to proactively study, recommend and (upon approval by the Board) implement positions, policies and actions deemed necessary to ensure and/or improve the quality, availability and cost of public utilities for the residents and property owners of Anthem.

b. To the extent practical, identify and develop staff and/or resident(s) with appropriate capabilities to assume a lead role in representing the Anthem community in public utility-related legislative matters and regulatory proceedings.

c. Support/encourage water and energy conservation programs in the Anthem community.

d. Facilitate improvements in utility company customer service to Anthem community.

2. The scope of the Utilities Panel activities includes the public utilities serving the Anthem community – water, wastewater, electric and natural gas.

3. The Utilities Panel will be responsible for the following activities:

a. Establish relationships and conduct periodic meetings with:

i. Public utility providers serving Anthem (EPCOR USA, Arizona Public Service, Southwest Gas, City of Phoenix, etc.);

ii. Regulatory agencies (RUCO, Arizona Corporation Commission); and

iii. Elected representatives, public officials and candidates for public offices.

b. Address key public utility issues proactively (where appropriate, jointly with public officials, legislators, other utility customers and/or utility companies):

i. Identify – Monitor regulatory policies, legislative matters and rate cases involving public utilities serving Anthem.

ii. Prioritize – Review identified regulatory policies/matters/cases and select those with significant impact on Anthem for further analysis and possible action.

iii. Analyze – Study the selected regulatory policies/matters/cases and develop positions, commentaries and actions that will result in favorable outcomes for the Anthem community.

iv. Recommend – Bring to the attention of CEO, Board and community those positions, commentaries and actions that should be pursued by the community and seek Board approval to proceed.

v. Implement – Upon approval by the Board, assist CEO and Board in organizing and coordinating efforts to implement recommended positions, commentaries and actions (e.g. forming the next rate case panel).

4. Membership: The Panel shall consist of a Chair, who will be appointed by the Council Board President with advice and consent of the Board. The Chair, in coordination with the CEO (or designee), will appoint other officers as needed. The Chair must be a resident homeowner of Anthem and must be in good standing in his/her respective community. The Chair and CEO can recruit and retain additional general members (with no limit on membership) as they deem appropriate. There may be members that are non-residents.

5. Removal of Members: Termination of membership will be by resignation or recommendation of the Panel Chair and CEO (or designee).

6. Terms for Chair and Members: Panel Chair will be appointed for two-year renewable terms. Appointment shall be made at the May Board meeting, or as needed due to a vacancy or other reason as determined by the Board. The vacancy will be filled for the remainder of the vacated term. There shall be no term for general members.

7. Chair: The Chair is responsible for sending out meeting notices and agendas, facilitating efforts of officers and general members, leadership of meetings, appointing an acting chair in the chair's absence, recommendations to the Board via the staff liaison, coordinating the budget request with the staff liaison, and serving as the point of contact with the Panel's staff liaison on issues as appropriate.

8. Meetings: The Panel shall have meetings on an as-needed basis; the meetings may or may not be public. Public comment at Panel meetings is not required. Smaller planning meetings can be held as needed. Agendas are suggested, but not required.

9. Minutes/Reports: The Chair shall report to the Board on a minimum of a quarterly basis, in writing, as to the activities of the Panel (past, present, and future). If the Chair wishes to provide a report as indicated in the charter, it must be submitted to both the designated staff liaison and Council's

Executive Assistant for the Council at least seven (7) business days in advance of the meeting. The Chair can verbally present the written report at a Board meeting as desired and as coordinated with the Executive Assistant.

10. Budget and Spending Authority: The Utilities Panel has no budget or spending authority.

11. For Work Program and Action Items, Staff Liaison, Committee Orientation and Summit, Compliance with Policies, Vacancies and Communication: In respect to development of a work program, action items, staff liaison, attendance at Committee orientation/summits, communication, and general compliance with policies, the Panel will adhere to and follow those policies outlined in the standing committee charters as applicable.

Section 4 – "Other" Groups

4.4.1 Public Safety Roundtable

Council staff will coordinate, on a quarterly basis or as needed, a law enforcement roundtable with the purpose of fostering relationships and information sharing with the public service agencies which protect and serve the community of Anthem, possibly including (but not limited to): Maricopa County Sheriff's Department, Phoenix Police Department, North Valley Posse, Daisy Mountain Fire District, City of Phoenix Fire Department, Anthem Neighborhood Watch and other public safety organizations and partners.

4.4.2 Commercial Design Review Advisory Committee

Commercial Design Review Advisory Committee (CDRAC): The purpose of this advisory group is to review and respond to applications and requests from non-residential property owners, tenants and/or developers, and is limited to the following parameters:

1. Meetings will be called by the ACC Business Services Specialist (as needed).
2. The CDRAC will conduct architectural design review for non-residential property projects and will make recommendations to the ACC Board of approval, recommendations of approval with modifications and/or conditions, or recommendations of disapproval of the proposed project in accordance with the review procedures as established.
3. The CDRAC may consider and participate in other non-residential property projects and issues as requested by ACC staff/Board of Directors.

The CDRAC consists of the CEO, up to two additional ACC staff as designated by the CEO, ACC Business Services Specialist, Council Design Review Architect, representatives from the business community, and a designated Director from the Board, who shall serve as Chair.

4.4.3 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 27th day of September, 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.

Part 4: Committees

Section 1 – Committee Charters

4.1.1 Policy and Charters Regarding Committees

Introduction: The Board recognizes the important role of Committees, comprised of competent, skilled~~,~~ and passionate residents with diverse backgrounds, who bring needed input and guidance to the Board's decision-making processes, and give valuable feedback to the Council on varying topics pertinent to the governance and benefit of the community. The following Committee ~~charters~~ Charters are hereby defined to promote openness, transparency, cooperation~~,~~ and structure.

1. Role of Committees: The Board shall have ~~standing~~ Standing Advisory and Policy ~~committees~~Committees, ~~special~~ Special ~~c~~Committees~~,~~ and ~~affiliate~~ Affiliate ~~groups~~Groups. Committees help the Board work efficiently and effectively. They speak "to the B~~b~~oard" and not "for the B~~b~~oard." Unless authorized by the full Board, a ~~committee~~ Committee may not exercise authority that is reserved to the whole Board by the governing documents of the Council or by the laws of the State of Arizona governing non-profit organizations. Board ~~committees~~ Committees are not created to advise or exercise authority over staff, but rather to serve in an advisory role to the Board in concert with staff input and support. Standing ~~committees~~ Committees shall exist in perpetuity unless abolished or modified by the Board for the Council. Special ~~committees~~ Committees serve a specific and usually time-limited purpose, and may be dissolved upon conclusion of that purpose. Affiliate ~~groups~~ Groups are working groups designed to act without the formality of the Standing Committees in order to serve a singular purpose as defined by the Board. Affiliate ~~groups~~ Groups are subject to their own charter as defined ~~in Appendix A~~below. The CEO may also appoint community volunteers to various advisory, focus or action groups to help Council staff implement the Board's policies, give advice on project and/or programs, or other purpose to serve the Council.

2. The following ~~Committees~~ are hereby established as ~~standing~~ Standing ~~advisory and policy committees~~ Committees of the Board:

a. Fiscal and Resource Management Committee

~~b. Community Planning and Development Committee~~

b.~~c.~~ ~~Economic Development Committee~~Business Support and Advocacy Committee

3. The following ~~following~~ are hereby established as Affiliate Group(s) ~~are hereby established as special committees~~ of the Board:

a~~. Volunteerism~~

~~b~~. Anthem Neighborhood Watch

~~c. Anthem Veterans Memorial Support Team~~

4. The following ~~Committees~~ are hereby established as ~~special~~ Special ~~committees~~ Committee(s) of the Board:

a. ~~Utility Rate Committee~~Utilities Panel

~~B. Veterans Memorial Event Committee~~

5. The Board also recognizes the following additional groups that exist but are not subject to this charter:

a. Public Safety Roundtable

~~b. Law Enforcement Task Advisory Group~~

~~c~~b. Commercial Design Review Advisory Group

c. Anthem Youth Advisory Council

~~6. Scope of Work.~~ The scope of work for each Standing Committee is defined below.

4.1.2 Fiscal and Resource Management Committee

This Committee's mission is to make policy recommendations to the Board on financial issues and relevant internal and external controls that will provide financial benefit to the greater good of the Anthem community. The Fiscal and Resource Management Committee membership should contain residents ~~that~~ who have experience and expertise in management, accounting, finance, investments~~,~~ and/or insurance. The specific scope of work for the ~~Finance~~ Fiscal Resource and Management Committee includes:

1. This ~~committee~~ Committee shall study and recommend policies relating to financial principles, plans~~,~~ and courses of action that provide for mission accomplishment and organizational financial ~~well-being~~well-being.

2. Consistent with this responsibility, ~~it~~ the Committee shall review the annual budget as presented by the CEO and make its recommendations to the B~~b~~oard.

3. In addition, the ~~committee~~ Committee shall make recommendations with regard to the level and terms of indebtedness, cash management, investment policy, risk management, financial monitoring and reports, signatory authority for expenditures and other policies that the ~~committee~~ Committee determines are advisable for effective financial and resource management.

~~**4.1.3 Community Planning and Development Committee**~~

~~This Committee's primary role is to provide advice and support to ACC staff and the Board regarding the final design and implementation of the board-approved priority master projects and to participate in community outreach activities in support of these projects.~~

~~The secondary focus includes:~~

~~1. This Committee may periodically review and recommend changes to master plan when requested by the Board;~~

~~2. Assist in researching and monitoring longer term project opportunities and funding sources, as requested by the Committee or Board and authorized by the Board;~~

~~3. Monitor and report on regional planning and development activities that may impact Anthem;~~

~~4. Review and comment on new policies relating to the development and enhancement of Council amenities;~~

4.1.~~34~~ ~~Economic Development Committee~~Business Support and Advocacy Committee

This Committee shall study and recommend policies and programs to support local Anthem businesses ~~relating to promotion of economic development in Anthem~~ in order to promote Anthem as the "hub of the north valley," a place to "live, work, and play;" enhance property values; and promote a positive image of the community and a strong partnership with and between local businesses.~~–~~ It is preferred that members of this Committee have expertise in the areas of business development, real estate, business~~es~~ engagement, legislative advocacy~~, and~~or public relations~~, and economic development~~. The specific scope of work includes:

~~1.~~ Support Board and Staff efforts to evaluate, define, plan for~~,~~ and implement ~~board-approved economic~~ strategies, programs and initiatives that are designed to ~~aid in retaining~~ support local business and ~~creating~~ create an environment conducive to new business and development in Anthem that might not naturally occur on its own~~, including working cooperatively with staff, City of Phoenix, and Maricopa County to identify and reach out to businesses that would enhance the existing complement of businesses in Anthem, create jobs, provide entertainment options and services to Anthem residents and visitors, and generally enhance the economic viability of the community.~~ . Such programs may include business roundtable discussions, business awards program, business development classes, promoting business involvement in ACC events, advocating on behalf of businesses~~,~~ and other initiatives and programs as designed by the ACC Board and/or staff. ~~The~~ ~~group~~Committee ~~can~~may partner with local business groups and other entities on programs and initiatives that foster a strong business climate and relationships in Anthem.

4.1.~~45~~ Policies Relating to ~~All~~ all Standing Committees

1. Appointments

Committee members and Board members can make recommendations for appointments. Interested residents may apply or nominate another resident. ~~Attached is a recommendation~~Interested applicants should complete the volunteer interest form ~~form that must be completed and sub~~ and submit it to~~mitted to~~ the CEO. The CEO will present the applications to the Board President for any open Committee positions for consideration, along with any comments from the appropriate Committee

Chair and staff as to the potential member's qualifications and fit with the Committee. Appointments will be made per the Committee Charters.

2. Vacancies

Vacancies must be reported to the CEO by the Committee Chair. The vacancy will be filled~~, in accordance with the appointment policies,~~ for the remainder of the vacated term.

3. Membership

Each Standing Committee shall consist of five members, unless otherwise approved by the Board. Appointments shall be made by the Board President with advice and consent of the remainder of the Board. Members must be residents of Anthem. No more than 2/3 of the voting membership of each Committee shall represent Parkside or Country Club, unless otherwise authorized by the Board. Members must be in good standing in their respective communities. A member cannot serve on more than one ~~Council~~ Standing Committee of the Council at one time.

4. Subcommittees

Subcommittees are also subject to Committee charters and policies. Subcommittees can consist of separate members unless otherwise approved by the Board; the Committee Chair shall designate a Committee member to be a liaison to the subcommittee as appropriate.

4. Attendance at Meetings

Members are required to attend Committee meetings. Absence from three or more consecutive meetings is cause for removal of that Committee member.

5. Removal of Committee Members

Termination of services will be by term expiration, resignation, recommendation of the Committee Chair and approval~~ed~~ by the Board, and/or decision of the Board.

6. Terms

Committee Members will be appointed for two-year staggered renewable terms. Committee Chairs will be appointed for one-year, renewable terms. All appointments shall be made annually at a regularly scheduled Board meeting, or as needed due to a vacancy or other reason as determined by the Board. ~~The~~ Any vacancy will be filled~~, in accordance with the appointment policies,~~ for the remainder of the vacated term.

7. Committee Chairs

Committee Chairs are responsible for formation of agendas, appointment of recording secretary, leadership of meetings, appointing an ~~acting~~ Acting ~~chair~~ Chair in the ~~chair's~~ Chair's absence, transmitting minutes and recommendations to the Board, and serving as the point of contact with the

Committee's staff liaison. Committee Chairs are appointed by the Board President with advice and consent of the Board.

8. Communication

All Committee communications must be coordinated through the Committee Chair and ~~Staff~~ staff l~~L~~iaison unless otherwise designated. The Committee must have a majority opinion on direction; no independent ~~Member~~ member work is acceptable unless agreed upon by the Committee. Committee Chairs and members are advisory to the Board, and shall not act on behalf of the Board unless otherwise authorized by the Board. ~~Any and all staff communication must come from the Chair through the Staff Liaison.~~ Each Committee ~~will~~ may be provided with a general Council e~~-~~mail ~~address~~ account to facilitate communication with the Committees. ~~The Committee Chair, staff liaison, and members as appropriate, will also have access to any received e-mails.~~ This setup will help maintain consistency if there is transition among the ~~chairs~~ Chairs, and will minimize overflow of e~~-~~mail messages to personal in~~-~~boxes. All Committee communication must be conducted in open meetings unless there is an executive session discussion item. E~~-~~mail should only be used for general correspondence and not discussion, ~~decision making~~decision-making~~,~~ or polling of opinions. All communication~~s~~ with Council vendors and legal counsel must go through the staff liaison.

9. Board Meetings

Committee Chairs or their designees ~~must~~ are encouraged to attend the regular monthly meetings of the Board to make reports and answer questions as necessary.

10. Agendas

Committee meeting agendas will be compiled by the Chair and staff liaison. They will be published for each meeting as soon as possible, but at least a minimum of 24 hours in advance of the meeting. A standard agenda format will be used for all agendas.

11. Committee ~~meetings~~Meetings

Standing ~~committees~~ Committees shall have regularly scheduled public meetings on a quarterly basis. Meetings ~~can~~ might be canceled if there is no business to discuss or a quorum cannot be established. Special meetings ~~can~~ might be held as needed. Committee meetings shall be held at an Anthem Community Council facility. Scheduling is coordinated with the ACC Executive Assistant. Public comment is not required at Committee meetings; it is encouraged but subject to the Chair's discretion. Committees can adjourn into executive session provided the reasons are consistent with the ACC by-laws and Arizona State law governing executive session.

12. Minutes

Each Committee Chair shall appoint a member as Recording Secretary to take minutes. Minutes shall be submitted to the Council's Executive Assistant within ~~7~~ seven (7) business days of the meeting. ~~They~~ The minutes will then be placed on a Board agenda for acknowledgment, and stored permanently in Council

records. ~~-~~A standard format will be used for all minutes~~ (see attached)~~. Minutes and action items must be submitted to the Executive Assistant for the Council at least seven (7) business days after the meeting and will be included on the agenda for the next appropriate Board meeting.

13. Work Program and Action Items

Each Committee will work with the CEO and staff liaison to develop a work program for the upcoming calendar year, which will identify objectives, projects and priorities for review. This work program shall be presented to the Board ~~at the July or August Board meeting each year~~annually. Committees are charged with working within ~~the scope of~~ their specific charter scope of work and approved work program. Action ~~–~~items can be submitted to a Committee for consideration by the Board, CEO~~,~~ or staff liaison. Committees may also bring an action item forward for the Board's consideration. Any recommendations for the Board's consideration must be submitted in writing, with proper backup documentation, to the staff liaison for inclusion in a Board packet. Recommendations must be submitted with the minutes, at a minimum seven (7) days after the Committee meeting; s~~S~~ubmittals not received in time for placement on a Board agenda will not be accommodated unless an emergency item as determined by the Board or CEO. ~~Part of the goal is to ensure that the Board has all information necessary to make an informed decision.~~ Upon approval by the Board, the staff liaison and Committee Chair will work jointly on implementation and will provide follow up to the Board through the CEO as appropriate.

~~Staff will develop timeframes for providing minutes and action items.~~

14. Staff Liaison

Each Committee will be assigned a staff liaison by the CEO. The role of this staff member is to serve as a link between the Committee and staff, Committee and Council Board, and Committee and other Committees. This person will be charged with ensuring that all agendas and minutes for the Committee are forwarded appropriately for posting and that all action items are noted on agendas. Additionally, staff will lead items requiring review by multiple ~~committees~~ parties through the process. The staff member will draft and review meeting agendas with the Chair, and will attend the Committee meetings to provide vital ~~staff~~ input to assist in discussion of the Committee. All requests to staff should be funneled through the Committee Chair. Staff will also serve as the contact points between vendors, legal counsel~~,~~ and other entities on behalf of the Committees as appropriate, in order to ~~e. The purpose of having contact with legal counsel, etc. go through staff is to~~ ensure proper management of resources, limit legal expenses~~,~~ and promote proper budgeting.

15. Budget and Spending Authority

The staff liaison is responsible for submitting budget requests on behalf of the Committee for the CEO and Board's consideration as part of the annual budget process. Any purchases and requests for reimbursement must be coordinated through the staff liaison. Only items approved in the budget will be considered. Non-budgeted items will not generally be considered unless emergency or urgent in nature; in this case, the request must be submitted by the Chair and ~~Staff~~ staff ~~Liaison~~ liaison to the ~~Finance~~

Fiscal and Resource Management Committee for review and then forwarding on to the Board for consideration.

16. Committee Orientation and Summit

A Committee ~~Orientation~~ Orientation will be held annually ~~for all Committees with the CEO and interested Board members~~ to review expectations and discuss upcoming projects. Summits will be held as necessary~~; summits~~, and can be joint meetings of Committees and the Board (which may be referred to as Working Sessions), various Committees~~,~~ or other as needed.

17. Compliance with Policies

At the annual Committee ~~o~~Orientation, staff will review with Committee members all applicable policies, including the Conflict of Interest and Media Policies that apply to Committee members.

Section 2 – Council Affiliate Group Charters

4.2.1 Affiliate Groups

1. This charter applies to the following Affiliate Group(s) of the Council Board:

a~~. Volunteerism~~

~~b~~. Anthem Neighborhood Watch

~~c. Anthem Veterans Memorial Support Team~~

2. Definition ~~of Affiliate Groups~~ (Scope of Work)

~~a. Volunteerism. Fosters and promotes volunteerism across the entire Anthem community in accordance with the following purposes:~~

~~i. Recruit and maintain a catalog of volunteers to assist with Volunteerism activities as determined by the Board and/or CEO (or designee).~~

~~ii. Coordinate staffing of a welcome center/help desk as approved by the Council Board of Directors.~~

a~~b~~. Anthem Neighborhood Watch (ANW) s~~. S~~erves as a community-based organization of citizens working~~ing~~ in cooperation with the Council~~, North Valley Posse~~ and local public safety and law enforcement entities to reduce crime in Anthem.~~.~~

~~c. Anthem Veterans Memorial Support Team (AVMST). With the dedication of the Anthem Veterans Memorial (AVM) on November 11, 2011, the extraordinary vision and efforts of the Veterans Memorial Planning Committee became a lasting legacy to our nation's veterans. While core operational responsibilities associated with the maintenance and security of the AVM will be managed by Council~~

~~staff, several important support activities will be coordinated by the Anthem Veterans Memorial Support Team. These volunteer activities will include:~~

~~i. Fund Raising: The AVM requires ongoing funding to pay for routine maintenance, periodic refurbishment, marketing materials and special events. The AVMST will develop fund raising guidelines in concert with ACC staff and engage in approved fund raising activities to support the AVM. All funds raised through paver sales, individual and corporate donations, grant writing and other appropriate means will be deposited with The Anthem Way Foundation a 501c (3) organization established and managed by the ACC for such purposes. Given the interrelationships between the ACC, The Anthem Way Foundation and the Anthem Veterans Memorial Support Team, the Board authorizes staff to develop guidelines and procedures for ensuring sound fiscal oversight, proper financial controls and spending authority, and reporting on all activities relating to the AVM.~~

~~ii. Special Events: The AVM may be a site for annual Memorial Day and Veterans Day ceremonies. In addition to adequate funding (see above), these events will require considerable planning and coordination to be managed by the AVMST.~~

~~iii. Promotion and Marketing: The AVM will require ongoing promotion and marketing to actively support the fund raising and special events noted above, to honor and pay tribute to veterans and to attract visitors to the AVM and Anthem. A variety of strategies will be undertaken by the AVMST to accomplish these objectives, including the creation of promotional material, articles, media releases, direct mail campaigns and organizing and staffing a booth at the major ACC special events. (Anthem days, Autumnfest, etc.).~~

~~iv. Document Management: The AVMST will respond to email inquiries received at a special email account (veteransmemorial@anthemcouncil.com). In addition, the AVMST will maintain the archives of historical materials for the memorial at the ACC offices. Such materials will be the property of the ACC.~~

~~v. Advice and Feedback: The AVMST will maintain a close relationship with the ACC staff and provide advice and feedback on matters related to the AVM, as needed.~~

4.2.2 Policies Relating to ~~All~~ Affiliate Groups

1. Membership: Each Affiliate Group shall consist of a Chair that will be appointed by the Council Board President with advice and consent of the Board of Directors. The Chair, in coordination with the CEO (or designee), will appoint other officers as needed, which may include a Vice-Chair, Secretary/Recorder~~,~~ and Treasurer. The Chair and any officers must be residents of Anthem. Chair and officers must be in good standing in their respective communities. The Chair and officers can recruit and retain additional general members (with no limit on membership) as they deem appropriate. There may also be liaison members that are non-residents (for example, a representative from the City of Phoenix Police Department may be a liaison member of Anthem Neighborhood Watch).

2. Removal of Members: Termination of membership will be by term expiration, resignation~~,~~ or recommendation of the Group Chair and CEO (or designee).

3. Terms ~~for Chair and Other Core Members~~: Group Chairs will be appointed for two-year renewable terms. Appointments shall be made annually at a Board meeting, or as needed due to a vacancy or other reason as determined by the Board. The vacancy will be filled for the remainder of the vacated term. Terms for other officers shall be determined by the Group Chair. There shall be no term for general members.

4. Affiliate Group Chairs: Group ~~Chairs~~ Chairs are responsible for sending out meeting notices and agendas, facilitating efforts of officers and general members, appointment of officers and subcommittees with CEO (or designee), leadership of meetings, appointing an ~~acting~~ Acting ~~chair~~ Chair in the ~~chair's~~ Chair's absence, recommendations to the Board via the staff liaison, coordinating the budget request with the staff liaison, and serving as the point of contact with the Committee's staff liaison on issues as appropriate.

5. Meetings: Affiliate groups ~~shall~~ may have public meetings on an as-needed basis. Public comment at Committee meetings is not required. Affiliate groups may have smaller planning meetings as needed. Agendas are suggested but not required.

6. Minutes/Reports: The Affiliate Group Chair shall report to the Board on a minimum of a quarterly basis, in writing, as to the activities of the Affiliate Group (past, present~~,~~ and future).

~~7. Appointments of Officers: Appointments of Officers are made by the Group Chair in coordination with the CEO (or designee). They can consider recommendations for appointments from the Board, nomination from other group members, or from submitted volunteer interest forms.~~

~~8~~7. Board of Directors Meetings: Affiliate Group Chairs or their designees are encouraged to attend the regular monthly meetings of the Board to make reports and answer questions as necessary.

~~9~~8. Affiliate Group ~~meetings~~Meetings: Affiliate ~~group~~ Group meetings may be held at a Council facility. Scheduling is coordinated with the staff liaison.

~~10~~9. Minutes/Reports: If the Chair wishes to provide a report as indicated in the charter, it must be submitted to the staff liaison and Council's Executive Assistant for the Council at least seven (7) business days in advance of the meeting. The Chair can verbally present the written report at a Board meeting as desired and as coordinated with the Executive Assistant.

10~~1~~. Budget and Spending Authority: Affiliate Groups shall follow the budgeting and spending policies as outlined in the Standing Committee Charter. Grant efforts, including coordination, application, submittal, etc.~~,~~ must be coordinated with the ~~Staff~~ staff ~~Liaison~~liaison.

11~~2~~. For Work Program and Action Items, ~~Staff~~ Staff ~~Liaison~~Liaison, Committee Orientation and Summit, Compliance with Policies, Vacancies~~,~~ and Communication: In respect to development of a work program, action items, staff liaison, attendance at Committee orientation/summits, communication, and general compliance with policies, the Affiliate Groups will adhere to and follow those policies outlined in the standing committee charters as applicable.

Section 3 – Special Committees

Special Committees are formed for a specific purpose, and may be dissolved upon completion of their mission as the Board so chooses. The current ~~special~~ Special ~~committee~~ Committee(s) approved by the Board is/are as follows:

4.3.1 Utilities Panel

This charter applies to the Utilities Panel, an independent group of volunteer residents operating under the overall direction of the Board.

1. The objectives of the Utilities Panel are:

    a. Work closely with CEO and Council ~~Staff~~ staff to proactively study, recommend and (upon approval by the Board) implement positions, policies and actions deemed necessary to ensure and/or improve the quality, availability and cost of public utilities for the residents and property owners of Anthem.

    b. To the extent practical, identify and develop ~~Staff~~ staff and/or resident(s) with appropriate capabilities to assume a lead role in representing the Anthem community in public utility-related legislative matters and regulatory proceedings.

    c. Support/encourage water and energy conservation programs in the Anthem community.

    d. Facilitate improvements in utility company customer service to Anthem community.

2. The scope of the Utilities Panel activities includes the public utilities serving the Anthem community – water, wastewater, electric and natural gas.

3. The Utilities Panel will be responsible for the following activities:

    a. Establish relationships and conduct periodic meetings with:

        i. Public utility providers serving Anthem (EPCOR USA, Arizona Public Service, Southwest Gas, City of Phoenix, etc.);~~.~~

        ii. Regulatory agencies (RUCO, ~~AzCC~~Arizona Corporation Commission); and~~.~~

        iii. Elected representatives, public officials and candidates for public offices.~~.~~

    b. Address key public utility issues proactively (where appropriate, jointly with public officials, legislators, other utility customers and/or utility companies):

        i. Identify – Monitor regulatory policies, legislative matters and rate cases involving public utilities serving Anthem.

ii. Prioritize – Review identified regulatory policies/matters/cases and select those with significant impact on Anthem for further analysis and possible action.

iii. Analyze – Study the selected regulatory policies/matters/cases and develop positions, commentaries and actions that will result in favorable outcomes for the Anthem community.

iv. Recommend – Bring to the attention of CEO, Board and community those positions, commentaries and actions that should be pursued by the community and seek Board approval to proceed.

v. Implement – Upon approval by the Board, assist CEO and Board in organizing and coordinating efforts to implement recommended positions, commentaries and actions (e.g.~~,~~ forming the next rate case panel).

4. Membership: The Panel shall consist of a Chair, ~~that~~ who will be appointed by the Council Board President with advice and consent of the Board. The Chair, in coordination with the CEO (or designee), will appoint other officers as needed. The Chair must be a resident homeowner of Anthem and must be in good standing in his/her respective community. The Chair and CEO can recruit and retain additional general members (with no limit on membership) as they deem appropriate. There may be members that are non-residents.

5. Removal of Members: Termination of membership will be by resignation or recommendation of the Panel Chair and CEO (or designee).

6. Terms for Chair and Members: Panel Chair will be appointed for two-year renewable terms. Appointment shall be made at the May Board meeting, or as needed due to a vacancy or other reason as determined by the Board. The vacancy will be filled for the remainder of the vacated term. There shall be no term for general members.

7. Chair: The Chair is responsible for sending out meeting notices and agendas, facilitating efforts of officers and general members, leadership of meetings, appointing an acting chair in the chair's absence, recommendations to the Board via the staff liaison, coordinating the budget request with the staff liaison, and serving as the point of contact with the Panel's staff liaison on issues as appropriate.

8. Meetings: The Panel shall have meetings on an as-needed basis; the meetings~~s~~ may or may not be public. Public comment –at Panel meetings is not required. Smaller planning meetings can be held as needed. Agendas are suggested, but not required.

9. Minutes/Reports: The Chair shall report to the Board on a minimum of a quarterly basis, in writing, as to the activities of the Panel (past, present, and future). -If the Chair wishes to provide a report as indicated in the charter, it must be submitted to both the designated staff liaison and Council's Executive Assistant for the Council at least seven (7) business days in advance of the meeting. The Chair can verbally present the written report at a Board meeting as desired and as coordinated with the Executive Assistant.

10. Budget and Spending Authority: The Utilities Panel has no budget or spending authority.

11. For Work Program and Action Items, ~~Staff~~ Staff ~~Liaison~~Liaison, Committee Orientation and Summit, Compliance with Policies, Vacancies~~,~~ and Communication: In respect to development of a work program, action items, staff liaison, attendance at Committee orientation/summits, communication, and general compliance with policies, the Panel will adhere to and follow those policies outlined in the standing committee charters as applicable.

~~**4.3.2 Anthem Drug Education Work Group**~~

~~This charter applies to the Anthem Drug Education Work Group, an independent group of volunteer residents operating under the overall direction of the Board.~~

~~1. The objectives of the Anthem Drug Education Work Group are:~~

~~a. To assist in promoting Drug Education and Awareness Events.~~

~~b. To assists in event set up and break down.~~

~~c. To provide volunteer support at Drug Education events.~~

~~d. To assist in fundraising activities and promotion.~~

~~e. To assist in obtaining speakers for Drug Education Events, and to provide speakers with appropriate topics that the group feels will be relevant and that may have the greatest positive impact for Anthem residents.~~

~~f. To represent the Drug Education Work Group at ACC sponsored events when requested.~~

~~2. Membership: The Anthem Drug Education Work Group shall consist of a Chair that will be appointed by the Council Board President with the advice and consent of the Board. The Chair must be a resident homeowner of Anthem and must be in good standing in his/her respective community. The Chair, in coordination with the CEO and Board President, will recruit and retain additional members (not to exceed eight) as they deem appropriate.~~

~~3. Removal of Members: Terminations of membership will be by resignation or recommendation of the Panel Chair, Board President and CEO (or designee).~~

~~4. Terms for Chair and Members: Group Chairs will be appointed for two-year renewable terms. Appointments shall be made annually at a Board meeting, or as needed due to a vacancy or other reason as determined by the ACC Board of Directors. The vacancy will be filled for the remainder of the vacated term. Terms for other officers shall be determined by the Group Chair. There shall be no term for general members.~~

~~5. Meetings: The Drug Education Work Group shall have meetings on an as-needed basis; they may or may not be public. Public comment at Work Group meetings is not required. Smaller planning meetings can be held as needed. Agendas are suggested but not required.~~

~~6. Minutes/Reports: The Drug Education Work Group Chair shall report to the Board of Directors on a minimum of a quarterly basis, in writing, as to the activities of the Affiliate Group (past, present, and future)~~

~~7. Fundraising/ Donations: The Anthem Drug Education Program requires ongoing funding to pay for marketing materials and special events. The Work Group will develop fund raising guidelines in concert with ACC staff and engage in approved fundraising activities. All funds raised through donations will be deposited with the Anthem Way Foundation- a 501.c.3 organization established and managed by the ACC for such purposes. Given the interrelationships between the ACC, The Anthem Way Foundation and the Anthem Drug Education Work Group—the Board authorizes staff to develop guidelines and procedures for ensuring sound fiscal oversight, proper financial controls and spending authority, and reporting on all activities relating to the Anthem Drug Education Work Group. (ACC staff liaison: CFO and designees).~~

Section 4 – "Other" Groups

4.4.1 Public Safety Roundtable

Council staff will coordinate, on a quarterly basis or as needed, a law enforcement roundtable with the purpose of fostering relationships and information sharing with the public service agencies which protect and serve the community of Anthem, possibly including (but not limited to): Maricopa ~~-~~County Sheriff's ~~-~~Department, ~~-~~Phoenix ~~-~~Police ~~-~~Department, ~~-Anthem -~~North Valley ~~-~~Posse, Daisy Mountain Fire District, City of Phoenix Fire Department, Anthem Neighborhood Watch and ~~,-~~other public safety organizations and partners~~, ;~~ ~~; Deer Valley Unified School District, Maricopa County, Arizona Department of Homeland Security, Safeguard, Pulte/Del Webb, Epcor~~ EPCOR ~~Water USA, Arizona Corporation Commission, Residential Utilities Consumer Office, Arizona Public Service, Southwest Gas, ;~~ ~~and other utilities/agencies as appropriate~~.

~~**4.4.2 Law Enforcement Task Advisory Group**~~

~~The group is formed in support of the Board's strategic priority to "focus on creating a safe environment for Anthem. In doing so, Council will be an advocate for appropriate law enforcement coverage and public safety services in the community as well as maintain a safe environment at all Council facilities and amenities for residents and patrons." The Board recognizes that the Council serves as the voice of Anthem with other agencies in terms of representing interests and needs of Anthem residents and businesses. The Board also recognizes that public safety is a top priority, and that resources are scarce. To this end, the Board wishes to actively advocate for increased law enforcement in Anthem through, in part, formation of a Law Enforcement Task Advisory Group whose mission is as follows:~~

~~1. Work effectively with partners to ensure that Anthem has adequate law enforcement resources to address patrol and criminal investigation needs for the entire community, based on facts and statistics.~~

~~2. Investigate representation of law enforcement resources in the local high school, and work with partners to increase safety and crime prevention on school campuses and in community.~~

~~3. Engage with both City and County officials to secure a permanent law enforcement sub-station with lockup capacity for Anthem.~~

~~4. Potential partners in this effort include the Maricopa County Sheriff's Office, City of Phoenix Police Department, Maricopa County, Department of Public Safety, North Valley Posse, Courtesy Patrol, Deer Valley Unified School District, Public Safety Committee, and Daisy Mountain Fire Protection District.~~

~~5. Specific Action Items as defined in the Advance Anthem program are:~~

~~a. Identify current law enforcement and public safety issues facing Anthem and the surrounding communities. Develop Anthem's position regarding these issues and advocate for Anthem's position. Potential areas of focus may include: consistent law enforcement representation in the schools (school safety officer at BCHS); role of Posse in the community; short and long-term emergency planning (including evacuation and traffic flow, impact of I-17 corridor, etc.).~~

~~b. Identify current status of law enforcement representation in Anthem, including patrol, detective services, and physical stations, and explore future plans in these areas. Develop Anthem's position regarding these future plans and advocate for Anthem's position. Partnership opportunities may include sharing facility space, collaborating on programs, etc.~~

~~c. Partner with law enforcement agencies to sponsor programs for the benefit of Anthem residents and businesses, such as the County's Citizen Safety Forum and Expo (through the Maricopa County Attorney's Office).~~

~~d. Investigate funding increased law enforcement presence if not obtained through other channels. Address issue of substations, including a possible joint station.~~

4.4.2~~3~~ Commercial Design Review Advisory Committee

~~CDRAC (~~Commercial Design Review Advisory Committee (CDRAC): The purpose of this advisory group is to review and respond to applications and requests from non-residential property owners, tenants~~,~~ and/or developers, and is limited to the following parameters:

1. Meetings will be called by the ACC Business Services Specialist (as needed).
2. The CDRAC will conduct architectural design review for non-residential property projects and will make recommendations to the ACC Board of approval, recommendations of approval with modifications and/or conditions, or recommendations of disapproval of the proposed project in accordance with the review procedures as established.
3. The CDRAC may consider and participate in other non-residential property projects and issues as requested by ACC staff/Board of Directors.

~~3.~~

4. The CDRAC consists of the CEO, ~~COO, CFO,~~up to two additional ACC staff as designated by the CEO, ACC Business Services Specialist, Council Design Review Architect, representatives from the business community, and a designated Director from the Board, who shall serve as Chair.

4.4.~~4~~3 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.