



ANTHEM COMMUNITY COUNCIL, INC.

Anthem Council 1st Quarter Board Meeting

February 15, 2023 3:00 PM
Sun City Anthem
2450 Hampton Drive
Henderson, NV

MINUTES

Directors Present

Larry Orlov - President
Joe Lightowler - Director
Jay Winter - Director
Dawn Anderson - Director
Arthur Schuetz - Treasurer
Shirley Iodice - Secretary

Directors Absent

Karen Parness - Director
Anthem Community Council - Member

Additional Attendees

Ivy Cullen Community Manager First Service Residential LLC
Katerynne Huerta Community Assistant First Service Residential LLC
Scott Huss Community Manager First Service Residential LLC
Simone Mardjen Regional Director First Service Residential LLC
Par 3: David Jaramillo. Bobby and Francisco.
Tre Solutions: Pete L.
Beyond the Rocks: Abe
TBM: Michael

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER -IVY

With the majority of the Board present, a quorum was established, and the meeting was called to order at 3:01pm

II. THE COUNCIL DIRECTOR UPDATES - LARRY ORLOV

A. ORGANIZATION OF THE OFFICERS

A motion was made to acknowledge the Boards Roles for the 2023next terms.

- Larry Orlov- President
- Arthur Schuetz- Treasurer
- Shirley Iodice- Secretary
- Dawn Anderson- Director

- Jay Winter- Director
- Joe Lightowler- Director
- Karen Parness- Director

Motion: Joe Lightowler
Second: Jay Winter

▶ **Resolved**
The motion passed unanimously

B. ACKNOWLEDGE DIRECTOR APPOINTMENTS FOR 2 YEAR TERMS FROM 11/2022 - 11/2024

The Board acknowledged Director appointments for 2 year terms from October 2022 to October 2024.

III. APPROVAL OF MINUTES- LARRY ORLOV

A. MINUTES OF NOVEMBER 16, 2022 MEETING

A motion was made to approve the minutes as presented.

Motion: Dawn Anderson
Second: Joe Lightowler

▶ **Resolved**
The motion passed unanimously

IV. 2022 VENDOR RE-CAP -LARRY ORLOV

A. RE-CAP

The Board reviewed the 2022 Vendor Recaps.

Supporting Documents

📎 [Vendor Recaps.pdf](#) 6

V. FINANCIALS - LARRY ORLOV

A. 5 YEAR I/E REPORT BY JUSTIN FERTICK , REGIONAL CONTROLLER AT FIRSTSERVICE

Supporting Documents

📎 [ACCI 5 year operating and reserve history.pdf](#) 13

For the board to review an analysis of the financials for the past 5 years

B. OCTOBER - DECEMBER 2022 FINANCIALS BY ART SCHUETZ

C. BAD DEBT WRITE OFF - IVY

A motion was made to accept the bad debt write off as presented.

Motion: Larry Orlov
Second: Joe Lightowler

▶ **Resolved**
The motion passed unanimously

VI. MANAGEMENT REPORTS

A. LEGAL MATTERS - IVY

B. DELINQUENCY REPORT - IVY

The Board to acknowledge receipt of the December 31, 2022 Delinquencies. No action needed.

C. MANAGEMENT REPORT - KAT

The board reviewed the Anthem Community Council project list.

D. CITY OF HENDERSON- CALL TO HEARING - KAT

VII. LANDSCAPING

A. DAVID JARAMILLO PRESIDENT AND CFO OF PAR3

David Jaramillo presented, no action taken at this time.

B. LANDSCAPING - PAR3 REPORT

Par 3 presented updates, no action no taken at this time.

C. UPDATE ON ANTHEM COUNCIL STRATEGIC ENHANCEMENT INITIATIVE.- LARRY & ART

Larry Orlov provided an update on our strategic enhancement initiative, no action taken.

D. TREE SOLUTIONS LANDSCAPING UPDATES - PETE LUNA

Peter Luna from Tree Solutions provided updates, no action taken.

E. BEYOND THE ROCKS UPDATE BY ABE KLEIN

Abe from Beyond The Rocks provided updates, no action taken.

VIII. CITY OF HENDERSON SIDEWALK PROJECT

A. UPDATES BY LARRY ORLOV

IX. VENDOR UPDATES/PRESENTATION- LARRY

A. TBM ELECTRIC - MICHAEL GABLE UPDATES

B. WATER FEATURE REPORT BY JAY WINTER

A motion was made to schedule a workshop to determine water feature and electrical repairs.

Motion: Larry Orlov

Second: Jay Winter

▶ **Resolved**
The motion passed unanimously

X. UNFINISHED BUSINESS- LARRY ORLOV

A. KATERYNNE HUERTA - ANTHEM COMMUNITY COUNCIL DEDICATED ASSISTANT

The Board to made a motion to approve the addition of a dedicated assistant for Anthem Council.

Motion: Shirley Iodice

Second: Dawn Anderson

▶ **Resolved**
The motion passed unanimously

B. FSR MANAGEMENT CONTRACT

The Board to accepted the revised Management Agreement as presented.

Motion: Shirley Iodice

Second: Dawn Anderson

▶ **Resolved**
The motion passed unanimously

XI. NEW BUSINESS- LARRY ORLOV

A. NEW PET WASTE STATION - BOBBY

The board accepted the proposal as presented with an agreement from SCA to maintain.

Motion: Dawn Anderson

Second: Jay Winter

▶ **Resolved**
The motion passed unanimously

XII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING, IF ANY

A. CLEARVIEW WATER FEATURE REPAIRS

The Board acknowledged the approved proposal as presented, no action taken.

B. TBM ELECTRIC - LARRY

The Board acknowledged the approved proposal as presented, no action taken.

C. PAR3 TREE REMOVAL - LARRY

The Board acknowledged the approved proposal as presented, no action taken.

D. P-CARD AUTHORIZATION FOR EMERGENCIES - LARRY

The Board acknowledged the approved proposal as presented, no action taken.

XIII. SCHEDULING OF NEXT BOARD MEETING - LARRY

A. THAT THE NEXT SCHEDULED BOARD OF DIRECTORS MEETING WILL BE HELD ON MAY 17, 2023.

The Board acknowledged the remaining 2023 board meeting dates, no action needed at this time.

XIV. PUBLIC COMMENT PERIOD - LARRY

The following discussions were had during the public:

- Congratulations on board for a good job and agrees to renovate the water feature.
- Old and faded Monument signs, removal and gave the idea to only have one side of the water fall.
- Pole (lighting) Painting

XV. ADJOURNMENT - LARRY

A motion was made to adjourned the meeting at 4:32pm

APPROVED

DATE

Vendor Recaps.pdf

Vendor Recaps

2022

Anthem Community Council

Par3

MAINTENANCE ITEM COMPLETED:

1. Crew continues ongoing maintenance program in addition to starting a new maintenance area located on South Reunion west of Anthem Pkwy. This area is now on the rotation schedule and added to the monthly invoice.
2. Reporting irrigation leaks for repairs to the irrigation division and reporting back to management to provide information back to the City of Henderson.
3. Maintenance crew continues to remove dead or dying plant materials during normal weekly service and capping irrigation.
4. Continue property drives/walks with Abe when requested.
5. Remove/transported 7 pallets of split face block wall along with storing at a Par 3 satellite yard nearby.
6. Full time irrigator to start at the beginning of 2023.

COMPLETED/ONGOING PROJECTS (see map below):

1. Project Completed or ongoing during the year 2022 consisted of completing 4 separate proposals involving turf removal. With turf areas totaling 3.6 acres which was deemed non-functional by the SNWA, Par 3 has completed or in the process of working on the following proposals:
 - o Proposals #1849, 1864 & 1882 were approved in January and finished in April totaling 13,397 sq.ft.
 - o Proposal #4893 was submitted in May and approved shortly after. This proposal included the removal of 10,568 sq.ft. along with enhancing 47,318 sq.ft. irrigated landscape areas finishing in September.
 - o June, proposal #5536, 5537, 5538 & 5554 were submitted and approved totaling 43,467 sq.ft located on Sun City Anthem Drive. This work will continue through the end of the year and into the first part of 2023.
 - o November the BOD requested Par 3 to generate proposals to complete the rest of the remaining turf areas totaling 59,920 sq.ft including Anthem Parkway and Sun City Anthem Drive.. A proposal package along with design was submitted in December.
 - o Proposal #6741 for the mapping of the irrigation system was started in October and will continue through the rest of the year and projected to be completed mid 2023.



T.B.M Electric LLC

Scope of work: 2022 electrical recap for Anthem Community Council

- Complete three quarterly lighting inspections of lighting system, metered electrical panels, photo eye controllers, and lighting contactors throughout Anthem Parkway and surroundings areas.
- Complete sections 1-4 of electrical repairs throughout Anthem Parkway and surrounding areas.
- Complete one emergency electrical repair due to broken water main underneath electrical junction box at Anthem Parkway and Anthem Country Club Dr.
- Remove and relocate flood lights from locations where trees were removed throughout Anthem Parkway and surrounding areas. Install junction boxes, support stakes, and safety off electrical wires at locations where the flood lights were removed and relocated. There are approximately 120 locations remaining where the flood lights need to be repurposed due to trees being removed.
- Remove, replace, and service inground junction boxes that have failed throughout Anthem Parkway and surrounding areas. The concrete inground junction boxes that are currently in place are the original and several are showing signs of deterioration. The junction boxes that are failing will need to be replaced. The electrical connections inside these junction boxes have not been serviced and are the original connectors and will need to be serviced. Several of the junction boxes that were inspected are buried, full of debris, and missing covers. Covers will need to be replaced and the debris will need to be removed.

Beyond the Rocks

- Sidewalk project has been a hot issue for several months and the BOD has made an agreement with the COH to finish the project. The COH agreed that there were some mistakes made and things could have been different. The BOD negotiated to accept the project under these conditions in the area adjacent to Bicentennial Shopping Center on Sun City Anthem Pkwy.:
 - 1) The galvanized safety rails will be removed, the area of wall that protrudes 7 inches into the walkway will be repaired.
 - 2) The concrete in that area will be stained as close as possible to the color of the block.
 - 3) The rest of the tagged plants be removed.
- The Anthem PKWY side of the project is complete.
- The turf removal on the 4 corners of Anthem Pkwy. and Reunion is underway and looking good. 3 of the 4 corners are complete.
- Turf removal and clearing the area of overgrowth and natural landscape between Langston Hughes and Williamsport Drive along SCA Drive has been completed.
- On March 4th, a group of us met onsite to discuss the natural overgrowth backing up to Coventry on Anthem PKWY. It was determined this area would be cleared 10 feet off the fence line. This work was completed.
- Par3 is staying on top of obvious water leaks, has started trimming and continues to remove unsightly plants from Anthem and Sun City Anthem Pkwy.



LKG

1. Easement and Maintenance Agreement between Anthem Community Council, Inc. and Sun City Anthem Community Association, Inc., recorded on June 28, 2022.

2. Grant, Bargain, Sale Deed to City of Henderson (Eastern Bridge Right-of-Way) to be executed.

3. Collier v. Puhek (A-22-852032-C), Subpoena Duces Tecum to Anthem Community Council, Inc. – Response provided to Attorney Elson on December 19, 2022.

ACCI 5 year operating and reserve history.pdf

ACCI Operating and Reserve 5 Year History

OPERATING	Budgeted Rev	Actual Rev	Budgeted Exp	Actual Expense
2018	\$1,147,525	\$1,147,525	\$1,147,525	\$1,098,069
2019	\$1,147,584	\$1,147,584	\$1,147,525	\$1,152,554
2020	\$1,216,177	\$1,229,225	\$1,216,177	\$1,229,225
2021	\$1,216,177	\$1,218,489	\$1,216,177	\$1,305,250
2022	\$1,764,937	\$1,522,819	\$1,769,937	\$1,522,819

RESERVE	Actual Expense	Reserve Bank Balance EOY	Increase Year over Year
2018	\$117,150	\$418,593.87	
2019	\$61,876	\$527,173.13	\$108,579.26
2020	\$19,234	\$767,008.30	\$239,835.17
2021	\$54,778	\$1,146,444.85	\$379,436.55
2022	\$244,323	\$1,438,609.55	\$292,164.70

- Operating Expense Budget includes transfer to Reserves
- Since 2018 Operating Actuals within 7% over budget
- Monthly Operating Cash balance typically floats 2-4 months spend
- Since 2018 Reserve bank balance has increased 25% - 50%

