

ANTHEM COMMUNITY COUNCIL, INC.

Anthem Community Council 4th Quarter Board Meeting

February 14, 2024 3:00 PM
Sun City - Arlington Room
2450 Hampton Drive

Henderson, NV 89044

MINUTES

Directors Present

Karen Parness - President
Larry Orlov- Director
Jay Winter - Treasurer
Dawn Anderson – Secretary
Karen Hadrick - Director

Directors Absent

Anthem Community Council - Member

Additional Attendees

Lilibeth Orozco – Community Manager
Simone Mrdjen - Regional Director
Gina Masterson - Regional Director
Patrick McNaught - At Large Member

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Call to order time at 3:02 pm

II. THE COUNCIL DIRECTOR UPDATES

A. ACKNOWLEDGE APPOINTED DIRECTORS

The Board has Acknowledged Director appointments for Karen Hadrick from SCA replacing Art Schuetz. Helen Coombs from Coventry replacing Shirley A. Iodice

Motion: Dawn Anderson

Second: Jay Winter

- **Resolved**
The motion passed unanimously
- Secretary: Dawn Anderson

III. APPROVAL OF MINUTES

A. MINUTES OF November 15, 2023 MEETING

A motion was made to table the approval of the minutes, Council would like for management to make a correction regarding the term days for Jay Winter. His term is to expire on 2024 as he was appointed to complete Penny's term, Minutes will be presented to approve on the May 15th, 2024 meeting

Motion: Karen Hadrick

Second: Dawn Anderson

- ▶ **Resolved**
The motion passed unanimously

IV. FINANCIALS

A. OCTOBER TO DECEMBER 2023 FINANCIALS

A motion was made to accept the financials as presented

Motion: Jay Winter

Second: Patrick McNaught

- ▶ **Resolved**
The motion passed unanimously

V. MANAGEMENT REPORTS

A. LEGAL MATTERS

There are no legal matters at this time.

B. DELINQUENCY REPORT – Lilibeth Orozco

C. MANAGEMENT REPORT - Lilibeth Orozco

Management Provided an update on the Delinquency and Management report of incoming calls, Council also informed the membership that the dedicated assistant position is no longer renewed and was removed from the budget of 2024.

VI. LANDSCAPING

A. TREE SOLUTIONS LANDSCAPING UPDATES - PETE LUNA

Pete Luna provided an update regarding the tree trimming around the loop.

VII. NEW BUSINESS

A. ANTHEM COMMUNITY COUNCIL INSURANCE RENEWAL SUMMARY

Council reviewed the proposal presented by Kendra wright, insurance Broker for the 2024 Renewal. Directors and Officers: Offered at a Platinum Level of coverage to include Discrimination, Defense Outside Limit, Non-Monetary Damages, Failure to Maintain Insurance and Punitive Damages allowed by Law . Crime: To meet NRS 116, the limit of insurance has been increased to \$2,000,000. The deductible has been increased to \$5,000 from \$1,000.

A motion was made to table approving the renewal, council would like for management to review the information and also 2024 budget to see why there was a drop in premium pricing.

Motion: Dawn Anderson

Second: Jay Winter

- ▶ **Resolved**
The motion passed unanimously

B. TBM ELECTRIC - MICHAEL GABLE UPDATES

The board reviewed the proposals presented by TBM electric regarding the exposed wires in the amount of 9,748.00. A motion was made to table, council would like for the vendor to submit a detailed report of the areas that need to be addressed.

Motion: Dawn Anderson

Second: Karen Hadrick

- ▶ **Resolved**
The motion passed unanimously

VIII. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING, IF ANY

The board has acknowledged the above approved proposal as presented.

A. WATER FEATURE EMERGENCY REPAIRS

Council president was authorized to pay for an emergency repair to the monument sign outside of the Anthem Country Club for the amount of \$120.00

B. EMERGENCY CONTRACT APPROVAL XL LANDSCAPE

Emergency Landscape contract proposal from XL Landscape dated from 3/1/24 to 12/31/24 in the amount of \$36,120 per month

C. LANDSCAPE CONTRACT TERMINATION PAR3

To Terminate Par3 Landscaping contract as of 2/29/24 by not renewing the extension per the addendum approved in December 2023.

Motion: Patrick McNaught

Second: Dawn Anderson

▶ *Resolved*
The motion passed unanimously

IX. SCHEDULING OF NEXT BOARD MEETING

A. THAT THE NEXT SCHEDULED BOARD OF DIRECTORS MEETING WILL BE HELD IN MAY 15TH 2024

X. PUBLIC COMMENT PERIOD

- Solera Resident: Question regarding seat terms.
- Resident Gave gratitude to council to for all their efforts to maintain the Anthem loop.
- Resident wanted to inform management that they were not able to communicate with Management.
- Karen Parness thanked Anthem Council and Management for their efforts in maintaining anthem City Council.

XII. ADJOURNMENT

The meeting was adjourned at 4:23pm

APPROVED

DATE

**ANTHEM COMMUNITY COUNCIL,
INC.**

Anthem Community Council 3rd Quarter Board Meeting

Solera - Stardust Room
August 21 2024 - 3:00 PM





ANTHEM COMMUNITY COUNCIL, INC.

Anthem Community Council 3rd Quarter Board Meeting

August 21, 2024, 3:00 PM
Solera - Stardust Room
2401 Somersworth Dr
Henderson, NV 89044

MINUTES

Directors Present

Karen Parness - President
Spencer Haneline- Director
Jay Winter - Treasurer
Dawn Anderson — Secretary (Online)
Helen Coombs - Director
Patrick McNaught - At Large Member
David DeOto - Director

Directors Absent

Anthem Community Council - Member

Additional Attendees

Lilibeth Orozco — Community Manager
Simone Mrdjen - Regional Director

I. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Call to order time at 3:07 pm

II. DIRECTOR UPDATES

A. COUNCIL MEMBERS UPDATE

Karen Parness addressed the membership and thanked Karen Hadrick for her exemplary hard work and unwavering dedication while serving as a board member for Anthem Council and for her commitment and contributions significantly strengthening the organization. She also motioned to acknowledge Karen Hadrick's resignation and welcomed Spencer Haneline as her replacement.

B. COUNCIL MEMBERS CHANGE OF SEATS

Effective September 30th, 2024, Jay Winter will resign from his current seat as Board Treasurer. David DeOto will take his place, and Jay Winter will remain with Anthem Community Council as Board Director.

III. VENDOR GUEST

A. TBM ELECTRIC

Michael with TBM Electric addressed the board and Membership and provided an update on the first, second, and third-quarter repairs needing approval. Damages to the electrical work consist of vehicle strikes, vandalism, and broken lights, all in Anthem Parkway. These left exposed wires on panels and caused the breakers to trip.

B. XL LANDSCAPE

Donnie G. with XL Landscape addressed the Board and Membership. He covered the last meeting updates and feedback. They have started and delivered a 30-60-90 day plan where they talked about the following: In the first 30 days, they began the mass pruning project and clean up. They've completed the restoration pruning and removed dead vegetation up to Hampton Rd. They also completed ongoing repairs to the irrigation system.

C. TREE SOLUTIONS

The vendor was not present. The Board reviewed the bids previously presented by Tree Solutions,

- For the May 2024 inspection in the amount of \$2400, David DeOto made the motion to be approved, seconded by Patrick McNaught, and the motion passed.
- Removal of six trees for \$4400, David DeOto made the motion to be approved second by Patrick McNaught and motioned passed.
- A 2024 Fall Tree Trimming proposal of 185 trees for \$17,300. David DeOto made the motion to be approved, seconded by Patrick McNaught, and the motion passed.
- 2024 Palm Tree Trimming in the amount of \$6200. David DeOto motioned to table a decision pending additional information from the vendor Tree Solutions and XL Landscape. Patrick McNaught seconded the motion. All Board members motioned in favor of tabling a decision. Motion passed.

IV. APPROVAL OF MINUTES

A. MINUTES FOR MAY 15, 2024 MEETING

Karen Parness moved to approve the minutes for May 15th, 2024, with the corrections previously discussed via email. Spencer Haneline seconded the motion, The motion passed.

V. FINANCIALS

A. APRIL & MAY 2024 FINANCIALS

A motion of acknowledgment was presented by Jay Winter, indicating that he thoroughly examined the organization's monthly financial statements for April and May 2024, along with all the treasurer's reports provided by the management company. Mr. Winter subsequently addressed the membership, delivering a comprehensive overview of the current funds held in the organization's operating and reserve accounts for those respective months.

VI. MANAGEMENT REPORTS

B. LEGAL MATTERS

There are no legal matters at this time.

C. DELINQUENCY REPORT

A motion was made by Jay Winter to place all the accounts exceeding \$2000 in collection; David DeOto informed Management that the Board had a workshop and motioned in the meeting not to send any accounts to collections; they will be reaching out to the owners/Associations and will try to work with them, There were no other motions made after the discussion, the motion died.

D. MANAGEMENT REPORT

Management Provided an update on the Management report of incoming calls

VII. COUNCIL REPORTS

A. JAY WINTER - LIGHTING REPORT

The following comments were made by Jay Winter; "I'm not going to go into the details about it, but many of you know that the street lights on the loop are our responsibility of Anthem Council to replace, The city of Henderson does work Council to replace some of the lights, however, over the last two years that I've been on this board, there have been at least to half a dozen street lights that have been knocked down, and the previous board has made no attempt to follow through with the driver or obtain a police report and driver's information to try to recover costs from the vehicle impact". Dawn Anderson and Jay Winter have met with The city of Henderson's Public Works and discussed other lighting options.

B. DAVID DEOTO - INVESTMENT REPORT/UPDATE

David DeOto made the following comments; "Early July, at one workshop, I brought to the attention of the board that the current funds in the Money Market account, So what we are proposing is that we open one CD with Morgan Stanley for three months to transfer 240,000,

C. PATRICK MCNAUGHT - PLANT PALATE

Patrick McNaught will discuss the current plan to renovate and add more vegetation around Anthem Council in the upcoming meeting. Which will include plants and drawings provided by XL Landscape of the areas.

VIII. UNFINISHED BUSINESS

A. REPAIR/REMOVAL OF BENCH

Management suggested that Council hold off on approving an estimate until XL Landscape provides a bid to replace/repair the benches. Patrick McNaught made a motion to accept the suggestion provided by Management. David DeOto seconded the motion, The Motion passed.

IX. NEW BUSINESS

A. ACCI - 2025 BUDGET ADOPTION

David DeOto moved to accept and adopt the 2025 Anthem Council annual budget with no increase in assessment for the six associations and a 2% increase to the commercial buildings. Helen Coombs seconded the Motion, which passed. The total income anticipated for 2025 based on assessments of the HOA assessments, the commercial assessments, the fees and interest will be \$2,508,565.10. Expenses are anticipated to be \$1,091,030 and which will be \$1,417,535.00 which will be moved into the reserves.

X. ACKNOWLEDGEMENT OF ACTION OUTSIDE OF MEETING, IF ANY

A. TERMINATION OF MANAGEMENT CONTRACT

David DeOto motioned to terminate FirstService Residential with the last day being September 30th, 2024. Karen Parness seconded the motion, The Motion passed

B. WEATHERMATIC ANNUAL REGISTRATION - WARRANTY

Helen Coombs motioned to acknowledge the previous approval to include the annual warranty to the Weathermatic System for 27 controllers. Karen Parness seconded the motion, The Motion passed

C. XL LANDSCAPE SIDEWALK REPAIRS

Helen Coombs motioned to acknowledge the previous approval of the estimate submitted by XL Landscape to repair the raised sidewalk. Karen Parness seconded the motion. The Motion passed

D. ACCI INVESTMENT STRATEGY - TRANSFER FUNDS TO MONEY MARKET ACCOUNT

David DeOto motioned to acknowledge the previous approval to transfer the funds from the Money market account to a 3-month CD. Patrick McNaught seconded the motion. The Motion passed

E. APPROVAL OF NEW MANAGEMENT CONTRACT

Tonya Gale addressed the board and membership, providing a detailed overview of the services offered by Epic Association Management. Helen C. & Karen P. Thanked FirstService Residential for the service they provided during the time they were on the Board. After the discussion and comments, Helen Coombs made a motion to approve the new management contract; Karen Parness seconded the motion. The Motion Passed.

XI. SCHEDULING OF NEXT BOARD MEETING

A. TO SCHEDULE THE NEXT COUNCIL MEETING

The Next Scheduled Board meeting will be November 6th, 2024 at 3:00 PM at Solera - Stardust Room 2401 Somersworth Dr Henderson, NV 89044.

XII. PUBLIC COMMENT PERIOD

- Transfer of funds to CDs from Money Market Accounts.
- 2025 Approved Budget and number of units finally sold in Terra Bella.
- Landscape -Renovation Program.
- The Anthem Council Website and the updated agenda must be updated in the system.

XIII. ADJOURNMENT

The Meeting Adjourned at 4.29 PM.

ANTHEM COMMUNITY COUNCIL, INC.

QUARTERLY MEETING

Solera Community Center – Stardust Room
2401 Somersworth Drive, Henderson, NV 89044
November 13, 2024



EPIC
ASSOCIATION MANAGEMENT

MINUTES

➤ **Call to Order/Determine a Quorum**

Establish a Quorum of the Board of Directors

Members Present: Helen Coombs, David DeOto, Spencer Haneline, Karen Parness, Jay Winter, Patrick McNaught, Dawn Anderson

Members Absent: None

Management Present: Tonya Gale

Call to order by: Helen Coombs called the meeting to order at 3:01pm

➤ **Opening Forum**

Helen started the opening forum by noting that Epic AM had taken over on October 1st and that there were some changes in the positions of the Board Members. Helen had been elected to the President position and David had been elected to the Treasurer position. All other positions remained as they were previously.

Karen (Solera) – Why is the stone bench approval on the agenda again when it was approved back at the spring meeting? The previous approval did not include traffic control. Additional pricing was obtained and eventually approved by the board and now there is a delay in the repair because the stone person is being replaced by the company this was awarded.

Unknown Owner – Line of Sight issues. It was noted that the COH should be contacted to report these issues, and they will determine who is responsible and have the line-of-sight notices drafted and sent to the proper entity.

Joe Pez (Black Mountain) – He would just like some landscape back at the entrance of the SCA neighborhood.

Dr. Monica Larson (COH councilwoman - elect) – Brief thank you for electing her and invited everyone to a thank you celebration she is holding Saturday, November 16th.

➤ **Minutes Approval**

A motion was made by Dawn Anderson to approve the August 21, 2024 meeting minutes as presented by First Service Residential with the minor changes to indicate that all board members were in attendance for the meeting and that there is no increase in the commercial property assessments as noted in the minutes. The conversation that was actually had was to indicate that the commercial properties make up 2% of the total annual income. Motion was seconded by David DeOto and approval was unanimous.

➤ **Financials Approval**

David DeOto gave a run down on the current financial status of the Council including the amounts in the operating and reserve accounts. He also noted that the laddering of the CDs and the Morgan Stanley accounts had been set up in order to assist with the FDIC limit requirements. The Board is looking to increase the amount of interest that is being earned so they can attempt to keep assessments where they are for the various communities and commercial properties.

➤ **Acknowledgement of Actions Outside of a Meeting**

- a. **Increase of XL Landscape contract for Chipper Truck & Crew:** A motion was made by Karen Parness to acknowledge the action made to approve the chipper truck and crew at a cost of \$2000 a week in order to begin the process of thinning out and clearing out various sections of landscape in order to prepare for future projects. Motion was seconded by Helen Coombs and approval was unanimous.

- b. Coventry Corners Project with XL Landscape: A motion to acknowledge the approval of the Coventry Corners landscape project with a not to exceed amount of \$90,000 was made by Dawn Anderson. The project has been submitted to the City of Henderson and has been approved. There is an additional tree removal bid (22 trees total) that has been received from XL Landscape (\$14,150) and Tree Solutions (\$10,500) for this location. A motion was made by David DeOto to approve the proposal as submitted by Tree Solutions in the amount indicated above. Motion was seconded by Patrick McNaught, Jay Winter voted in opposition and the motion carried.
- c. Tree Trimming and Palm Trimming Proposals: There were proposals received from Tree Solutions for the following projects and amounts:
 - a. Removal and stump grind of 6 trees per May 8th inspection and map - \$2400
 - b. Fall Tree Pruning of 185 trees including traffic control - \$17,300
 - c. Pine Tree Fall Trimming of 200 Pine Trees including traffic control - \$32,174
 - d. Additional Tree Pruning of 125 various trees as noted on map provided - \$11,900
 - e. Palm Tree Trimming of 21 date palms - \$2,600

It was noted by Dawn Anderson that all of the above proposals, except the palm tree trimming, were approved at the previous quarterly meeting and therefore only the palm tree trimming bid, which required a revision to reduce the number of palm trees due to some other communities' palms being included in their bid, needed to be approved. A motion to acknowledge the decision to approve the palm bid in the amount of \$2600 was made by David DeOto and seconded by Helen Coombs with unanimous approval.

- d. Stone Bench Repair: A motion was made by Dawn Anderson to acknowledge the decision to provide a not to exceed price of \$3000 to make the necessary repairs to the damaged stone bench on Anthem Parkway near Hampton on the east side of the street. Motion was seconded by Karen Parness and approval was unanimous. We are still awaiting the work to be finalized.
- e. 2023 Audit: The board has obtained and reviewed the final 2023 audit from Hilburn & Lein's office. David DeOto explained to the members present that there were two issues that needed to be resolved based on the audit. The FDIC limit was one of those issues and that has been reviewed and corrected. There was \$225,000 that was not transferred from the operating account to the reserve account in 2023 for an unknown reason. The issue has yet to be resolved, however, the board will be looking at the financial status of the operating account in the coming months to see if that amount can successfully be transferred in order to clear that due to/from item on the financials. A motion was made by David DeOto to acknowledge the previous approval of this audit as presented. Motion was seconded by Helen Coombs and approval was unanimous.
- f. 2024 Tax & Audit: Three bids were attempted to be obtained for the 2024 tax and audit process. Two of the three bids were received. One from Kasminoff & Associates (\$3,000) and one from William Cole, CPA (\$2,800) were reviewed and discussed previously. Kasminoff staff includes a person who worked for the previous auditor and is familiar with ACCI. A motion was made by Helen Coombs to acknowledge the approval of the Kasminoff & Associates proposal. Motion was seconded by Karen Parness and approval was unanimous.
- g. Termination of TBM & hire of Sant Electric: Bids were obtained for the quarterly lighting inspection from four of the five vendors that were requested. The bids were as follows:
 - a. M5 Lighting - \$4560
 - b. Mojave Electric - \$4000
 - c. Wright Ventures - \$800
 - d. Sant Electric - \$2000

A motion was made by Dawn Anderson to acknowledge the approval of the Sant Electric proposal as previously presented and discussed. Motion was seconded by Patrick McNaught and approval was unanimous. Sant Electric is doing their quarterly assessment this week and should have the report to us by Friday for any necessary repairs.

- h. Legal Counsel Change: A motion was made by Helen Coombs to acknowledge the approval to change legal counsel from Leach, Kern Gruchow, Song to Avece Higbee of Marquis Aurbach. Motion was seconded by David DeOto and approval was unanimous.

➤ **Action Items**

- a. **Wall Painting Bids & Color Scheme:** There had been previous approval of the NewGen Painting proposal in the amount of \$33,500, which was \$8,480 less than the next lowest bid for the same work. The board is currently awaiting some color scheme visual options, but they have not yet been received. Once the color scheme options are received and the board has time to review and choose the project can be scheduled.
- b. **GIS Tracking System:** Information for the same GIS tracking system that SCA uses has been provided to the board. It was noted that SCA would allow ACCI to obtain the base of what has been tracked to date so it can be worked off of moving forward as well. Tonya has also provided the pricing to the board with the annual amount of \$700. When discussing this option with the new electrical company, they also noted they would like to be able to use this option to be able to locate and track the lighting components so everything is on one system and so the board can be able to use the information even if a company has changed. Jay Winter had a concern about the initial map uploading cost? If there was a cost associated with this then we need to determine if ACCI should pay SCA for any portion of this fee. A motion was made by David DeOto to approve the licensing for the GIS tracking system. Motion was seconded by Dawn Anderson and approval was unanimous.
- c. **Meeting Schedule 2025:** The quarterly meetings for 2025 will be held on the following dates (subject to change due to unforeseen scheduling problems):
 - i. February 19
 - ii. May 21
 - iii. August 20
 - iv. November 19

Location of the various meetings will alternate between Solera & Sun City Anthem clubhouses.

➤ **Closing Forum**

Ken Sawyer (Solera) – Commented on the increases that have occurred in previous year and wanted to commend the board for not increasing this year. It was noted that the Board is trying to live within their means and not try and raise assessments unless necessary.

Dawn Anderson had noted that adding the water usage chart that we have on the next meeting agenda and providing that information to the members might show them that what the Board has been doing with regards to planting is working on saving money overall.

Rana Goodman (SCA) – Has lived in the community since 2003 and feels the landscaping has diminished greatly. Too many plants have been removed, especially in the center medians near her residence. Dawn indicated that there were COH line of sight requirements to remove that plant life down to nothing and it should be understood that ACCI has to adhere to the requirements of COH when it comes to line-of-sight concerns. Patrick also explained that the phasing of the landscaping that is being done right now will provide more color and an evergreen type feeling without it just being pine trees. The overall goal is to reduce maintenance and water, but also provide an eye pleasing look in the areas where people actually stop their vehicles and reduce the plant foliage in the areas people are speeding by.

Karen (Solera) – Is there some kind of GIS agreement in place with SCA? She believes that should be done before purchasing the license in order to make it more official.

Unknown Owner – The area around the golf course near her home looks terrible. She was asked to email Tonya with locations so it could be determined which entity is responsible so she could reach out to that entity directly.

David Burman (SCA) – Asked about the meeting minutes being posted sooner than after they have been approved and instead a draft be posted in the interim. Tonya elaborated on the process and noted that a draft could be uploaded once the board has generally approved by email.

Arnold Hinden (SCA) – What types of evergreens is the board looking at having installed? He is looking for a planting plan of some kind. Also complained about the median down Eastern and it was explained there was a misunderstanding of who should be maintaining that area that has since been resolved and it should be looking better in the near future.

➤ **Adjournment**

Motion to adjourn was made by Dawn Anderson and seconded by Karen Parness at Meeting was adjourned at 4:07pm