

ANTHEM COMMUNITY COUNCIL, INC.

QUARTERLY MEETING

Anthem Community Center

2450 Hampton Road, Henderson, NV 89052

August 20, 2025



EPIC
ASSOCIATION MANAGEMENT

MINUTES

➤ Call to Order/Determine a Quorum

Establish a Quorum of the Board of Directors

Members Present: Helen Coombs (via teleconference), David DeOto, Rick Ernest, Frank Capello, Patrick McNaught, Karen Thomas

Members Absent: No Representative from Terra Bella at this time

Management Present: Tonya Gale

Call to order by: Tonya Gale called the meeting to order at 3:01pm

➤ Minutes Approval

A motion was made by David DeOto to approve the May 21, 2025 meeting minutes as presented by Epic Association Management. Motion was seconded by Rick Ernest and Karen Thomas abstained, motion carries.

➤ Financials Approval

David De Oto gave a rundown of what is in the operating and reserve accounts to those in attendance including the breakdown and recommendation for the upcoming and future CD renewals. A motion was made by David DeOto to renew the CD that comes up in August 2025 at \$250,000 for an 18-month time frame with the best interest rate available based on the banks we currently do not have CD with at Morgan Stanley. Motion was seconded by Frank Capello and carried unanimously. A motion was made by David DeOto to approve the May, June & July 2025 financials as presented by Epic Association Management, subject to audit. Motion was seconded by Rick Ernest and Karen Thomas abstained, motion carries. Additional items discussed were the sweep accounts and the glitch with the operating account not maintaining the \$150,000 in the main account as there was an issue with the sweep accounts only updating the sweep amount every other month. David also discussed future renewals of CDs that come due on October to be renewed at a 3, 12 and 18 month renewal increment in order to keep the laddering of the CD renewals consistent.

➤ Acknowledgement of Actions Outside of a Meeting

A motion was made by David DeOto to approve all of the following items that were previously discussed and decided outside of a regular meeting either by an email vote or during one of the workshops (see list of items below with specific information about each). Motion was seconded by Rick Ernest and Karen Thomas abstained, motion carries.

- a. H2O Backflow Assembly Repairs: The backflows were tested and there were 3 of them that failed that needed repairs. H2O Backflow provided estimate #1666 in the amount of \$555.00 for the repair and retest of all three of the backflows. Work has been completed and verified.
- b. 2026 ACCI Budget: The draft budget for 2026 was presented to the board at a recent workshop and was thoroughly discussed in conjunction with the updated reserve study. The 2026 budget reduced the assessment of \$179.29 per home annually down to \$158.00 per home annually. Each association pays their assessments quarterly so it reduced the quarterly amount per home by about \$5.32 per quarter. The 2026 budget, once approved by the board during the workshop, was sent to all of the community managers for the ACCI communities in order for the communities to work on their budgets without lag time from ACCI.
- c. Reserve Study: There were several reserves study options provided by Complex Solutions based on the total anticipated amount of the full landscape renovation projects and the light pole ownership.

After much consideration and financial thought, the board agreed to adopt the reserve study that allowed for up to a million dollars annually for the major landscape renovation project for the next three years and kept the light poles in as a component of ACCI until further discussions can be held with the City of Henderson. This being said, the final version 6.5 was the correct and fully adopted reserve study from Complex Solutions.

- d. Outsourcing of ArcGIS Input: The ArcGIS system is incredibly time consuming to learn and navigate for someone that has never used the program. An employee of Sun City Anthem, Juvelyn Beale, has not only agreed to help get the system up and running, but has also agreed to make the necessary adjustments that are needed as time goes on in order to track the assets of ACCI. The board has agreed to an annual not to exceed amount that can be spent in paying Juvelyn on an hourly basis. Should the hours built into the budget need to be exceeded, the board will discuss accordingly at that time.
- e. Light Pole Order: There is currently a downed pole near the Anthem Highlands community that is in need of replacing and there were no poles left in the City of Henderson stock and therefore the board agreed to order 4 light poles at this time in the amount of \$16,603.05. The order was approved and processed on June 26, 2025 with a 20-22 week lead time of arrival to the City of Henderson facility. Anticipated arrival would be somewhere around Thanksgiving.
- f. Directional Pylon Painting: Several proposals were obtained and discussed during workshops, with the pricing as follows:
 - a. New Gen Painting: \$4,250.00
 - b. M2 Painting: \$2,112.00
 - c. Unforgettable Coatings: \$5,370.00

After discussion and verification of warranties for the various surfaces, the board ultimately chose M2 Painting and the work was completed in mid-August. The paint scheme was updated on the signs to match the colors used on the waterfall revamp as well. Work has also been completed and verified.

- g. Electrical Repairs due to Turnout Work:
 - a. Street Light Conduits & Electrical Box Replacement: Estimate #1299 in the amount of \$3,250.00 to relocate landscaping and street light conduits, wire and boxes damaged during the excavation of the turnout work. Work has been completed and verified.
 - b. Conduit Relocation at Reunion Corners for Tree Replacement: Estimate #1408 for the relocation of conduit and landscape lights in order to accommodate the tree replacement at the center median at the Reunion Corners in the amount of \$721.73. Work has been completed and verified.
- h. Partial Approval of Quarter 3 Electrical Repairs: Estimate #1292 in the amount of \$170.00 for the removal of a light fixture that was buried in the bushes was approved based on the inspection conducted in Q3 of the Sant Electric contract. Work has been completed and verified.
- i. XL Landscape Unanticipated Items for Renovation Projects:
 - a. Proposal #4750.1 - Time and material adjustment for the "X" turn around in the center median in the amount of \$1,244. This is a one-time increase to cover the additional time and material needed for just this one section.
 - b. Proposal #4597.1 - Additional concrete costs for the pull-outs that were installed per City of Henderson inspections. This is the total amount for all 6 of the individual cut outs and moving forward as we do the cut outs, this amount (divided by 6) will be an additional charge/increase to the overall cost per cut out that is done along the loop based on the standards required by the City. Total cost \$3732.00.
 - c. Proposal #4746.1 & #4746.2 - Removal of two trees that will be in the way of the artificial turf being installed before the bridge but near the waterfalls along Anthem parkway. Cost to remove, \$525. Installing two additional Palo Verde Trees on each side of Anthem Parkway before the bridge in order to fill in the area where the other two trees were removed (including irrigation) \$2860.
 - d. Proposal #4746.3 - Relocation of two irrigation control valve boxes that would have been in the middle of the artificial turf in order for it to have a cleaner and more finished look. The point is to do the work once and never have to do it again! Total cost of \$302.50.

➤ **Action Items**

- a. XL Landscape Update on Current Projects: Donnie Garritano was present for the meeting and discussed the following items:
 - i. Maintenance Update: The community is still being managed based on the summer month phasing with controlled pruning, irrigation and valve repairs, and weed control being done in the various phased sections per week. Patrick had asked about the pre-emergent weed control and when it would be completed. Donnie noted that the pre-emergent can only be done when the temperature remains under 90 degrees and therefore it is slated to be done in late September, weather pending, and then again in March.
 - ii. Projects Update:
 1. Reunion “T” has been completed with the renovations.
 2. Netafim installation and new Tree Installations have been completed.
 3. Work is ongoing on the Waterfall entrance with the landscaping portion being done first, followed by the turf installation next week.
 4. Work at the Anthem Club Drive “T” is also being started next week as Patrick and Donnie will be meeting later this week to finalize designing.
 5. Turnouts and Turnaround “X” are also complete.

Patrick and Donnie will be looking at the trees in the Waterfall area as there may be a couple that might need irrigating or removed and potential placement of other trees in the area. Karen had asked about the installation of the turf across from the Anthem Club entrance and if the seam will be vertical or horizontal. It will run vertical with a wavy type cut in order to hide the seam so it will be virtually invisible. Helen had mentioned a section of grass near the Anthem Club entrance that will need to be converted and Patrick indicated he is aware of the area and they will be addressing it when the native vegetation is done.

SoilTech is slated to start on their next phase at the waterfall to Coventry Corners starting on Monday, August 25th. The as-builts for the work being completed by XL and SoilTech will be provided once the work is finalized so it can be uploaded into the ArcGIS system.

David had asked about the granite for the turnouts and if there was a grid used under the granite. Donnie noted there was not need for the grid as the grid would have been needed if artificial turf was used but they went with the stabilized granite so there would not be any runoff or wear issues. It was also noted the color of the turnouts seem to be an eyesore to some, however Patrick indicated that once the permeable is done, the color will flow better with the turnouts. The Police and COH have already started using them and love them. Donnie noted we may need to consider placing signs, even just temporary signs, that indicate there is a utility turnout ahead so people don't get into accidents as they try and turn off in the designated areas.
- b. 2024 Audit Presented by Kasminoff & Associates: The draft audit has been presented to the board for review and discussion. David DeOto read in the following attached document into the minutes for the membership with regards to the audit. A motion was made by David DeOto to approve the draft audit as presented. Motion was seconded by Rick Ernest and approval was unanimous.
- c. Due to Reserves on Financials: For reasons unknown, there is a “due to reserves” amount on the association's financials that stems back to pre-2023 (possibly further back as well). Because the ACCI is not an official homeowner's association, they have the ability to request that this line item be removed from their financials as a write off as they do not have any reserve funding requirements. ACCI does adhere to a reserve study and plans on having the entity be financially sound, however, carrying this “due to” amount of \$403,331.81 does not make much sense. Helen also noted that the amount being on the financials could be confusing to those when they are being reviewed. A motion was made by David DeOto to approve the write off of this “due to” amount. Motion was seconded by Rick Ernest and Frank Capello abstained, motion carries.
- d. Epic Association Management Contract Renewal: The original contract term for Epic Association Management was for fifteen months and the renewal date is January 1, 2026. Tonya Gale has presented the Board with the renewal contract with an increase from \$2995 to \$3295, which was previously noted in the 2026 budget the board has adopted. There were not additional changes to the contract, outside of the price increase. A motion was made by David DeOto to approve the updated contract as presented. Motion was seconded by Frank Capello and motion carries unanimously.

- e. Holiday Lights: There were several proposals obtained and options provided with regards to purchasing lights and having them installed or having a company install the lights annually and rent the items from the company of their choosing. These proposals were reviewed in the July workshop and were as follows:

- a. Lighting Pros of AVG - \$6800 for the following items
 - i. 2 60" wreaths with 30" red bows near monument waterfall signs
 - ii. 2 48" wreaths with 18" red bows (no specific location indicated but possibly on the bridge underpass)
 - iii. 30' long, 14" wide lighted garland
 - iv. Lights on two palm tree clusters on each side of road
- b. Holiday Decorations - \$1652.29 for the following items
 - i. 2 60" wreaths on each side of the waterfall feature
 - ii. Med palm wrap on each side of the waterfall feature
- c. Highlights - \$3950 for the following items
 - i. Med palm wrap on both side of waterfall feature
 - ii. Bushes wrapped on both sides of the waterfall feature
 - iii. No wreaths included in pricing

The board discussed further at the meeting and a motion was made to approve a not to exceed amount of \$3500 in order to allow additional increases to be made to the Holiday Decorations bids to add a wreath to the bridge and have a few additional trees wrapped. Motion was seconded by Rick Ernest and approval was unanimous.

- f. Meeting Schedule 2025: The remaining quarterly meetings for 2025 will be held on the following dates (subject to change due to unforeseen scheduling problems):
- i. November 19 – Solera Community Center

➤ **Closing Forum**

None of the owners present had anything to discuss for the closing forum.

➤ **Adjournment**

Motion was made by David DeOto and seconded by Helen Coombs to adjourn the meeting at 3:50pm.

Opinion

We have audited the accompanying financial statements of Anthem Community Council, Inc., which comprise the balance sheet as of December 31, 2024, and the related statements of revenues and expenses, and changes in fund balance and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Anthem Community Council, Inc. as of December 31, 2024, and the results of its operations and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

OFF-BALANCE SHEET RISK AND CONCENTRATIONS OF RISK

The Organization has a potential concentration of credit risk in that it maintains deposits with Alliance Organization bank in excess of amounts insured by FDIC. At December 31, 2024, this institution reported deposits before outstanding checks of \$1,834,943 of which \$250,000 was insured by FDIC, resulting in an uninsured cash balance of \$1,584,943. The Organization's investments in Certificates of Deposit are all FDIC insured deposits (\$250,000 limit) with a diversified group of banking institutions.

Response

All monies on deposit in both the Operating and Reserve funds are now being actively managed to insure that no one institution holds more than \$250,000 of Councils assets.

FUTURE MAJOR REPAIRS AND REPLACEMENTS

The Organization governing documents do not require the establishment of a reserve fund, but the Board may include amounts in the budget for reserves. The Board has directed that these funds cannot be used for ordinary operating expenses and must be segregated from operating funds. The governing documents do not require the Organization to have a reserve study, however, in 2023 the Organization engaged an independent specialist to conduct a reserve study to determine estimated funding requirements, and to estimate the remaining useful lives of the common property components. Accumulated funds, which aggregate \$3,275,081 at December 31, 2024, and are presented on the accompanying balance sheet as reserve contract liability and reserve fund balance.

According to the reserve study, the recommended reserve contribution for 2024 was \$865,200. The Organization assessed \$1,347,399 and did not recognize any revenue for reserve funding in 2024. These reserve funds are accumulated based on estimated current costs. Actual expenditures may vary from these estimates, and the variance may be material.

Response

Council has ensured that all amounts not transferred to the Reserve Fund in 2024 by First Service Residential, the management company at the time, have since been transferred. Council also verifies on a monthly basis that 2025 reserve transfers are taking place in a timely fashion.