



**Civano I: Neighborhood I Association, Inc.
Board of Directors Meeting Minutes**

Date: October 20, 2020
Time: 7:00 PM
Location: Virtual – 10501 E Seven Generations Way, #109

Call to Order

The meeting was called to order at 7:02 pm by Hannah Walker

I. Roll Call

Board Members Present: Les Shipley, Chris Shipley, Bob Small, Wendy Walker, Hannah Walker, and Mario Mastrosimone.

Absent: Angelina Hannum.

Also Present with Paul Ash Management: Manager, Jena Carpenter and CFO Natalie Kujawa.

II. TMC/Rincon – A brief presentation was provided by Julie Strange, Jessica Anderson, John Contrell, and Tom Immen related to the 60-bed hospital being built.

III. Carpenter, Hazelwood, Delgado & Bolen – Mark Sahl & Nick Nogami introduced themselves as the new representatives for Civano.

Motion made by Les to remove items from the agenda to include V. b, c, & d under reports as written reports are provided and item VI b as the forum was already denied in July was seconded by Hannah; motion passes.

IV. Review & Approval of Minutes

a. July 21, 2020: Motion made by Wendy to approve the July 21, 2020 minutes was seconded by Bob; motion passes with 5 ayes – 0 nays – and 1 abstention by Mario.

V. Reports

a. Treasurer’s Report – submitted by Natalie Kujawa on behalf of Chris Shipley. Ending balances as of September 30, 2020

Operating	\$	62,272.61
Reserves	\$	995,697.48
Receivables	\$	19,435.20
Net Income	\$	84,362.85

1. 2021 Budget Approval

Motion made by Bob to adopt the 2021 Budget as presented with a \$3.00 per month increase in assessments was seconded by Chris; motion passes.



VI. Old Business

- a. Update to opening Common Area Facilities – there is no change the Activity center, it will remain closed.
Motion made by Mario to open the tot lot with no more than 10- people at a time was seconded by Bob; motion passes.
- b. Northridge Erosion Bid
Motion made by Wendy to obtain at least one more comparable bid for the 3 high priority areas was seconded by Bob; motion passes.

VII. New Business

- a. 2021 Annual Meeting date – March 30, 2021
Motion was made by Bob to set the meeting date for March 30, 2021 was seconded by Hannah; motion passes.
- b. Landscape Contract – Civano Nursery
Motion made by Wendy to approve the contract with Civano Nursery in the amount of \$240,000 annually was seconded by Bob; motion passes 4 ayes, 0 nays and 2 abstentions by Chris and Les.
The CCAA was directed to obtain competitive bids for landscape maintenance.
Management was directed to obtain a listing of all the work that Civano Nursery provides to the community that is an added benefit and the costs associated with the work.
- c. Tree Removal & Replacement
Motion made by Mario to approve the bid to remove up to 37 Sweet Acacia trees for \$11,000 and replace with up to 15 trees for \$5,250 by Civano Nursery was seconded by Wendy; motion passes 4 ayes, 0 nays and 2 abstentions by Chris and Les.
- d. North Pool Deck Replacement
Motion made by Hannah to approve the bid from Cimarron Circle Construction for \$13,545.00 to remove and replace the deck at the North pool was seconded by Wendy; motion carries 6-0.
- e. South Pool Replaster & Leak Repair
Motion made by Bob to approve the bid from Cimarron Circle Construction for a total of \$34,327.77 with \$32,024.77 to be paid for out of reserves and the remainder to be paid out of operating was seconded by Wendy; motion carries 6-0.
- f. Lot #305 Request for Variance from Single Family Use
Motion made by Hannah to approve a variance from Single Family Use for Lot #305 to allow storage of golden barrel cacti on the lot was seconded by Bob; motion passes with 4 ayes and 2 nays.
- g. Attorney Change – Jason Smith is no longer with Carpenter Hazelwood, Delgado & Bolen
Motion made by Chris to continue with Carpenter Hazelwood for HOA legal counsel was seconded by Hannah; motion passes.
- h. Termination of Contract – JaniKing
Motion made by Hannah to terminate the contract with JaniKing for Janitorial and Porter services effective January 2021 and have management solicit bids for a new vendor was seconded by Bob; motion passes.

VIII. Public Forum/Owner Correspondence

- a. Cara Stansey requested use of Mary Webber park on 11-22-20 from 3-4:45 pm for a free concert.



Management was asked to ensure the electrical outlets were in good working order at Mary Webber and provide that information to Ms. Stansey.

- b. Joan Tober requested the opportunity to have a Shred-a-Thon.
Management directed to get prices for the activity and see if Sierra Morado would like to participate.

IX. Next meeting date – November 17, 2020

X. Adjournment - With there being no further business, the meeting was adjourned at 9:33 pm.

Respectfully Submitted,
Jena Carpenter, CMCA, AMS, PCAM