



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

Date: November 21, 2023
Time: 7:00 PM
Location: Virtual and In Person @ 10501 E Seven Generations Way, #109

Call to Order

The meeting was called to order at 7:05 pm by Peg Cass.

I. Roll Call

Board Members Present: Lyndell Roe, Chris Shipley, Peg Cass, Les Shipley, Hannah Walker, and Andrea Mendez.

Absent: Bob Small

Members Present: Dianne Wilcox, Brenda Babb, Kim Walters, Wendy Walker, Julie Doll, Bill Kuder, Don Clause, LeeAnn Keniston, John & Kathy Siath, Sue Wells, Penny Pederson, Lisa Waite, Clara Hill-Pfiefer, Rick Stertz, Andy Slater, Caryl Clement, Larry Dagley, Barbara Schnelder, Karen Foote, Kay Foote, Mark Levine, and Scott Phelps.

Also Present with Paul Ash Management: Manager, Jena Carpenter, CMCA, AMS, PCAM and Rebekka MacDonald.

II. Review & Approval of Minutes

- a. September 19, 2023: **A motion made by Lyndell Roe to approve the September 19, 2023, minutes as corrected was seconded by Hannah Walker; motion passed unanimously.**

III. Reports

- a. Treasurer's Report – Jena Carpenter reports the association ended September with a net income of \$37,488.65. Operating balance of \$155,858.03 and reserve fund balance of \$1,005,780.49.
- b. Management Report – a written report was provided with status updates on projects in progress.

IV. Old Business

- a. Peg Cass will be turning her efforts over to the CCAA. Peg was looking at installing solar canopies at the parking lots at each pool to power each area using solar. It's a very expensive option due to infrastructure that needs to go in first to create the canopies structures the panels would go on. They provided an estimate of a 5-6 year return on investment.
- b. Entryway Enhancements – Caryl Clement presented the "Dream Team's" Design Response to the RFP that was issued more than a year ago to update 3 entrances into Civano. The need for an architect to design the entrances is to provide the City with CAD drawings as the work is in the City's Right-of-Way and requires a permit to do the work.



The Board advises they are looking for an overall concept, there was a \$50k budget to update the three entrances by refreshing and sprucing up existing plants and feels that what is presented far exceeds what is needed or was requested.

V. New Business

- a. Approval of the 2024 Draft Budget & Assessment. The Budget and Finance committee met and after review of the upcoming expenses for Civano is recommending an increase to \$122.00 per month.

A motion made by Lyndell Roe to approve the assessment and 2024 budget was seconded by Hannah Walker; the motion passed unanimously.

- b. Record Date for Annual Meeting: March 28, 2024

A motion made by Peg Cass to set the date for the Annual Meeting on March 28, 2024, was seconded by Lyndell Roe and passed unanimously.

- c. Appoint Members to Nominating and Election Committee

A motion made by Lyndell Roe to appoint Wendy Walker and Rick Stertz to the NEC was seconded by Peg Cass and passed unanimously.

- d. Request for reimbursement – Janet Stanish is requesting reimbursement for her costs to remove a large prickly pear next to her home and in the common area, she requested that the association remove it. The request came on a Monday and was dispatched to Civano Nursery who went that Friday to review it and when they arrived it was already being completed by a vendor hired by Ms. Stanish.

A motion made by Lyndell Roe to approve the \$600 reimbursement to Janet Stanish was seconded by Chris Shipley; motion was rescinded.

A motion made by Lyndell Roe to reimburse Ms. Stanish 50% of the cost to remove the prickly pear was seconded by Chris Shipley motion failed with 0-yays, 5-neighs, and 1-abstention by Lyndell Roe.

- e. CCAA Request for new furniture in Rotunda – The CCAA presented a request to purchase new furniture as selected not to exceed \$1,500.

The Board directed the CCAA to come up with furniture that is a commercial grade and represent to the Board.

- f. CCAA request for pollinator garden/25th Anniversary - The Committee is requesting \$4000 towards the cost of replenishing the rock around the basin where the pollinator garden is slated at the basin on Seven Generations and Houghton.

A motion made by Lyndell Roe to approve the \$4,000 expense for gravel was seconded by Andrea Mendez; motion was rescinded.

VI. Public Forum/Owner Correspondence

- a. Chelsea Shepard issued a notice to the Board explaining her dissatisfaction with closing the tennis court during cooler play weather.



The Board and CCAA tried their best to close facilities during the hottest months, there were delays related to permits needed and inspections and was outside of the association's and vendor's control.

- b. Brenda Babb issued several items for Board consideration and was not aware they were on this month's agenda.
Ms. Babb is welcome to attend the January meeting to address the Board.

- c. Don Clause & LeeAnn Keniston addressed the Board with their request to donate 5 trees to be installed at the parking area on Rust Lane near their home for additional shade.
A motion made by Chris Shipley to have 5 trees, either Live Oak or Desert Willows donated by Mr. Clause and Mrs. Kenniston and installed at Rust Lane parking area was seconded Andrea Mendez and passed unanimously.

- d. Lisa Waite addressed the Board related to violation notices received for weeds and trash cans visible. Ms. Waite feels it's excessive.
The Board advised that there was a long period of time that inspections weren't being conducted consistently and it does seem like there are more right now thus appearing excessive. Members have a right to appeal their violation to the Board and should work with the office staff for any discrepancies.

VII. Next meeting date – January 16, 2024 @ 7:00 pm

VIII. Adjournment - With there being no further business, the meeting was adjourned at 8:43 pm.

Respectfully Submitted,
Jena Carpenter, CMCA, AMS, PCAM
For Civano I Neighborhood I Association, Inc.