



**Civano I, Neighborhood I Homeowner's Association
CCAA Committee Meeting Minutes
APPROVED**

Date: April 13, 2022
Time: 3:30 PM
Location: Virtual/Activity Center

CCAA COMMITTEE:

Present was Sharon Knox, John Siath, Mark Levine, Caryl Clement and Debbie Stertz.

Absent was None

Members Present: Lyndy Roe

Also present from Paul Ash Management was Community Manager, Jena Carpenter.

Call to Order

Sharon called the meeting to order at 3:30 PM

Meeting Minutes March 8, 2022

A motion to approve the March 8, 2022 minutes as corrected was made by Debbie and seconded by Mark; motion passes.

Focus Civano Reports – For each item, the CCAA will design, select, bid, and provide cost analysis vis-à-vis the Board Approved 2022 Budget and 2020 Reserve Study to the board.

a. Entryway Improvements – Caryl Clement

- i. Coordinate and recommend landscape and beautification designs for the North, Seven Generations, and Drexel entryways.

Ms. Clement reports the first workgroup meeting will be tomorrow at 3:30 pm. Debbie will provide some feedback to the landscape group. Mel Shipley will also attend to provide input and feedback for items that the committee is interested in adding for future maintenance.

Management was directed to research our ability to access right of way as-builts for Houghton. Management has also been asked to turn on a water meter at Thunder Sky & Seven Generations to irrigate.

b. Multigenerational Gathering/Recreational Spaces – Debbie Stertz

- i. Coordinate and recommend a phased design that includes a plan for selection and construction for the improvement of multi-generational spaces that will be organically designed and fixtured in such a way so as to continue to celebrate the spirit of Civano.

Ms. Stertz reports they had more than a dozen members present. They had mostly an introduction meeting. There were a few mothers who attended, and they were interested in adding a splash pad. The only location that would be appropriate is near the south pool. They were also interested in installing a zip line at the north pool. TMC will be meeting with the group, they want to partner with Civano in an effort to create better community. The meeting will be in early May, TMC has requested they be an exclusive partner. This group has also started a Pinterest page for ideas to be shared.

Management was asked to research insurance and liability around installing a splash pad.

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c. Seating Spaces – Debbie Stertz

- i. Coordinate and recommend style, type, location, improvement, and replacement of seating and gathering spaces.

Ms. Stertz reports outdoor seating needs to be ordered for all over the community. They are looking to determine what will make the most impact quickly with the least amount of funds. Added seating in the courtyard area of the neighborhood center may be a consideration. Civano Shipley owns that area and this would need to be coordinated with them.

Management directed to provide an inventory of the concrete tables and benches and their condition.

d. Plan for Site Lighting Updates – Mark Levine

- i. Coordinate and recommend site lighting replacement of fixtures, and electrical improvements throughout common areas.

Mr. Levine reports he will get with Tom Wagner to look at retrofitting existing bollards. Chris Shipley had also spoken with Tom related to replacing the bollards with lower landscape lighting similar to what is existing to reduce expenses related to replacing bollards.

Mark to report back to the committee with what they find related to retrofitting.

e. Pool Bathroom Improvements – Jena Carpenter (Debbie Stertz)

- i. Coordinate and recommend a design for improvement and fixture replacements for the four pool bathrooms.

Jena Carpenter reports ideas are being collected and when there are three full proposals pulled together we can get he updates out to the community for input. At a suggestion we will include research to create a family bathroom that has a diaper changing station.

Retention/Detention Basins – John Siath

Mr. Siath reports per the plat the major retention/detention basins must be inspected by a civil engineer annually to ensure they are working properly. In 2016 Mr. Siath provided a report to the Board regarding the same, he will update the request for proposal for review by the committee. Once the report is complete by an engineer we will have any information needed to maintain the existing basins.

As Brought Forth

- Debbie Stertz asked whether the group could hold a kick off event for the first project and share with the events committee to host. Ms. Clement suggests having a specified item to highlight.
- Once there are enough ideas to put forward, Ms. Carpenter suggested putting concept plan board up in the Rotunda for members to review and vote on.

NEXT MEETING – May 10, 2022 beginning at 3:30 pm the Activity Center/Virtually.

With there being no further business the meeting was adjourned at 4:49 PM.

Respectfully Submitted,
Jena Carpenter, CMCA, AMS, PCAM
For the Civano Common Area Asset Committee