



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

**Date:** July 12, 2022  
**Time:** 2:30 PM  
**Location:** Virtual/Activity Center

**CCAA COMMITTEE:**

Present was Mark Levine, Caryl Clement, Rick Hanson, and Rick Stertz.

Absent was John Siath and Hannah Walker.

Members Present: Lyndy Roe and Wendy Walker.

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

**Call to Order**

Mark Levine called the meeting to order at 2:40 PM.

**Approval of Minutes – June 14, 2022**

A motion made by Rick Stertz to approve the minutes as corrected was seconded by Caryl Clement; motion passed.

**Pool Bathroom Updates – Price & Recommendations to the Board**

A motion made by Rick Hanson to recommend to the Board the presented information for restroom updates excluding the hand dryers and delete the sinks if they are brought up to like new standards not to exceed \$30,000 was seconded by Mark Levine; motion passed.

**North Pool Drinking Fountain**

A motion made by Rick Stertz to recommend replacing the north pool drinking fountain with bottle filler for a not to exceed \$2,500 was seconded by Caryl Clement; motion passed.

**Focus Civano Reports/Updates**

- a. **Master Plan** – Rick Stertz reports he has not yet met with the Master Plan group. Rick has prepared a 5-year financial plan for review by the Budget & Finance Committee and understand what the reserve study allocates for specific item and tie that into the Master Plan budgetary requests.

Rick Stertz was directed to work with the Master Plan group and provide the answers to the following questions asked by the Board by the next meeting.

1. Define and implement the processes by which the various task groups are to coordinate and dovetail ideas.
2. Define and determine the location of the Tot Lot and costs to replace in existing location or to relocate for Board review/approval.
3. Define and present an overall plan for Board review/approval which includes opportunities for the community to participate and provide input.

Caryl Clement and John Siath to meet with Rick Stertz prior to the next Board meeting.

- b. **Butterfly Garden & Grant Application** – Rick Stertz reports the grant application was submitted timely to the TMC Foundation. The application was made and submitted for the entire amount for the full \$58,535.00 estimated cost

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- c. **Entryway Improvements** – Caryl Clement reports they have identified the inventory for landscaping items for preserve in place, remove from site, and transfer on site. Caryl presents the proposed RFP for design documents on the entryway enhancements.  
Management was directed to reach out to the City for the sign code requirements and whether Civano is able to have them in the specified locations and dimensions that apply to the locations.  
  
Management directed to get the cost for demo/removal of the items to be tagged by Caryl Clement on Seven Generations median.
- d. **Multi-generational gathering/recreation spaces** – no new report at this time.
- e. **Seating Spaces** – The bench inventory was provided and shows the locations of all the damaged tables and benches.  
A motion made by Rick Hanson to authorize staff to work with the sub-committee on pricing for different bench options was seconded by Rick Stertz; motion passed.
- f. **Site Lighting Bollards/Path Lights** – Paul Services (Brian Costello) and owner volunteers are going to begin review and retrofitting of the bollard lighting.

### As Brought Forth

- Caryl Clement asked where things stood with the wall mural matter and what is happening. *That particular topic is with the Board. They directed the DRC to determine if there were guidelines that could be adopted and reasonably governed. This will be addressed by the September 2022 Board Meeting.*

**NEXT MEETING** – August 16, 2022 beginning at 2:30 pm the Activity Center/Virtually.

With there being no further business the meeting was adjourned at 4:23 PM.

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