



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

**Date:** May 11, 2021  
**Time:** 3:30 PM  
**Location:** Virtual/Activity Center

**CCAA COMMITTEE:**

Present was Sharon Knox, John Siath, Mark Levine Amy Almquist, and Caryl Clements.  
Also present was Debbie Stertz as alternate.  
Members Present: Joan Tober and Ralph Terry.  
Also present from Paul Ash Management was Community Manager, Jena Carpenter.

**Call to Order**

Sharon called the meeting to order at 3:31 PM

**Elect Committee Chair**

A nomination by Amy Almquist for Sharon Knox as chair was seconded by Caryl Clement; motion passes.

**March 9, 2021 Minutes**

A motion made by Sharon to approve the March 9, 2021 minutes as corrected was seconded by Amy; motion passes.

**Pool Work Update**

- South pool replaster: Plumber was unable to locate leak in initial location, American Leak Detection was out on May 1<sup>st</sup>, plumbing source located but is 4-feet below the deck surface. Waiting on an updated schedule.

Management directed to verify whether the North Pool is chlorine or salt water.

**Landscape Maintenance – Review Bids presented**

Five landscape maintenance companies submitted proposals for committee review: AAA Landscape, Brightview Landscaping, Civano Nursery, Landtamers and Santa Rita Landscape.

A motion made by Sharon to open discussion was seconded by Amy; motion rescinded.

Motion made by Caryl to send out invitations to two bidders, Civano Nursery and AAA Landscape to answer questions submitted by the CCAA and meet with the committee was seconded by Amy; motion rescinded.

Motion made by Caryl to have the CCAA members submit questions for clarification to the HOA staff for AAA and Civano Nursery in turn to invite them back for an interview was seconded by Mark; motion passes.

Management will schedule interviews on May 19, 2021 time to be determined based on vendor availability.

**Reserve Study Projects 2021 – Discuss/Prioritize**

- Pool Equipment – pumps, filters, chlorinators: bids beginning in October/November
- Security Cameras – DVR: Management directed to get bids
- Vieo Sewer Lines – Villas: Discussion ensued, project on hold

## Civano I, Neighborhood I Homeowner's Association

### Owner Requests

- Intall trees/vegetation along Drexel: On hold until 2022
- Rejuvenate landscaped medians: Once the landscape contract is determined, Caryl Clements will begin working with the vendors on developing a plant palette for the medians and other areas based on size, shade, sunlight and irrigation needs.
- Install more trees where removals occurred: Once the landscape contract is determined, Caryl Clements will begin working with the vendors on developing a plant palette for the medians and other areas based on size, shade, sunlight and irrigation needs.
- Bollard & Pathway lighting – replacement: [Management directed to begin getting bids](#)
- New pool furniture: [Management directed to begin getting bids](#)
- New Tot Lot/Play equipment: [Management directed to begin getting bids](#)
- EV Station in Civano: On hold for future consideration
- Parkour: On hold for future consideration
- Bicycle Repair Station: Committee determined this is not needed
- Sidewalk Repairs: Mark Levine & Caryl Clements to assist with determining locations

### As Brough Forth – None

**NEXT MEETING** – May 19, 2021 beginning time TBD in the Activity Center/Virtually.

With there being no further business the meeting was adjourned at 5:31 PM.