



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

**Date:** February 18, 2020  
**Time:** 7:00 PM  
**Location:** Civano Activity Center – 10501 E Seven Generations Way, #109

**Call to Order**

The meeting was called to order at 7:04 pm by Tom Sisterman

**I. Roll Call**

**Board Members Present:** Tom Sisterman, Les Shipley, Chris Shipley, Bob Small and Wendy Walker.  
**Absent:** Mario Mastrosimone and Richard Bates  
**Also Present with Paul Ash Management:** Manager, Jena Carpenter and CFO Natalie Kujawa.

**II. Review & Approval of Minutes**

- a. January 28, 2020: **Motion made by Chris to approve the January 28, 2020 minutes was seconded by Bob; motion passes.**

**III. Reports**

- a. Treasurer's Report – submitted by Natalie Kujawa on behalf of Chris Shipley
  - Operating \$ 87,180.57
  - Reserves \$ 932,150.13
  - Receivables \$ 22,760.00
  - Net Income \$ 22,107.57

**Request was made to provide financials that specifically show the amount each month that is expensed to reserves.**
- b. CCAA – The committee met in February, initial review of updated reserve study was accomplished and bids will begin to be requested for items on the executive summary.
- c. DRC – The DRC requests the Board complete the contract for an architect to review the new construction plans for lot #36.
- d. Events – No Report
- e. NEC – The committee is preparing for the envelope stuffing event, Ballots to be mailed for Feb 24<sup>th</sup> delivery to owners, the voting site will go live the same day, candidate's forum will be March 8<sup>th</sup>.
- f. Management Report – hard copy provided.

**IV. Old Business – None**

**V. New Business**

- a. Contract for an Architect to review new construction  
**Motion made by Wendy to review and reapply the former contract was seconded by Bob; motion passes.**



Management to use one of the formerly contacted architects on list provided.

- b. Draft Letter to the City of Tucson re: PAD clarification  
Motion made by Wendy to send the drafted letter to the City of Tucson in response to their PAD clarification was seconded by Bob, motion rescinded.  
Motion made by Chris to email out the draft letter with three weeks for comment was seconded by Wendy; motion passes.
- c. Timeline and Summary of actions related to Northridge  
Motion made by Bob to release the timeline and summary to Civano Member and post to the website was seconded by Chris; motion carries.

**VI. Public Forum/Owner Correspondence**

- a. Owner, Sharon Knox had questions related to why the board isn't going to use the attorney related to the draft letter written to the City of Tucson.  
Attorneys become expensive at their hourly rates and there wasn't anything provided that was controversial, clarifications continue to be less than clear.
- b. Owner, Lyndell Roe asked who was responsible for speed limits within Civano and posted signs, there are an abundance of vehicles who speed on Thunder Sky.  
City of Tucson is responsible for both signs and enforcement. We can contact the City and try to get more signs posted as well as heavier enforcement. This might be an appropriate topic to bring up at the South Houghton Neighborhood Association meetings.

**VII. As Brought Forth – None**

**VIII. Next meeting date – April 21, 2020**

**IX. Adjournment**

With there being no further business, the meeting was adjourned at 7:57 pm.

Respectfully Submitted,  
Jena Carpenter, CMCA, AMS, PCAM