



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

Date: March 19, 2024
Time: 7:00 PM
Location: 10501 E Seven Generations Way, #109

Call to Order

The meeting was called to order at 7:07 pm by Peg Cass.

I. Roll Call

Board Members Present in Person: Lyndell Roe, Peg Cass, Les Shipley, Chris Shipley, Hannah Walker, and Bob Small.

Board Members Present by Zoom: None

Absent: Andrea Mendez

Members Present in Person: Kevin Nitz, Bob Heisler, Julie Doll, Bill Kuder, Donna Gustafson, Casey Stockdale, Judy Moffitt, Rick Stertz, Kim Walters, Chris Coleman, Debbie Stertz, Sharlene Gillette, Caryl Clement, Mary Phillips, Clara Hill-Pfeifer, Mark Levine, John & Kathy Siath, Ian Roberts, Kirk Walker, Andrew Slater and Shelly Slater.

Members Present by Zoom: Shay Pedersen, Kathleen Hawkings, Barbara Schneider, and Gerard Maryak.

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

Peg Cass acknowledged committees and volunteers for the accomplishments over the past year. Special thank you to the chairs and members of the DRC, CCAA, NEC, Events, and Budget & Finance all who have contributed to several events, accomplishments, and upgraded facilities post Covid. Monumental tasks have been achieved. Peg also thanked the Responsible Pet Committee for helping with Bark in the Park and to volunteers who help replace the poop bags. Thank you to Lisa Valdez for assisting with Art in the Park and all artists who participated. Thank you to the 25th Anniversary planning team, we are looking forward to those upcoming events. Countless other residents who volunteer and give back their time and energy to Civano. Peg also thanked the management team.

II. Review & Approval of Minutes

- a. February 6, 2024: **A motion made by Lyndell Roe to approve the minutes as corrected was seconded by Bob Small; motion passed unanimously.**

III. Reports

- a. Treasurer's Report – Jena Carpenter reports the association ended February with a net income of \$7,690.73. Operating balance of \$139,150.09 and reserve fund balance of \$980,561.61. Outstanding approved and not yet paid reserve expenses total \$170,370.54.
- b. Management Report – a written report was provided with status updates on projects in progress.



IV. Old Business

- a. **Reserve study Update** – Ms. Carpenter reports the update has been received and we have 60 days for the free revision. The Budget & Finance Committee met and discussed an initial call to action which includes a bid and procurement process that a small group of residents are working on and for the CCAA to review all components and make recommendations to address scheduling and dollar amounts to align with the CCAA’s recommendations.

V. New Business

- a. Annual Landscape updates – requesting a not to exceed \$15,000.
 1. Gravel replenishment: Tennis Court, Civano Blvd, Playground, and Seven Generations.

The motion made by Bob Small to approve \$15,000 for removal of the desert spoons on Seven Generations, installation of gravel on Seven Generations and pathway repairs to the finger ways at Mary Stephy and Ralph Alvarez was seconded by Hannah Walker; the motion failed with 3-ayes, 0-nays and 3 abstentions by Chris Shipley, Les Shipley and Lyndell Roe.

The motion made by Peg Cass to approve \$10,000 installation of gravel on Seven Generations and pathway repairs to the finger ways at Mary Stephy and Ralph Alvarez was seconded by Bob Small; the motion failed with 3-ayes, 0-nays and 3 abstentions by Chris Shipley, Les Shipley and Lyndell Roe.

- b. Parking Permit/Vendor parking – The Villas (Renewal Conservation, Balance Ln, Summer Storm, Doris Foster, and Shipley Ln.

We are recommending the purchase of 4 – signs that will provide notice to residents that they have vendor parking permitted for work done on their home. These will be checked out by residents and must be returned when work is complete or no longer needed.

The motion made by Hannah Walker to approve the purchase of 4 signs not to exceed \$500 was seconded by Bob Small and passed unanimously.

- c. Children at Play Signs for parks – *A resident in the community would like the Board to install Children and Play Signs at the parks.*

The motion made by Chris Shipley to purchase A-Frames for each park was seconded by Hannah Walker and failed with 0-ayes and 6-nays.

- d. Committee Selection Process – All Committees

We have numerous members interested in being appointed to committees which occurs at the May Board Meeting. With large member interest, limited open seats, and new Board Members, management recommends an interest statement to allow for educated appointments to committees. A Call for Volunteers will go out with a return date of May 3rd and a Board distribution date of May 6th would allow ample time for the Board to review submission.

The motion made by Peg Cass to adopt this process for committee selection was seconded by Lyndell Roe and passed unanimously.



- e. 25th Anniversary – funds request – The Ad Hoc committee working on the 25th Anniversary of Civano has requested a \$1,400 budget furniture rental on the 21st of April and a few miscellaneous purchases.

The motion made by Peg Cass to allow the \$1,400 budget to the planning team was seconded by Bob Small and passed unanimously.

VI. Public Forum/Owner Correspondence

- a. Kevin Nitz asked about one of the mailings that stated absentee ballots were due by March 2025, is this a legal issue as it relates to the election? *We will put out an email that states there was a year typo on a piece of mailing.*

Kevin also asked have we spoken to the insurance carrier related to the new playground equipment because it is higher than what it was. *We did seek the input of the carrier back when they were accepting bids.*

- b. Caryl Clement offered her input as it relates to delaying the beautification project, she agrees in that there are several unknowns as it relates to the drainage report and believes it's prudent to delay further beautification until we are certain what work will need to be done in the landscaped areas as a result of the report. Caryl has offered her assistance as it relates to site visibility issues and the desert spoons, she has a great relationship with a person at TDOT.

VII. Next meeting date – May 21, 2024 @ 7:00 pm

VIII. Adjournment - With there being no further business, the meeting was adjourned at 8:22 pm.

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