



**Civano Common Area Asset (CCAA) Committee
Committee Meeting Minutes**

APPROVED

Date: March 12, 2024
Time: 3:00pm
Location: Activity Center

Committee Members Present: Wendy Walker, Rick Hanson, Adrienne St. John, Hannah Walker, Mark Levine, Caryl Clement, and Neill Minish. Alternate Present: Julie Doll.

Committee Members Absent: Dianne Wilcox.

Members Present were Andrew Slater, LeeAnn Keniston, Lyndell Roe, Charles Young, Bob Heisler, and Kirk Walker.

Also present from Paul Ash Management was Jena Carpenter and Rebekka MacDonald.

- I. **Call to Order / Roll Call** - Wendy Walker called the meeting at 3:30 PM
- II. **Approval of Minutes – February 13, 2024** – A motion made by Julie Doll to approve the minutes as presented was seconded by Adrienne St. John and passed unanimously.
- III. **Management Report/Project Update**
 - a. Basketball Hoop/Court – obtaining quotes to have the hoop moved to the north end of the court or to add a new hoop to the north end.
 - b. Playground – We are near the end of this project. Safety inspection to be completed. Final Walk through with vendor scheduled for 10:30am on 3/12/24.
 - c. Rotunda Doors – additional measurements were taken on 2/9/24 and manufacturing will begin. The tentative dates for installation are April 22 – May 3.
 - d. RFP for Drainage going out with bids due back for review at the April Meeting.
 - e. Requested cost to remove Bocce Ball court by Civano Nursery.
 - f. Quotes for fall surface/wood chip replenishment at south swing set being obtained.
 - g. The frame to the bocce ball court was removed by Civano Nursery for \$100.
An owner asked if the bocce ball could be replaced. He was sad to see the bocce ball court was being removed.
- IV. **Old Business – tabled until April:**
 - a. Art for Rotunda – tabled to April
 1. Photo Contest draft rules for review submitted.
 - b. Replacement for Bocce Ball court – tabled to April
 - c. Solar energy/panels for pool parking – tabled to April

A motion made by Rick Hanson to have pollinator plants installed as recommended by Mel Shipley at the basin on Thunder Sky & Seven Generations when plants are replaced was seconded by Julie Doll and passed unanimously.
- V. **New Business:**
 - a. Reserve Study 2024 Update Discussion/Call to action
The Budget & Finance Committee met to review the updated reserve study last week and has presented a call to action for the CCAA and other groups in Civano. The CCAA is being tasked with review of upcoming expenses for reserves and identifying those that



will take priority and any monetary adjustments as a result and provide their feedback to the Budget & Finance Committee who will meet again on April 17.

Component	Adjustment
102 & 104	Existing costs to repair were provided by Sunland Asphalt, estimated cost 2024 is \$72,000 and with a polychip which is what most the Civano Roads have currently Then a seal coat for another \$22,000. Last repair to roads was in 2017. Bids should be obtained by multiple vendors. One thought is to have an engineer prepare and provide a report on the asphalt. Will hold on this until the basin/drainage report is completed.
140 & 141	Concrete repairs, manager asked to input with actual HOA figures and not include the owner responsible costs.
300 & 301	Irrigation Replacement. This is split into two separate phases presently. We have the as-builts for the irrigation system and can break this up into 4-5 phases with proper review of existing plans.
330	Rock Replenishment annually – spend \$15k this year for repairs and replenishment and any other areas that are unsafe on pathway repairs.
336	Drain System repairs – this should be built into the upcoming inspection that is out to bid.
404	Bollard Replacement – We have the supplies to retrofit the bollards they will cost approximately \$50 per unit in labor to accomplish the task.
420	Metal Rails – Repaint we can solicit volunteers to help with painting any that are severely in need of paint. They aren't presently in poor condition.
440 & 442	Northridge & Houghton perimeter walls – put funding back into this account and have the association take back responsibility for painting. \$15,000.
510	New Card Readers – the system is quite antiquated but is still functioning.
534	Garden seat wall – put \$6,000 to fund this account, currently unfunded.
576	Replace Soccer goals – adjust to paint only – useful life is longstanding.

Members of the committee should review the rest of the study and make sure any priority items are looked at and discussed at the next meeting.

VI. Next Meeting Date – 2nd Tuesdays @ 3:30 pm: April 9, 2024

VII. Adjournment – With there being no further business the meeting was adjourned at 5:13 pm.

Respectfully submitted,
Jena Carpenter, AMS, PCAM
For The Civano Common Area Asset Committee