



Civano Common Area Asset (CCAA) Committee Committee Meeting Minutes

APPROVED

Date: January 14, 2025
Time: 3:30 pm
Location: Activity Center

Committee Members Present: Wendy Walker, Dianne Wilcox, Hannah Walker, Julie Doll, Robin Rathman, Robin Johnson

Committee Members Absent: Rick Hanson

Members Present: Lyndy Roe

Also present from Sienna Community Management were Jena Carpenter and Rebekka MacDonald.

- I. Call to Order / Roll Call** Wendy Walker called the meeting at 2:32PM.
- II. Approval of Minutes – November 12, 2024** A motion made by Julie Doll to approve the minutes was seconded by Robin Johnson and passed unanimously.
- III. Management Report/Project Update**
 - a. Pools – The south pool has 2 leaks. We are waiting to hear from Pima Pools for an update. Please select someone to go to the showroom and choose materials.
A motion made by Robin Johnson to approve tea & cream as the deck color for the north and south pool was seconded by Hannah Walker and passed unanimously.
A motion made by Hannah Walker to approve Blue Matte for the cropped accent tiles in the north pool was seconded by Dianne Wilcox and passed unanimously.
A motion made by Hannah Walker to approve the Barbados Aqua for waterline tiles was seconded by Dianne Wilcox and passed unanimously.
A motion made by Hannah Walker to approve the White mini Stonescapes mini pebble tec color for the interior finish at the north pool was seconded by Robin Johnson and passed unanimously.
 - b. Drainage & North Ridge erosion reports were approved by the Board. We are waiting to hear from WLB to schedule the meeting with the ADHOC committee.
 - c. HVAC units – All 3 units in the Rotunda have been replaced.
 - d. Community Lighting - We are having the path lights around the north pool park and rotunda lights checked. Waiting to hear back from vendors.
- IV. Old Business**
 - a. Common Area upgrade – Bocce Ball court area (Tabled) – the email went out and responses are coming in
- V. New Business**
 - a. Hallway Rug A motion made by Hannah Walker to remove the hallway rug was seconded by Robin Johnson and passed unanimously.
 - b. Review Project list – the following members will work on the bids for the project:

Components	Reserve \$\$	Status	Project/Bid and Oversight
PAVEMENT			
102 Asphalt Streets - Repair	\$ 74,160.00	pending WLB report	AdHoc-Andy Slater
104 Asphalt Streets - Seal/Repair	\$ 23,690.00	pending WLB report	AdHoc-Andy Slater
115 Asphalt Parking (C) - Seal/Repair	\$ 31,106.00	pending WLB report	AdHoc-Andy Slater



119 Gravel Parking - Repair	\$ 12,360.00	pending WLB report	AdHoc-Andy Slater
122 Asphalt Trails - Seal/Repair	\$ 26,162.00	pending WLB report	AdHoc-Andy Slater
141 Concrete - Major Repair (Ph2)	\$ 15,000.00		Management
IRRIGATION & LANDSCAPE			
301 Irrigation Systems - Replace (Ph1)	\$ 75,000.00	upcoming	Management
301 Irrigation Systems - Replace (Ph2)	\$ 77,250.00	Upcoming	Management
340 Trees & Plants - Partial Replace	\$ 20,291.00	upcoming	Management
382 Erosion - Control/Repair	\$ 51,500.00	pending WLB Report	Ad Hoc/Andy Slater
COMMON AREAS			
408 Light Fixtures - Repaint (bollards)	\$ 7,519.00		Management
NORTH POOL			
742 Pool Deck - Seal /Repair	\$ 7,210.00	In process	Management
762 Pool Filter #2 - Replace	\$ 2,600.00	as needed	Management
765 Pool Pump #2 - Replace	\$ 3,000.00	as needed	Management
744 Pool Resurface	\$ 26,000.00	In process	Management
SOUTH POOL			
918 Exterior Lights - Replace	\$ 14,214.00		Rick Hanson/CCAA
940 Pool Deck - Resurface	\$ 24,308.00	In process	Management
942 Pool Deck - Seal/Repair	\$ 9,734.00	In process	Management
966 Solar Pump - Replace	\$ 3,000.00	as needed	Management
ACTIVITY CENTER: INTERIOR			
1100 Concrete Floor - Refinish	\$ 12,000.00		Wendy & Hannah Walker/CCAA
1106 Furniture (1999) - Replace (green tables)	\$ 8,755.00		Management
1124 Television - Audio Visual (TV/AV/Speakers)	\$ 20,000.00		Rick Stertz/Budget
1140 Kitchen - Remodel	\$ 11,639.00		Wendy & Hannah Walker/CCAA
1147 Restroom Remodel	\$ 10,837.00		Wendy & Hannah Walker/CCAA
1150 Office Furniture - Replace	\$ 9,888.00		Management
1156 Office Cabinetry - Replace	\$ 9,785.00		Management
1162 Interior Surfaces - Repaint	\$ 7,004.00		Management
1164 Interior Lights - Replace	\$ 22,866.00		Wendy & Hannah Walker/CCAA
ACTIVITY CENTER: EXTERIOR			
1170 Adobe Walls - Seal	\$ 10,300.00		Management
1171 Adobe Walls - Repair	\$ 16,480.00		Management

VI. Next Meeting Date – Tuesday, February 11, 2024 @ 2:30PM



VII. Adjournment – With there being no further business, the meeting was adjourned at 3:52 pm.

Respectfully submitted,
Jena Carpenter, AMS, PCAM
For the Civano CCAA Committee