



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

Date: June 14, 2022
Time: 3:30 PM
Location: Virtual/Activity Center

CCAA COMMITTEE:

Present was Mark Levine, Caryl Clement, Rick Hanson, John Siath, Rick Stertz and Hannah Walker.
Absent was None.

Members Present: Lyndy Roe, Penny Pederson, Janet Stanish, Debbie Stertz, Robin Rathman, Richard Geer, and Wendy Walker.

Also present from Paul Ash Management was Community Manager, Jena Carpenter.

Call to Order

Management called the meeting to order at 3:43 PM.

Nominate/elect CCAA Chair Person – Both Mark Levine and Rick Sterz self nominated and each provided their background and experience.

A motion made by Caryl Clement to nominate Mark Levine as chair, motion fails due to lack of a second.

Hannah Walker & Rick Hanson joined the meeting at this time.

A motion made by John Siath to nomintate Rick Stertz as chair was seconded by Rick Stertz; motion was rescinded.

A motion made by Hannah Walker to nominate Mark Levine was seconded by Caryl Clement, motion passed.

Approval of May Minutes – May 10 & 12, 2022

A motion made by Rick Stertz to approve the minutes as written was seconded by Mark Levine; motion passed.

Focus Civano – Master Planning/Structure

The Committee was advised the Board of Directors has directed the CCAA Chairperson to be responsible for all Focus Civano activities and liase with the Board on those efforts. These are the directions from the Board:

1. Define and implement the processes by which the various task groups are to coordinate and dovetail ideas.
2. Define and determine location of the Tot Lot and costs to replace in existing location or to relocate for Board review/approval.
3. Define and present an overall plan for Board review/approval which includes opportunities for the community to participate and provide input.

A motion made by Rick Hanson to authorize a sub-committee of the CCAA of no more than 5 members to work on developing a master plan to bring back to the CCAA by August; motion passed.

Master Plan CCAA members will be led by Rick Stertz, Caryl Clement and John Siath.

Civano I: Neighborhood I Homeowner's Association

Focus Civano Reports/Updates

- a. **Butterfly Garden & Grant Application** – Debbie Stertz reports the narrative has been drafted and she is working with an advocate. The grant application will be for the entire project and full budget to allow the Foundation to approve all or part of a portion of the funds.
- b. **Entryway Improvements** – Caryl Clement reports and presented a draft RFP for the entryway improvements. If an RFP is issued, Caryl Clement and Penny Pederson will bid on it and Ms. Clement will recuse herself from voting on any items she is bidding on. Caryl had questions related to what is required to be included in the document such as CAD drawings. Further information will need to be obtained by the City of Tucson related to what may be placed in any of the rights-of-way related to signage and landscaping. Rick Stertz requested Caryl provide an inventory of vegetation that will be protected in place, remove from site or transferred on site. Management was directed to reach out to Civano Nursery regarding status of the irrigation system for 7 Generations.
- c. **Multi-generational gathering/recreation spaces** – no new report at this time.
- d. **Seating Spaces** – The bench inventory was provided and shows the locations of all the damaged tables and benches.
A motion made by Rick Hanson to authorize staff to work with the sub-committee on pricing for different bench options was seconded by Rick Stertz; motion passed.
- e. **Site Lighting Bollards/Path Lights** –
- f. **Pool Bathroom Improvements** – Ideas for stainless steel fixtures were presented.
A motion made by Rick Hanson to authorize management to get bids for the stainless-steel fixtures as discussed was seconded by Rick Stertz; motion passed.

As Brought Forth

- The flag is in poor condition, can we get it replaced.
Management has a flag on deck and will put it up.
- Rick Stertz asked about the irrigation to the entryway and whether that has been resolved.
Management advised that water is going to the meter, just not coming out. Will contact John Sinclair of Arizona Certified Backflow Testers to investigate.
- Rick Stertz asked about social media efforts in order to get the word out about activities by Focus Civano/CCAA. Debbie Stertz stated the Events Committee is working on options related to noti. Hannah Walker will assist with Facebook.

NEXT MEETING – July 12, 2022 beginning at 2:30 pm the Activity Center/Virtually.

With there being no further business the meeting was adjourned at 5:47 PM.

Respectfully Submitted,
Jena Carpenter, CMCA, AMS, PCAM
For the Civano Common Area Asset Committee