



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

Date: September 13, 2022,
Time: 2:30pm
Location: Virtual/Activity Center

CCAA COMMITTEE:

Present was Mark Levine, Rick Hanson, Rick Stertz, John Siath, Hannah Walker

Absent was Caryl Clement

Members Present were Lyndy Roe and Wendy Walker

Also present from Paul Ash Management was Community Manager Jena Carpenter and Assistant Community Manager Eric Forseth

I. Call to Order / Roll Call

Mark Levine called the meeting to order at 2:30pm

II. Approval of Minutes – July 12, 2022

A motion was made by Rick Stertz to approve the minutes as presented for July 12, 2022. Motion was seconded by Rick Hanson. Motion was approved with John Siath abstaining.

III. Management Update

- a. Restroom Renovations – Management met with maintenance team to go over updates
- b. North Pool Fountain – Management met with maintenance team to go over new fountain
- c. Rotunda Roof Repair needed – parapet wrap and 30-foot crack discovered
- d. Site Lighting – Management team met with owner volunteers to discuss updates
- e. City of Tucson Sign Code – Management has been reaching out to the City but has not gotten a reply or does not have the correct department.

IV. Focus Civano reports

- a. **Master Plan** – Rick Stertz presented a CAD drawing of the area next to the garden to ensure all the equipment they are anticipating will fit the space. Discussion ensued related to the Board’s approval of the conceptual plans presented at the July Board Meeting. Rick Hanson recommends meeting again in a week.
- b. **Butterfly Garden and Grant Application** – Civano was denied the grant through TMC Foundation.
- c. **Entryway Improvements** – No Report
Management directed to issue the RFP for design documents and allow the Board to determine whether the expense is feasible.
- d. **Multigenerational Gathering/Recreational Spaces** – No Report
- e. **Seating Spaces** Management presented options for outdoor seating.
Management directed to present the updated options and pricing for the benches, tables at the next meeting.



V. 2023 Budget Requests

- a. Reserve Study review – the reserve expenses were reviewed and a list to be presented to the Budget and Finance Committee was created.

VI. As Brought Forth

Committee members believed another meeting was needed before the next scheduled meeting of October 11, 2022. The CCAA committee will meet again September 22, 2022 @ 2:30pm.

Rick Stertz tenured is resignation from the CCAA committee.

VII. Next Meeting Date – September 22, 2022 @ 2:30 pm

VIII. Adjournment