



**Civano Common Area Asset (CCA) Committee
CCA Committee Meeting Minutes
DRAFT**

Date: October 17, 2023
Time: 3:30pm
Location: Virtual/Activity Center

CCA COMMITTEE:

Present was Mark Levine, Caryl Clement, Wendy Walker, Dianne Wilcox, Neill Minish, Adrienne St. John, and Julie Doll.

Absent was John Siath & Rick Hanson.

Members Present were Lyndell Roe.

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

I. Call to Order / Roll Call

Wendy Walker called the meeting to order at 3:31 pm

II. Approval of Minutes – August 16, 2023

A motion made by Mark Levine to approve the August 16, 2023, minutes was seconded by Caryl Clement and passed unanimously.

III. Committee Composition

At the last Board Meeting, the board directed the CCA to reduce their committee to include 9 members and 1 alternate. Juli Doll volunteered to become an alternate member. Alternates only vote when there is an absence by a regular member.

IV. Management Update

- a. Water Meter @ 5090 Thunder Sky – Still Pending w/City: WO WF182382
- b. Seating Approved benches/tables – ½ deliver scheduled 10/17/23 between 2 & 5pm.
- c. Tennis Court – Precision Courts approved, first permit inspection on cables scheduled 10/17/23 then concrete pour will be scheduled.
- d. Reserve Study Update to Association Reserves – update returned prior to budget.
- e. Play it Safe approved by Board for Tot Lot – colors selected, deposit paid, start date is planned for 11/13/15 and 4-weeks to completion 12/15/23.
- f. Rotunda Doors approved by Board – finalize documents with DH Pace.

V. Focus Civano

a. Master Plan

1. Entryway Improvement Design Documents Bids

Discussion ensued, Caryl Clement to present to the Board on November 21 for 15 minutes.

VI. As Brought Forth

a. Discuss 2024 Budget projects

1. Rotunda Furniture – Wendy Walker provided some items the CCA may want to consider related to furniture. Members were directed to consider options and bring



thoughts back to next meeting.

2. Further discussion included creating a tree replacement program similar to how the sidewalk options were addressed. This in line with the 2024 Earth Day and anniversary events. More discussion at a later meeting.

VII. Future Agenda Items

- a. Pool Solar / Heating North pool – Peg Cass obtaining analysis.
- b. Earth Day 2024 – Pollinator Garden

VIII. Next Meeting Date – November 14, 2023 @ 2:30 pm

IX. Adjournment

With there being no further business, the meeting was adjourned at 4:10 pm by Wendy Walker.

Respectfully submitted,
Jena Carpenter, CMCA, AMS, PCAM
VP of Operations, Paul Ash HOA Management