

Civano Common Area Asset (CCAA) Committee Committee Meeting Minutes

Date: July 10, 2024
Time: 2:30 pm
Location: Activity Center & Zoom

Committee Members Present: Wendy Walker, Robin Rathman, Robin Johnson, Lee Ann Kenniston, Julie Doll, and Dianne Wilcox.

Committee Members Absent: Rick Hanson.

Alternate Members Present: Ian Roberts (Zoom).

Alternate Members Absent: Hannah Walker.

Members Present were Lyndell Roe, Bob Heisler, Deb Partiz, and Andrew Slater.

Also present from Sienna Community Management was Jena Carpenter.

- I. Call to Order / Roll Call** – Wendy Walker called the meeting to order at 2:34 PM.
- II. Approval of Minutes – June 11, 2024** – A motion made by Julie Doll to approve the minutes as presented was seconded by Lee Ann Kenniston 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 – Fencing and gate repairs scheduled next week – total to fix fence & gate is \$695. One picnic table was moved inside the playground, a new bench will be placed once we determine how best to address the pea gravel.
 - c. Rotunda Doors – Completed.
 - d. Quotes for Drainage & North Ridge erosion were approved by the Board – held onsite meeting and will forward the report upon receipt. Anticipate getting it by the end of July.
 - e. Quotes for fall surface/wood chip replenishment at south swing set being obtained, we have two and need a 3rd.
 - f. We will be having 3 bollards replaced, one at Mary Webber, one at Sixto Molina and the last at Summer Storm. The current electrician is not performing may need to move to another.
 - g. HVAC units – one unit has been installed in the Rotunda; we are getting complaints that the room isn't cooling well enough. One unit doesn't work at all and the 3rd behind the gate is older, but functioning.
 - h. Solar Energy/Panels for pool – Management will work with Solar Gain to determine if there is a cost-effective option for one pool.
Management directed to have DH Pace review the door in the rotunda that isn't latching properly.
- IV. Old Business**
 - a. Rotunda Art – Photo Contest: tabled

- b. Common Area upgrade – Bocce Ball court area: tabled

V. New Business:

- a. Rotunda Exterior & Playground Fence painting: Bid Review
Bids were presented for the painting project which includes the playground fencing and the rotunda exterior. One item for replacement was the wood beam which the members wanted options that include removal, repair/repaint, and replace with a non-wood option. [Management directed to get this information and report it next meeting.](#)
- b. Access Control/Key Card system: Bids to replace the entry access control to Civano amenities was reviewed. They include adding an additional access location on the east side of the Rotunda.
[A motion made by Julie Doll to recommend approval of the bid submitted by Roadrunner Lock and Key to replace existing access only was seconded by Dianne Wilcox and passed with 5-ayes and 1-nay by Lee Ann Kenniston.](#)
- c. Rotunda Roof Repairs – Bid Review: The committee reviewed bids, discussion ensued as to the variations between bids and one vendor submitted for repairs on the wrong roof. [Management directed to have the vendors resubmit a quote to fully coat the roof with 2 applications of rubberized coating.](#)

VI. Adjournment – With there being no further business the meeting was adjourned at 4:12 pm.

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