



## Civano Common Area Asset (CCAA) Committee Committee Meeting Minutes

**Date:** February 13, 2024  
**Time:** 3:00pm  
**Location:** Activity Center

Committee Members Present: Wendy Walker, Dianne Wilcox, Adrienne St. John, Hannah Walker, Mark Levine, Caryl Clement, and Neill Minish. Alternate Present: Julie Doll.

Committee Members Absent: Rick Hanson.

Members Present were Andrew Slater, LeeAnn Keniston, Robin Johnson and Brenda Babb.

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

- I. **Call to Order / Roll Call** - Wendy Walker called the meeting at 3:32 PM
- II. **Approval of Minutes – January 30, 2024** – A motion made by Mark Levine to approve the January 30, 2024, minutes was seconded by Dianne Wilcox and passed unanimously.
- III. **Management Report/Project Update**
  - a. Basketball Hoop/Court – not yet started, will obtain quotes to have the hoop moved to the north end of the court or to add a new hoop to the north end. – management will get 3 quotes to install a new hoop on the other side
  - b. Playground – We are near the end of this project. The crew needs to finalize the corkeen and fall surface areas, install turf, and edge the remainder with pea gravel. The fence is to be painted purple prior to reopening. - The committee would like to keep the idea of adding more seating.
  - c. Rotunda Doors – additional measurements were taken on 2/9/24 and manufacturing will begin. The tentative dates for installation are April 22 – May 3.
- IV. **Old Business:**
  - a. Art for Rotunda – An email calling all Civano Artists should go out to all residents for putting their art in the Rotunda. Word of mouth at the Board meeting has already spread.
    1. Photo Contest – Julie Doll was tasked to locate some rules for the photo contest to use as a guide in effort to select 4 main photos for the Rotunda.
  - b. Replacement for Bocce Ball court – area refurbishment  
A motion made by Hannah Walker to begin getting prices for outdoor exercise equipment to place in the area the bocce ball court was seconded by Neill Minish and passed unanimously.
- V. **New Business:**
  - a. RFP Drainage Inspection – the request for proposal was reviewed by the CCAA and minor adjustments were added.  
A motion made by Wendy Walker to approve the RFP as amended was seconded by Hannah Walker and passed unanimously.
  - b. South recreation area:



1. Swing set/toddler swing. No new toddler swings to be installed at the south recreation area.

1. Fall Surface replenishment.

A motion made by Wendy Wlaker to replenish the woodchips at the south pool swing set was seconded by Mark Leving and passed unanimously.

- c. Solar energy/panels for pool parking – A solar research sub-committee was created to research the costs, benefits and different types of solar options we have. The sub-committee members who volunteered are Mark Levine and John Siath. Andrew Slater was asked to connect with them if he is able.

**VI. Next Meeting Date – 2<sup>nd</sup> Tuesdays @ 3:30 pm: March 12, 2024**

**VII. Adjournment** – With there being no further business the meeting was adjourned at 4:40 pm.

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