



Budget & Finance Committee

Meeting Minutes

Approved

Date: February 13, 2025
Time: 5:30 pm
Location: Activity Center

Committee Members Present: Bob Heisler, Rick Stertz, Ian Roberts, Andrew Slater, and Dean Burke.

Alternate Committee Member Present: Kirk Walker

Committee Members Absent: None

Members Present in person: Peter Daniels, Maureen Reagan, Robin Rathman, John Duclos, Mel Mashman, Christopher Roe, Lyndell Roe, Wendy Walker, Bill Kuder, Jeff Perry, David Haycock, Peg Cass, Paul & Joann Eskew, Debbie Stertz, and Jodi Butts.

Members Present on Zoom: None

Also present from Sienna Community Management was Jena Carpenter.

I. Call to Order / Roll Call – Bob Heisler called the meeting at 5:32 PM

II. Review and Approve Minutes: January 23, 2025

A motion made by Rick Stertz to approve the January 2025 minutes as presented was seconded by Ian Roberts and passed unanimously.

III. Review 2025 Budget – Discussion ensued

- This committee would like to see the board appoint a landscape committee to oversee the new landscape provider and contract.
- New landscape contract is for 1-year, the finance committee to address the 5-year plan to coincide.
- The 2025 CapEx is estimated at \$895k.
- Management directed to include the landscape invoice for the courtyard/Neighborhood Center.
- Move \$12k from tree to contract
- Management directed to verify if the trash can liners/bags will be included in the contract amount.
- The items discussed included ancillaries for tree pruning , seed, and street sweeping.
- Ad Hoc Committee to address the erosion items as provided by the WLB reports.
- Events Committee Budget to remain at \$10k
- Bids upcoming to include janitorial/porter, tree replacements, irrigation replacement, pool electric, road repaving, and painting projects.
- Reduce print/copy and postage fees for 2025 and issue email blast to residents.
- Other additional landscape expenses to be addressed by AAA for future casting.

A motion made by Rick Stertz to adopt the budget adjustments as presented with an reduction in print/copy/postage of \$3400, removing capital expense of \$55k, moving \$12k for trees to reserves, increase landscape contract to \$343,200, \$1k for Rye, \$7k for irrigation repair, and \$12,500 for other was seconded by Andy Slater and passed unanimously.



Management directed to ask for a cost to have the arborist prepare a tree program and analysis of the existing vegetation in the community.

IV. Next Meeting Date – March 13, 2025 @ 5:30 pm

V. Adjournment – With there being no further business the meeting adjourned at 7:38 pm.

Respectfully submitted,
Jena Carpenter, AMS, PCAM
For Civano HOA Budget & Finance Committee