



Civano I: Neighborhood I Association, Inc.

A Homeowners Association

Board of Directors Meeting Minutes

APPROVED

DATE: Tuesday, April 19, 2011
TIME: 7:00 PM
LOCATION: HOA Activity Center – 10501 E Seven Generations Way, #109

I. CALL TO ORDER

The Board of Directors meeting was called to order at 7:04PM

II. ROLL CALL

Board present: Lee Rayburn, President
Chris Shipley
Rick Hanson
Les Shipley
Mark Levine
George Luis
Bob Small
Absent: Mark Levine

Management

Representatives: Cynthia Valencia; John Price -- Cadden Community Management

Minute Taker: Cynthia Valencia

Homeowners were present at the meeting.

III. QUORUM (4)

A quorum was present to conduct the Board of Directors meeting.

IV. PRESIDENT'S REPORT

Lee Rayburn, outgoing Board President, dispensed with a President's Report, and proceeded to expedite the appointment of officers for the upcoming year.

MOTION: To nominate Rick Hanson as President.

Motion Proposals: First Lee Rayburn
Second Bob Small

Motion Result: Passed unanimously

Following this appointment, Mr. Rayburn handed over the meeting to newly appointed Board President Mr. Hanson.

MOTION: To nominate George Luis as Vice President.

Motion Proposals: First Bob Small
Second Lee Rayburn

Motion Results: Passed unanimously

MOTION: To nominate Mark Levine as Treasurer.

Motion Proposals: First Rick Hanson
Second Bob Small

Motion Results: Passed unanimously

MOTION: To nominate Bob Small as Secretary.

Motion Proposals: First George Luis
Second Rick Hanson

Motion Results: Passed unanimously

V. MINUTES

Discussion: The Board reviewed the minutes from the March 15, 2011 meeting.

MOTION: To approve the March 15, 2011 Board of Directors minutes as amended.

Motion Proposals: First Rick Hanson
Second Lee Rayburn

Motion Results: Passed unanimously.

VI. TREASURER'S REPORT & APPROVAL

- Treasurer Mark Levine was not at the meeting. This item was deferred to the May meeting.

VII. OPEN FORUM

Discussion: Rick Hanson discussed that emails shown on Open Forum from Ms. Joan Tober regarding the Election will not be discussed. Communications on these issues are being discussed through mutual attorneys.

- **March 23rd email from Ms. Tober re: Request for 2011 Civano Election, Balloting, Annual Meeting Documents**
- **April 4th email from Ms. Tober re: For Your Information (letter to Association Attorney)**
- **April 6th email from Ms. Tober re: Election document that were requested**

A. March 29th email/walkin communication from Mr. Kimmie-Hea Re: Complaint on Mary Webber Park

Discussion: Bob Small reported that he went out and looked at areas that Mr. Kimmie-Hea addressed in his email. It seems that most issues have been resolved except for the edging issues at both Mary Webber Park and Sixto Molino.

Motion: To have landscape contractor address issues at both parks and to have a response by next month's meeting on what is needed resolve problems.

Motion Proposals: First Bob Small
Second Lee Rayburn

Motion Results: Passed unanimously.

B. April 7th email from Mrs. Daliege re: Desert Pathways

Discussion: Les Shipley reported that the landscape crew has already gone through the pathways and trimmed and removed all dead brittle bush. Also Les Shipley discussed issues regarding dead trees throughout the Community of Civano. He reported that that landscapers and Management are keeping a close eye on all trees that appear dead. Les Shipley says that a majority of the trees are recovering from the shock of the chilling temperatures. Also asked for patience from the community of atleast another two weeks to continue to track the progress of trees before we start replacing them at the HOA's expense.

- C. **March 13th email from Ms. Tober re: Special Fund and Rotunda expenses to Reserves**
- **March 31st email from Ms. Tober re: Special Fund and Rotunda expenses to Reserves (“specific documents which do not exist.”)**
Discussion: Discussion ensued.
- D. **April 14th, 2011 letter re: Complaining neighbor**
Discussion: Homeowners were present and expressed their feelings and concerns about this neighbor and how they feel harrassed by this person. **Action Taken:** Board acknowledged complaint but needed to look into the issue further.
- E. **April 15th email from Mr. Black re: Poor Street Conditions Outside 5220 S Renewal Lane**
Discussion: Discussion ensued. **Action Taken:** To contact Tucson Water and have them come finish repairs prior to re-sealing of road.
- F. **April 15th email from Mr. Black re: Downed tree in common area outside 5220 S. Renewal Lane**
Discussion: Discussion ensued. **Action Taken:** Landscapers reported that the tree was already replaced on Monday, 04/18/11.
- G. **Annual Civano Easter Egg Hunt- Request for HOA Sponsorship Discussion: Discussion ensued.**
Motion: To approve funding of up to \$400.00 for the Easter Egg Hunt on Saturday, 4/22/11.
Motion Proposals: First Lee Rayburn
Second Bob Small
Motion Results: Passed unanimously
- H. **Letter to HOA Board from Ron Canady**
Discussion: A letter was read aloud by Rick Hanson from homeowner Mr. Canady.

VIII. **ACTION ITEMS/OLD BUSINESS**

1. **Lot 156 Carol Ann McDougal regarding the flag pole and the lighting.** To refer the flag pole lighting issue to the new Board to review at the April meeting.
Action Taken: Rick Hanson says that he will be getting with the Condominium HOA and will come to a resolve proper lighting for the flag pole.
2. **February 3 email from Mr. Norin re: Washout in culvert area-between Summer Storm Ln & Doris Foster St.** *To be refered to the April meeting and directs management to notify the homeowner to be present at the April meeting to address this issue*
Discussion: Les Shipley and Management went out and met with homeowner and came to a decision that replacing rip rap would not resolve the issue. It was agreed that research would be done on property lines to see the extent of HOA responsibility.
Motion: Board directed Management to check City records regarding property ownership – as a means of resolving the matter.
Motion Proposals: First Lee Rayburn
Second Bob Small
Motion Results: Passed unanimously
3. **Update on Mediation Workshop -- Bob Small and/or Mark Levine.** To refer to the new Board in April to hold a town hall meeting and/or training.
Discussion: Bob Small says that they are still working on this and will have more to announce at next month’s meeting.

4. Look at current staff levels

5. Group D- Tober Related NEC actions, quorums, etc...

- **March 6th email from Ms. Tober re: Request for Action in Lieu**
- **March 8th email from Ms. Tober re: Request for Action in Lieu**
- **March 9th email from Ms. Tober re: Voting at Meetings and Absentee Ballots**
- **March 9th email from Ms. Tober re: Voting, Quorum, Bylaws**
- **March 11th email from Ms. Tober re: Board approved draft NEC procedures-
Tabulator & Observer**
- **March 14th email from Ms. Tober re: Resolution 11-01**
- **March 14th email from Ms. Tober re: No Action Taken at Annual Meeting**

Discussion: Rick Hanson reiterated his previous statement at the beginning of the meeting that any emails from Ms. Joan Tober regarding the Election will not be discussed. Communications on these issues are being discussed through mutual attorneys.

IX. Action Items: New Business

1. Confirm Action-in-Lieu regarding distribution and use of March 2011 edition of provisional Design Guidelines.

Motion: To confirm Action in Lieu.

Motion Proposals: First Lee Rayburn
Second George Luis

Motion Results: Passed unanimously

2. To appoint Jesse Nino to the Design Review Committee.

Motion: To appoint Jesse Nino to the Design Review Committee

Proposals: First Lee Rayburn
Second Bob Small

Motion Results: Passed unanimously

3. To accept Lynette Nino resignation from the DRC.

Motion: To accept Lynette Nino resignation from the DRC Committee

Proposals: First Rick Hanson
Second Lee Rayburn

Motion Results: Passed unanimously

X. NEXT MEETING – Tuesday, May 17, 2011, 7:00 p.m.

XI. ADJOURNMENT --- Time ending- 8:18 PM