

Civano I: Neighborhood I Association, Inc.
A Homeowners Association
Board of Directors Meeting
APPROVED

Date: Tuesday, March 17, 2015
Time: 7:00 PM
Location: HOA Activity Center—10501 E Seven Generations Way, #109

I. CALL TO ORDER

The meeting was called to order at 7:04 PM.

II. ROLL CALL

Board Members Present: Rick Hanson
Bill Durbin, left @ 7:10
Chris Shipley
Carolyn Finnell, telephonic
Bob Small

Board Members Absent: Andy Delgado-Keller
Les Shipley

Member of Management Present: Cynthia Valencia,
Cadden Community Mgt.

Minute Taker: Kathy De La Ossa

III. PRESIDENT'S REPORT – Bob Small, Thanks to Elections Committee and volunteers

IV. ELECTION OF OFFICERS

- **MOTION: Nominate Bob Small as President.**
Motion Proposals: First: Rick Hanson
Second: Chris Shipley
Motion Results: Unanimous ballot be cast
- **MOTION: Nominate Rick Hanson as Vice-President.**
Motion Proposals: First: Bob Small
Second: Bill Durbin
Motion Results: Unanimous ballot be cast
- **MOTION: Nominate Chris Shipely as Treasurer.**
Motion Proposals: First: Rick Hanson
Second: Bill Durbin
Motion Results: Unanimous ballot be cast
- **MOTION: Nominate Andy Delgado-Keller as Secretary.**
Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Unanimous ballot be cast

- **MOTION: Appoint as Secretary Carolyn Finnell as Liason for Events Committee and Acceptance of Committee list.**

Motion Proposals: First: Rick Hanson
Second: Chris Shipley
Motion Results: Passed unanimously

V. APPROVAL OF PREVIOUS MEETING MINUTES

- January 20, 2015 regular Board meeting minutes.
MOTION: To approve the January 20, 2015 meeting minutes as submitted.

Motion Proposals: First: Rick Hanson
Second: Chris Shipley
Motion Results: Passed unanimously

VI. TREASURER'S REPORT & APPROVAL – Chris Shipley

Account Balances as of February 28, 2015

Operating: \$114,453.46
Reserves: \$320,178.20
AIF: \$ 32,224.98
Contingency: \$ 34,912.01

MOTION: To accept the February 2015 Treasurer's report.

Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Passed unanimously

VII. OPEN FORUM

1. January 27, 2015 email from Rebecca Yeh re: 4th of July Budget (request \$400 for event)
MOTION: To approve the expenditure of up to \$400 from the Events Fund for the 4th of July event, with receipts to be submitted.

Motion Proposals: First: Bob Hanson
Second: Chris Shipley
Motion Results: Passed unanimously

2. February 5, 2015, letter from Civano Neighbors re: Request of Reimbursement (Events planned for 2015) - \$2,600 - October Fest, New Years Eve Party and Star Gazing Party. Discussion continued regarding expenditure.

MOTION: Approved up to \$2,600 out of events fund, with receipts to be submitted.

Motion Proposals: First: Bob Small
Second: Chris Shipley
Motion Results: Passed unanimously

3. February 23, 2015, email from Manny Cabranes re: amenities use (exclusive vs non-exclusive) – Discussion regarding use of facilities, scheduling continued at length. Possibility of a refundable cleaning fee.

MOTION: To forward to CCAA to a form a task force for exclusive and non-exclusive use of amenities.

Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Passed unanimously

4. March 4, 2015 written letter from Christi Cupp re: 2015 Civano Customer Appreciation celebration – **Action taken:** This matter was referred to Events Committee for review.

5. Website for Civano I – Outdated software – A homeowner suggests Word Press, has HOA Templates at an approximate cost of \$40. Current program is very outdated and slow.

MOTION: To form a task force with Chris Shipley, Cynthia Valencia and homeowner volunteer to review.

Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Passed unanimously

6. \$200 donation from homeowner for purchase of doggy bags, applied to line item 4770
MOTION: To accept donation of \$200 from Dorothy Wheeler for the purchase of doggy bags.

Motion Proposals: First: Rick Hanson
Second: Chris Shipley
Motion Results: Passed unanimously

*Cynthia will send a thank you letter.

VIII. NEW BUSINESS

1. Confirmed Action in Lieu - Rite Way system for Tennis Court

Motion Proposals: First: Bob Small
Second: Chris Shipley
Motion Results: Passed unanimously

2. Rogo's floor refinishing as per Reserve Study

MOTION: To approve the bid from Rogo's for floor finishing in activities center, office, hall and bathrooms. The expenditure of \$3308.00 will be allocated from the Reserves.

Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Passed unanimously

3. Approval of Civano Shipley Climatec

MOTION: To approve the expenditure of \$5,739.80 for the HOA portion of repairs. The expenditure to be allocated from Reserves.

Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Passed unanimously

4. 11 private manholes & 500' of sewer, Renewal Lane – This item will need to added to reserve study, the possibility of the county taking over is not likely. Cynthia is researching costs to maintain and will schedule a meeting with Shirley Scott to discuss.

5. Reserve Study update for items not done in 2013 and 2014 – Authorize to move and how many years, Under review by CCAA.

6. Self Help Resolution – Drafted by Cynthia and attorney, referred back to attorney for additional changes.

7. Insurance for Architects – Referred back to DRC, may contract with architects through HOA to allow umbrella for coverage.

IX. OLD BUSINESS

1. Update Cyber insurance – Upon recommendation from insurance agent:

MOTION: To add Computer Transfer & Computer Fraud insurance at an annual approximate for of \$200.00

Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Passed unanimously

MOTION: To increase Crime & Fidelity coverage at annual approximate increase of \$400.00

Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Passed unanimously

2. Update display public art in common area – No update at this time.
3. Update 3rd Amended Bylaws – Rick Hanson, Carolyn Finnell & Andy Delgado-Keller are doing final revisions and review with attorney.
4. Handicapped Parking – After rearranging spots, 6 additional spots of regular parking. Les Shipley will restripe at no cost. Discussion ensued.
5. Erosion issues – Being addressed throughout community.
6. Houghton Landscape Issues - City is putting new irrigation to trees on Houghton, 100 new shrubs, replacing 5 or 6 trees due to damage caused by construction.

MOTION: To allow Chris Shipley to assist in maintenance and repair of landscape issues on westside of wall while working with the City.

Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Passed unanimously

X. COMMITTEE REPORTS

CCAA Recommendations

1. Tot lot proposal – Artificial Turf placement \$2,542.15

MOTION: To approve the expenditure of \$2,542.15 for the placement of artificial turf at the tot lot. The expenditure to be allocated from New Amenities Fund.

Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Passed unanimously

*Additional discussion: possibility of extending shade structure.

MOTION: To approve the expenditure of up to \$2,000 for the replacement of the wood boarding around the sand in tot lot at a. The expenditure to be allocated from Reserves.

Motion Proposals: First: Rick Hanson
Second: Chris Shipley
Motion Results: Passed unanimously

*Additional discussion: Cleaning & Maintenance of Play Equipment, Cynthia will check with maintenance service.

2. Pickle ball striping

MOTION: To approve the expenditure of up to \$500 for Pickle Ball striping. The expenditure to be allocated from Reserves.

Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Passed unanimously

3. Net Purchase – Two portable nets

MOTION: To approve the expenditure of up to \$500 for the purchase of two portable nets and storage. The expenditure to be allocated from New Amenities Fund.

Motion Proposals: First: Rick Hanson
Second: Bob Small
Motion Results: Passed unanimously

4. Chair donation – Coffee fund donated

MOTION: To accept the donation of chairs.

Motion Proposals: First: Rick Hanson

Second: Bob Small

Motion Results: Passed unanimously

*Additional Discussion: Appreciation to members who donated, but would like to remind members to go through the process prior to purchase.

DRC

1. Colors in Civano – Under review.
2. Lot 410 & Lot 526006/526007 – Pending attorney feedback.
3. Approved revision of the 9-26-05 version of DRC manual, continuing to use existing manual until revisions are completed by the DRC.

XI. Manager's Report – Cynthia Valencia, a detailed report was distributed to Board for review.

➤ \$80,806.02 +/- total owed to association.

XII. NEXT SCHEDULED MEETINGS:

Meeting – Tuesday, May 19, 2015 at 7:00 p.m.

XIII. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:35 PM.