

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

Date: Tuesday, July 5, 2016
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:

Bob Small
Chris Shipley
Carolyn Finnell
Andy Delgado-Keller
Les Shipley
Rick Hanson

Member of Management Present:

John Price
Sean Keegan,
Cadden Community Mgt.

Minute Taker:

Kathy De La Ossa

III. Presidents' Report - Andy Delgado-Keller

- Paint Board is complete and at the HOA office, worked with Dunn Edwards and added a variety of new colors.

IV. APPROVAL OF PREVIOUS MEETING MINUTES

- May 17, 2016 regular Board meeting minutes

MOTION: To approve as amended with typo corrections.

Motion Proposals: First: Rick Hanson; Second: Andy Delgado-Keller

Motion Results: Passed unanimously

V. TREASURER'S REPORT & APPROVAL – Chris Shipley

Account Balances as of May 31, 2016

Operating:	\$137,522.93
Reserves:	\$386,105.37
Asst. Imp:	\$ 9,267.78
Contingency:	\$ 45,350.45

MOTION: To accept the Treasurer's report as submitted.

Motion Proposals: First: Rick Hanson

Second: Bob Small

Motion Results: Passed unanimously

VI. OPEN FORUM

1. Email – May 18, 2016 from Ms. Tober re: Motion made at May 17 meeting regarding Board’s direction to the DRC. Joan is asking that the MOTION be rescinded, DRC not a violations complaint committee. Discussion ensued. Andy Delgado-Keller clarified the Motion as follows: The DRC will review all applications and either approve or disapprove regardless of timeliness and will forward any submittal violation to the Board for review. The Board sought attorney advice on this matter. Joan requested a copy of the association attorney’s response in writing.
2. Joan Tober email of May 22, 2016 - Requested copies of Manager’s Report be available for meeting attendees. Management has completed this request.
3. Letter dated 5/31/16 from John Siath appealing Board decision regarding lot 302 - The Board’s Motion will stand as passed.
Statement from Siath read – **See ATTACHMENT A
4. Email request dated June 1 from Ms. Quackenbush re: install pavers on common area – The Board has referred this to the DRC for review.
5. Lot – 275, sent back to DRC for approval or disapproval.
6. Joan Tober circulated a hand-out regarding recommendations for approval letters sent out by DRC Committee. **See ATTACHEMENT B**

VII. NEW BUSINESS

1. Determine filling of vacant Board position as per Bylaws, section 6.12.2 – There has been interest expressed from Ms. Joan Tober and Mr. Mario Mastrosimone to fill vacant Board position. The Board voted by secret ballot and determined that Joan Tober will be filling the Board vacancy until March 2017.
2. Review and approve Resolution #16-01 – determination and clarification of designated parking spaces as it pertains to Section 5.3.5 of the CC&Rs.
MOTION: To approved Resolution #16-01.
Motion Proposals: First: Rick Hanson; Second: Andy Delgado-Keller
Motion Results: Passed unanimously
3. Required purchase of lock-boxes at each pool by Fire Department at a cost of approximately \$400.00
MOTION: To approve the expenditure of up to \$600 for the purchase of two lock boxes per requirement from Fire Department for both pools.
Motion Proposals: First: Rick Hanson; Second: Joan Tober
Motion Results: Passed unanimously
4. Sale of Rotunda merchandise.
MOTION: To and cabinet for Purchase the cabinet and what is left of the merchandise and to be able to sell new merchandise through the HOA office at a cost of up to \$1000.
Motion Proposals: First: Andy Delgado-Keller; Second: Joan Tober
MOVE TO AMEND MOTION: To purchase merchandise and cabinet for \$500.00
Motion Proposals: First: Rick Hanson; Second: Bob Small
Motion Results: Passed unanimously
Discussion: Refer to events committee or coffee group for sales. The Board will discuss the sales matter further.
5. Appoint alternate member to the DRC – Joan Tober will continue to be an alternate.
MOTION: To appoint Richard Poyner to the DRC and Joan Tober as alternate.
Motion Proposals: First: Rick Hanson; Second: Joan Tober
Motion Results: Passed unanimously

6. Approve revised Budget & Finance Committee Resolution #16-02.

MOTION: To approve revised Resolution#16-02.

Motion Proposals: First: Chris Shipley; Second: Joan Tober

Motion Results: Passed unanimously

7. Approve renewal of Insurance Policy. Premium increase from \$11,668. to \$11,779.00 (1% increase)

MOTION: To approve the renewal of the insurance policy at the annual cost of \$11,779.00

Motion Proposals: First: Rick Hanson; Second: Carolyn Finnell

Motion Results: Passed unanimously

8. Appointment of Alternate members to the Finance Committee- Jim Booth and Joan Tober have expressed interest.

MOTION: To appoint Jim Booth as a Finance Committee member and Joan Tober as an alternate.

Motion Proposals: First: Chris Shipley; Second: Andy Delgado-Keller

Motion Results: Passed unanimously

VIII. OLD BUSINESS

1. Propose termination of current HVAC contract – John Price met with Phil Nichols as another reputable contractor, there would be no contract and service will be scheduled quarterly.

MOTION: To cancel current HVAC contract with a 30 day notice and utilize Nichols Contracting for service.

Motion Proposals: First: Rick Hanson; Second: Bob Small

Motion Results: Passed unanimously

2. Update on replacement of website – Mario M. will work with management, still in progress.
3. Update on pool video retrieval and wi-fi proposal – Counsel advised to ratify a licensing agreement and have no responsibility for any loss or damage to wi-fi box that the requesting party installs.

MOTION: To authorize management to proceed with the recording access and wi-fi proposal as detailed in the memo submitted. See ATTACHMENT C

Motion Proposals: First: Rick Hanson; Second Bob Small.

Motion Results: All in favor except abstention for Joan Tober. Motion passes.

IX. COMMITTEE REPORT/RECOMMENDATIONS -

A. CCAA: No submittals for consideration this month

B. WELCOMING: No submittals for consideration this month

C. DRC Committee

1. Amend the motion of the May 17 Board meeting relating to Section 18.5.1 of the Painting Guideline to reflect the following wording: “and **verification** by HOA Manager” – as opposed to: “and **approved** by HOA Manager.”

MOTION: To change wording to “and verification by HOA Manager”.

Motion Proposals: First: Rick Hanson

Second: Bob Small

Motion Results: Passed unanimously

2. Discussion began regarding possible changes to the solar section of the Design Guidelines. At its prior meeting, the DRC voted to not do a Solar application. Instead the DRC proposed amending the solar wording in the manual. Ms. Tober made a motion just to open the discussion, that the Board review three options and determine which one should be adopted.

Before it was seconded, a description of the options was first requested. Mr. Hanson felt the first option was more desirable and requested that Ms. Tober withdraw the motion, which she did.

MOTION: To amend Section 33.2 of the DRC manual as it pertains to solar devices, that all Solar devices that are consistent with ARS 44-1761 and that do not impede the effective installation of solar devices on adjoining property be included as an item that does not need DRC review.

Motion Proposals: First: Rick Hanson; Second: Joan Tober

Motion Results: Passed unanimously

3. **From The DRC minutes:** Discussion ensued regarding the DRC's recent recommendation that the Board send out postcards to 676 homeowners stating that if the homeowner does construction work, painting, improvements or modifications to their home or lot prior to submitting applications to the Design Review Committee for approval they will receive a violation notice and fine. It was recommended that postcards be sent out on a regular basis. The general consensus was affirmative, and management was directed to proceed with the postcard mailing.
4. **Lot 175** – An owner questioned that it appears he needed to apply to the DRC for a plumbing emergency repair at his home and was concerned that the DRC approval process might be restrictive. The Board informed the owner that this was an emergency repair and does not require prior approval. Ms. Tober read out thye wording from Section 4 of the CC&Rs as assurance.

X. MANAGER'S REPORT

1. Draft Reserve study received late today, management will email to Board.
2. There were no questions on the manager's written report.

XI. NEXT SCHEDULED MEETING:

Regular Board Meeting – Tuesday, August 16, 2016.

XII. ADJOURNMENT

There being no futher business to discuss, the meeting was adjourned at 8:22 PM.