

# CIVANO HOA NEWS

VOLUME 08 ISSUE 01

JUNE 2008

## CIVANO HOA MEETINGS & EVENTS

- **HOA BOARD**  
June 24th from  
7pm-9pm
- **Teen Night**  
Canceled for  
4th of July  
Holiday
- **DRC Reviews**  
July 10th from  
6pm-8pm
- **CC&R Review**  
July 15th from  
6:30pm-8:00pm

## HOA BOARD

Les Shipley  
Acting President

Mark Levine  
Treasurer

Ron Peterson  
Director

Lee Rayburn  
Director

Chris Shipley  
Director

Open Position

Open Position

Welcome to the inaugural issue of the Civano HOA News. We, your duly elected Board of Directors, wish to welcome you and hope you will find the information contained in this newsletter helpful and informative. One of the promises made prior to the election was that we, as a Board, would attempt to be more accessible and operate in a more transparent manner for the good of the community. This newsletter, we hope, is a step in that direction. If you have an HOA related subject that you would like to see discussed in this publication please contact our HOA Manager, Lexi Hamblin, at 520-546-3862 with your suggestions.

## HOA BOARD NEEDS YOU !!!

The Civano 1 Neighborhood 1 Board of Directors has recently accepted the resignations of George Luis and Andrew Speakes as members of the C1N1 Board of Directors. This has created two openings for volunteers wishing to be considered for appointment to the Board of Directors. Both of these gentlemen resigned for personal reasons and we hope that the community will respect their privacy relative to their departure, as well as taking the time to thank them for their service to the community, should the opportunity arise. Both of the positions are for terms that will end in March of 2009, or a period of service of approximately nine (9) months. The Board will make a formal announcement of the openings and a call for volunteers at the June HOA Board meeting which will be held in the Community Activity Center Suite 101, starting at 7:00 pm on Tuesday, June 24<sup>th</sup>, 2008. An open meeting shall be held within approximately 2 weeks where candidates will be interviewed for the positions. The date, time and place of this meeting will be decided within the near future and posted so that you may mark your calendars accordingly. The official appointments for these positions will occur at the July 22<sup>nd</sup> HOA Board meeting and will be effective immediately upon their announcement. For more information regarding these positions please see the official post on the C1N1 website at <http://www.Civano1.com>. If you have questions regarding these openings, or wish to request that your name be added to the list of candidates under consideration for these positions, please contact Lexi Hamblin the community manager via one of the methods described in the official post on that page or those listed on the HOA contact page at <http://www.civano1.com/pages/contactus.html>.

## Board Effects DRC Changes

At the April meeting of the Board of Directors of C1N1 decisions were made regarding changes to the staff and operations of the Design Review Committee. In light of the community interest shown in the Board's decisions affecting the DRC, the Board chose to review the decisions made in an Executive Session. During that session we re-examined all information available regarding those decisions to insure that a fair and just decision had been made, and that all board members were in agreement with that decision. After several hours of long and careful consideration of all available information brought before us, and a review of all pertinent governing documents we, the members of the Board, have agreed to let those decisions stand. This decision was an extremely difficult one and we hope you will trust our judgment regarding these changes.

Sincerely,  
C1N1 Board of Directors

# CC&R Violation Process

By: Ron Peterson



There has been much discussion and speculation on the process for the sending out of CC&R violations and what process the homeowner uses to remedy the situation. This article will endeavor to inform the residents of Civano of how the process works and your options if you receive such a notice.

First, the community is divided into two sections and each section is reviewed once a month by a group of volunteers typically composed of the Community Manager, one or two members of the CC&R Committee and, on occasion, a Board Member. The tours are done by car, so close inspection and evaluation of individual plant species is not typically a part of the process. As the team drives slowly down the street they are observing for obvious signs of violation. The most common being plants growing in drainage rip rap, in driveways or along fences where it might not be appropriate for such growth to occur, un concealed trash containers, illegal parking and unapproved signage. During the inspections that I participated in there was a marked tendency towards leniency to the majority of homeowners. The team will also note any trees that extend off the property that might cause a passage issue to pedestrians along the sidewalk. If tree height seems to be an issue, often a member of the team will exit the car to physically check clearances.

Once a possible violation is noted there ensues a discussion amongst the team on the severity of the problem and whether or not to issue a notice of violation. The address of the property is noted or alternately the lot number is deduced from community maps. This deducing of the lot number can be a confusing process and, admittedly, there is room for error. The type of violation and a description is noted along with location on the property for inclusion with the notification. This process continues until the entire portion of the community has been covered. Once the tour is completed the Community Manager follows the suggested instructions issuing letters of violation.

Upon receipt of a violation letter the homeowner is instructed to correct the noted problem. The Community Manager should be notified that the situation has been corrected, or if the homeowner is in disagreement with the notice. An inspection to verify that the corrections have been made or confirm that an error has been made regarding the property or violation identification will be conducted on or prior to the next regularly scheduled site tour.

If after two notices of violation noting the same type of violation the committee issues a third notice, inviting the homeowner to a review hearing. Just prior to this review meeting members of the CC&R Committee visit the property to see if a remedy action has been taken or if the situation still remains unaddressed. The results of that inspection are again entered into the property records. At the review hearing the homeowner has the opportunity to explain their situation and any extenuating circumstances that might have a bearing on the violation. NO Decision is given the homeowner at that time, as this is a fact finding review allowing the homeowner to have their say in the process. After the reviews are completed each violation is discussed amongst the committee members and a recommendation is forwarded to the HOA Board regarding requesting dismissal, warning letter or a fine. This is where the responsibilities of the CC&R committee ends.

The Board, in executive session, reviews the recommendations of the CC&R Committee and approves, modifies or rejects the recommendations based on a consensus vote. The decisions are noted and the community manager performs the suggested actions.

This process does allow for a Homeowner to appeal the decision if they feel that the CC&R committee has not considered their response or that they have been unfairly treated in regards to the violation. Homeowners may always make an appeal directly to the Board of Directors via correspondence with the community manager.

The governing documents in our community have been put in place to maintain our beautiful community, enhance our property values and ensure that Civano remains a great place to work and live.

"Adversity is sometimes hard upon a man; but for one man who can stand prosperity there are a hundred that will stand adversity."

Scottish Historian  
Thomas Carlyle

# What Happened at the Last Meeting...

This is a synopsis of the meeting of the Civano I HOA Board of Directors held on May 27<sup>th</sup>, 2008 At 7:00 PM in the Community Activity Center. This is not the official minutes of that meeting which will be approved at the June meeting that will take place on the 24<sup>th</sup> of this month at the Activity Center and will be available on the Civano I website (<http://www.civano1.com/pages/minutes.html#Board>).

Meeting was called to order with all members present.

Open forum was given to the residents for comment

Heather O'Connor spoke regarding volunteering and CC&R violations

Rick Hansen spoke regarding DRC actions, Conflict of Interest and Improved communication

Marna Peterson spoke regarding a possible Skate/BMX demonstration at Civano

Al Nichols spoke on New Urbanist ideals and alternate CC&R violation processes

Walter Joyce spoke a word of thanks to Les Shipley for work recently performed

A request was presented by residents for the use of the North Pool for an Infant Swimming Resource Class. The requirements of the class were use of a small portion of the North Pool and an increase in pool temperature to a range of 84-86 degrees. Insurance coverage for the class is provided by the Instructor and the umbrella organization. Approved unanimously with provision of approval by HOA insurance representative.

## Committee Reports –

**CC&R committee** reported and a discussion on political signage posted in windows of residents homes ensued. A motion to amend the verbiage relating to political signs was passed to allow a six month window for signs relating to issues and candidates of upcoming national elections was passed. Violation letters were discussed in detail relative to status, delineation, and written recommendations to be passed on to the board. During open discussion of this issue Heather O'Connor again spoke regarding nomination and approval process and the room for improvement regarding that process. Win Hallett announced he would be absent for the summer and wishes to resign from the CC&R Committee, effective June 1, 2008, until his return. A replacement Chair for that committee was discussed and after discussion Scott Lantz was voted into that position by the Board.

**DRC Committee** reported a restructuring of that committee and reviewed portions of the governing documents relative to paid employees of the Association and requirements for the Chairman of that committee. A meeting with Cathy Rex had been held in executive session and many improvements to process and communication were instituted. It was noted that there was not a quorum at the May meeting of the DRC, but the requests of the homeowners present were noted and passed to the board for decision in lieu of the committee lacking quorum so as to not inconvenience the homeowners awaiting decisions from this committee.

**Activity Committee** requested volunteers for the 4<sup>th</sup> of July Parade and picnic and inquired of the Board if such volunteers were found could they apply for funding at the June Meeting. The Board conditionally approved this action.

**Responsible Pet Ownership Committee** requested that certain tables and trash receptacles be relocated for better utilization. A review of pet waste cleanup bids was performed and it was noted that the south half of the community could be covered for \$90-\$125 a month and that the level of service was less than was expected by the committee.

**Neighborhood Association** has established rules for posting to the new information kiosks and that the kiosks will begin to appear around the neighborhood in the very near future.

**Landscaping Report** was given by Les Shipley regarding the flourishing of weeds on the new construction lots and that he would contact the appropriate parties to take immediate action. He also noted that light tree trimming has begun around Civano. Regarding the reporting of irrigation leaks he suggested that the first course of action is to contact the Community Manager. If Civano Nursery (722-7770) is open, calling them directly may be the most expedient path to repair.

## Board Business –

A request from the Activity committee was given regarding a Skateboard/BMX demonstration opportunity for the community. The requirements are approval by our insurance representative relative to the coverage provided by the exhibitor, sufficient space and the possible need for electricity. This demonstration would be open to all residents and children of residents after the signing of a liability waiver. The Board discussed the situation and approved the demonstration with Mark Levine in opposition.

A request from Rick Hansen to gather a group of neighbors together and discuss ways to facilitate better, two way communication between members of the community and members of the Board of Directors. He requested the participation of at least two members of the board for input. The request was granted and Lee Rayburn and Ron Peterson volunteered to be the Board members in attendance.

A request for additional recycle bins to be placed at both pools to minimize trash generated by the new drink machines that were recently installed. After discussion it was decided to purchase 4 bins and research regarding size, cost and placement.

A short review of the recent Town Hall Meeting was given by Ron Peterson who was the facilitator at that meeting.

"It ain't what you don't know that gets you into trouble. It's what you know for sure that just ain't so." --

Mark Twain

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## Newly Adopted Ruling on the Display of Political Signage

- 1) One "Political" sign which has been acquired or made by a homeowner of 24 x 36 inch maximum size placed on a private lot. Signs cannot be placed as to block any pedestrian or vehicular traffic or impede visibility in any way.
- 2) A Sign may be displayed
  - a. Outdoors on the homeowner's property no earlier than sixty (60) days before Election Day and must be removed no later than seven (7) days after Election Day or
  - b. Posted on an inside window six (6) months before Election Day and must be removed no later than seven (7) days after Election Day.
- 3) A political election sign is defined as "a sign not permanently installed in the ground or attached to a building relating to the election of a person to public office, or relating to the election of a person to a public office, or relating to a political party, or relating to a matter to be voted upon at an election called by a public body within the State of Arizona."

**\*If you have any questions or need clarification, please call Lexi at the HOA Office for more information\***