

CIVANO[®]

Civano I: Neighborhood I Association, Inc.

A Homeowners Association

Board of Directors Meeting Minutes

DATE: Tuesday, April 27, 2010
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 the meeting to order at 7:03 PM

II. ROLL CALL

Board present: Ron Canady
David Kronengold
Mark Levine
Lee Rayburn
Les Shipley
Judyth Willis

Absent: Chris Shipley

Management
Representatives: Cynthia Valencia, Cadden Community Management
John Price, Cadden Community Management

Minute Taker: Deborah M. Colon-Mateo, Cadden Community Management

Homeowners were present at the meeting.

III. QUORUM (4)

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

IV. OFFICERS APPOINTMENT

- **Discussion:** Designation of New Board Members

MOTION: To elect the same prior set of officers for reasons of continuity. The officers are as follows: Les Shipley as President, Ron Canady as Vice President, Mark Levine as Treasure and Judyth Willis as Secretary.

Motion

Proposals: First Mark Levine
Second Ron Canady

Motion

Results: Passed unanimously.

- **Discussion:** The Design Review Resolution was previously tabled until this meeting and has been tabled again until the next month's meeting.
- **Discussion:** Lynne Gillette e-mail stated: "... what is the status of the plans for building a playground for the children of the community. For the record - I advise against a town hall meeting given that funds are limited and asking kids what they want when it is highly unlikely that the HOA would be in a position to satisfy those wants strikes me as (at best) a waste of time and/or (at worst) kind of mean."

MOTION: To move to establish a town hall meeting to discuss the possible need for a playground for the community.

Motion

Proposals: First Lee Rayburn
Second David Kronengold

AMENDED

MOTION: To move to establish a town hall meeting to discuss the possible need for a playground for the community and appoint Judyth Willis as the board liaison and committee chairperson to coordinate with several members of the community to gather information regarding this issue.

Motion

Proposals: First Lee Rayburn
Second David Kronengold

Motion

Results: Passed unanimously.

- **Discussion:** E-mail from Karen Simms - On Saturday, April 2, 2010 the community held the Annual Civano Easter Egg Hunt, which was well attended by young Civano residents, parents, grandparents and neighbors. The Community requested reimbursement for funds spent.

MOTION: To reimburse Karen Simms for the Annual Civano Easter Egg Hunt in the amount of \$272.23 from budget line item #4771.

Motion

Proposals: First Ron Canady
Second Lee Rayburn

Motion

Results: Passed unanimously.

- **Discussion:** E-mail from Donald Ingleston – “Now that the homeowners are or have complied with the letter sent to us about sprucing up our front yards with decomposed granite, I think it is time for the Board to allow the company that has the contract to keep our common areas looking as nice as what the homeowners have done. Civano Nursery has the contract for this and I cannot believe that the board has the audacity to request three (3) bids to fulfill the contract that the Nursery has. I highly recommend to the Board of Directors that they take a course in Business Management and Business Law.”

MOTION: To form a committee to walk the community and determine if there are areas in the community that need to have decomposed granite added to them and provide this information to the Board of Directors at their next regularly scheduled meeting.

Motion

Proposals: First Mark Levine
Second Judyth Willis

Motion

Results: Passed unanimously.

- **Discussion:** E-mail from Cory Dent - “This is my official request, per our conversation, to have signage posted on Carpodaco (alley) on the south side of the street facing west. There are many signs throughout Civano that say something to the effect of “Parking in striped bays only” and “Emergency access”. We’ve lived here for over three (3) years and have always had a problem with people parking in the alley alongside our house. Not only does it severely degrade the areas we must maintain, it also narrows access to homes via the alley so that emergency vehicles would be unable to pass should the need arise.”

MOTION: To authorize the management team to write a letter explaining that the streets are City of Tucson property and therefore the community is unable to enforce any parking issues and inform the homeowner who to contact at the City of Tucson.

Motion

Proposals: First Lee Rayburn
Second Judyth Willis

Motion

Results: Passed unanimously.

- **Discussion:** E-mail from Cory Dent – “Per your request, I’m asking for clarification regarding areas outside our property line that we are responsible for maintaining. We have maintained them in the condition received and will continue to do so. The area at the corner of Richard Ashley Circle and Carpodaco outside our retaining wall has never drained adequately. During rainy weather, we’ve seen several inches of standing water for up to twelve days. We have maintained it in the condition received but do not feel it is our responsibility to do any more with it because maintenance means the work of keeping something in proper condition...”

MOTION: To authorize Civano Nursery to research the area and come back to the Board of Directors with suggestions and a proposal at the next regularly scheduled meeting.

Motion

Proposals: First Lee Rayburn
 Second Judyth Willis

Motion

Results: Passed unanimously.

- **Discussion:** E-mail from Cory Dent – “I would like to confirm that the only area that we are responsible for covering with Design Guidelines is the pad next to our driveway that falls within our property line.

MOTION: To authorize the management team to write a letter stating that it is the homeowner’s responsibility to repair any missing Design features and provide the information about the Decomposed Granite.

Motion

Proposals: First Mark Levine
 Second Lee Rayburn Rayburn

Motion

Results: Passed unanimously.

V. TREASURER’S REPORT

Mark Levine, the Treasurer, read his financial report to the membership present.

Operating – US Bank	\$47,168.41
Debit Balance – US Bank	\$1,000.00
Garden Balance – US Bank	\$8,468.78
Reserve Balance – US Bank	\$64,581.38
Reserve MM Balance – US Bank	\$89,101.82
Reserve MM Balance– Mutual of Omaha	\$52,753.13

Reserve MM Balance – Commerce Bank	\$52,506.88
Mutual of Omaha Bank 13M CD – matures 02/06/2011	\$34,379.99
BNC Bank 7M CD – matures 2/28/2010	\$52,384.29
Delinquent Assessments	\$45,340.47
Prepaid Assessments	\$40,32.38

- **Discussion:** A Board member asked Management if the Design Review Committee received any administrative assistance. Management confirmed that administrative help was hired to assist the Design Task Force Guideline Committee.
- **Discussion:** Mark Levine read aloud the March financials for the membership present. This information will also be on the community website.

MOTION: To approve the March 2010 financials as submitted.

Motion

Proposals: First Judyth Willis
 Second David Kronengold

Motion

Results: Passed unanimously.

VI. MINUTES

Discussion: The minutes from the March meeting were reviewed by the Board.

MOTION: To approve the March 23, 2010 Board of Directors minutes as submitted.

Motion

Proposals: First Mark Levine
 Second Ron Canady

Motion

Results: Passed unanimously.

VII. ACTION ITEMS

A. Confirmation Action in Lieu which accepted settlement offered by Pima County for payment of 2009 property tax and to pay second half billing by May 4, 2010:

MOTION: In order to avoid legal action, costs for which would exceed the property tax payment settlement for the Rotunda

building for the 2009 valuation year proposed by the Office of Pima County Assessor, the Board of Directors approves the County's offer of settlement and authorize the management company to pay the invoice.

Motion

Proposals: First Lee Rayburn
Second David Kronengold

Motion

Results: Passed unanimously.

B. Confirm Action in Lieu which approved response letter to homeowner.

Discussion: The Board of Directors reviewed the response letter to the homeowner.

MOTION: The Board of Directors reviewed the letter dated April 9, 2010 to a homeowner, which responds to the homeowner's March 26, 2010 written request for a recount of the recent 2010 Annual Meeting Board election and consents to its mailing to the homeowner.

Motion

Proposals: First Lee Rayburn
Second David Kronengold

Motion

Results: Passed unanimously.

C. Approval of payment of Master Association dues.

Discussion: The payment of dues to the Master Association had been contested in late 2009. The Association had written to the Master Association property. Civano 1 requested that its attorney draft a letter on its behalf to argue this case, as apparently supported by Section 3.19 of the Second Amendment to the CC&R's of the Master Association. The Master Association Board President responded to Civano's attorney in March 2010, indicating that the assessment paid by Civano 1 does not pay any maintenance costs, rather the support of the Master Association Corporation and its continuing required obligation to file an annual report as required by its foundational documents. The Master Association is scheduled to expire in 2012, which will remove Civano 1 from the Master dues obligations. The amount outstanding to the Master Association is \$4,713.42, which comprises the second half of 2009 and first half of 2010.

MOTION: To remit payment for the Master Association dues in the amount of \$4,713.42.

Motion

Proposals: First Lee Rayburn
Second Mark Levine

Motion

Results: Passed unanimously.

D. Amendment to Resolution 10-1.

Discussion: Ron Canady would like to submit for an Amendment to Resolution 10-1 paragraph 10 adopted at the February Board Meeting. Ron read aloud the sentence that he would like added and approved by the Board of Directors.

MOTION: To make the proposed change in Resolution 10-1 Section 10 adding the sentence: "and the length of time for repayment."

Motion

Proposals: First Lee Rayburn
Second Mark Levine

Motion

Results: Passed unanimously.

E. Responsible Pet Ownership Committee Requests.

Discussion: There was a request that the Board of Directors approve the ordering of 12,000 pet waste bags (6 cases of 2,000 bags per case) for stocking the 11 Civano waste bag dispensers for the current year.

MOTION: Move to purchase 12,000 pet waste bags from Zero Waste USA in the amount of \$376.20 plus shipping.

Motion

Proposals: First Judyth Willis
Second Mark Levine

Motion

Results: Passed unanimously.

F. Responsible Pet Ownership Committee Requests.

Discussion: General discussion regarding the need to appoint members to the Responsible Pet Ownership Committee.

MOTION: To appoint the Responsible Pet Ownership Committee of Beth Morgan, Heather O'Connor, Phil Ogden, Mike Phillips, Bob Small and Viviana Tornero.

Motion

Proposals: First Judyth Willis
Second Mark Levine

Motion

Results: Passed unanimously.

G. Rotunda Committee Requests.

Discussion: The Rotunda Committee provided three (3) proposals to the Board of Directors for their review from (1) Affordable Quality Painting, LLC (\$1,720.00); (2) Golden Touch Painting, LLC (\$900.00) and (3) P&D Painting (\$1,800). The Committee recommended that they approve estimate #334 from Affordable Quality Painting, LLC in the amount of \$1,720.00.

MOTION: To approve the recommendation from the Rotunda Committee and approve the Affordable Quality Painting, LLC proposal in the amount of \$1,720.00.

Motion

Proposals: First Ron Canady
Second Les Shipley

Motion

Results: Passed unanimously.

VIII. NEXT BOARD MEETING

The next meeting is scheduled for Tuesday, May 25, 2010 at the HOA Activity Center – 10501 E Seven Generations Way #109 at 7:00 PM.

IX. ADJOURNMENT

Discussion: The meeting was adjourned at 8:02 PM.

MOTION: To adjourn the Board of Directors meeting.

Motion

Proposals: First Ron Canady
Second Mark Levine

Motion

Results: Passed unanimously.

DRAFT