

Civano I, Neighborhood I Homeowners Association
Special Meeting Minutes
APPROVED

Date: June 2, 2009
Time: 7:00 PM
Location: HOA Activity Center-10501 E Seven Generations Way, #109

I. CALL TO ORDER

The Association President, Les Shipley, called the meeting to order at 7:10 PM.

II. ROLL CALL

President Les Shipley, Vice President Ron Peterson, Treasurer Mark Levine, Secretary Judyth Willis and Directors Chris Shipley, Rick Hanson were present, establishing quorum.

Cadden Community Management: John Price, Manager: Minute-taker Norene Hain

III. BOARD BUSINESS

Board President Les Shipley explained the purpose of the meeting, which is solely devoted to reviewing, and if possible, making decisions regarding the CC&R enforcement process. He gave each Board member an opportunity to comment, if desired.

Judyth Willis – Felt that this was an appropriate discussion and is important to address.

Lee Rayburn – Felt this was a continuing process. Necessary to find a balance without creating an adversarial process, and there is a need to provide clear guidelines.

Chris Shipley - Looks forward to getting down to business on this subject.

Ron Peterson – This is a continuation of our commitment. Committee oversight is needed but we also need to understand the Committees' roles.

Les Shipley – Reminded all that the Association's attorney was present at the last Board meeting to give us a base direction towards which to work, and at which time he had introduced a 9-step solution, with suggested changes to some Resolutions. Mr. Shipley then invited input from homeowners and Committee Chairs.

Mr. Win Halet (CC&R Chair) indicated a preference for the CC&R Committee to continue inspections and meet with owners, and talked about the consistency of the process. He suggested changes to some of the letters sent out in this process.

Mike Ewing (DRC Chair) indicated he was looking for specifics on how and to whom the Committee communicates.

Other residents spoke, and presented and commented upon the following issues:

1. Fairness of the process;
2. The expectation of a response to all questions they might have of management and Committees;
3. The possibility of breaking down inspection areas to sections;
4. That the expectation of effecting corrections to a condition in ten days should be tempered by the scope of the work needed;
5. More specific information needed when letters sent out.

MOTION by Lee Rayburn, and seconded – to hold on further public comments and begin working through the recommended documents. **Motion passed unanimously.**

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Mr. Shipley proceeded to guide the Board members through the flow charts and revised proposed Resolutions. Considerable discussion ensued. The following questions, among others, were raised and discussed:

- How much of the process will be delegated to the manager, and with how much oversight?
- How do we deal with renters? (The owner is responsible for his/her renter)
- Can we initiate self-help to remedy a homeowner condition?
- In the event a homeowner remains non-compliant with a noted violation, how can the CC&R Committee be engaged?

Discussion proceeded on the role of the CC&R Committee and its participation in both conducting inspections, assisting the manager, and conducting owner hearings. It was commented that the Committee should not be both identifying violations and serving as a hearing body.

MOTION by Chris Shipley, and seconded, to approve the revised letters to be used in the CC&R enforcement process. **Motion passed unanimously.**

MOTION by Lee Rayburn, and seconded, to purchase a lap-top computer, and a camera not to exceed \$200, for enforcement assistance. **Motion passed unanimously.**

The Board next proceeded to review in detail revisions to Resolutions 05-03 and 05-03-A, making suggested changes to the re-write as discussion progressed.

MOTION by Lee Rayburn, and seconded – to approve the re-write of Resolution 05-03 with the wording as finalized, and renaming it **Resolution 09-03**. **Motion passed unanimously.**

MOTION by Lee Rayburn, and seconded – to approve the re-write of Resolution 05-03-A with the wording as finalized, and renaming it **Resolution 09-03-A**. **Motion passed unanimously.**

The Board finally reviewed a proposed Collections procedure as it relates to violations.

MOTION by Judyth Willis, and seconded, to adopt **Resolution 09-02** as a Collections policy relating to CC&R violations. **Motion passed unanimously.**

IV. ADJOURNMENT

MOTION: To adjourn meeting at 9:59 pm. Motion was seconded and passed unanimously.