

APPROVED

<p><u>Civano I, Neighborhood I Homeowners Association</u> <u>Meeting Minutes</u></p>
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Date: August 25, 2009
Time: 7:00 PM
Location: HOA Activity Center -10501 E Seven Generations Way, #101

I. CALL TO ORDER

The Association President, Les Shipley, called the meeting to order at 7:12 PM.

II. ROLL CALL

President: Les Shipley, Treasurer: Mark Levine, and Directors: Chris Shipley, Rick Hanson.
Four members were present, establishing quorum.

Absent: Vice President: Ron Peterson, Secretary: Judyth Willis, Lee Rayburn.

Cadden Community Management: Cynthia Valencia and John Price

III. PRESIDENTS REPORT:

Mr. Shipley read to all attendees a list of duties imposed upon the Board.

Mr. Shipley informed the meeting that there is no evidence that the present Architectural Design Policies, Procedures and Pre-Approvals, as used by the Design Review Committee since 2005, were originally approved by the Master Association. However the Board will be taking action later in this meeting to set up a Task Force to review and revise all design guidelines for submittal to the Master Association.

IV. OPEN FORUM/ HOMEOWNER INPUT

- A. Homeowner requested that the planned light for the flag pole be in place by the 10th anniversary celebrations. Mr. Shipley said the delay was because many homeowners felt the light should be solar and so far the bids are around \$5,000. This item is still under review.
- B. Member of the DRC said he has worked for many hours on setting up the rules and he has some concerns regarding the DRC issue outlined by the President. He also thinks at least one member of the DRC should be allowed to serve on the Task Force.
- C. Homeowner asked what list of rules the DRC had been given.
- D. Homeowner requested the Board report what land was deeded back to the HOA by Fanny Mae.
- E. Mr. Hanson read from some email from homeowners that were sent to the office. These concerns were as follows; Speed humps, and changing the Yield signs to Stop signs.
- F. Homeowner requested the playground be placed on the Board agenda. The Board agreed to place it on the September agenda
- G. Homeowner sent a letter to the Board regarding his opposition to a proposed dog park. He felt the Dog park will devalue surrounding properties.

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H. Homeowner was confused about the DRC issue and wanted to know how this could happen. Mr. Shipley informed the meeting that one update was signed in October 2001, but no evidence can be found to indicate that the 2005 guidelines were approved by the Master and subsequently signed by Civano 1. The minutes for September -November 2005 do not reflect approval. For now the Design Guidelines from 1998 and 2001 appear to be the appropriate documents.

V. APPROVE MINUTES

Approval of Minutes for July 27, 2009

Motion to approve, seconded -- unanimously passed.

VI TREASURER'S REPORT -- A report was made by Board Treasurer Mark Levine

A homeowner requested if a copy of the report could be attached to the agenda at each meeting. The Board agreed.

VII. ACTION ITEMS

A. Approval of Fire Alarm Installation and monitoring in a Rotunda Building

Mr. Shipley explained that the building has no fire alarm monitoring system.

Motion:(Hanson/Levine) To approve the alarm installation by Simplex Grinnell at a cost of \$1,327.51 to be paid out of the Reserve Account, with annual monitoring costs to be paid from the operating account. Seconded -- *Unanimously PASSED.*

B. Approval of HVAC Maintenance Contract

Motion:(Hanson/C. Shipley) To approve the HVAC maintenance contract in the amount of \$328 to be paid from the Operating Account and be budgeted each year accordingly. Seconded -- *Unanimously PASSED.*

C. Approve a Reservation Policy that will apply to Association facilities

Motion :(Hanson/Levine) To refer this item back to the Rotunda Committee with supporting recommendations from the Board President. Seconded -- *Unanimously PASSED.*

Board Member Mr. Lee Rayburn arrived at the meeting 8:06 PM.

D. To establish and authorize a Task Force Committee to undertake a revision and re-write of the Civano 1 design guidelines.

Motion:(Hanson/Levine) To set up the Task Force Committee for Civano 1 to be finalized and presented to the Board of Directors.

Considerable discussion ensued. To facilitate further decision-making President Shipley presented a written suggested format and criteria for the make-up of the Task Force, together with a suggested timeline.

A homeowner said she would be happy to serve on the Task Force as long as a member of the DRC was allowed to serve.

Motion :(Hanson/C. Shipley) To amend the motion, adding to allow no more than two members of the DRC to serve on the Task Force. Seconded – *Unanimously PASSED*

The current Chair of the DRC was tasked with assembling the Task Force.

E. Electronics Policy

Motion :(Hanson/Rayburn) – To refer the Electronics Policy to the new Task Force for consideration for inclusion within the revised design guidelines. Seconded – *Unanimously PASSED*

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F. Lot 285

Mr. Shipley gave a short summary history of this matter Mr. Hanson added to the summary.

Motion :(Hanson) To uphold the DRC recommendation not to approve the electrical device. Not seconded – **FAILED for lack of second**

A homeowner said she felt this item should be discussed in an Executive session not open meeting. However, the homeowner of Lot 285 was present and said he had not problem with it being discussed in the open meeting.

Motion :(C. Shipley/Levine) To approve the electrical device as located with no further restrictions. Seconded – **FAILED. Motion not acted upon.**

At this time Mr. Lee Rayburn left the meeting -- 9:00 PM.

As President, Mr. Shipley directed that this item be resolved by the next Board meeting and encouraged discussion between the owner and the DRC Chair. The DRC Chair consented to work on a solution.

Amended Motion: (Levine/C. Shipley) For the DRC and the homeowner to work on a compromise for resolving outstanding issues regarding the electronics device. Seconded – **Unanimously PASSED**

VIII. REPORTS

A. Committee Reports

1. CC&R Committee
No report at this time.

2. DRC
The DRC requested approval from the Board for the placement of a new memorial bench in Sixto Molino Park. The need for “No Outlet” signs on some streets was raised, but not cited as urgent.

Motion :(Levine/C. Shipley) To place the new bench in Sixto Molino park. Seconded --Unanimously **PASSED.**

3. Events Committee

Motion: (Hanson/Levine) To approve Jack Gillette and Adelian Cipra to serve on the Events Committee. Seconded --Unanimously **PASSED.**

The Events Committee reported the cost of the 10th anniversary celebrations costs are expected to be below \$6,000. The Committee would like this amount approved. Mr. Hanson confirmed that the 2009 budget provided \$10,000 for community events, within which this event was included.

Motion: (Hanson/Levine) To approve the Events Committee utilizing up to \$6,000 for the 10th anniversary celebrations. Seconded --Unanimously **PASSED.**

4. Garden Committee

No report at this time.

5. Responsible Pet Ownership Committee

The Committee plans to sell pet tags at the 10th Anniversary Party and requested funding.

Motion: (Levine/C. Shipley) To approve payment of a total of \$189.19 for the pet tags and to approve a payment of \$95 now for the deposit. Seconded --Unanimously **PASSED.**

6. Dog Park Report

No report.

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7. Nominations & Elections Committee

No report at this time.

8. Rotunda Steering Committee

Securing bids for the adobe work on the Rotunda Building is still in progress. A camera policy is also being reviewed.

Mr. Hanson requested an update on the amount of funds designated for the Rotunda from the overall reserve fund. Treasurer Levine indicates he was able to provide this figure.

B. Landscaping Report

Mr. Shipley reported the landscape crew is completing a lot of debris clean-up, particularly mesquite beans. The crew starts at 6 am and no complaints have been received so far. He said the adding of a 3rd crew member has been very helpful in getting the work done and the back-log caught up. Some homeowners are concerned with the bare patch around the community and this will be taken care of by the over seeding.

C. Neighborhood Association Report

None at this time.

D. Manager's Report

Ms. Valencia had given the Board members a written report for them to review.

Mr. Hanson said he would like to see the Committee Chairs be allowed to attend the legal class offered by CAI. The other Board members agreed. Mr. Hanson said the invitation to this legal class should be placed on the website.

Motion: (Hanson/C. Shipley) To approve allowing the Committee Chair persons as well as potential Board members to attend the CAI legal class. Seconded --Unanimously **PASSED**.

IX Next Board meeting – Tuesday September 22, 2009, 7:00 pm @ Activity Center.

VII. ADJOURNMENT

Meeting adjourned at 9:50pm.