

**Civano I, Neighborhood I Homeowners Association**  
**Board of Directors Meeting Minutes**

**Date:** January 22, 2008  
**Time:** 7:00 PM  
**Location:** HOA Activity Center

**I. CALL TO ORDER**

The meeting was called to order at 7:09 PM by the Association President, George Luis.

**II. ROLL CALL**

George Luis, Les Shipley, Mark Levine, Grisela Koeppen and Sean Purdy were present at this meeting. Andrew Speakes and Lee Rayburn were absent.

**III. QUORUM**

Quorum was established, with a majority of the Board of Directors present, in order to conduct an official meeting.

**IV. HOMEOWNER INPUT**

Ms. Tober spoke on behalf of the Civano Neighborhood Advocacy Group and inquired about the 2 year audit that the Board had approved. The HOAs accountant stated that he would perform a full audit from turnover to Homeowner Control through the end of the 2007 fiscal year. This audit will cost \$5000.00 and would be done in July 2008 after tax season is over. Ms. Tober asked if the Board had taken the audit out to bid and the Board said they had not. 2 more bids for a 2 year full audit will be obtained.

Ms. Tober stated that the CC&R Charter was not on the HOA website.

Mr. Kimmie-Hea inquired about the status of the unfinished sidewalk in the Voyager Homes area off of Richard Ashley Circle. It was noted that it was city approved and required that the sidewalk be constructed as it is. The opening, or apparent unfinished, sidewalk area is actually constructed to allow drainage.

Mr. Lantz asked about the status of the common area and rotunda turnover. It was noted that Fannie Mae is the current owner of the round building and the Neighborhood Center. The two areas are mechanically tied together with the sharing of certain utilities. Fannie Mae, needing to find a buyer for the commercial condo and is challenged to do so because of the location and lack of parking, did concur that the round building will be for HOA use.

Mr. Wagner of the Coffee Morning Group announced that the HOA donated seed money will be reimbursed to the HOA by the end of the week and that the group is now totally self funded.

Mr. Levine noted that the saguaro at Thunder Sky and Sixto Molina needed to be cleaned out. Civano Nursery will be contacted to do this.

Ms. Bateman announced that the Civano Community School won a national award for being the "Greenest School in America." The contest was put on by All (laundry detergent) Small and Mighty and the school won \$50,000 as its prize.

Ms. Tober inquired about the builder's assessment accounts. It was noted that assessments of any lot owner, whether it be single family, commercial, or builder is not open for discussion at Board Meetings. All delinquencies are handled the same regardless of land category.

Ms. Willis asked who was the contact person regarding the sale of the Neighborhood Center. Ms. Kathey Von Bila of Fannie Mae is the local representative and if anyone needs her number, they should call the HOA Office.

## V. APPROVAL OF MINUTES

**MOTION:** To approve the minutes of the December 11, 2007 Board of Directors Meetings, as written. Motion was seconded and passed unanimously.

## VI. TREASURER'S REPORT

### A. Audit Bids

It was agreed that 2 more bids from reputable Certified Public Accountants will be sought for the 2 year full audit.

### B. December Financials

Mr. Levine read his financial report for those in attendance. Mr. Purdy requested that the variance between actual expenditures and budgeted expenditures be included on future reports along with the current percentage rates and applicable expiration dates for all interest bearing accounts, money markets, and CDs.

**MOTION:** To post financial reports with actual v budget expenditures on the HOA website. The motion was seconded and approved by all.

### C. Special Meeting Expense

It was announced that the Special Meeting that was held as a result of the petition to recall the Board of Directors cost the HOA approximately \$9768.99. Additional expenses may be forthcoming and this amount does not include the multiple hours put in by unpaid volunteers.

**MOTION:** To post a break down of the Special Meeting Expenses on the Website. The motion was seconded and approved by all.

## VII. REPORTS

### A. Committee Reports

#### 1. CC&R Committee

The CC&R Committee reported that they have met and are getting policy in place to handle the CC&R enforcement. A meeting will be set between the CC&R Committee and 2 Board Members for next week. The committee recommended that the Board add 2 new members, Barbra Richards and Mark Francis. This matter was tabled until after next week's meeting.

#### 2. DRC Committee

Nothing to Report

#### 3. Events Committee

Nothing to Report

#### 4. Garden Committee

No Report

#### 5. Nominating and Elections Committee

The N&E submitted unapproved minutes to the HOA Office and met on January 15<sup>th</sup> and 21<sup>st</sup>. A call for candidates mailing will be sent out soon. There are 4 openings on the Board of Directors for March 2008 and Homeowners are needed to volunteer to serve on the Board of Directors. As per last year, a "Meet the Candidates Night" will be scheduled for March so that Owners can meet and ask questions of the candidates prior to voting.

**MOTION: The 2008 Election will be by mail in balloting. Ballots must be received in the HOA Office by 4:00 p.m. on March 24, 2008, via US Mail or hand delivery.** The motion was seconded and approved by all.

There will not be voting at the meeting all ballots to be counted must be mailed or dropped off prior to the set deadline. Counting of the ballots will take place on March 24, 2008 and conducted under the supervision of the Nominating and Elections Committee.

6. Dog Park Ad Hoc Committee  
Research is being done to determine if the residents of Civano want a dog park, where the park could be placed, and how much it would cost the HOA to install and maintain a dog park. The Committee will make a report of their findings at a future Board Meeting.
7. Neighborhood Association  
The NA has suggested that informational kiosks be placed near each of the community's mailboxes to house information that would otherwise not make it to the residents. They supplied a graphic of the proposed structures and said that they checked with the US Post Office and they do not have an issue with the installation of the kiosks.

**MOTION: Authorize up to \$1000.00 to build signs contingent upon DRC Approval.** The motion was seconded and approved by all.

- B. Landscaping Report  
Mr. Shipley reported to the Board and those in attendance the activities of the Nursery since the last meeting and stated that additional personnel is required to keep up with the maturing landscape and additional landscaping that Pepper Viner and Doucette intend to install. The addition of a crew member would run about \$45,000.00 per year.

It was suggested that the HOA should consider going out to bid for the landscaping contract once the new common areas become HOA responsibility.

- C. Manager's Report
  1. Bid for Pathway Lighting Repair  
The HOA Electrician suggested that the Board install small solar lights along the pathway between Civano Blvd. and the Tennis Court/North Pool area between lots #37 and 38. The Board reviewed their choices.

**MOTION: A motion was made to accept Carole Electric's proposal to install small solar rock lighting fixtures along the pathway between the office and the North Pool area. The amount not to exceed \$1,000.00.** The Motion was seconded and approved by all.

2. Pool Cover Drains  
Ms. Hamblin reported that Cover Pools, the installers of the automatic pool cover at the South Pool strongly recommended that 2 additional drains be put in the pool cover housing unit to avoid flooding and eventual destruction of the new pool cover.

**MOTION: A motion was made to have Oasis Pools install 2 more drains in the pool cover housing unit with the amount not to exceed \$1000.00.** The motion was seconded and approved by all.

3. Lighting Repair in Phase II  
Carole Electric submitted a bid to fix the photo cells in Phase II. The wiring was done differently in Phase II than in Phase I and it was noted that Phase I has problems with lighting very seldom. This repair will make the lighting in Phase II more efficient and lights will not burn out as quickly.

**MOTION: A motion was made to have Carole Electric repair reconfigure the lighting in Phase II to match the more effective lighting in Phase I in the amount of \$1563.20.** The motion was seconded and approved by all.

## VIII. BOARD BUSINESS

### A. Regenesis Subscription

Regenesis is an HOA industry website that offers many solutions to typical HOA problems and also tips on how to be a well run and fair Homeowners Association. The cost to join the website and access many of their more useful information is \$99.00 per year. The Board agreed to purchase one year's subscription and see how useful the website is to the HOA.

### B. Landscaping Around Voyager Homes

Councilwoman Shirley Scott's Office is researching this matter and will report to the Board who is ultimately responsible for the installation of decomposed granite and plants in the Voyager Homes area off of Richard Ashley Circle between the back walls and the streets.

### C. Speed Bumps

Speeding in Civano is a problem just as in all other neighborhoods in Tucson. Homeowner Steve Kimmie-Hea contacted the city to see how to go about installing speed bumps. He discussed the options and the processes by which speed bumps are installed and will report back to the Board with any new information or suggestions.

### D. Maintenance Projects

#### 1. Reflective Paint on Entrance Curb

Mr. Levine purchased reflective paint and painted the curve on the south side of the north entrance off of Houghton and Civano Blvd. so that homeowners and guests can see the turn after dark. Ms. Hamblin will reimburse Mr. Levine for the paint and other associated costs if any.

#### 2. Saguaro Turnstile Clean Out

This matter was addressed earlier in the agenda and Civano Nursery agreed to perform the work.

### E. Eroding Fingerway and Lighting on Thunder Sky Way

A homeowner approached the Board requesting that the eroded pathway behind his house be repaired. The Nursery noted that the erosion was caused by water draining off of the Homeowners own lot and that in accordance to our governing documents, the Homeowner is responsible for the damages caused by the flow of water off of his property. For an experiment the Board authorized Civano Nursery to pick a similar pathway and make all the necessary repairs to stop or inhibit the erosion. The Nursery will then report back to the Board if the repair was successful, what was done to make the repair, and how much it would cost the HOA should the decide to make other such repairs in other problematic areas.

### F. Lighting on Thunder Sky Way

A Homeowner complained that there are not street ballasts on Thunder Sky Way like on other streets of Civano and he stated that there is electric conduit buried along the north portion of Thunder Sky Way that could easily be tapped into. Ms. Hamblin stated that this information was relayed to the HOA's electrician and he firmly stated that no such conduit exists but said that there may be a sleeve underground which the Homeowner confused for conduit. He further stated to light Thunder Sky similarly to Civano Blvd. would costs upwards of \$30,000.00. The Board will not discuss this matter further as it is cost prohibitive and the builder did install all of the city approved and required lighting. During this discussion it was also noted that not all of the mailboxes in Civano were lighted and the fact that the ones on Thunder Sky Way aren't is not an issue.

### G. Action In Lieu (AIL) Ratifications

1. Add New DRC Member—The Board approved via AIL the appointment of Casey Stockdale to the DRC.
2. Board Resolution to Allow All Parcel/Lot Owners to Vote Regardless of Status—The Board approved by AIL a motion to allow all Civano 1 Neighborhood 1 Homeowners to vote regardless of status. This decision was made in keeping with past elections where Homeowners were not barred from voting for being delinquent or by having an open violation record.

**VIII. NEXT MEETING—February 26, 2008 @ 7:00 P.M. in the Activity Center**

**IX. ADJOURNMENT**

**MOTION:** To adjourn the meeting at 10:15 PM. Motion was seconded and passed unanimously.