

**Civano I, Neighborhood I Homeowners Association**  
**Meeting Minutes**

**APPROVED**

**Date:** July 7, 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 7:05 PM.

**II ROLL CALL**

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

**Absent:** Lee Rayburn

**Cadden Community Management:** John Rice, and Cynthia Valencia. Minute taker: Norene Hain

**III PRESIDENT'S STATEMENT.**

Mr. Shipley started the meeting by introducing the new manager Cynthia Valencia to the homeowners. Ms. Valencia said she was happy to be here and told the homeowners she was looking forward to meeting them. She said they should feel free to come into the office and introduce themselves.

**IV OPEN FORUM/ HOMEOWNER INPUT**

- A homeowner handed over the flag bought by Mr. Shipley that had been flown on Memorial Day at Civano. It was decided to wait to fly the flag daily until pole lighting was in place. The plan is to use a solar light to light the pole. The flag was handed to Mr. Shipley to be stored until the flag pole light is in place.
- A homeowner suggested that the association should consider doing the Annual Meeting voting electronically. She handed the Board an article on this subject. The cost is not known at this time but can be researched.
- A homeowner requested the installation of a back-board for the tennis courts. Mr. Shipley said this would be researched. The homeowner offered to do the research.
- A homeowner wanted like to know why the responsibly for the tree trimming had been changed from the association to the homeowner. She also asked that changes be sent out to homeowners so they were aware of them. It was explained that this subject would be coming up later on the agenda. Also that any pertinent information would be put either in the newsletter or on the Civano website.

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- A homeowner had been asked by the teens when a request for a new person to conduct the Teen Night would be placed in the newsletter. Response -- the newsletter is being work on at the moment. She also wanted to know what is happening about the replacement of plants that were damaged over the past few years. She felt one area should be done soon. She also noted small blue flags had been placed around the community and what they were for. A Board member said they were working on this and took the address of where the homeowner felt the trees should be replaced. He did not know what the blue flags were for but would find out.
- A homeowner requested that the Wild Life Corridor adjacent to her home be enhanced with more desert plants. Some homeowners had planted trees and plants out of their own pocket after obtaining permission from the Board, but felt the association should plant more. A Board member replied that this area had been the responsibility of builder Pepper-Viner and, when asked, they said they had planted all the plants they were going to plant. Since the association has now taken over the area in question, the cost of adding more plants would have to be paid by the association. This would need to be placed on the budget. The homeowner suggested the association plant a few trees each year until this area has enough plants. It was determined that Civano Nursery would submit a proposal for additional landscaping in this area.
- A homeowner expressed concern at the amount of Russian thistle growing within the community on the vacant lots and would like to see it removed. Mr. Shipley said that Pepper-Viner has said they will take care of their lots, but as yet Doucette has not replied.
- Board member Levine thanked all homeowners who helped with the July 4<sup>th</sup> celebrations.

### VI APPROVE MINUTES

One correction was needed to the May 26, 2009 minutes.

Approval of Minutes for May 26, 2009

**Motion to approve, seconded -- unanimously passed.**

The Special Meeting minutes for June 2, 2009 were approved.

Approval of Minutes for June 2, 2009

**Motion to approve, seconded -- unanimously passed.**

**Action item** -- After some discussion it was decided that minutes of Board meetings would be posted **unapproved** on the website within 5 business days of each meeting, but after review by the Board two Board members had reviewed them first. Management will expedite. A homeowner would like the Board Synopsis of the meeting posted on the website continued as previous. The Board agreed.

Approval of posting the meeting minutes within 5 business days of a meeting.

**Motion to approve, seconded -- unanimously passed.**

- ### VII TREASURER'S REPORT
- A report was made by Board Treasurer Mark Levine. Mr. Levine reported the CD's are earning a good return of around 3% which, under the present climate, is good. He reported that one of the builders is behind with their dues but this should be taken care of within the next 5-6 weeks. Once this is paid the association would be in good shape.

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## **VIII ACTION ITEMS**

### **A. Approval of Association Insurance Policy**

Copies of the insurance bids were attached for the Boards review. After reviewing the bids the Board decided to change to CAU. Discussion followed on raising the D & O coverage to \$2 million and the employee dishonestly policy to \$500,000. It was pointed out that this is a three year policy so the cost will not increase unless changes are made to the policy.

Motion to accept the CAU policy bid and raise the D & O coverage to \$2 million for a total annual premium of \$7,791.00.

**Motion to approve, seconded -- unanimously passed.**

### **B. Approval of a Reserve Study**

Three bids were attached for the Boards review. A Board member explained to the homeowners what a Reserve Study is. After review the Board decided to select The Felix Group to conduct the study. They should have the report back in time to help with the 2010 budget.

Approval for Felix Group to conduct a Reserve Study for the amount of \$3,640.

**Motion to approve, seconded -- unanimously passed.**

### **C. Approve Golf Cart Repairs.**

After reviewing two quotes for this repair the Board decided to have Classi-Carts conduct the repairs on the golf cart.

Approval for Classi-Carts to affect the golf cart repairs.

**Motion to approve, seconded -- unanimously passed.**

### **D. Approve Amendment to Janitorial Contract**

It was proposed by management to add additional Wednesday hours to the janitorial contract. A revised but un-ratified contract was reviewed. Some adjustments were requested.

Approval to amend the janitorial contract, including the adjustments.

**Motion to approve, seconded -- unanimously passed.**

### **E. Approve a Reservation Policy that will apply to association Facilities**

A proposed Facility Reservation Policy was reviewed. Several questions were raised. If reserved and they allowed other homeowners to use the activity center then the fee did not apply but if it was of exclusive use then the \$50.00 non refundable user fee applied.

It was suggested that this item be first forwarded for review to the Rotunda Committee can review it,

Approve referral of this item to the Rotunda Committee and that the Committee report back at the August Board meeting.

**Motion to approve, seconded -- unanimously passed.**

### **F. Consider Amendment to Resolution #06-01**

A discussion ensued regarding responsibility for the tree maintenance in the community. There was apparent lack of clarity on which trees in certain locations were either association or lot owner responsibility to maintain. A history of tree maintenance was described by President Shipley and owners commented on their findings and their understanding of the issue to date. After further discussion it was

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determined that Mr. Shipley and Mr. Price would draft a clarifying article on this subject in the near future for distribution.

### **IX REPORTS**

#### **A. Committee Reports**

##### **1. CC&R Committee**

No report at this time.

Approve Mark Francis as Acting Chairperson to the CC&R Committee.

**Motion to approve, seconded, unanimously passed**

##### **2. DRC Committee**

The DRC Chair gave a brief report and referred to the minutes of the DRC meeting in the Board packet.

##### **3. Event Committee**

The report was read to the meeting. The Civano 10-year celebration is coming this fall and funds will be needed, as budgeted, to purchase Celebration items. The Board approved the purchases from this budgeted amount.

Gino of Sun Signs attended the meeting and presented the bid for refurbishing 3 signs in Civano that had been discussed at a previous meeting. The cost for this work had already been approved. It was hoped the work will be completed by the next meeting in August.

The sign by the Rotunda is broken and should be removed. Mr. Shipley offered to have his crew remove it.

Approval allowing the landscaper to remove the broken sign.

**Motion to approve, seconded -- unanimously passed.**

##### **4. Garden Committee**

No report at this time.

##### **5. Responsible Pet Ownership Committee**

No report at this time

##### **6. Dog Park Committee**

A report was presented at the meeting regarding a proposal for the future installation of a Dog Park. The committee has been working on a survey of homeowners and reported that 64% of homeowners who responded to the survey approved establishing a dog park. The Committee described its work to date, and considerable discussion took place. Finally it was determined that the committee needs to find out if the land intended for the Park has any limitations or restrictions on such installations.

##### **7. Nomination and Election Committee**

No report at this time.

##### **8. Rotunda Steering Committee**

No report at this time. More information will be reported at a future meeting.

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### **9. Landscaping**

Report was read by Mr. Shipley. This included replanting and placement of landscaping rock which has become overgrown over the last few years.

After some discussion it was decided to table this item until bids for this work can be obtained.

### **10. Neighborhood Association**

No report at this time.

### **11. Manager's Report**

A copy of the manager's report was attached to the Board packet for the Board's review. Mr. Price said he had conducted a test site-tour using the new guidelines but no letters were sent. He plans to conduct a full enforcement site tour with Ms. Valencia next week.

**X**

### **ADJOURNMENT**

Meeting adjourned at 10:02 PM.