

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

Date: October 23, 2007
Time: 7:00 PM
Location: HOA Activity Center

I. CALL TO ORDER

The meeting was called to order at 7:09 PM.

II. ROLL CALL

George Luis, Les Shipley, Mark Levine, Lee Rayburn and Sean Purdy were all present at the meeting. There are two vacant positions on the Board.

III. QUORUM

Quorum was established to conduct an official meeting.

IV. APPOINT DIRECTORS TO THE BOARD

Mr. Luis stated that the Board spoke to several candidates the previous Saturday. Mr. Levine and Mr. Purdy feel that someone should be appointed to the Board at tonight's meeting. Mr. Rayburn stated that while he feels that there were four qualified candidates, he would propose that the Board invite more people to volunteer. The Board agreed to hold a meeting November 5th at 7:00 PM in the activity center to allow any other interested parties to come and speak to the Board. Mrs. Hamblin will mail a postcard announcing this meeting and its purpose.

Mr. Luis stated that the Board has discussed the CC&R Committee and the Design Review Committee and intends to interview candidates to sit on these Committees at the meeting November 5th.

The Board will table the appointment of the Board Members for a later meeting.

V. HOMEOWNER INPUT

Annette Herron stated that she has a petition signed by some homeowners for the Board to employ an independent CPA firm, not conflicting with Cadden Community Management or the builders, to go over the Associations finances. She also stated that it is becoming a normal occurrence for HOA's to employ CPA's to do the financing for the Association. The petition was passed to Ms. Hamblin.

Jim Kelly asked the Board permission to allow the use of the Activity Center for morning coffee and donuts for Homeowners Monday through Friday from 6:00 AM to 8:00 AM.

MOTION: To approve the morning coffee club. The Board also approves up to the amount of \$500.00 for supplies for this event to start. After that the club should be self sufficient. Motion was seconded and passed unanimously.

Grisela Koeppen read a letter requesting the Board to provide funds to purchase supplies for a pumpkin decorating party they are having on Sunday for the kids.

MOTION: To reimburse up to \$500.00 to purchase supplies for the pumpkin decorating contest. The Board asks that any unused plates and cups be given to the morning coffee club. Motion was seconded and passed unanimously.

Joan Tober stated that she is representing the Civano Advocacy Group. She forwarded the minutes of their meeting yesterday at 8:00 AM and asked to be put on the agenda but it was too late to be added to the agenda. In an effort to expedite the meetings and be more productive they took several issues and compiled it into one report. The Group requests there is an audit of the Association finances. In addition they ask for a rewrite of the CC&R and By-Laws. They ask that there be enforcement of the Committees' charters. They also ask that the Board take initiative about the landscaping at the Voyager Homes. Mr. Luis thanked her for the input and the Board will take it under advisement.

MOTION: To send all additions to the agenda at least two weeks prior to the Board meeting. The can be done by fax, hand delivery or e-mail to Ms. Hamblin at the HOA Manager's Office. Motion was seconded and passed unanimously.

MOTION: To provide an agenda at least seven days prior to the meeting. Motion was seconded and passed unanimously.

Andrew Speaks stated that he would like to thank the Board for the solicitation signs at one of the entrances. There are now two entrances that need to have the same signs put in.

MOTION: To authorize having two more signs installed at the remaining entrances. Motion was seconded and passed unanimously.

Andrew Speaks stated that there is a home that is being built on Zenith that has some concrete that is missing. Mr. Shipley stated that it is his home and it is Fannie Mae's obligation.

MOTION: To send a letter to Rick at Fannie Mae to fix the sidewalk problem. If he cannot do it he needs to tell us why. Mr. Shipley stated that he would like to handle the situation. The rest of the Board agreed. He has spoken to Rick and he has agreed to do it. Motion was rescinded.

Diana Watson stated that she has two candidates for the CC&R Committee. The Board requests that they submit their names to Ms. Hamblin.

Bob Small stated that the Aging in Community Group has been trying to get a sound system. He was curious if the Board would allow other people to use the sound system purchased for the Board meetings. Mr. Luis stated that the Board purchased the sound system for the Community. It is for use of the Civano residents and to see Ms. Hamblin at the Manager's Office about checking it out.

Mr. Small asked for an update on the lights on Civano Blvd. Mr. Purdy asked if Pepper Viner had plans to put in lighting at the Civano entrance. The Board could investigate perhaps an entrance sign. Les stated that there is no power to that area. There was suggestion of reflective tape or solar power lighting. If anyone has ideas please let the Board know. Ms. Tober stated

that Houghton road will be changing so the Board may want to take that into consideration. Discussion ensued regarding possible damage to the system. Mrs. Tobar stated that the sound system was discussed at the last meeting and someone was to get in touch with Mr. Small regarding this issue, this was not done. She suggests that the system be sold to the Aging in Community Group for the amount of \$600.00 which is what they were given as a grant to purchase their own system. Mr. Rayburn does not feel comfortable selling a \$3,000.00 system for \$600.00, the rest of the Board agreed.

MOTION: To make available the sound system to the members of Civano for Community use with the exception that the guidelines for the use be followed. Ms. Hamblin will draft guidelines for using the sound system. The system can only be used within the Community unless specifically authorized by the Board. Motion was seconded. Discussion ensued. Motion passed unanimously.

A Homeowner stated that a trench was dug across the road in front of his home some time ago. There is now a dip in the road which they have filled with gold colored sand. Mr. Shipley stated that he agrees with him and they would be please to fix the problem.

A Homeowner asked if there was an update on the status of the transfer of deeds to Civano. Mr. Purdy stated that he has had several conversations with Fannie Mae's attorney and he assured him that they are in the process of doing this. They are trying to make sure that there are no issues with the City of Tucson releasing assurances. They consider this set of buildings (buildings around the activity center) a condominium which includes an AC that serves all the buildings here. There is a parcel that they are trying to decide if they want to deed to Civano, the Board is unsure that they are willing to take it. The attorney has told him that they are creating all the legal documents for each common area that has to be done. The attorney was leery of giving a certain date to him but he feels it would be completed by the end of the year.

A Homeowner asked if there is a Christmas party planned. Mr. Purdy stated that on the postcard it should be suggested that the Board is looking for people to serve on the Events Committee.

Walter Joyce stated that there was discussion about blind spots caused by over grown vegetation throughout the community. Mr. Shipley has given the Board the idea of re-landscaping problem areas because the shrubs are at maturity. He feels that the current vegetation should be replaced with smaller vegetation. Mr. Purdy suggested doing a walk around the Community to get an idea of what should be done. Mr. Purdy feels that the Board should review the paving plan as well. He suggests that the Board arrive at the meeting early so as to review the maps and do a walkthrough.

MOTION: To have the Board meet at 5:00 PM on Monday November 5th for the express reason to review at the plans necessary and take a walk around the Community. Motion was seconded. Discussion ensued. Motion passed unanimously.

Mr. Luis stated that any e-mails for input that need to be seen by the Board must to be sent to Ms. Hamblin in order to create a record for the Community.

VI. APPROVAL OF MINUTES

MOTION: To table the approval of the September 25, 2007 Board of Directors meeting minutes until a later date. Motion was seconded and passed unanimously.

VII. FINANCIALS

A. Treasurer's Report – Mark Levine

Balances as of September 23, 2007 are as follows:

Operating Account \$47,987.00

Reserve Account \$338,137.00

Operations / US Bank \$41,022.00

Reserve / US Bank \$67,300.00

Money Market / US Bank \$87,785.00

Money Market / Commerce Bank \$51,200.00

Money Market / Community Association Bank \$50,663.00

12 Month CD / Community Association Bank \$31,187.00

8 Month CD / Community Association Bank \$50,000.00

Garden Account / US Bank \$6,487.00

It is proposed that we purchase a copier for the HOA. Mr. Levine has received bids for a Ricoh in the amount of \$2,400.00, a Minolta for \$5,000.00 and a Cannon for \$1,600.00. This is tabled for more information.

VIII. REPORTS

A. Committee Reports

CC&R Committee

The Committee had a meeting on Thursday, there was not a quorum at the meeting so there is no report at this time. There are two people that have expressed a desire to be on the Committee. They will be asked to come to the interview on the 5th. If they cannot attend then she will ask them to write a short paragraph that can be read at the meeting.

B. Landscaping Reports

There is no report at this time.

C. DRC Committee

There is no report at this time.

X. BOARD BUSINESS

A. Nominating and Elections Committee Report Summary

The Committee performed an after action review and submitted a report to the Board, this is available for review in the HOA office. The Board would like to thank Jennie Lending and the Committee for their post election review. The Board has contacted the HOA attorney and requested that changes be made to the By-Laws per the recommendation of the N&E Committee report. The Board agreed to obtain the League of Women Voters for the 2008 election. The Board has discovered that Civano HOA is the only association that uses an outside firm to preside over the voting process; the Board may consider doing it internally in the future. The Board will install a new Nominations and Elections Committee 120 days prior to the annual election, previously this was 90 days. The Board will follow established precedent and rule that all property owners of record at the time of an election shall be eligible to vote; however candidates for office must be in good standing. The Board supports

providing the Nominations and Elections Committee with appropriate support, and will discuss this in more detail with the newly installed Committee.

The Board will be asking for volunteers to at the meeting on November 5th to serve on the Board, Nominations Committee, DRC Committee and CC&R Committee.

D. 2008 Annual Meeting and Elections Preparation

1. By-Law Amendment

This was discussed in the Nomination and Election Committee report.

2. N&E Committee Guidelines for 2007-2008

This was discussed in the Nomination and Election Committee report.

C. Landscaping Responsibility on Renewal

Mr. Shipley stated that Renewal Lane was never addressed by the developers when it came to landscaping the common areas. The only common areas that were addressed were the four drainage channels. In 2001 Mel Black told him that there were no trees in that area. They came up with a plan, which was done in two phases, to provide trees and shrubs on the outside of the walls. There were 90% of the signatures needed to allow them to dig underneath each wall and tap into existing residential irrigation to water a tree that would be on the outside of the wall. Fannie Mae provided the money for the trees and shrubs as well as DG and Rip Rap. Since then the trees and shrubs have grown and need to be maintained. There is nothing in the agreement that was written that states that the HOA would maintain the trees. When Civano Nursery goes back to spray for weeds in that area, those homeowners get offended that he has sprayed the weeds on their property. The trees have not been pruned because the HOA does not own the trees. To maintain the trees and shrubs it would be a nominal fee. Mel Black stated that on the website it states that Civano Nursery would maintain all the trees within Civano. Along the houses, even up against the houses, there was landscaping put in. He would like to compliment the Nursery for trimming the trees in the common areas; however, the trees are overgrowing the roads. The original agreement was to allow them to plant the trees and shrubs; there was no provision for maintaining it in the future. Mr. Luis would suggest that they authorize the nursery to prune the trees. It is unclear who actually owns the property where the trees and shrubs are. It is known that Bednar did not take the walls to the property line. It is a complex issue and it will require the board to look deeper into this and it may involve a release from each of the owners in the area, and possibly hiring a surveyor. Ms. Tober stated that it is something that can be done and recorded if they deed an easement to the association. Francis stated that there are several irrigation leaks behind his home that has caused damage to the landscape. Mr. Luis stated that this is the first he has heard of water main breaks causing damage to landscape. Mr. Shipley stated that the damage was caused by the runoff from a water line break; the water department came in and repaired it but did not fix the landscaping. If anyone has any landscaping issues, please bring them to the attention of the Community Manager so they may be tracked. Mr. Black stated that he is willing to go to all the neighbors and get permission from them to allow the HOA to maintain the area. Mr. Luis stated that there are areas outside the walls which are private property and there may be liability.

D. Shade Structure Bids – Grisela Koeppen

Grisela Koeppen provided an e-mail to the Board for options on shade structures. The Board previously discussed the possibility of installing shade structures over the picnic tables to make them usable throughout the year. There has been no action taken and it is something

that the Board will need to address again. The Association still has not received authorization from Fannie Mae to proceed with the shade structure over the tot lot.

XI. NEXT MEETING

There will be a November 5th meeting at 7:00 PM in the activity center.

The next Board of Directors meeting will be the held November 23, 2007 at 7:00 PM, in the activity center.

X. ADJOURNMENT

MOTION: To adjourn the meeting at 9:38 PM. Motion was seconded and passed unanimously.