

## MINUTES

Catalina Foothills Estates No. 9 Association  
Catalina Foothills Church classroom area  
2150 E. Orange Grove Road, Tucson, AZ  
[Cat9.org](http://Cat9.org)

**Meeting Date: December 16, 2019**

**Directors Present:** Tung Bui, Sherri Durand, Teri Ellen, Diane Frank, Pat Griffin, Larry Ivy, Nancy Kay, Paul Schwartz, Joyce Su

**Directors Absent:** none

**Guests present:** Kevin Paulus (approving architect), Evan Eglin (Green addition architect), Rhonda Rowlette (owner)

**Call to Order:** The President, Pat Griffin, called the meeting to order at 7:05 pm.

**Quorum:** The President declared a quorum.

**Minutes:** The Board approved the meeting minutes from the November 4, 2019 annual meeting of the members and directors.

**Election of Officers.** Pat Griffin was re-elected President, Sherri Durand was elected Vice President and Secretary, and Joyce Su was re-elected Treasurer.

**Treasurer Report.** Joyce Su, Treasurer, distributed the Proposed vs. Actual budget for 2019 through November 29, 2019. Fiscal year begins Feb 1. Interest in the savings was \$1.75. Paid monthly dues for roads of \$375/month. Storage is \$79/month. Checking has a balance of \$21,651.16. Savings has a balance of \$71,146.15. Planned Income was \$13,525 and actual income was \$13,940. Planned Expenses were \$13,525 and actual expenses were \$2,139.43 due to the repaving being re-scheduled to 2020. There is one delinquent owner who will receive an invoice for both 2019 and 2020 due to an issue with proof of payment.

**Calendar Report.** Nancy Kay read the calendar report. She reported that some directors do not have board books. No audit committee is needed since the treasurer was re-elected. The Board approved the donation to the church. Bank cards exist for Pat and Joyce already. Sherri reserved the meeting room dates for 2020.

**Registrar Report.** Diane Frank reported that one home was likely to be pending soon.

**Roads & Landscaping Report.** Larry Ivy met with the landscaping company to highlight debris needing removed and trees trimmed. Larry is evaluating the scope of work, hourly rates, schedule, and overall effectiveness of contractor since the contract renews in February. Larry voiced concern that a couple months have passed without debris being promptly removed. Pat cautioned that while the HOA has a 10-foot easement, the land owner still needs to be contacted and consent to any trimming. Larry also reported that Tucson Asphalt will inspect the roads mid-April for a mid-May schedule of road re-sealing. Pat suggested reviewing the contract for Tucson Asphalt to ensure that the scope of work meets our needs for crack repairs and common areas. Larry to provide the 5-year road maintenance plan to the board at the next meeting.

**Neighborhood Watch.** Tung Bui reported suspicious activity by a red truck license number CBD6061 and cautioned owners to be aware. Suspicious activity by a Penske's rental truck was also mentioned in the neighborhood.

**Architecture Report.** The board reviewed the Green new addition project with the Green's architect and with Kevin Paulus, CAT9 current approving architect. There was discussion of updating the septic system currently encroaching into the utility easement. The Green's architect provided preliminary renderings. No action was taken and no approval was granted. **The Green's need to re-submit the final set of full drawings for board approval prior to proceeding to construction.** **To add to February agenda for re-review upon receipt of final plans.**

#### 4. Old Business

- A. Comcast/Tucson Asphalt patch on Altos Segundo – see above
- B. Fee Schedule finalization – move to February BOD meeting
- C. Overall enforcement of delinquent dues and compliance – directors agreed that owners should receive written notice of any approvals, and that notices should be sent to those who are not in compliance. Owners are responsible for keeping the board updated on the status of construction.
- D. McElwain Remodel compliance – no updates. Pat has action to review with owner.
- E. Green/Lee Landscaping – Green studio addition – see above
- F. Gervickas yard compliance – need formal request from homeowner to board.
- G. Gervickas tree removal update – need update on vegetation follow-through.
- H. Bryant/Morris Tree update- no action; neighbors to resolve between themselves
- I. Obrien flashing update – construction update needed. Paul has action.
- J. Mailbox lettering update -discussed that upkeep for mailboxes is owner's responsibility; Pat to see whether contractor available to assist with re-painting

5. New Business

- A. Volunteers for Calendar – Sherri volunteered to help Nancy
- B. RES Recycling process update – Diane to provide update in April when rules are revised
- C. Speed monitoring on Skyline/supervisor meeting – no update
- D. Donation to church for holidays – board approved \$50
- E. Neighbor comment on Lot 70 (Laman) – cease construction letter to be sent

6. **Next Meeting, Action Items, and Agenda.** The next BOD meeting is to be held on January 6, 2020 at 7 pm. Attached below please see action item list.

7. **Other Business / Concerns / Announcements.**

- The Board discussed that they would like a quarterly newsletter. The next supper club will be co-hosted by Anne and Bob Segal, Chris and Al Ciasca and Rita on January 5, 2020. Owners should contact [Louise618@gmail.com](mailto:Louise618@gmail.com) to be added to the invite list. More details to come in the newsletter.
- The Board discussed creating a document library for forms and template notices.

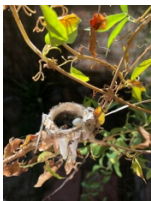
8. **Adjournment.** The meeting was adjourned at 9:25 pm.

Submitted on behalf of the board,

*Sherri Durand*

Sherri Durand

Vice President and Secretary



## CAT9 BOARD ACTION ITEMS

### As of December 16, 2019

	<u>Date Added</u>	<u>Action</u>	<u>Responsibility</u>	<u>Due</u>
1	NOV 2019	Mailbox lettering – contact Murphey trust to obtain contractor	Pat	FEB
2	DEC 2019	Provide copy of 5-year road plan developed by Pat and Bob	Larry	JAN
3	DEC 2019	Review / draft scope for landscaping services	Larry / Sherri	JAN
4	DEC 2019	Tucson Asphalt contract review	Larry	JAN
5	DEC 2019	Fee Schedule finalization	Pat	FEB
6	DEC 2019	McElwain – check status of construction	Pat	JAN
7	DEC 2019	Laman - Cease construction letter	Paul / Sherri	JAN
8	DEC 2019	Obrien - Cease construction letter	Paul / Sherri	JAN
9	DEC 2019	Donation to Church	Joyce	DEC
10	DEC 2019	Template compliance letters	Sherri	FEB
11	DEC 2019	Recycling rules / update for April meeting	Diane	APRIL
12	DEC 2019	Newsletter	Teri, Sherri, Joyce	Quarterly
13	JAN 2020	Year-end financial report	Joyce	FEB
14	JAN 2020	Dues assessment notices	Joyce	END JAN