

Catalina Foothills Estates No. 9 Association
Meeting of the Board of Directors
MINUTES
www.CAT9.org

<u>DIRECTORS</u>	<u>OFFICERS</u>	<u>SPECIAL ASSIGNMENTS</u>
Jessica Andrews	Greg Sciabica	PRESIDENT: Joyce Su
Nancy Kay	Anne Segal	VICE PRESIDENT: Jim Ponzo
Jeff Landers	Conni Struse	TREASURER: Jim Ponzo
Jim Ponzo	Joyce Su	SECRETARY: Conni Struse
Karin Sawtelle	Adam Watters	Newsletter: Teri Ellen Webmaster: Dick Bryant

Meeting Date: **March 11, 2024**

Directors and Officers Present: Jessica Andrews, Jeff Landers, Jim Ponzo, Karin Sawtelle, Anne Segal, Conni Struse, Joyce Su

Directors and Officers Absent: Adam Watters, Gregg Sciabica, Nancy Kay

Guests Present: Diane Frank, Jody Ponzo, Craig Sawtelle, Yonatan Kurland

1. **Call to Order.** A quorum was established, and the meeting was called to order at 7:12 pm by the President, Joyce Su.

2. **Approval of the Minutes.** Karin made a motion to approve the minutes of the Board of Directors Meeting on February 12, 2024, seconded by Jessica. Unanimously approved.

➢ Motion carried.

3. **Owner Comments.** None.

4. **Reports and Actions**

a. **Treasurer's Reports.** Jim reported that there is \$53,607.10 in the checking, and \$6,571.78 in the savings account. Eleven homeowners have not paid their assessment fees this year. Jim prepared the tax return, and \$778 will be owed. Jim suggested that the Board consider charging a returned check fee for administration time and effort.

b. **Roads and Landscaping.** Committee chair not present. Jeff and Jim will attempt to contact the chairman. Jessica, Jeff and Jim will help with the committee.

c. **Architecture.** No new requests for review. Jeff altered the form to make it fillable, and he will forward it to Joyce for an edit on the checkbox.

d. **Compliance.** Karin got a report for a property on Solaz Cuarto that had a pile of yard debris. She talked to the homeowner, and he told her that it was a pile of mulch for future landscaping. A homeowner had stolen mail and needed to close his bank accounts. He was concerned that the payment for his assessment would be returned. The homeowner was asking for a variance to purchase a larger mailbox to allow for a locking insert.

Yonatan Kurland is a homeowner on Solaz Cuarto and spoke to the Board about his new driveway treatment. He hired a contractor to change his driveway surface from gravel that spills into the street. The contractor said the new surface of decomposed granite would compress over time and stay in place. A landscaper truck drove on the driveway after the rain and tracked mud down the street. Mr. Kurland is open to suggestions to remedy the problem.

e. **Resales.** Conni reported that there is one house on the market, 2325 E. Calle Los Altos, for \$1,169,000.

e. **Calendar.** Joyce reviewed the calendar.

5. **Old Business**

a. **Website Survey.** Anne Segal submitted her resignation from the Board. Jody Ponzo volunteered to draft a survey.

6. **New Business**

a. **Storage Unit.**

(1) House Plans – The plans were submitted to the Board when the original home was built. The HOA is no longer required to keep them. We propose that we give notice to the homeowner that they can pick up their plans on a day and time appropriate.

(2) Trash Bins – Eleven bins available. Anne suggested that we offer them for free.

(3) Mailbox Poles – Three poles that are not needed.

(4) Corporate Documents – Karin will check on the legal requirements for retention of corporate documents.

Conni will draft a letter regarding disposing of the plans and trash bins. We would like to close the storage unit June 1.

b. **Corporate Transparency Act.** Corporations are now required to file an annual report regarding the beneficial ownership. Anne said that the issue is being challenged by the courts. The Board agreed that the HOA should not do anything at this time.

c. **Committee to Review Forms.** Karin prepared a spreadsheet of the forms on the website and looked at which minutes approved those forms. Jim and Karin have been collaborating on the project.

d. **Meeting Protocols.** Joyce presented the meeting protocols.

7. **Adjournment** – Meeting adjourned at 8:48 pm

NEXT BOARD MEETING: April 8, 2024

Submitted on behalf of the Board,

Conni Struse

Conni Struse, Secretary

ATTACHMENTS:

February Financial Reports
March and April Calendar
Meeting Protocols

FINANCIAL REPORTS

FEBRUARY 2024

CAT9 HOA Budget 2024_0229.xlsx

CATALINA FOOTHILLS ESTATES NO. 9				
<i>Budget Planned Vs Actual with Balance</i>				
2/1/2024 - 1/31/2025		AS OF 02/29/2024		
Income Category	Planned Income (2023)	Actual Income (2024)	Balance	Notes
Annual Dues - 2022 (\$300 x 130)	\$39,000.00	\$35,700.00	\$(3,300.00)	
Late Fees	\$195.00	\$135.00	\$(60.00)	
Disclosure (Transfer) Fees*	\$750.00	\$0.00	\$(750.00)	
Bank Interest**	\$0.60	\$0.16	\$(0.44)	Reduced due to Transfer
Other_1 (pmt & refund no rec bin +\$6-\$6)	\$0.00		\$0.00	
Other_2 (refund Assessment ov'pmt)	\$0.00		\$0.00	
Other Maint Mail Box (Lot 116)& T Can	\$0.00		\$0.00	
Total Income (without savings interest)	\$39,945.00	\$35,835.00	\$(4,110.00)	
Total Income	\$39,945.60	\$35,835.16	\$(4,110.44)	
Expense Category	Planned Expense	Actual Expenses (2024)		Notes
Taxes + Preparation	\$500.00	\$828.00	\$(328.00)	In house Prep 2024
Road Sweeping (Landscaper)***	\$1,166.40		\$1,166.40	No landscaper for 2023
Insurance	\$2,332.00	\$0.00	\$2,332.00	
Professional fees	\$2,500.00	\$0.00	\$2,500.00	
Rent (Storage Unit)	\$1,162.00	\$0.00	\$1,162.00	
HOA Meeting Room	\$200.00	\$0.00	\$200.00	
Office Supplies	\$100.00		\$100.00	
HOA PO Box rental	\$250.00	\$0.00	\$250.00	
Printing & Postage	\$600.00	\$0.00	\$600.00	
Website	\$102.00	\$0.00	\$102.00	8% for inflation on 2023 actual
Maintenance (signs/posts)	\$1,200.00	\$0.00	\$1,200.00	
Miscellaneous (admin)	\$100.00	\$0.00	\$100.00	AZ Corp Board HOA
Total Expenses	\$10,212.40	\$828.00	\$9,384.40	
Transfer to Road Maintenance Repair (Savings or other as approved)	\$29,732.60		\$30,000.00	Planned Transfer made 05/15/2024
Total Expenses + Transfers	\$39,945.00	\$828.00	\$39,384.40	**

* Assesment Refunds shown as net \$0 (- to income / + to expenses)

** Bank interest not included in budgeted expenses

Budget Plan vs. Actual

CATALINA FOOTHILLS ESTATES #9
 HOMEOWNERS ASSOCIATION
 FINANCIAL REPORT FOR:

P.O. Box #36225, Tucson, AZ 85740
 AS OF 02/29/2024

Total Assets = \$ 163,257.47

EQUITY POSITION	CHECKING 1139	SAVINGS 1269 (Road Reserve)	TOTAL
AS OF 1/31/2023	\$ 27,793.44	\$ 6,569.76	\$ 34,363.20
AS OF 2/28/2023	\$ 50,155.74	\$ 6,569.82	\$ 56,725.56
AS OF 3/31/2023	\$ 59,156.04	\$ 6,570.02	\$ 65,726.06
AS OF 4/30/2023	\$ 58,340.28	\$ 6,570.13	\$ 64,910.41
AS OF 5/31/2023	\$ 29,210.58	\$ 6,570.29	\$ 35,780.87
AS OF 6/30/2023	\$ 29,120.88	\$ 6,570.45	\$ 35,691.33
AS OF 7/31/2023	\$ 29,281.18	\$ 6,570.62	\$ 35,851.80
AS OF 8/31/2023	\$ 29,441.48	\$ 6,570.79	\$ 36,012.27
AS OF 9/30/2023	\$ 29,509.50	\$ 6,570.95	\$ 36,080.45
AS OF 10/31/2023	\$ 28,003.56	\$ 6,571.12	\$ 34,574.68
AS OF 11/30/2023	\$ 27,152.27	\$ 6,571.28	\$ 33,723.55
AS OF 12/31/2023	\$ 26,912.67	\$ 6,571.45	\$ 33,484.12
AS OF 01/31/2024	\$ 31,437.80	\$ 6,571.62	\$ 38,009.42
AS OF 02/29/2024	\$ 53,607.10	\$ 6,571.78	\$ 60,178.88

INCOME	DESCRIPTION	SOURCE	AMOUNT
INTEREST			\$ 0.16
Assessment	Check Deposits	SAVINGS ACCT	\$ 18,615.00
Assessment	Zelle	checking	\$ 4,500.00
		SubTotal	\$ 23,115.16
EXPENDITURES			
Storage Unit Rental	StorQuest	2/5/2024	\$ 89.70
USPS	Post Office Box	2/16/2024	\$ 256.00
Chargeback	Returned Assessment Check	2/21/2024	\$ 300.00
Chargeback	Returned Assessment Check	2/21/2024	\$ 300.00
			\$ -
			\$ -
Transfers			
Investment			
Misc			
Maintenance			
Insurance			
		SubTotal	\$ 945.70

Monthly Finance Report

A.R.S. 33-1806 Resales

MARCH 2024

ACTIVE LISTINGS 2024

Status	Lot	Address	Owner	List price	Realtor	MLS
NEW	71	2325 E Calle Los Altos	Laura Kane	\$1,169,000	Judy Smedes & Kate Herk Sotheby's	22403893

PENDING, CONTINGENT & CLOSED SALES 2023

Closing Date	Lot	Address	Buyer	Seller	Sales price	Fee paid	Title form provided	CAT 9 CC&R receipt received	Welcome Letter sent
7/10/23	49	6870 N. Solaz Cuarto	Yonatan D. Kurland and Katherine Dunne Kurland	Gregory S. Poucher and Patricia B. Poucher	\$1,175,000	Yes	6/29/23	7/1/23	6/30/23
7/31/23	26	6960 N. Solaz Segundo	Theresa A. West, Trustee	James and Mary Horvath	1,410,000	Yes	7/11/23	7/31/23	7/13/23
8/31/23	31	6901 N. Solaz Tercero	Joseph and Sheila Schifiliti	Deborah A. Meyers	\$1,923,800	Yes	8/3/23	9/5/23	8/7/23

Calendar

March and April 2024

MAR	Board	1-March Board meeting
MAR	Treasurer	Assessments - Send Past Due Notices + itemized accounting (add \$15 late fee per month)
MAR	Board	Review trash collection contract performance; obtain bids or renew contract
MAR	Secretary	Upload February approved minutes to Google Drive and website
MAR	Secretary	Draft Agenda and send board package for April meeting
APRIL	Board	1-April Board meeting
APRIL	Roads & Landscaping	Sweep roads – April
APRIL	Secretary	Upload March approved minutes to Google Drive and website
APRIL	Secretary	Draft Agenda and send board package for May meeting
APRIL	Treasurer	Ensure taxes filed and pay income taxes (federal and state) - roads and common areas
APRIL	Treasurer	Assessments - 3rd Past Due Notices sent (add \$15 late fee per month)