

# Catalina Foothills Estates No. 9 Association

## Meeting of the Board of Directors

### **MINUTES**

[www.CAT9.org](http://www.CAT9.org)

#### DIRECTORS

Nancy Kay                    Gregg Sciabica  
Jeff Landers                Conni Struse  
Jim Ponzo                   Joyce Su  
Karin Sawtelle              Adam Watters

#### OFFICERS

PRESIDENT: Joyce Su  
VICE PRESIDENT: Jim Ponzo  
TREASURER: Jim Ponzo  
SECRETARY: Conni Struse

#### SPECIAL ASSIGNMENTS

Newsletter: Teri Ellen  
Webmaster: Dick Bryant

Meeting Date: **October 28, 2024**

Directors and Officers Present: Nancy Kay, Jim Ponzo, Karin Sawtelle, Gregg Sciabica, Conni Struse, Joyce Su, Adam Watters

Directors and Officers Absent: Jeff Landers

Owners Present: Diane Frank, Jody Ponzo

**1. Call to Order.** A quorum was established, and the meeting was called to order at 7:07 pm by the President, Joyce Su.

**2. Approval of the Minutes.** Nancy made a motion to approve the minutes of the Board of Directors Meeting on September 16, 2024, seconded by Karin. Unanimously approved.

➤ Motion carried.

**3. Owner Comments.** Jody asked that people on the Facebook page “Like” the comments to expand the audience. Joyce will ask Dick to send a link for the Facebook page to the members. Neither Nancy nor Karin are members of Facebook.

#### **4. Reports & Actions**

**a. Treasurer’s Report.** Jim presented the financial reports for September 2024. There is \$32,171.94 in the checking account, and \$6,572.94 in the savings account. Jim will call the investment advisor at Edward Jones to discuss moving \$15,000 into a money market account or a CD. Gregg will check with Fidelity on their minimum investment and suggestions for the Association.

b. **Roads & Landscaping.** Adam will organize the landscaping and road cleanup for the first weekend in December. Several CDs mature in May in anticipation of resealing the roads next year.

c. **Architecture.**

(1) Griffin Ratley, Lot 121, 2424 E Calle Los Altos, requested approval of a solar panel project. The Board will review the plans for approval at the next meeting of the Board.

(2) A homeowner requested review of a plan to repair a fence and gate in their backyard. Jeff will advise the Board of the owner's name and address for the records.

d. **Compliance.** Karin has nothing to report.

e. **Resales.** Conni reported that the sales of two homes on Calle Los Altos closed, paid their fees and provided the property deeds. Conni is working on getting the acknowledgment forms signed.

f. **Calendar.** Nancy reviewed the calendar for October and November.

**5. Old Business**

a. The neighborhood watch meeting was held at Tung Bui's home. A Sheriff's deputy attended to present a talk regarding home safety and identity theft.

b. A search for a venue for an in-person annual meeting of the members of the Association will be pursued for 2025.

c. **Online Data Storage.** Jim created an account for the HOA with Box. The three officers have access to the documents.

d. **Website.** Jeff provided a link to a mockup for Board review.

e. **Locking Mailboxes.** Karin finished the article for the newsletter.

**6. New Business**

a. **Annual Meeting of the Members.** Joyce will prepare a power point draft by this weekend. Subjects for discussion: locking mailboxes, road sealing, improved website and Facebook page.

b. **October Newsletter.** Articles will address: Locking mailbox, annual meeting reminder, landscaping cleanup, potluck. All items need to be ready this week.

7. **Adjournment.** Jim made a motion to adjourn the meeting, seconded by Karin. Unanimously approved.

➢ Motion carried. Meeting adjourned at 8:20 pm.

NEXT BOARD MEETING: **November 4, 2024**

Submitted on behalf of the Board

*Conní Struse*

Conní Struse, Secretary

ATTACHMENTS:

Financial Reports

Resale Report

Calendar

# FINANCIAL REPORTS

SEPTEMBER 2024

CAT9 HOA Budget 2024\_0930.xlsx

CATALINA FOOTHILLS ESTATES NO. 9				
<b>Budget Planned Vs Actual with Balance</b>				
2/1/2024 - 1/31/2025		AS OF 09/30/2024		
Income Category	Planned Income (2023)	Actual Income (2024)	Balance	Notes
Annual Dues - 2022 (\$300 x 130)	\$39,000.00	\$39,000.00	\$0.00	
Late Fees	\$195.00	\$510.00	\$315.00	
Disclosure (Transfer) Fees*	\$750.00	\$300.00	\$(450.00)	
Bank Interest**	\$0.60	\$1.18	\$0.58	
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	
<b>Total Income (without savings interest)</b>	<b>\$39,945.00</b>	<b>\$39,810.00</b>	<b>\$(135.00)</b>	
<b>Total Income</b>	<b>\$39,945.60</b>	<b>\$39,811.18</b>	<b>\$(134.42)</b>	
Expense Category	Planned Expense	Actual Expenses (2024)		Notes
Taxes + Preparation	\$500.00	\$839.82	\$(339.82)	In house Prep 2024
Road Sweeping (Landscaper)***	\$1,166.40	\$0.00	\$1,166.40	No landscaper for 2023
Insurance	\$2,332.00	\$1,126.00	\$1,206.00	
Professional fees	\$2,500.00	\$0.00	\$2,500.00	
Rent (Storage Unit)	\$1,162.00	\$647.74	\$514.26	
HOA Meeting Room	\$200.00	\$0.00	\$200.00	
Office Supplies	\$100.00	\$26.55	\$73.45	
HOA PO Box rental	\$250.00	\$0.00	\$250.00	
Printing & Postage	\$600.00	\$274.76	\$325.24	
Website	\$102.00	\$94.99	\$7.01	8% for inflation on 2023 actual
Maintenance (signs/posts)	\$1,200.00	\$0.00	\$1,200.00	
Miscellaneous (admin)	\$100.00	\$10.00	\$90.00	AZ Corp Board HOA
<b>Total Expenses</b>	<b>\$10,212.40</b>	<b>\$3,019.86</b>	<b>\$7,192.54</b>	
Transfer to Road Maintenance Repair (Savings or other as approved)	<b>\$29,732.60</b>	<b>\$31,000.00</b>	<b>\$(1,267.40)</b>	Planned Transfer made 05/15/2024
<b>Total Expenses + Transfers</b>	<b>\$39,945.00</b>	<b>\$34,019.86</b>	<b>\$5,925.14</b>	**

\* 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 09/30/2024

EQUITY POSITION	CHECKING 1139	SAVINGS 1269 (Reserve)	INVESTMENT ACCT	TOTAL
AS OF 8/31/2023	\$ 29,441.48	\$ 6,570.79		\$ 35,851.80
AS OF 9/30/2023	\$ 29,509.50	\$ 6,570.95	\$ 100,951.37	\$ 36,012.27
AS OF 10/31/2023	\$ 28,003.56	\$ 6,571.12	\$ 102,051.90	\$ 137,031.82
AS OF 11/30/2023	\$ 27,152.27	\$ 6,571.28	\$ 103,078.59	\$ 136,626.58
AS OF 12/31/2023	\$ 26,912.67	\$ 6,571.45	\$ 103,997.77	\$ 136,802.14
AS OF 01/31/2024	\$ 31,437.80	\$ 6,571.62	\$ 103,997.77	\$ 137,481.89
AS OF 02/29/2024	\$ 53,607.10	\$ 6,571.78	\$ 103,997.77	\$ 142,007.19
AS OF 03/31/2024	\$ 62,920.58	\$ 6,571.95	\$ 104,019.43	\$ 164,176.65
AS OF 04/30/2024	\$ 61,220.33	\$ 6,572.11	\$ 104,946.06	\$ 173,511.96
AS OF 05/31/2024	\$ 31,795.63	\$ 6,572.28	\$ 136,761.43	\$ 172,738.50
AS OF 6/30/2024	\$ 32,740.93	\$ 6,572.44	\$ 137,074.35	\$ 176,387.72
AS OF 07/31/2024	\$ 32,651.23	\$ 6,572.61	\$ 137,074.35	\$ 176,298.19
AS OF 08/31/2024	\$ 32,547.10	\$ 6,572.78	\$ 137,074.35	\$ 176,194.23
AS OF 09/30/2024	\$ 32,171.94	\$ 6,572.94	\$ 139,178.82	\$ 177,923.70

INCOME	DESCRIPTION	SOURCE	AMOUNT
INTEREST		8/30/2024 SAVINGS ACCT checking	\$ 0.16 \$ -
<b>EXPENDITURES</b>			
			<i>SubTotal</i> \$ 0.16
Storage Unit Rental	StorQuest	9/3/2024	\$ 5.41
Ballot Printing	Office Max	9/30/2024	\$ 55.76
Postage/Stamps	Office Max	9/30/2024	\$ 219.00
Check 1096	Dick Bryant	9/9/2024	\$ 94.99
			\$ -
Transfers			
Investment			
Misc			
Maintenance			
Insurance			
			<i>SubTotal</i> \$ 375.16

Monthly Finance Report

## A.R.S. 33-1806 Resales

October 2024

### ACTIVE LISTINGS 2024

Status	Lot	Address	Owner	List price	Realtor	MLS

### PENDING, CONTINGENT & CLOSED SALES 2023-2024

Closing Date	Lot	Address	Buyer	Seller	Sales price	Fee paid	Title form provided	CAT9 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 Schifilliti	Deborah A. Meyers	\$1,923,800	Yes	8/3/23	9/5/23	8/7/23
5/9/24	71	2325 E. Calle Los Altos	Adam and Kristen Amante	Edward J. Kane and Gloria V. Kane Trust	\$1,069,000	Yes	4/10/24	5/6/24	4/23/24
9/30/24	125	2350 E. Calle Los Altos	Ryan and Kelly Puckett	Mark and Nicole Pecha	\$899,900	Yes	8/27/24		8/28/24
10/18/24	100	2681 E. Calle Los Altos	Benjamin Patrick Don and Austin Irene Don	See Family Trust	\$1,195,000	Yes	8/28/24		8/28/24

# CALENDAR

## OCTOBER – NOVEMBER 2024

OCT	<b>Board</b>	October Board Meeting
OCT	<b>Board</b>	Coordinate reminders and details for annual meeting with Elections Committee
OCT	<b>Elections</b>	Coordinate with Board to mail / email final Agenda & Ballot for Annual Meeting
OCT	<b>Elections</b>	<b>Agenda Item</b> - Annual Meeting reminder
OCT	<b>Elections</b>	Collect ballots and count votes for annual meeting (with Secretary)
OCT	<b>Newsletter</b>	Publish OCTOBER Newsletter
OCT	<b>Roads &amp; Landscaping</b>	Sweep roads – October
OCT	<b>Secretary</b>	Upload September approved minutes to Google Drive and website
OCT	<b>Secretary</b>	Draft Agenda and send board package for November annual meeting
OCT	<b>Treasurer</b>	Pay for Cat9.org domain name
OCT	<b>Treasurer</b>	Pay Property Taxes
OCT	<b>Vice President</b>	Request owner topics for annual meeting agenda **new **
OCT	<b>Webmaster</b>	Publish reminders and ballot on website; send reminders
NOV	<b>Architecture</b>	<b>Agenda Item</b> -- Provide annual report to members
NOV	<b>Board</b>	Hold November Annual Meeting of the Members
NOV	<b>Board</b>	A - Provide update of board accomplishments
NOV	<b>Board</b>	B -Provide Treasurer report on financial update and annual review
NOV	<b>Board</b>	C- Discuss referendums and any proposed amendments
NOV	<b>Board</b>	D-Announce Election results and vote counts with Elections Committee
NOV	<b>Board</b>	E - Allow certain time for owner concerns & Neighborhood Watch update
NOV	<b>Board</b>	Hold November Annual Meeting of the Directors
NOV	<b>Board</b>	Departing members turn over board books and records; destroy bank cards and owner lists
NOV	<b>Board</b>	Elect officers and chairs
NOV	<b>Secretary</b>	Prepare and file Notice of Beneficial Ownership Information with US Financial Crimes Enforcement Network by December 31. <a href="https://boiefiling.fincen.gov/">https://boiefiling.fincen.gov/</a>
NOV	<b>Secretary</b>	Upload October approved minutes to Google Drive and website
NOV	<b>Secretary</b>	Draft Agenda and send board package for December meeting