

# Catalina Foothills Estates No. 9 Association

## Meeting of the Board of Directors

### MINUTES

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

#### DIRECTORS

Nancy Kay                      Karin Sawtelle  
Jeff Landers                    Conni Struse  
Jim Ponzo                        Joyce Su

#### 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 6, 2025**

Directors and Officers Present: Nancy Kay, Jeff Landers, Jim Ponzo, Karin Sawtelle, Joyce Su

Directors and Officers Absent: Conni Struse

Owners Present: Diane Frank

1. **Call to Order.** A quorum was established, and the meeting was called to order at 7:05 pm by the President, Joyce Su.
2. **Approval of the Minutes.** Jim made a motion to approve the minutes of the Meeting of the Board of Directors on September 2, 2025, seconded by Nancy. Unanimous consent.  
➤ Motion carried.
3. **Owner Comments.** None
4. **Reports & Actions**
  - a. **Treasurer.**

(1) Jim presented the financial reports for July and September 2025. In there is \$31,421.43 in the checking account, \$6,574.92 in the savings account, and \$157,391.83 in the investment account. Bates was paid Bates Paving for the final payment for road improvements.

(2) Jim presented slides showing the budget adjustments because of the correction to the fiscal year to October 1 – September 30. The tax return will be submitted by January 31, 2026, for fiscal year 2024-25. Jim will amend the prior year's tax return so that there is not double payment for October, November and December. Jim made a motion to approve the new budget for October 1 – September 30, seconded by Jeff.

Unanimous consent.

➤ Motion carried.

(3) Jim received a check from Edward Jones for \$25,000 to be deposited into the checking account to pay for the roads. He purchased two bonds, one for two years and one for three years, which will be reflected in the October financial statement next month.

**b. Roads & Landscaping.** Jim recommended hiring a landscaper to maintain the roads because the turnout for neighborhood volunteers was slim. Jim will get a quote for professional landscapers.

**c. Architecture.** Nothing to report.

**d. Compliance.** Nothing to report.

**e. Resales.** Nothing to report.

**f. Calendar.** Nancy read the calendar entries for October and November.

## **5. Old Business**

**a. Website.** Jim and Jeff will provide a link for the new website to all members after the annual meeting.

## **6. New Business.**

**a. Social Event.** The Schiffilettis volunteered to host a Halloween party.

**b. Email Management.** Jim presented the possibility of using Proton Mail for communication among the Board. It allows six users for \$24 a month, and the email addresses never change as Board members change. All emails would be stored on the Proton app.

c. **Election.** Jim presented the form of ballot and annual meeting agenda. All current Board members will be running again next year.

d. **Annual Meeting.** The meeting will take place on zoom. The account allows for a large number of attendees. Jim will provide notices of the meeting to people at the Halloween party.

7. **Adjournment.** Meeting adjourned at 8:20 pm.

NEXT MEETING: **November 3, 2025**

Submitted on behalf of the Board

*Conni Struse*

Conni Struse, Secretary

ATTACHMENTS:

Financial Reports

Calendar

Resales

# FINANCIAL REPORTS

SEPTEMBER 2025

CAT9 HOA Budget 2025\_0930.xlsx

CATALINA FOOTHILLS ESTATES NO. 9				
Budget Planned Vs Actual with Balance				
2/1/2025 - 1/31/2026			AS OF 9/30/2025	
Income Category	Planned Income (2025)	Actual Income (2025)	Balance	Notes
Annual Dues - 2024 (\$300 x 130)	\$39,000.00	\$39,000.00	\$0.00	
Late Fees	\$195.00	\$490.00	\$295.00	2024 was \$510
Disclosure (Transfer) Fees*	\$900.00	\$900.00	\$0.00	
Bank Interest**	\$0.60	\$1.14	\$0.54	
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>\$40,095.00</b>	<b>\$40,390.00</b>	<b>\$295.00</b>	
<b>Total Income</b>	<b>\$40,095.60</b>	<b>\$40,391.14</b>	<b>\$295.54</b>	
Expense Category	Planned Expense	Actual Expenses (2025)	Balance	Notes
Taxes + Preparation	\$1,000.00	\$1,241.16	\$(241.16)	In house Prep 2024
Road Sweeping (Landscaper)***	\$4,800.00	\$180.00	\$4,620.00	Budget for hiring landscaping contractor in addition to volunteers.
Insurance	\$2,283.00	\$1,141.50	\$1,141.50	8% for Inflation
Professional fees	\$2,500.00	\$0.00	\$2,500.00	
Rent (Storage Unit)	\$482.52	\$428.88	\$53.64	smaller unit in Aug.
HOA Meeting Room	\$256.90	\$0.00	\$256.90	\$159.90 for Zoom, +\$100 for annual meeting spot
Office Supplies	\$100.00	\$0.00	\$100.00	
HOA PO Box rental	\$250.00	\$268.00	\$(18.00)	
Printing & Postage	\$600.00	\$0.00	\$600.00	Includes election & annual assessment mailing
Website	\$324.00	\$395.50	\$(71.50)	new website, \$27/month
Maintenance (signs/posts)	\$750.00	\$89.88	\$660.12	Possible Weight/Private Road Signs
Miscellaneous (admin)	\$100.00	\$10.00	\$90.00	2024 was \$10 for AZ Corporation Board
Road Maintenance	\$0.00	\$22,496.00	\$(22,496.00)	Road Maintenance ~\$46086 with 1/2 this year, 1/2 next year
<b>Total Expenses</b>	<b>\$13,446.42</b>	<b>\$26,250.92</b>	<b>\$(12,804.50)</b>	Road Maintenance not budgeted, otherwise, ~\$9900 under spent to date.
Transfer to Road Maintenance Repair (Savings or other as approved)	\$26,648.58	\$43,500.00	\$(16,851.42)	Planned Transfer (\$31,000) made 05/15/2024. Mid-year transfer (\$12,500) made 11/20/2024
<b>Total Expenses + Transfers</b>	<b>\$40,095.00</b>	<b>\$69,750.92</b>	<b>\$(29,655.92)</b>	**

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

\*\* Bank interest not included in budgeted expenses

Budget Plan vs. Actual

## **BUDGET ADJUSTMENT**

### **Reason for Budget Adjustment**

- Discovered through calls with the IRS that Catalina Foothills #9 fiscal year is not February 1 to January 31 as has been thought.
- The IRS expects our taxes to be filed by January 31, indicating a fiscal year closer to September 30<sup>th</sup>.
  - Actual IRS regulations are 4 months & 15 days, indicating a fiscal year that runs from September 15 to September 14<sup>th</sup>.
  - No available prior taxes were filed reflecting this, all appear to have been filed based on an April 15<sup>th</sup> filing date, which reflects a January 1-December 31 fiscal year.
- Board voted to make fiscal year run from October 1<sup>st</sup> to September 30<sup>th</sup>
  - Allows correct tax filing and annual meeting in November to review prior and coming year's budget.
- This presentation will summarize prior year's partial budget & this year's proposed budget.

### **Doing this is Required to Avoid Tax Penalties**

- For years the HOA has filed taxes several months late.
  - The IRS didn't care because no federal taxes were due.
- Now that the road fund is earning appreciable income and the HOA owes federal taxes, this becomes a problem.
  - Taxes will need to be filed prior to January 31, following an October-September fiscal year.
- Rather than have a tax year that is separate our budget year, the Board is changing the budget year to match the fiscal year.
- This makes for some difficulties now, but will be simpler in the future and likely matches the original intent of a budget that is reviewed at the annual meeting in November.

# Prior Budget (Feb 1-Jan 31)

2/1/2025 - 1/31/2026		AS OF 9/30/2025		
Income Category	Planned Income (2025)	Actual Income (2025)	Balance	Notes
Annual Dues - 2024 (\$300 x 130)	\$39,000.00	\$39,000.00	\$0.00	
Late Fees	\$195.00	\$490.00	\$295.00	2024 was \$510
Disclosure (Transfer) Fees*	\$900.00	\$900.00	\$0.00	
Bank Interest**	\$0.60	\$1.34	\$0.74	
Other_1 (pmt & refund no rec bin +\$6-\$6)	\$0.00	\$0.00	\$0.00	
Other_2 (refund Assessment ov'pmt)	\$0.00	\$0.00	\$0.00	
Other Maint Mail Box (Lot 115)& T Can	\$0.00	\$0.00	\$0.00	
Total Income (without savings interest)	\$40,095.60	\$40,391.34	\$295.54	
Total Income	\$40,095.60	\$40,391.34	\$295.54	
Expense Category	Planned Expense	Actual Expenses (2025)	Balance	Notes
Taxes + Preparation	\$1,000.00	\$1,241.16	(\$241.16)	In house Prep 2024
Road Sweeping (Landscaper)***	\$4,800.00	\$180.00	\$4,620.00	Budget for hiring landscaping contractor in addition to volunteers.
Insurance	\$2,283.00	\$1,141.50	\$1,141.50	8% for inflation
Professional fees	\$2,500.00	\$0.00	\$2,500.00	
Rent (Storage Unit)	\$482.52	\$428.88	\$53.64	smaller unit in Aug.
HOA Meeting Room	\$256.90	\$0.00	\$256.90	\$159.90 for Zoom, +\$100 for annual meeting spot
Office Supplies	\$100.00	\$0.00	\$100.00	
HOA PO Box rental	\$250.00	\$268.00	(\$18.00)	
Printing & Postage	\$600.00	\$0.00	\$600.00	Includes election & annual assessment mailing
Website	\$334.00	\$395.50	(\$71.50)	new website, \$27/month
Maintenance (signs/posts)	\$750.00	\$89.88	\$660.12	Possible Weight/Private Road Signs
Miscellaneous (Admin)	\$100.00	\$10.00	\$90.00	2024 was \$10 for AZ Corporation Board
Road Maintenance	\$0.00	\$22,496.00	(\$22,496.00)	Road Maintenance ~\$46086 with 1/2 this year, 1/2 next year
Total Expenses	\$13,446.42	\$26,250.92	(\$12,804.50)	Road Maintenance not budgeted, otherwise, ~\$9900 under spent to date
Transfer to Road Maintenance Repair (Savings or other as approved)	\$26,648.58	\$43,500.00	(\$16,851.42)	Planned Transfer (\$31,000) made 05/15/2024. Mid-year transfer (\$12,500) made 11/20/2024
Total Expenses + Transfers	\$40,095.00	\$69,750.92	(\$29,655.92)	**

Other than Some Disclosure Fees, all Income Received

Unbudgeted Maintenance of \$22496 Road Fund has Funds

As of 9/30 Budgeted Items are \$9900

Expect \$1508.7 Expenses to Come In Over Rest of Budget:

- Insurance = \$1141.50
- Website = \$152.76
- Storage Unit = \$214.44

Not Including Road Maintenance, Current Budget is not Overrun & is On Path to be ~\$8400 Positive

# New Budget (Oct 1-Sept 30)

## CATALINA FOOTHILLS ESTATES NO. 9

### APPROVED ANNUAL BUDGET: 2025-2026

10/1/2025 - 9/30/2026			
Income Category	v 2024 Approved Planned Income (2024-25)	Proposed Budget (Approved 10/06/25) Planned Income (2025-26)	potential funding sources
Annual Dues	\$39,000.00	\$39,000.00	
Late Fees / Assessment	\$195.00	\$195.00	2024 was \$510
Disclosure (Transfer) Fees*	\$750.00	\$900.00	
Bank Interest**	\$0.60	\$0.60	
Other	\$0.00	\$0.00	
Total Income	\$39,945.60	\$40,095.60	
Expense Category	Planned Expenses (2024-25)	Planned Expenses (2025-26)	
Taxes + Preparation	\$500.00	\$1,500.00	In house prep. Will owe ~30% of Interest Income
Roads / Landscaping	\$1,166.40	\$4,800.00	Budget for hiring landscaping contractor in addition to volunteers.
Insurance	\$2,332.00	\$2,322.00	Current cost is \$1161 2x per year
Professional fees	\$2,500.00	\$2,500.00	
Rent (Storage Unit)	\$1,162.00	\$643.32	\$53.61/month
HOA Meeting Room / Zoom Account	\$200.00	\$259.90	\$159.90 for Zoom, + \$100 for annual meeting physical spot
Office Supplies	\$100.00	\$100.00	
PO Box rental	\$250.00	\$250.00	
Printing + stamps	\$600.00	\$600.00	Includes election & annual assessment mailing
Website	\$102.00	\$470.28	Wix website, \$39/month
Maintenance (signs/posts)	\$750.00	\$750.00	Possible weight/private road signs
Miscellaneous (Admin)	\$100.00	\$300.00	Box.com storage+\$10 for AZ Corporation Board+\$100 margin
Road Maintenance	\$0.00	\$23,043.00	Road Maintenance ~\$46086 with 1/2 this year, 1/2 prior year
Total Expenses (W/O T Notes)	\$9,762.40	\$37,538.50	\$3687.02 increase in expenses from 2024 budget
Investment (Treasury Notes) - Max	\$30,260.00	\$2,557.00	Investments can be made throughout the year with board approval.
Total Expenses (With T Notes)	\$40,022.40	\$40,095.50	
Approved 10/06/2025			

Updated with Recent Premium Bill

Updated with Current Rent

Maintenance of \$23043 Road Fund has Funds

Same Expenses as Prior Year Except as Noted

# CALENDAR

## OCTOBER AND NOVEMBER 2025

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 cloud-based storage 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
OCT	<b>Webmaster</b>	Publish reminders and ballot on website; send reminders

NOV	<b>Architecture</b>	<b>Agenda Item -- Provide annual report to members</b>
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 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>	Upload October approved minutes to cloud-based storage and website
NOV	<b>Secretary</b>	Draft Agenda and send board package for December meeting



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

### OCTOBER 2025

#### ACTIVE LISTINGS 2025

Status	Lot	Address	Owner	List price	Realtor	MLS
Active	33	6961 N. <del>Solaz</del> Tercero	Aaron & Priscilla Stremick	\$1,165,000	Gabrielle Feinholtz Coldwell Banker Realty	22512276
Active	124	2374 E. Calle Los Altos	Chi Yang & Sung Ok Park	\$970,000	Chom Huber Long Realty	22518989

#### PENDING, CONTINGENT & CLOSED SALES 2024-2025

Closing Date	Lot	Address	Buyer	Seller	Sales price	Fee paid	Title form provided	CAT9 CC&R receipt received	Welcome Letter sent
10/15/25	39	6860 N. <del>Solaz</del> Tercero	Aric & Jeramie Ferrell	Chris Gair & Villia M. Dedinas	\$975,000		8/13/25		8/14/25
8/27/25	94	6720 N. Altos Segundo	Cory Rosene & Amy Butalia-Rosene	Diane Frank	\$775,000	Yes	8/6/25	9/8/25	8/7/25
7/9/25	52	6828 N. <del>Solaz</del> Cuarto	Dennis and Gloria Del Grosso	Donald & Carolyn Murphy	\$1,055,000	Yes	6/7/25	7/5/25	6/7/25
5/30/25	9	6861 N. <del>Solaz</del> Primero	William H. Meyers and Kimberley M. Meyers Trust	Joyce A. <del>Leissring</del>	\$560,000	Yes	5/20/25	6/6/25	5/20/25
5/20/25	114	6481 N. Avenida de Posada	<del>Mallema</del> Trading LLC, Manuel G. Murrieta Escalante	Estate of Russell <del>Silberschlag</del>	\$650,000	Yes	4/23/25		4/25/25
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	11/13/24	8/28/24