

MINUTES

Catalina Foothills Estates No. 9 Association

2020 ANNUAL MEETING

Cat9.org



ANNUAL MEETING OF THE MEMBERS

Meeting Date: **November 9, 2020**

Directors Present: Sherri Durand, Teri Ellen, Diane Frank, Larry Ivy, Nancy Kay, Paul Schwartz, Joyce Su

Directors Absent: none

Guests present: See attached attendance list.

1. Call to Order: Sherri called the meeting to order at 7:02 pm. Sherri explained the meeting protocols and confirmed quorum. Sherri announced that the Board accepted Patrick Griffin's resignation prior to the meeting. Sherri reminded the membership of our mission to maintain the roads, encourage enforcement of CC&Rs, and generally represent the collective interest of the association as set forth in our bylaws and articles. Sherri went over the board's fiduciary duties of independence, impartiality and limits on conflicts of interest.

2. Board News

a. Newsletter – Teri manages the newsletter design, editing and publishing. Teri gave an overview of our newsletter which is published three times a year. The newsletter includes a neighbor spotlight section, frequently asked questions, and highlights news in the neighborhood. Ideas and participation are welcome. The newsletter also includes the neighborhood watch contacts for reporting suspicious activity and safety issues. Anne expressed her appreciation for the newsletter efforts and her gratitude for keeping the newsletter published as a long-standing goal of the board for many years.

b. **Treasurer's Report.** Joyce is our Treasurer and reminded the membership that the annual year begins in February with assessments due February 1 and late by March 1. Owners are encouraged to pay dues on time.

- Joyce went through the different expense categories such as storage, landscaping and insurance. As Treasurer she updates the financial statements monthly.
- Total Cash is \$60,024.98 - \$18,645 in checking and \$41,360.63 in savings. Monthly maintenance and sweeping for roads is \$400 to Jose Gonzales. His contract expires in January and is in review for renewal.
- We pay \$79.39 for storage each month for a total of \$952.68 per year. We have plenty of trash cans in storage so please let Joyce know if you would like to purchase an extra one. We also have three posts in storage. The association does not provide new mailboxes but the standard size is available for owner purchase at Home Depot.

c. **Roads, Landscaping + Trash.** Larry manages the roads and landscaping. This year he led several improvement projects for the neighborhood. Janis thanked Larry for all his efforts to beautify the street signs and commented that the roads look the best they have in over 30 years.

- Resealed roads and completed crack sealing was done on Calle Los Altos for a total expense of \$34,989.47 to Tucson Asphalt - expensed from the roads fund reserve.
- Initiated a repainting and repair of all the private road street signs at a cost of \$783.
- Led the mailbox improvement week initiative. At each owners' expenses, in all 46 owners refreshed their mailbox numbering and 28 owners repainted their posts.
- Coordinated the requirements and service levels for the new trash collection provider and contract.
- Owners commented on the reoccurring issue regarding the associations lack of authority on the sealing Manzanita or Avenida de Posada which are public roads. Fred, Bill, Anne and other owners commented on some of the history and challenges with this existing issue and resources necessary to pursue.

d. **Architecture.** Paul manages the architectural reviews and CC&R concerns for the board.

- Paul reported that we had about a half dozen architectural review requests this year, and that most have been processed and finished.
- This year we also updated the review guidance and developed an intake form so all owners would be treated the same and know what to information to provide. If you plan to do any renovations this year Paul encouraged early review and submission of the intake form.

- Fred mentioned flagpole height compliance to a limitation of 13 feet. Paul agreed that the board would encourage enforcement of the flagpole height limits in the neighborhood. Paul agreed to confirm the violations by visual inspection.

e. **Calendar + Fee Schedule.** The calendar is the board's planning tool to keep track of what is due, when and what has been completed. Nancy repeated her call for help updating the calendar. For this month the primary task for the board is to hold the annual meeting. Regarding the fee schedule, Nancy introduced the new fee schedule and indicated that more enforcement procedures would be developed.

f. **Registrar.** Diane is the contact for realtors and the title agency for copies of our disclosure documents for resales. Diane indicated that according to recent neighborhood estimates home prices in the neighborhood are increasing. Average price per square feet this year of the three homes sold this year is similar to 2015-2018. Three homes sold this year. Two homes are currently for sale. Janis thanked Diane for all her years of service to the board.

g. **Neighborhood Watch.** Tung is the area lead. Tung indicated that the Pima County Sheriff is waiving the neighborhood watch attendance list this year. Owners are encouraged to contact their block leader when there are safety or security concerns in the neighborhood.

3. Owner Concerns.

The board opened the floor for any additional owner concerns.

- Walker safety is a concern. Walkers are encouraged to walk against traffic as it is hard to see walkers on many of the roads during both day and night.
- Another concern was the sign at West Elm La Encantada and brightness in violation of the dark sky lighting requirements negotiated with the county. Bob commented that they are leaving the West Elm sign on all night and that the sign is clearly brighter than all the other signs. Anne requested that the board support and participate through a letter of concern. The board agreed to add the topic to the board meeting following. Fred encouraged us to see if it would be possible to turn off the sign. Bill suggested reviewing the Westcor legal ruling and stipulation as part of the La Encantada development conditions with the county and the Catalina Foothills Association (CFA).
- On another topic, Sherri updated the membership that Moussa/Burton has withdrawn the cluster application and so the hearing on November 19 is cancelled.

4. **Election of Directors and Results.** Each board candidate introduced themselves and stated their interests in joining the board.

- Sherri reported that votes were cast by a mix of electronic ballot, mailing a hard copy ballot or by emailing ballot choices to her as the Secretary.
- Sherri counted the votes and reported a consistent volume in the range of almost half of the membership, generally consistent with prior years volume of voting. All directors were elected.
- 57 votes for Nancy, 58 for Joyce, 58 for Jody, and 58 votes for Marcy.
- The association congratulated the new and returning board members. The board thanked the membership for their enduring participation, wisdom, and long-standing contributions to our association governance.

5. **Adjournment.** The meeting was adjourned at 8:20pm. The board adjourned for 5 minutes.

Submitted on behalf of the board,
Sherri Durand
Vice President and Secretary



MINUTES

Catalina Foothills Estates No. 9 Association

2020 ANNUAL MEETING

Cat9.org



ANNUAL MEETING OF THE DIRECTORS

Meeting Date: **November 9, 2020**

Directors Present: Diane Frank, Jody Ponzo, Joyce Su, Larry Ivy, Marcy Maler, Nancy Kay, Paul Schwartz, Sherri Durand, Teri Ellen

Directors Absent: none

Guests present: Dray Sterling

1. **Call to Order & Quorum.** Sherri called the meeting to order at 8:28 pm. Marcy suggested that the board explore Zoom as a more stable platform for our video board meetings. Joyce commented that Zoom for over 100 participants costs \$200 per month. No decision was made on Zoom. The board agreed that a shared space and reliable platform should continue to be reviewed.
2. **Approval of Minutes dated October 5, 2020.** Teri moved to approve the minutes and Joyce seconded the motion. The minutes were approved.
3. **Old Business.**
 - Lot 21 – Huff / Austen Solar Request intake received. No comments from the Board.
4. **New Business.**
 - a. Flagpole height visual inspections - Paul will explore Flagpole heights and make visual inspections in preparation for sending written violation notices for compliance with Section 4.
 - b. Marcy suggested reaching out to the neighbors to request input for the newsletter neighbor spotlight section. Owners are welcome to nominate themselves and write

their own article or bio. Marcy suggested a get to know your neighbor activity or mailing to help neighbors get to know each other.

- c. Joyce commented that Next Door has an open platform for neighborhood virtual meeting space. Joyce explained the supper club and encouraged participation when it gets running again.
- d. Jody proposed creating a private Facebook page where owners can informally ask questions and quickly communicate safety or neighborhood concerns. Jody agreed to be the Facebook administrator and to create rules for the access and virtual. Sherri made a motion to approve the Facebook. Teri seconded the vote. The motion to create a Facebook page for the association / neighborhood communications passed by unanimous consent.
- e. There was discussion on meeting time start time as well as length of the meetings. Both Paul and Joyce commented that issues should each have a time limit and to target ending by 8:30.
- f. Larry agreed to lead the West Elm lighting issue with the management first on the behalf of the association board and association interests to request they turn the sign off by 9 pm, at least before escalating. The board was in consensus on supporting the owner concerns regarding this sign brightness.
- g. Lot 75 – O-Brien Close-Out report. Accepted. To be circulated and signed by Paul and Sherri.

5. Officer Appointments

- a. President – Paul nominated Sherri to be President. Teri seconded the nomination. All board members voted unanimously to elect Sherri as President.
- b. Vice President – Sherri nominated Teri as Vice President, Nancy seconded the nomination. All board members voted unanimously to elect Teri as Vice President.
- c. Treasurer – Teri nominated Joyce and both Paul and Nancy seconded the nomination. All board members voted unanimously to elect Joyce as Treasurer.
- d. Nancy nominated Sherri as the Secretary, Paul seconded the nomination. All board members voted unanimously to elect Sherri as Secretary.

6. Other Business

- Joyce mentioned ideas for BYOB or a social distancing in line with the supper club success. Jody will post brainstorming ideas input request on Facebook for considerations for January.
- Paul mentioned that certain properties have significant mistletoe infestations risking killing the trees. Larry commented that the neighbors have control over their perimeter vegetation. Both Paul and Larry will review the map. The board agreed to revisit the CC&Rs to encourage homeowners to better trim back mistletoe and save the trees.

7. **Next Meeting.** The next Board meeting is to be held on December 7, 2020 at 7 p.m.
8. **Adjournment.** The meeting was adjourned at 8:30 pm.

Submitted on behalf of the board,
Sherri Durand
President and Secretary



**BOARD RESOLUTION
REGARDING CORPORATE OFFICERS**

RESOLVED that the Board of Directors of the Catalina Foothills Estates No. 9 that the following officers of the Association shall appear on the checking account and savings account of the Association, and shall have access to the post office box.

Sherri Durand, President & Secretary
Teri Ellen, Vice President
Joyce Su, Treasurer

RESOLVED FURTHER that only ONE signature is to be required on checks or withdrawals.

RESOLVED FURTHER that the Treasurer may be issued a debit card appearing on the checking account.

OWNER ATTENDANCE LIST

OWNER ATTENDANCE LIST 2020 ANNUAL MEETING VIA GO-TO-MEETING

CAT 9 Owner Annual Meeting

Summary

Meeting Date November 9, 2020 6:32 PM MST **Meeting Duration** 158 minutes

Name	Email Address
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Caller 1 xxxxxxx6356

Calller 2 xxxxxxx3394

Caller 3 xxxxxxx8680

Caller 4 xxxxxxx9200

Anne Segal

Tom Horvath

Bill Voigt

Dennis Driscoll

Diana Callimanis

Dick Bryant

Diane Frank

Dray Sterling, CFP®

Fred Fiastro

Janis Sherick

Jody Ponzo

Joyce Su

Larry Ivy

Paul Schwartz

Karen Schwartz

Mary Kay

Marcy Maler

Ruth Feldman

Sherri Durand

Teri Ellen

Valerie Gervickas

TREASURER REPORT – NOVEMBER 2020
ANNUAL MEETING OF THE MEMBERS

PROPOSED ANNUAL BUDGET: 2020	
2/1/2020 - 1/31/2021	November 9, 2020
Income Category	Planned Income
Annual Dues	\$13,000.00
Late Fees	\$0.00
Disclosure (Transfer) Fees*	\$720.00
Bank Interest**	\$25.00
Other	\$0.00
Total Income	\$13,745.00
Expense Category	Planned Expense
Taxes + Preparation	\$500.00
Road Sweeping	\$4,800.00
Insurance	\$1,800.00
Professional fees	\$300.00
Rent (Storage Unit)	\$1,000.00
HOA Meeting Room	\$200.00
Office Supplies	\$100.00
Postage (PO Box rental)	\$250.00
Printing	\$130.00
Registrar Disclosure Fees*	\$720.00
Website	\$100.00
Maintenance (signs/posts)	\$1,500.00
Miscellaneous	\$100.00
Total Expenses	\$11,500.00
<i>Transfer to RMR</i>	<i>\$5,200.00</i>

*New budget items

CATALINA FOOTHILLS ESTATES NO. 9			
PROPOSED PLAN VS. ACTUAL BUDGET			
2/1/2020 - 1/31/2021	November 9, 2020		
Income Category	Planned Income	Actual Income	Notes
Annual Dues - 2020	\$13,000.00	\$12,900.00	
Late Fees	\$0.00	\$825.00	
Disclosure (Transfer) Fees*	\$720.00	\$288.00	
Bank Interest**	\$25.00	\$7.44	
Other	\$0.00	\$60.00	Mail Post
Total Income	\$13,745.00	\$14,080.44	
Expense Category	Planned Expense	Actual Expense	Balance
Taxes + Preparation	\$500.00	\$50.00	\$450.00
Road Sweeping (Landscaper)	\$4,800.00	\$3,270.00	\$1,530.00
Road Pavement	\$	34,898.87	
HOA Insurance	\$1,800.00	\$1,915.00	\$(115.00)
Professional fees	\$300.00		\$300.00
Rent (Storage Unit)	\$1,000.00	\$714.51	\$285.49
HOA Meeting Room	\$200.00	\$51.50	\$148.50
Office Supplies	\$100.00		\$100.00
Postage (PO Box rental)	\$250.00	\$168.00	\$82.00
Printing	\$130.00		\$130.00
Registrar Disclosure (Transfer) Fees*	\$720.00	\$144.00	\$576.00
Website	\$100.00	\$75.00	\$25.00
Maintenance (signs/posts)	\$1,500.00	\$783.85	\$716.15
Miscellaneous	\$100.00	\$51.00	\$49.00
Total Expenses	\$11,500.00	\$42,121.73	\$(30,621.73)
Transfer to Road Maintenance Repair (Savings)	\$5,200.00	\$5,200.00	\$0.00

*Registrar fees paid from Transfer fees received.
**Bank interest not included in budgeted expenses

FUNDS ALLOCATION		
GENERAL FUND	18,654.35	Checking
ROAD MAINTENANCE RESERVE	41,360.63	Savings
TOTAL CASH IN BANK	60,014.98	

CATALINA FOOTHILLS ESTATES #9				
HOMEOWNERS ASSOCIATION		P.O. Box #36225, Tucson, AZ 85740		
FINANCIAL REPORT FOR:		November 9, 2020		
EQUITY POSITION		CHECKING 1139	SAVINGS 1269	TOTAL
AS OF 11/29/2019		\$ 21,651.16	\$ 71,146.15	\$ 92,797.31
AS OF 12/31/2019		\$ 21,196.77	\$ 71,147.96	\$ 92,344.73
AS OF 01/31/2020		\$ 21,130.85	\$ 71,149.77	\$ 92,280.62
AS OF 02/29/2020		\$ 30,581.46	\$ 71,151.46	\$ 101,732.92
AS OF 03/31/2020		\$ 24,562.58	\$ 76,353.39	\$ 100,915.97
AS OF 04/30/2020		\$ 23,927.69	\$ 76,355.27	\$ 100,282.96
AS OF 05/31/2020		\$ 24,364.45	\$ 76,357.21	\$ 100,721.66
AS OF 06/30/2020		\$ 22,320.06	\$ 76,359.05	\$ 98,679.11
AS OF 07/31/2020		\$ 21,738.52	\$ 41,359.59	\$ 63,098.11
AS OF 08/30/2020		\$ 21,928.13	\$ 41,359.94	\$ 63,288.07
AS OF 09/30/2020		\$ 20,969.35	\$ 41,360.28	\$ 62,329.63
AS OF 10/31/2020		\$ 18,654.35	\$ 41,360.63	\$ 60,014.98
INCOME		DESCRIPTION	SOURCE	AMOUNT
	INTEREST		SAVINGS ACCT	\$ 0.35
				\$ -
			SubTotal	\$ 0.35
EXPENDITURES				
	Storage Unit Rental		StorQuest	\$ 79.39
	LANDSCAPE/ROADS		JOSE GONZALES (Oct & No)	\$ 800.00
	Farmers Insurance for HOA		Annual fee	\$ 1,915.00
			SubTotal	\$ 2,794.39
BALANCE SHEET				
ASSETS				
Cash and Bank Accounts				
	Checking at Bank of America			\$ 18,654.35
	Savings at Bank of America			\$ 41,360.63
	TOTAL Cash and Bank Accounts			\$ 60,014.98
Other Assets				
	Mail Box posts - 3	\$60/each		\$ 180.00
	Recycling Bins - 2	\$6/each		\$ 12.00
	Trash Cans - 12	\$50/each		\$ 600.00
			TOTAL Other Assets	\$ 792.00
			TOTAL ASSETS	\$ 60,806.98
LIABILITIES				
	[None]			\$ -
			TOTAL LIABILITIES	\$ -
	TOTAL LIABILITIES & EQUITY			\$ 60,806.98

REGISTRAR REPORT – NOVEMBER 2020
ANNUAL MEETING OF THE MEMBERS

Catalina Foothills Estates No. 9

REGISTRAR'S REPORT
~~Novemkber~~ 9, 2020
Diane L Frank, Registrar

Active, Pending, and Contingent Listings:

Lot 115 6520 N Altos Tercero
Asking \$520,000

Owner: Johnathan Chan

Long Realty
MLS: 22020786
Peter DeLuca
520-918-3725
peterdeluca@realtytucson.com

Lot 75 6742 N Altos Primero
Asking: \$1,690,000

Owner: Kathleen O'Brien

Coldwell Banker Realty
MLS: 22024495
Tressa Sawyer
520-730-3232
tressa.sawyer@crealty.com

Lots 82 & 79 661 N Altos Segundo
Pending Listing
Asking:

Owners: Eun /Kwang Kim Lee

Russ Lyon Sotheby's Int'l
MLS:
Suzanne Grogan & Matt Grogan
520-210-2130

Properties in Escrow

Recently Closed (Since last report)

Rentals: 2

Lot 53 6814 N Solaz Cuarto

Owners: Matthew / Margarette O'Brien

Tenants: William & Megan Diefenbach

Lot 25 6990 N Solaz Segundo

**Owner: Huatung "Tim" Wang
Tenant Jonathan Wang (Son)**

Other:

Real Estate Activity since November 5, 2019:

Properties Closed:

3 (Lot 112, Lot 35, Lot 1)

Properties Currently for Sale//Pending/in Escrow:

2 (Lot 115, 75, ~~82/79~~)

Rental Properties in CAT 9:(active) Lots 53,25,

2 (Lot 53, 25,)