

# Catalina Pueblo Association

## Board of Directors Meeting – March 8, 2011

### Members Present:

Allan Bogutz, Russ Carden, Traci Grabb, David Scott Allen, Jean Paine, Donn Poll and Connie Church

### Committee Members/Visitors Present:

Carol Sinclair, Jo Ann Marcus

President Allan Bogutz called the meeting, held at 2568 E. Cerrada Caballo to order at 7:05 PM.

Traci moved, seconded by Donn, to approve the minutes of the February 8, 2011 Board of Directors meeting as written. The vote was unanimous.

### Officer/Committee Reports:

#### **Vice President, Russ Carden**

Light bulb samples were purchased and installed for review by board members. The 40 watt bulb located at Russ' post was the favorite, followed by the one at Donn's home (in the 40 watt version), followed by the one at Alan's home (our current bulb).

Thirty of the selected bulbs were ordered in late February, and are expected to arrive the week of March 14, 2011. Due to the need to catch up, Russ will order additional bulbs immediately to build our inventory. Aldine and Hal have been apprised, and Russ has agreed to assist with installing new bulbs this next time to help catch up.

Poll board members to assemble and finalize official list of committees/subcommittees, and chairs/participants of each. Also outline any details regarding general scope of committee, meeting times, contact information, etc. and outline process for updates at Board meetings, and/or for purposes of communication to CPA residents.

#### **Treasurer, Traci Grabb**

Traci presented the February 2011 Budget Report (which is attached). There are three homeowners who have not paid their annual dues. She will mail each an invoice, via certified mail, including a 10% late fee in accordance with current statutes.

Traci will update all city and county permits for the association.

#### **Secretary, Connie Church**

The 2011 directories will be delivered within a week. She will update the web site's Social page including David's Social Events email address [CatalinaPuebloEvents@gmail.com](mailto:CatalinaPuebloEvents@gmail.com).

Connie again asked that all board members send their reports to her electronically to be included in the minutes verbatim.

#### **Pools Chair, Jean Paine**

Jean will work with Donn on the Minera Pool landscaping. Several people have requested pool passes and keys. When replacement keys are issued she will ask for receipt signatures as a record. Sherry Henderson was added to the pool committee. Both Sherry and Hal Grieve have been very helpful and Jean will include a thank you to them in her pool report for the April newsletter.

#### **Social/Membership Chair, David Scott Allen**

To date, 54 people have signed up for the Spring in the Foothills party on March 20<sup>th</sup>. The deadline is March 10 as he has to give Jasper notice of attendees. Connie Pochyla has volunteered to host a monthly "Lunch & Laughter" get-together at her home. It will be publicized in the newsletter. Once the membership binders are ready, David will distribute them to new owners in the community.

### **Landscape/Architecture Chair, Donn Poll**

The first meeting of the Roads Committee will be Tuesday, March 15 at 7:00pm. It will be held at Donn's home, 2552 E. Cerrada Adelita.

Donn presented a draft document to be used for landscape/architecture requests. He will continue to work on this form incorporating the current "Criteria & Procedure for Landscape/Architectural Renovation & Modification (CC&R Art.8)" document.

It was felt that an education campaign regarding the procedures as outlined in the CC&R's and Rules would be most helpful. Donn will make use of the monthly newsletters as well as write a document for the Welcome to the Pueblo booklet for new owners.

### **Old Business**

#### **Rental Matters**

A notice of violation to Article 9.3.5 of the CC&Rs was mailed to Michael Harris by certified mail on February 14. While he is in violation, Traci will invoice him monthly for the assessed fine including accrued interest. The amount fined in February is \$1,500 representing 15 days at \$100/day.

A draft policy statement outlining what extraordinary circumstances would have to be met for a homeowner to be granted an exemption for the restrictions of Article 9.3.5 of the CC&R's was discussed at length. Donn moved, seconded by Connie, that Allan rewrite this statement. Consent was unanimous. This new lease policy will be on the agenda for review and possible adoption at the April 12<sup>th</sup> board meeting.

As directed by the board, Allan emailed Jill Atlas on February 11 to inquire about the status of her property. She provided the name of the person currently occupying her home and stated that she was a friend who was not paying rent only some utilities. After several more emails between Jill & Allan, Allan stated he would not, at this time impose a Notice of Violation as she had persuaded him without proof that she is not receiving any funds from her "guest" Rita Cardena. The board may require a more complete statement from Jill of financial arrangements should this matter continue.

#### **Lease Compliance: Carol Sinclair, Chair**

Carol presented a draft letter to be sent to owners of properties that are eligible for leasing by virtue of their grandfather status but have failed to furnish the board with a copy of said lease as required by CC&R 9.3. After discussion and minor changes the letter was approved and will be sent over Allan's signature.

#### **Rules/By-Laws Review Committee, Jo Ann Marcus, Dan Peters, Co-chairs**

Jo Ann presented version 3-2 of the revised Rules. We now only await the finalized Policy Statement for Leasing for inclusion then David will reformat the Table of Contents to complete this project.

### **New Business and call to members**

The board received a Notice of Trustee's Sale for Walter Gaby's home at 2429 E. Avenida de Posada, tax parcel #108-11-18608.

#### **2011 Arizona HOA Legislations**

There are several pieces of legislation that have not been passed into law yet, but if they do could impact our current CCR's and rules. After lengthy discussion it was decided that Allan would draft an email to be sent to CPA owners explaining these possible changes and giving them the means to contact their legislators should they wish to regarding pending legislation.

**Landscape/Architecture Proposals: Donn Poll**

Donn submitted a request from Larry Shades, 2630 E. Cerrada Adelita for approval to convert his carport into an enclosed garage. Donn moved, seconded by Traci to approve this request pending approval of all neighbors, submission of more accurate and complete drawings and assurance that he will secure all applicable permits should his project receive approval. The motion passed with 6 “yes” votes and 1 “no” vote. Mr. Shades also requested permission to remove a mature Palo Verde tree. It was decided that the board did not have enough information to act on this request and will ask the homeowner to submit a detailed landscape plan.

David moved to adjourn, Traci seconded and the meeting adjourned at 9:05 with unanimous consent.

# Annual Budget Report

## February 28, 2011

<b>INCOME</b>	<b>2011 Approved</b>	<b>2011 Actual</b>	<b>Difference</b>
<i>Association Dues</i>	\$54,000.00	\$52,600.00	(\$1,400.00)
<i>Interest Income</i>	\$250.00	\$11.20	(\$238.80)
<i>Title Transfer Fees</i>	\$600.00	\$600.00	\$0.00
<b>Subtotal</b>	<b>\$54,850.00</b>	<b>\$53,211.20</b>	<b>(\$1,638.80)</b>
 <i>Minera Project (Funds on Reserve in checking)</i>			
	\$6,157.60	(\$5,143.07)	\$1,014.53
<b>TOTAL INCOME</b>	<b>\$61,007.60</b>		
 <b>EXPENSES</b>			
<i>Administrative</i>			
Postage, Printing & Misc	\$650.00	(\$207.91)	\$442.09
Taxes & Fees	\$100.00	\$0.00	\$100.00
Insurance	\$2,250.00	\$0.00	\$2,250.00
Attorney Fees	\$1,500.00	(\$952.09)	\$547.91
<b>Subtotal</b>	<b>\$4,500.00</b>	<b>(\$1,160.00)</b>	<b>\$3,340.00</b>
 <i>Capital Account (Reserve for roads)</i>	<b>\$1,000.00</b>	\$0.00	<b>\$1,000.00</b>
 <i>Neighborhood Infrastructure</i>			
Landscaping	\$6,000.00	(\$1,000.00)	\$5,000.00
Special Projects	\$5,000.00	\$0.00	\$5,000.00
Roads & Drainage	\$1,500.00	\$0.00	\$1,500.00
Security (light bulbs & Stackman)	\$1,200.00	(\$76.98)	\$1,123.02
<b>Subtotal</b>	<b>\$13,700.00</b>	<b>(\$1,076.98)</b>	<b>\$12,623.02</b>
 <i>Neighborhood Social Activities</i>	<b>\$1,200.00</b>	\$0.00 120.00	<del>\$1,200.00</del> 1320.00
 <i>Recreational - Pools</i>			
Routine Service & Chemicals	\$6,500.00	(\$847.06)	\$5,652.94
Pool Repairs	\$6,000.00	(\$179.85)	\$5,820.15
Southwest Gas	\$11,500.00	(\$2,714.49)	\$8,785.51
Tucson Electric Company	\$7,000.00	(\$927.27)	\$6,072.73
City of Tucson Water	\$1,250.00	(\$208.36)	\$1,041.64
Housekeeping	\$1,600.00	(\$140.00)	\$1,460.00
Other (permits, termite inspection)	\$600.00	\$0.00	\$600.00
Minera Project	\$6,157.60	(\$5,143.07)	\$1,014.53
<b>Subtotal</b>	<b>\$40,607.60</b>	<b>(\$10,160.10)</b>	<b>\$30,447.50</b>
<b>TOTAL EXPENSES</b>	<b>\$61,007.60</b>	<b>(\$12,397.08)</b>	<b>\$48,610.52</b>
<b>REMAINING FUNDS</b>			<b>\$48,610.52</b>

Respectfully submitted

Traci Grabb  
Treasurer

CATALINA PUEBLO RENTALS

2620 Avenida de Pueblo	Bradshaw	owner occupied	no lease
2752 Avenida de Pueblo	Bradshaw	owner occupied	no lease
6235 Calle de Adelita	Farrell	owner occupied	lease
6215 Calle de Adelita	Gotshall-Maxon	rental	lease
2791 Avenida de Pueblo	Harris	owner occupied	lease
2555 Avenida de Posada	Huelsebusch	owner occupied	no lease
2556 Avenida de Maria	Pearson-McCarthy	rental	Vacant
6325 Calle de Caballo	Pearson-McCarthy	rental	no lease
2631 Avenida de Maria	Nelson-Winkler	rental	no lease
6322 Calle de Adelita	Nelson/Winkler	rental	no lease
2550 Avenida de Maria	Pearson	rental	no lease
2631 Avenida de Posada	Riordan	rental	no lease
6302 Calle del Caballo	Robbins	owner occupied	no lease
6215 Calle Minera	Romero	rental	no lease
2711 Avenida de Pueblo	Silvyn	rental	no lease
2641 Avenida de Maria	Sinclair		
2781 Avenida de Posada	C. Sinclair	rental	lease
2620 Cerrada Adelita	Taylor	rental	lease
2702 Avenida de Pueblo	Taylor	rental	lease
6223 Calle Minera	Weigand	rental	lease