

# Catalina Foothills Estates No.7 Homeowners Association

## Board of Directors Meeting Minutes

**Date:** March 6, 2024  
**Time:** 4:00 PM  
**Location:** 7400 N. Oracle Rd Suite #311

### CALL TO ORDER

The meeting was called to order at 4:02 PM.

### ROLL CALL

**Board Present:** Robert Levaro – President / Treasurer  
Phil Harber - Vice President  
Hamid Badghisi - Director  
Eli Collier - Director  
Dale Pugh - Director

**Board Absent/  
Excused:** None

**Homeowners  
Present:** 8 Homeowners

**Management  
Representative:** Megan Muzi – HBS Stratford Community Management

**Minute Taker:** Megan Muzi - HBS Stratford Community Management

### QUORUM (3 required is here):

A quorum was present to conduct the Board of Directors meeting.

### MINUTES

**MOTION:** To approve the January 3, 2024 Board of Directors Meeting minutes as submitted/amended. **Motion made by Hamid, Eli seconded, and passed unanimously.**

### HOMEOWNER INPUT

- Homeowners introduced themselves. There were a few zoom chat suggestions regarding weeds, dog feces, and tree trimming in common areas.

**OFFICERS 'REPORTS**

- **President's Report (Robert Levaro):**

- **Race Track Wash**

As you know the portions of the Race Track Wash are owned by the HOA. There are two parcels south of Via Soledad. The first extends from Via Soledad to a choke point between lot 205 Via Condesa on the east and Lot 298 on Foothills Dr on the west. The larger parcel extends down to the imaginary line that would be drawn by extending Sobra Lomas across the wash. The adjacent community to the southwest (River View Estates) owns a western sliver of the wash along our parcel and owns the entire wash parcel to the south of ours. What I learned this months is that the southern of our two wash parcels is actually within the Tucson City limits. This only became relevant because a homeless encampment was established and it became important to determine the jurisdiction for housing resources outreach and trespass enforcement.

As we know from our experience with the county, county resources are much more responsive to tax payers than the HOA. So too with the city, however, all the complaints about this settlement came from homeowners that are not Tucson tax payers.

I have filed the necessary paperwork that is required to allow Tucson personal to come on to the property for outreach and enforcement. In partnership with Robert Moreno, the President of River View Estates HOA this encampment was first warned then given 72 hours to vacate or be evicted. They are now gone, but of course, left a dreadful mess. I was very disappointed with the Tucson clean up response. Volunteer homeowners cleaned the mess and hauled away the detritus Now that this area has been "homesteaded" and as weather gets better we should expect more campers.

The CFE7 Neighborhood watch in coordination with the River View Estates Neighborhood watch will work collaboratively so that the relevant policing authority can be promptly contacted should a new encampment appear.

- **Rental Guidelines Proposal – Appendix (page )**

- **Welcome Committee** –Dale Pugh volunteered to be the Board representative. Volunteer Jan Catt will continue to head the welcome committee.

- **Treasurer's Report (Robert Levaro):** As of (February 28, 2024):

 Bank Balance.....	\$8,739.40
 Reserve Balance .....	\$90,907.19

**MOTION:** To approve the (February 28 2024) financials as submitted. **Motion made by Phil, Eli seconded, and passed unanimously.**

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- **Committee Reports (Vice President – Phil Harber):**

- Newsletter/Communication strategy

It was discussed by the Board to continue operating the twice a year newsletter using the same 3<sup>rd</sup> party vendor for formatting. HBS will assist on proofing the newsletter and email blasting it out to the community. Once the website is established it will be displayed on the website.

- **Project Review Committee (Eli Collier)**

- Committee Activity Summary:
  - 14 projects closed out
  - 12 newly approved projects
  - 1 project withdrawn

**Guideline revision in blue:**

Revision to Guidelines Section 4.1 Motion: Incorporate the modifications below to Guidelines section 4.1 changes are in blue: REVISED PROPOSAL 4.1 Residential Use No Lot shall be used for any purpose other than for one detached single-family dwelling for single-family private use, a **one** private garage, patio walls, **one each** swimming pool, guest house, servants' **caretaker** quarters, and other outbuildings and other improvements incidental to residential use of the Property including public utility facilities. **Any separate structure must be in the same architectural style, finish, and color as the main house.** • A guesthouse may be no larger the 45% of the living area in the main house. • The existing driveway and parking areas must be used when accessing the guesthouse. • The entrance must open to both the house and the pool (if present). • It cannot have separate utilities connections or meters.

**MOTION: Motion to accept the revised guidelines to section 4.1 made by Dale, Hamid seconded, and passed unanimously.**

- **Landscape Committee (Hamid Badghisi)**

Activity: Approved grading plan for Lot 121: essential to remediating the deviations from the approved PRC application. Only one other open PRA. Approved in December Lot 27.

**Planning for 2024 discussion:**

Relative weight of Median Revegetation Vs Median Maintenance. Within Median Maintenance: Homeowners seeking a tidy median vs those seeking robust wildlife habitat

Pure Median Aesthetics Camp: Remove all dead trees, remove all mistletoe, remove rats nests, and remove all Phyllosticta infected paddles.

Animal Habitat Camp: Leave everything alone (it's nature) Is it possible to thread a needle between these two? Which the implementation of the new HOA data base, Website and communications platform, the landscape committee will develop tools for an open and interactive dialogues with the community

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- **Covenants Committee (Dale Pugh)**  
Carryover from previous report(s) - 4  
New files – 3  
Closed files – 3  
Open files - 4

The community needs to be reminded to pick up after pets along with in the wash areas surrounding the community.

**Motion was made to purchase 10 new dog signs in the amount of ~\$30.00 per sign by Phil, Hamid seconded, and passed unanimously.**

- **Manager Report (Megan Muzi):** I introduced myself and let the Board members and community know about the website and what to look forward to. I will be working with the Board President on rolling out the website once HBS has contracted the service it will provide. I will continue to work with the Board on various items when needed.

#### **OLD BUSINESS**

- **NONE**

#### **NEW BUSINESS**

- **NONE**

#### **FUTURE MEETING SCHEDULE**

##### **Board Meetings:**

- April 3, 2024
- May 1, 2024
- June 5, 2024
- July 3, 2024
- August 7, 2024
- September 4, 2024
- October 2, 2024
- November 6, 2024
- December 4, 2024

#### **BOARD ACTION LIST**

- Ordering 10 pet signs
- Meet with landscapers to look at each median and tree

#### **MANAGER'S ACTION LIST**

- Website

**NEXT MEETING:** The next Board of Directors meeting is (April 3rd) at (4:00pm) at (7400 N. Oracle Rd suite #311).

**ADJOURNMENT:** The meeting adjourned at (5:29PM).

**EXECUTIVE SESSION TO FOLLOW**

To adjourn the Board of Directors meeting and go into Executive Session as permitted by law (ARS 33-1804(C) for planned communities or in accordance with ARS 33-1248(C) Condominiums) for the following reason(s): (5) owner/member appeal or penalty.

**MOTION:** To adjourn the Board of Directors meeting. The meeting was adjourned at 5:29 PM. **Motion made by Robert, Eli seconded, and passed unanimously.**

## 4.2 Rentals

Rental of any guest house is prohibited, the occupancy thereof being limited to members of the Owner's family, guests, or servants. This shall not be construed as preventing the leasing or renting of an entire Lot, together with the Improvements thereon. Owners shall ensure that tenants do not sublease any part of the property. Owners who rent or lease to others shall ensure that tenants are provided with a copy of the Covenants and the Guidelines and follow the provisions thereof. Further, all rental/lease agreements shall include a statement that the rental is subject in all respects to the provisions of the Covenants, the Architectural, Landscaping and Land Use Guidelines, and any rules and regulations adopted by the Board (C38).

The owner or the owner's authorized agent shall notify the Board or the Board's authorized agent when a new lease is executed. The owner or authorized agent shall provide the Board or the Board's authorized agent all legally allowable information about tenants and leases. The required information will include the name and contact information for any adults occupying the property, the time period of the lease, including the beginning and ending dates of the tenancy, and a description and the license plate numbers of the tenants' vehicles. Owners' authorized agents must be designated in writing. A \$25 fee and/or any other allowable fees will be assessed with each new lease. Short-term rentals within CFE#7 are prohibited, and one year shall be considered to be a minimum tenancy irrespective of any lease or rental agreement in place, whether written or verbal. In the event that a lease or rental agreement is canceled before the minimum tenancy has elapsed, there shall be no more than two (2) leases/rentals in any twelve (12) month period. No property may be sublet. Further, the use of third parties to provide representation and/or advertising for short-term rentals is prohibited.