

# Portillo Ridge Homeowners' Association

P.O. Box 592, Green Valley, AZ 85622

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## Board of Directors Workshop

June 14, 2019

**Board Members Present:** Fred Wray, President and Mike Millikin, Secretary.

**Homeowners Present:** Jim Chisholm

**Call to Order:** The BOD Workshop was called to order at 9:35 : AM.

### Workshop Discussions:

- Mr. Chisholm reviewed the “Chart of Responsibilities/Committee Assigned” with those present.
- Mike Millikin reviewed recommended changes to the current Architectural and Design Guidelines. Will submit to the Board for their approval at the September 2019 Board of Directors Meeting. Discussion also ensued regarding neighbor sign off of projects. Ms. Brown will forward to Mr. Millikin a sample of another of her communities that uses Neighbor sign off form.
- Ms. Brown inquired as to the letterhead to be used (add mailing address for Stratford Management). Those present would like the current letterhead to stay as is
- Mr. Chisholm made note that upon speaking with Waste Management, vacation holds are for a time period of 30 days to 9 months).

**No other business related to the Portillo Ridge Homeowners' Association was discussed or acted on during this Portillo Ridge HOA BOD Workshop.**

**Adjournment:** The workshop was adjourned at 10:50 AM. The next BOD Workshop will be July 12, 2019 at 9:30 AM at Las Campanas Ironwood Room.

Respectfully submitted,

*Helen B Brown*

Helen B Brown  
Director of Management Services/Community Manager-Stratford Management  
For the Portillo Ridge Homeowners Association Board of Directors

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