

Portillo Ridge Homeowners' Association

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

Website: www.portilloridgehoa.org ~ Email: portilloridgehoa@yahoo.com

HOA Board Meeting Minutes

Madera Vista Center, Green Valley, AZ

September 11, 2019

Present: Fred Wray, President; Dave Colicchio, Vice President; Marsha Barnes, Treasurer; Mike Millikin, Secretary; and Mike Lewis, Member-at-Large.

Excused: None

Call to Order: The meeting was called to order at 9:30 AM.

Homeowner Discussion: A homeowner voiced his concern regarding tree heights being over 18' throughout the community and what is being done to enforce the tree heights.

Approval of Minutes:

- A motion was made by Mr. Millikin, seconded and unanimously carried to approve the minutes of the June 12, 2019 Board Meeting Minutes as amended.
- A motion was made by Mr. Millikin, seconded and unanimously carried to approve the minutes of the June 14, 2019 Workshop as amended.
- A motion was made by Mr. Millikin, seconded and unanimously carried to approve the minutes of the July 12, 2019 Workshop as amended.
- A motion was made by Ms. Barnes, seconded and unanimously carried to approve the minutes of the August 16, 2019 Workshop as submitted.

Treasurer's Report: As reported by Ms. Barnes

- June 2019: Operating Account \$17,565.41; Reserve Accounts \$196,105.88; Total Assets \$213,671.29.
- July 2019: Operating Account \$13,388.14; Reserve Accounts \$196,108.01; Total Assets \$209,496.15.
- August 2019: Operating Account \$12,571.87; Reserve Accounts \$200,015.57; Total Assets \$212,695.47.
- A motion was made by Mr. Lewis, seconded and unanimously carried to approve the financial reports as submitted.

Committee Reports:

- Architectural Review: There was one new request that was approved at the September 11, 2019 Architectural Review Committee Meeting and a previous unapproved submittal has been withdrawn by the homeowner. The Architectural Review Committee approved the revised Architectural & Design Rules; the revised Submittal Form and a new "Request for Neighboring Property Review Form".
 - Audit: No report is due until 2020.
 - Common Area Maintenance: Mr. Chisholm reported one agave in the Common Area has been removed. The new association landscaper, Valscape, is currently working on an estimate for anticipate work needed throughout the Common Area.
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- Food Bank: No report provided.
- Neighborhood Watch: No report provided.
- Nominating & Elections: The Committee will need to be appointed at the October Board of Directors Meeting.
- Social: No report.

Special Representative Updates:

- Green Valley Council: No report provided.

Management Company Updates:

- Ms. Brown, Stratford Management, reported that all tasks involving the transition of information from Portillo Ridge into the databases at Stratford Management have taken place.
- The Statutory Agent listing David Grant has been uploaded to the Arizona Corporation Commission.
- 2020 Meeting Reservations Requests were completed, reviewed by Mr. Millikin, forwarded to Green Valley Recreation and approved-for the second Wednesday of the month at Madera Vista. The workshops and annual meeting dates have not yet been approved but will be reviewed by Jody Crawford, GVR, during the month of September.

Unfinished Business:

- 2020 Board Meeting Dates: This item was discussed during the Management Company Updates.
- Informational Meeting-Oct 23, 2019: The draft agenda was finalized. Stratford Management will forward to the membership by email blast and by mail to those residents that do not have an email on file 15-30 days prior to the meeting date.

New Business:

- Architectural Review Committee Chair: A motion was made by Mr. Lewis, seconded and unanimously carried to appoint Mr. Dave Colicchio as the new Architectural Review Committee Chair.
 - Revised ARC Rules, revised ARC Request Form and New Request for Neighbor Feedback Form: Discussion ensued. A motion was made by Mr. Millikin, seconded and carried (4/1) to approve the Revised Rules, revised ARC Request Form and the new Neighbor Feedback Form.
 - Appointment of the Nominating & Election Committee: Discussion ensued. The Committee must be appointed at the October 2019 Board of Directors Meeting.
 - 2020 Annual Meeting Agenda: Discussion ensued.
 - Contract Proposals for Trash/Recycle Service Providers: Discussion ensued. Have received proposals from Titan and Waste Management; still waiting for proposal from Republic Services. The current contract is "locked in" until July 1, 2020.
 - 2020 Operational & Reserve Budget: Approval of the 2020 budgets will be done at the October 9, 2019 Board of Directors Meeting.
 - 2020 Transfer Fees: If necessary, resolution will need to be approved at the October 9, 2019 Board of Directors Meeting.
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- Rental Requirements/Fees: Discussion ensued; current fee is \$25.
- E-Mail Voting Procedures: Discussion ensued. Stratford Management will request an opinion from Goldschmidt/Shupe if it is permissible to send the Annual Meeting Materials by email.
- Mail Call: Ms. Barnes made note that she is in receipt of the current property tax statements, but only received two statements instead of the four as in previous years. Stratford Management will research Pima County Assessor's site to determine if some of the parcels had been combined as requested by the Portillo Ridge Board of Directors.

Adjournment: The meeting was adjourned at 11:00 AM.

- The next HOA Board meeting will be October 9, 2019 at 9:30 AM at Madera Vista.
- Next Informational Meeting is scheduled for October 23, 2019 at 6:00 PM at Las Campanas.
- Next Board of Directors Workshop is September 13, 2019 at 9:30 AM at Las Campanas.

Respectfully submitted,

Helen B Brown

Helen B Brown, CMCA

Director of Management Services/Community Manager-Stratford Management

For the Portillo Ridge Homeowners Association Board of Directors