

Portillo Ridge Homeowners' Association

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

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

HOA Board Meeting

January 8, 2020

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

Excused: Marsha Barnes, Treasurer

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

Homeowner Discussion:

- A homeowner asked why the ballot for the Annual Meeting did not include a line for a write in candidate.

Approval of minutes:

- A motion was made by Mr. Millikin, seconded by Mr. Colicchio, and carried to approve the minutes of the December 11, 2019 Board Meeting as presented.
- A motion was made by Mr. Lewis, seconded by Mr. Millikin, and carried to approve the minutes of the December 13, 2019 Board Workshop as presented.

Treasurer's Report:

As of November 30, 2019, the following was submitted:

- Operating Account: \$ 6,354.45
- Reserve funds:
 - Money Market: \$ 0
 - Net Portfolio assets: \$ 202,702.04
 - Total Reserve Fund \$ 202,702.04
- Total Asset Balance \$ 209,056.49
- A motion was made by Mr. Millikin, seconded by Mr. Colicchio, and carried to accept the December 2019 financials as presented. Note: Mr. Lewis will speak with Ms. Barnes regarding the maturity date for the Morgan Stanley Ultra Short Income as the report indicates a July 2, 2019 maturity date.

Committee Reports:

- Architectural Review: There were no requests before the ARC. The ARC log is current and posted. A brief discussion ensued regarding Stratford Management assuming the administrative duties of the Committee.
 - Audit: No report.
 - Common Area Maintenance: The estimate from Weed Busters for the 2020 pre-emergent in the amount of \$6,550 was approved at the December 2019 Board of Directors Meeting with payment of one half (\$3,275) to be paid immediately. Ms. Brown told the Board that she was not in receipt of the estimate or invoice for payment to be made.
 - Food Bank: No report
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- Neighborhood Watch: No report.
- Nominating & Elections: No report.
- Social: The Holiday Party was held on December 13, 2019. There were approximately fifty homeowners in attendance.

Special Representative Updates:

- There was no report at the January 8, 2020 Board of Directors Meeting.

Management Company Updates:

- The new Waste Management contract has been signed effective January 1, 2020. The first quarter billing to the residents did not reflect the once a week charge and credits have been issued. Notification was sent to the membership (via email and USPS) regarding the issue with the billings. In addition, some residents inquired if the pick-up time would be later, a request was sent to Waste Management.
- A Holiday Party reminder was sent out.

Unfinished Business:

- 2020 Annual Meeting Final Discussion: The Board reviewed the final agenda. Committee reports are to be sent to Stratford Management prior to the meeting. The Board asked that a reminder be sent to the membership and to make note that the potluck prior to the Annual Meeting is BYOE (bring your own everything). Notice will also be posted on the Portillo Ridge website in the "What's New" section.

New Business:

- Post Office Box: Discussion ensued regarding closing the post office box.
- For Sale Sign on Camino Del Portillo: Discussion ensued.

Adjournment: The meeting was adjourned at 10:50 AM.

- The next HOA Board meeting will be February 12, 2020 at 9:30 AM at Madera Vista.
- The next Board workshop will be January 10, 2020 at 9:30 AM at Casas Paloma I.
- The Annual Meeting will be January 22, 2020 at 6:00 PM 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
