

Portillo Ridge Homeowners' Association

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

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

2020 Annual Meeting Minutes

January 22, 2020

Las Campanas Social Center

Call to Order: The 2020 Annual Meeting of the Membership was called to order at 6:05 PM upon verification that the quorum required was met. There were 92 memberships represented either in person or by absentee ballot.

Call for Board of Director Ballots: Board President, Fred Way called for any additional Board of Director ballots.

President's Report-Fred Wray:

HOA Accomplishments for 2019:

- Mike Lewis was elected to the Board of Directors at the 2019 Annual Meeting and Fred Wray was appointed to the Board in April.
- In April the board attended a legal training seminar which is included in the Association's service agreement with Goldschmidt/Shupe.
- In May, Stratford Management was hired as the management company. This has helped to reduce the workload for the board members by 90%. The transition over the last eight months has been smooth with very few bumps. This has been a learning process for everyone involved.
- At the end of the year, the Board of Directors entered into a new trash and recycling contract with Waste Management after discussions about new requirements and prices. The new contract will also benefit our roads by only requiring trucks once per week.
- We had to say good-bye to several of our members but were able to welcome seven new members to our community.
- There currently is not a Social Chairperson, and strongly encourages members to come forward to volunteer.

Presentation of Minutes: The minutes of the January 18, 2019 Annual Meeting were available for review. It was noted that these minutes were approved by the Board of Directors at the February 2019 Board of Directors Meeting. The January 2020 Annual Meeting Minutes will not be approved by the Board of Directors, but by the Membership at the January 2021 Annual Meeting.

Treasurer's Report: Mike Lewis, in the absence of Treasurer Marsha Barnes, provided a summary as follows:

- Total Income as of December 31, 2019: \$ 23,498.04
- Total Expenses as of December 31, 2019: \$ 17,143.94
- Operating Account Balance December 31, 2019: \$ 6,354.45
- Reserve Account Balance December 31, 2019: \$202,702.04
- Total Assets as of December 31, 2019: \$209,056.49

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Committee Reports:

- Architectural Review: -Dave Colicchio: There were nineteen (19) submittals for the year; sixteen (16) were approved; two (2) were withdrawn and one (1) was resubmitted after additional information was received. Of the sixteen (16) approvals; two (2) were for landscaping; seven (7) for house painting and seven (7) for structural changes. The members of the committee are Mike Millikin (thank you for serving as the chair and for the support you have provided to me); Jim Chisholm, Dave Churchill, Joe Fields, Howard Grondahl, Chuck Smith and Jerry Strasser.
 - Audit-Bernice Hill: "I have conducted the annual review of the Portillo Ridge Homeowners Association's financial records for the year ended December 31, 2018. The specific records reviewed include financial statements for all months; reconciliations of all monthly statements from Stifel, Nicolaus & Company Inc with HOA financial statements; all documents supporting reimbursable expenditures; Board minutes for all months and comparison of Board Statutes to revenues collected. Based on this review, I believe that the financial records of the Association materially reflect its financial condition."
 - Common Area Maintenance-Jim Chisholm: Portillo Ridge contracted with a new landscaper in 2019 since Hot Desert Landscaping was sold to another company. Valscape was chosen to clean-up landscaping of the North and South Monument areas; fix erosion problems in a few Common Areas and accomplish some regular landscape maintenance in several of the Common Areas. They did a good job with the work they accomplished and suggested. Weed spraying and pre-emergent spraying by "Weed Busters" was completed in January and June as contracted. Due to the continuing excellent service by Weed Busters, the Board of Directors approved their estimated contract for 2020. They have already accomplished their January 2020 application.
 - Food Bank-Sandy Churchill: I would like to take the time to "brag" about our HOA. I am providing everyone with the final totals for the 18th Annual Food Donations and am proud of everyone especially because there was not a spring food drive in 2019. The Food Bank is seeing an increase in clients. Because of the community's donations, the three local zip codes get an extra monthly visit for a total of two. There will be three foods drives in 2020: April, November and at the Christmas Party. At any time of the year, the Committee will pick up donations and deliver a receipt if you so desire. Thank you to our volunteers who collected your donations: Deanna Brooks, Russ & Mary Alice Carlson, Pat Cleveland, Anne Morrison and Mack Summers. The 2019 donations are as follows: Spring- 402 pounds of food; \$2,275 in cash donations and \$700 in gift cards. Christmas Party- 97 pounds of food; \$225 in cash donations and \$20 in gift cards. Total results for 2019: 603 pounds of food, \$2,500 in cash donations and \$700 in gift cards for total cash of \$3,220.
 - Neighborhood Watch-Glen Barnes: This past spring, our Neighborhood Watch Block Captains again assisted the Green Valley Council by distributing the Green Valley Community Directory (the local phone book) to the residents of Portillo Ridge. While distributing the directories, our Block Captains passed out Resident Information Sheets. The purpose of these information sheets is to record basic information such as whether or not the house has a fire department lock box; if the resident has selected a friend, neighbor, or relative to be a "key-holder" and if so, appropriate contact information; information on pets on the premises, etc. At present we have completed information sheets from 86 of our
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residents (or 60%). This number has remained fairly consistent as residents leave the community and new neighbors move in. The group of Block Captains, really Co-Captains, has remain static over the years. I sense that some are losing interest. If anyone has any interest in serving as a Block Captain, please get in touch with me or contact one of the Board Members.

- Nominating & Elections-Ed Davis is chairperson and is tabulating the election results.
- Social- Bonita Davis reported on the Christmas Party: The Christmas Party was quite successful and the over all feelings and comments were that everyone enjoyed it. The dinner has been at the Grill on the Green for three years and each year the menu has been very tastefully presented. Each year the dinning room changed in subtle ways but the food and arrangement always delicious. The staff at the Grill has made our dinners a pleasant holiday success. Each year gave us, as friends and neighbors, the opportunity to be together and enjoy the spirit of the holidays. I treasure the times I could help it was such a good way to interact with all of you and I truly enjoyed that time. I must add that I also had Sandy Churchill there each year making certain we could have a corner to drop off food bank donations and Board Members were always there to help. This will be my last time to act as hostess, but we already have people that are interested to serve for next year. Just in case you wish to have it at the Grill again, a reservation has been made for December 11, 2020.

Special Representative Updates-Glen Barnes:

- During 2019, our HOA was represented at the GVC Board of Representatives at six (6) of the nine (9) scheduled meetings-four times by me and once each by the Board President and Vice President. The biggest recurring topics at the GVC meetings have been alternative methods to fund repairs of the streets in Green Valley which have been evaluated to be in poor or failed condition; the Canoa Parks including the Canoa Hills Trails, Canoa Preserve and the Historic Canoa Ranch; and the anticipated reduction in revenue for the GVC and possible ways to adapt. There were presentations and updates regarding the Santa Cruz Valley Regional Hospital, commercial development in the town of Sahuarita and Tubac's Javelinas on Parade. Guest speakers included Steve Christy, Pima County Board of Supervisors and Pima County Sheriff Mark Napier.

Unfinished Discussion:

- There was no Unfinished Discussion from the 2019 Annual Meeting.

New Business:

- **2020 Annual Meeting Schedule:** Board Meetings are held on the second Wednesday of the month at 9:30 AM at the Madera Vista GVR; ARC Meetings are held on the second Wednesday of the month at 9:00 AM at the Madera Vista GVR and Workshops are held on the Friday following the Board Meetings at 9:30 AM at the Las Campanas GVR.
 - **Nomination & Election Committee Report-Ed Davis:** Ninety-three (93) ballots were received; ninety-two (92) ballot were certified; one (1) ballot was not certified due to the return envelope not being signed. There were two candidates running for two Board positions and the results were as follows: Eighty-eight (88) votes cast for Janet Sink and Eighty-seven (87) votes cast of Wendy Strasser.
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Open Discussion

- Homeowner noted that he was charged \$45 from Waste Management to reactivate his account from being on vacation hold.
- Can the Waste Management contract be posted to the website?
- What are the plans to “swap out” the trash containers and could homeowners be provided with the dimensions of each size container available?
- How did the fees payable to the management company affect the annual assessments?
- Community yard sale is in the planning stages.
- If anyone needs a Portillo Ridge name tag, please contact Stratford Management

Adjournment: The meeting was adjourned at 7:05 PM.

- The next HOA Board meeting will be February 12, 2020 at 9:30 AM at Madera Vista.
- The next Informational Meeting is October 21, 2020 at 6:00 PM at the Las Campanas Social Center

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