

# Portillo Ridge Homeowners' Association

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

Website: [www.portilloridgehoa.org](http://www.portilloridgehoa.org) ~ Email: [portilloridgehoa@yahoo.com](mailto:portilloridgehoa@yahoo.com)

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## **HOA Board Meeting**

**February 12, 2020**

**Present:** Fred Wray, President, Dave Colicchio, Vice-President; Mike Lewis, Member at Large, Mike Millikin, Secretary, Marsha Barnes, Treasurer, Wendy Strasser, newly elected member.

**Excused:** Jan Sink, newly elected member.

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

### **Election of Officers:**

- A motion was made by Mike Lewis, seconded by Dave Colicchio and carried to elect Fred Wray to the position of President.
- A motion was made by Mike Lewis, seconded by Marsha Barnes and approved to elect Dave Colicchio as Vice President, Mike Lewis as Treasurer, Wendy Strasser as Secretary, and Jan Sink as Member-at-Large.

**Homeowner Discussion:** Fred will ask Helen at the next workshop about the publishing of the HOA directory.

### **Approval of minutes:**

- A motion was made by Mike Lewis, seconded by Wendy Strasser and passed to approve the minutes of the January 8, 2020 Board Meeting as presented.
- A motion was made by Wendy Strasser, seconded by Mike Lewis and passed to approve the minutes of the January 10, 2020 Board Workshop as presented.

### **Treasurer's Report:**

As of January 31, 2020, the following was submitted:

- Operating Fund Closing Balance: \$ 22,895.62
- Reserve Funds:
  - Money Market: \$ 226.85
  - Net Portfolio Assets: \$ 190,715.13
  - Total Reserve Fund: \$ 203,211.51
- Total Asset Balance: \$ 226,107.13
- A motion was made by Wendy Strasser, seconded by Dave Colicchio and passed to accept the financials as presented.
- The money market account in the reserve fund was discussed regarding transfers of moneys within the HOA budget. Legal counsel has approved these fund transfers and this will be confirmed at the next legal workshop.

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## Committee Reports:

- Architectural Review: There were four ARC Requests approved, two of which were conditional approvals.
- Audit: No report.
- Common Area Maintenance: Jim Chisholm questioned if the Valscape invoice has been paid. There is still unfinished work to be done by them.
- Food Bank: No report.
- Neighborhood Watch: Glen Barnes reported that the community directories will be distributed on March 24. A new Neighborhood Watch coordinator is needed.
- Nominating & Elections: At the January 22, 2020 annual meeting Jan Sink and Wendy Strasser were elected to the HOA Board of Directors.
- Social: No Report

**Special Representative Updates:** Glen Barnes will have the Green Valley Community Directories available for pick up on March 24, 2020. Arrangements will be made with the Block Captains for distribution within the community.

## Management Company Updates:

- As of January 31, \$23,100 in annual assessments have been collected.
- The new Board of Directors will need to sign a 2020 Code of Conduct form.
- A recap of the annual meeting was read.
- There are six unpaid annual assessments at this time.

## Unfinished Business:

There was no Unfinished Business at the February 12, 2020 Board of Directors Meeting.

## New Business:

- The Waste Management receptacle swap out will be discussed at the Workshop and a date obtained.
- Wendy Strasser has signed up for the GVC HOA officer training
- The 2020 Code of Conduct form must be signed by all HOA board members.
- Fred Wray will set up the annual legal training.
- It was moved by Wendy Strasser, seconded by Mike Lewis and approved to appoint the following committee members for the new year:

Social Committee – Jan Sink

Food Bank -Sandy Churchill

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Audit Committee – Bernie Hill  
ARC – Dave Colicchio  
Neighborhood Watch – Coordinator needed  
Common Area Maintenance - Jim Chisholm

- It was moved by Dave Colicchio, seconded by Mike Lewis and approved to appoint Glen Barnes to be the GVC Representative.

**Adjournment:** The meeting was adjourned at 10:25 AM. The next HOA Board meeting will be March 11, 2020 at 9:30 AM at Madera Vista. The next HOA Board workshop is scheduled for February 14, 2020 at Las Campanas.

Respectfully submitted,

Michael R. Millikin, Outgoing Secretary