

# Portillo Ridge Homeowners' Association

P.O. Box 37020, Tucson, AZ 85704

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

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## HOA Board Meeting

The Meeting was conducted by Zoom

**September 8, 2021**

**Present:** Nancy Williams, Wendy Strasser, Glen Barnes, Mike Millikin and Mike Lewis

**Excused:** None

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

### **Homeowner Discussion:**

- Homeowner present at the September 8, 2021 Board of Directors Meeting had no comments.

### **Approval of minutes:**

- A motion was made by Ms. Strasser, seconded by Mr. Lewis and carried to accept the April 14, 2021 Draft Meeting Minutes as submitted by Stratford Management.

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

- Mr. Lewis made note of the following:
  - ✓ A draft version of the August financials were received late on September 7<sup>th</sup>, did not have time to prepare a full report for the Board.
  - ✓ Income for the month ending August 31, 2021 was \$.37 which reflects interest earned on the Operating Account.
  - ✓ Expenses for month ending August 31, 2021 were \$1,406.06 which included payment to Continental Storage in the amount of \$516.00 (an increase of \$66 from the prior year). The Board approved this expense by an email vote.
  - ✓ Operating Account balance as of August 31, 2021 = \$8,017.94
  - ✓ Reserve Account balance as of August 31, 2021 = \$204,991.14 (Mutual Funds= \$71,991.14; Stifel Certificates \$133,000).
  - ✓ Tax exempt application has been sent to the Internal Revenue Service and if approved will affect the 2021 taxes.
  - ✓ There remains an outstanding invoice from Valscape. Mr. Chisholm, Common Area Maintenance, noted that the invoice from Valscape has not yet been submitted for payment by Valscape. It was noted that there is one project yet to be completed (pack rat nest under a sidewalk that Valscape would like to remove before submitting the invoice).

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- ✓ A motion was made by Ms. Strasser, seconded by Mr. Millikin and carried to accept the Financial Reports as presented by Board Treasurer.

## Committee Reports:

- Architectural Review: Mr. Barnes made note that there have been two requests that were approved in August. For the year 2021 to date there have been thirty-one submittals. Mr. Barnes stated that there were some concerns from neighbors regarding a recent approval for the installation of solar panels that affected their view. Discussion ensued regarding neighbor notifications of projects.
- Audit: No report.
- Common Area Maintenance: Mr. Chisholm made note that the invoice for the work that was approved previously by the Board has not yet been submitted for payment. Mr. Millikin noted that a homeowner contacted him regarding erosion that has occurred under a culvert that is located on their property. Pima County Flood Control was contacted and responded in writing that the erosion is not their responsibility but to contact Pima County Department of Transportation (PDOT) Board President, Nancy Williams requested that PDOT clean the streets and to replace the Yield Sign on Novilunio with a Stop Sign.
- Food Bank: No report.
- Neighborhood Watch: No report.
- Social: Mr. Millikin confirmed with The Grill on the Greens that there is a reservation for the Holiday Party for December 10, 2021. Discussion ensued regarding holding the Holiday Party and asked Mr. Millikin to find out the date when the reservation has to be finalized should the Board chose not to hold the Holiday Party due to continuing COVID concerns.
- Nomination and Election: Ms. Williams told the Board that Mike Millikin has agreed to chair the Committee and will be appointed at the October Board Meeting. There will be one board term (Mike Lewis) expiring at the Annual Meeting.

**Special Representative Updates:** Mr. Barnes stated that the Board of Representative will commence in person meetings but was unsure of the date of the first in-person meeting.

## Management Company Updates:

- Stratford Management is in receipt of request from Green Valley Recreation for scheduling of meetings for 2022.
- Lot #34 is currently in escrow with an estimated close date of September 22, 2021.
- Arizona Legislature has ended and passed one law that will affect Portillo Ridge that made changes and clarifications to the timeline in which political signs may be displayed on individual homeowner lots. As of September 29, 2021 political signs may be

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displayed 71 days prior to a Primary Election; 15 days after a Primary Election if the candidate does not advance and 15 days after a General Election.

- Homeowner Associations may regulate the size and number of political signs that may be placed on a member's property as long as the regulations are not more restrictive than city, town or county ordinances.

## Unfinished Business:

- **Ratify Action in Lieu:** A motion was made by Mr. Millikin, seconded by Mr. Barnes and carried to ratify the Action in Lieu to pay the invoice for the yearly charge at Continental Storage in the amount of \$516.00 which reflects an increase of \$66 from the previous year.

## New Business:

- **October Information Meeting:** A motion was made by Mr. Barnes, seconded by Ms. Strasser and carried to cancel the October 2021 Informational Meeting.
- **2022 Annual Meeting:** The 2022 Annual Meeting is scheduled for January 26, 2022 tentative scheduled to be an in-person meeting at 4:00 PM and to not have a potluck.
- **2022 Board Meetings/Workshops:** The Board of Directors requested that Stratford Management request the reservations for the Board Meeting (second Wednesday of the month at 9:30 AM with ARC Meeting to commence at 9:00 AM) for Madera Vista Center and the workshops for the Friday following the Board Meetings at Las Campanas.
- 2022 Operating and Reserve Budgets to be approved at the October 13 2021 Board of Directors Meeting.
- **2021 Board Meetings:** The October, November and December 2021 Board Meetings will continue to be held by Zoom.
- **Mail Call:** Ms. Brown told the Board that there was no correspondence received from homeowners.

**Adjournment:** The meeting was adjourned at 10:43 AM.

- The next Board of Directors Meeting is scheduled for October 13, 2021 at 9:30 AM by Zoom.
- Next Board workshop has been scheduled for Friday, October 15, 2021 at 9:30 AM by Zoom.

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