

Portillo Ridge Homeowners' Association

P.O. Box 37020, Tucson, AZ 85704

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

HOA Board Meeting

November 9 2022

Zoom Meeting Platform

Present: Nancy Williams, Glen Barnes and Mike Millikin

Excused: Mike Lewis

Homeowners: Three (3)

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

Homeowner Discussion:

- Homeowner present at the November 9, 2022 Board of Directors Meeting had no comments.

Approval of minutes:

- A motion was made by Mr. Millikin, seconded by Mr. Barnes and carried to approve the October 20, 2022 Board of Directors Draft Meeting Minutes as submitted by Stratford Management.

Treasurer's Report:

- Mr. Lewis was not present at the November 9, 2022 Board of Directors Meeting. Ms. Brown told those present that due to the absence of the Synchrony Bank Statements, the financial reports have not been completed.

Committee Reports:

- Architectural Review: Mr. Barnes noted that there was one approval since the last meeting.
- Common Area Maintenance: Mr. Chisholm noted that Valscape was working at the property on November 8th and 9th. The erosion flow problem has been inspected by JNAC, no report as of this date.
- Food Bank: The community food drive is scheduled for November 10th.
- Neighborhood Watch: No report.
- Nominating & Election-Mike Millikin and Will Smith will serve on the 2023 Committee.
- Social: Nancy Cook has volunteered to serve as Chair for the Holiday Party, scheduled for December 8, 2022 at Grill on the Greens. The Holiday Party Flyer has been sent to the membership twice. The holiday decorations in storage have been inventoried and

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some new decorations have been ordered. A condolence card has been sent to the family of Sue McBride.

Special Representative Updates: Mr. Barnes had nothing to report.

Management Company Updates:

- As of August 31, 2022 there are no homeowners that are delinquent on their 2022 annual assessments.
- Through October 2022 Stratford Management is in receipt of thirteen recorded deeds and payments of \$1,560 in sale of home income.
- Stratford Management is in receipt of two rental information forms from homeowner of Lot 94 for rental for (1) November 14, 2022-January 1 2023 and (2) January 2, 2023-February 28, 2023.

Unfinished Business:

- **End of Year Mailing Update:** The Board reviewed the notice of 2023 Annual Meeting and End of Year Mailing.
- **Annual Meeting Update:** President, Ms. Williams is working on the Committee Reports for the Power Point Presentation.

New Business:

- **HOA Insurance Renewal:** Ms. Brown has spoken to the insurance agent and is expecting the 2023 proposal shortly.
- **Legal Counsel Contract Renewal:** Ms. Brown told the Board that the contract/invoice will be forwarded by Goldschmidt/Shupe in January 2023.
- **Mail Call:** There was no correspondence received from homeowners for Board review.

Adjournment: The meeting was adjourned at 10:06 AM.

- The next Board of Directors Meeting is scheduled for December 14, 2022 at 9:30 AM. The meeting is scheduled to be held at Madera Vista.

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