

Portillo Ridge Homeowners' Association

P.O. Box 64758, Tucson, AZ 85704

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

HOA Board Meeting

September 13, 2023

Madera Vista Recreation Center

Present: Glen Barnes, Steve Cripps, Nancy Williams, Nancy Cook and Cheri Golden

Excused: None

Homeowners: Five (5)

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

Homeowner Discussion:

- Homeowners present at the meeting had no issues.

Approval of minutes:

- A motion was made by Ms. Williams, seconded by Mr. Barnes and carried to approve the April 12, 2023 Board of Directors Draft Meeting Minutes as presented by Stratford Management.

Treasurer's Report:

- The Board reviewed the spreadsheet provided by Mr. Cripps.
- A motion was made by Mr. Barnes, seconded by Ms. Williams and carried to approve the financial report for April, May, June, July and August.

Committee Reports:

- Architectural Review: Mr. Barnes noted that there were three submittals in April with two approved (the third request did not need to submit). In May there were four submittals; with all four being approved (one had to be modified to prior to approval). In June there were three submittals with three approved. In July there was one submittal which was approved and in August there were two submittals, both were approved.
- Common Area Maintenance: Weedbusters performed their second pre-emergent application of the year based on their contract, in July. Valscape has completed their work based on their contract, however, additional work needs to be done, therefore a new proposal will be requested for the Board to review. Joe Fields has agreed to work with the Firewise program for the community.
- Neighborhood Watch: Will Smith is working with The Sheriff's Auxiliary to set up a meeting.
- Nominating/Election Committee: Committee will need to be appointed at the October 2023 Board of Directors Meeting.
- Social: Ms. Cook noted that approximately 30 residents attended the July 4th potluck. The first Monday of the month in October, November and December there will be "Cards and Games" at Madera Vista Recreation Center. Discussion ensued regarding the Holiday Party.

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- **Special Representative Updates:** Mr. Barnes noted that meetings were not held during the months of June, July and August.

Management Company Updates:

- For the month of August there was one new homeowner and as of September 8th there was a new homeowner.
- Stratford Management has merged with HBS Management Services to form a new company, HBS Stratford Management. The Stratford staff relocated to the offices of HBS (7400 N Oracle #311). The telephone number to be used will be 520-867-6100 and the mailing address is PO Box 64758, Tucson, AZ 85748.

Unfinished Business:

- **2024 HOA Meeting Dates:** Ms. Brown told the Board that GVR has not yet sent out the request forms for 2024 meeting room reservations as of this date. The Board wishes to continue to hold their meetings the second Wednesday of the month, starting at 9:00 AM for the ARC with the Board meetings to start at 9:30 AM.

New Business:

- **2024 Annual Meeting:** The 2024 Annual Meeting will be scheduled for Thursday, January 25th starting at 4:00 PM. Sub sandwiches will be purchased by the HOA.
- **2024 Operation & Reserve Budget:** The 2024 budgets are scheduled to be approved in October. Board Treasurer, Mr. Cripps, is requesting that the Board review his working draft budget and provide their feedback.
- **2024 Annual Assessments:** The Board is not anticipating an increase in the annual assessments for 2024.
- **2024 Transfer Fees:** The Board is not anticipating an increase in the transfer fee due at time of escrow on new sales.
- **Rental Requirements/Fees:** The Board will not be increasing the rental fees (\$25 per rental) for 2024.
- **Email Voting:** The Board does not wish to utilize email voting for election of directors.
- **Tree Complaint Lot 95:** Ms. Brown, HBS Stratford, noted that she is in receipt of an email from the homeowner indicating that he is currently in the process of obtaining bids for tree trimming.

Adjournment: The meeting was adjourned at 11:16 AM.

- The next Board of Directors Meeting is scheduled for October 11, 2023 at 9:30 AM. The meeting will be held at Madera Vista.

Respectfully submitted,

Helen B Brown

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Community Manager-HBS Stratford Community Management