

Portillo Ridge Homeowners' Association

P.O. Box 64758, Tucson, AZ 85704

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

HOA Board Meeting

October 11, 2023

Madera Vista Recreation Center

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

Excused: None

Homeowners: Two (2)

Guest: Marge Garneau

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 Mr. Barnes, seconded by Ms. Williams and carried to approve the September 13, 2023 Board of Directors Draft Meeting Minutes as presented by Stratford Management.
- A motion was made by Mr. Barnes, seconded by Ms. Williams and carried to approve the September 20, 2023 Special Meeting of the Board as drafted by Cherie Golden, Board Secretary.

Treasurer's Report:

- The September 2023 financial reports were not available to be reviewed by the Board.

Committee Reports:

- Architectural Review: Mr. Barnes noted that since the last meeting that there were four requests with 2 approvals. Two requests were just received and have not yet been forwarded to the Committee.
- Common Area Maintenance: As reported by Nancy Williams, Board President that Jim Chisholm is expecting a proposal from ValScape for scrub bush removal.
- Neighborhood Watch: No report.
- Social: Ms. Cook noted that eight residents attended the first community Card/Game event held on October 1st. As a reminder Card and Games will be held the first Monday of November and December. Reservation for the 2023 Holiday Party has been made at Grill on the Green for December 6, 2023, starting at 4:00 PM. The cost to reserve the room is \$100. Ms. Cook indicated that the meal cost will be the same as 2023.

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- **Special Representative Updates:** Mr. Barnes noted that he was not in attendance for the September meeting.

Management Company Updates:

- For the month of September there was one new homeowner-Lot 54, 1116 W Camino Monte Cristo, Joseph and Christine Day Damiani.
- I will be working alongside the Accounting Department for HBS Stratford with Portillo Ridge's new community manager to provide her with the information she will need to ensure a smooth transition.

Unfinished Business:

- **2024 Budget:** A motion was made by Nancy Williams, seconded by Glen Barnes and carried to approve the 2024 budget as prepared by treasurer, Steve Cripps.
- **2024 Nominating/Election Committee:** Will Smith and Lexie Bauer will serve as the 2024 Nominating/Election Committee.
- **2024 Board Elections:** Balloting will be conducted by absentee ballot and voting at the meeting.
- **Annual Meeting Refreshments:** Sub Sandwiches and chips will be provided by the HOA with homeowners bringing their own refreshments. Ms. Cook will speak with Mr. Millikin who was the point person for the 2023 Annual Meeting to determine the amount of food to order.

New Business:

- **Mail Call:** There was no correspondence received from homeowners to be discussed at the October 11, 2023 Board of Directors Meeting.
- **Transition:** A motion was made by Ms. Golden, seconded by Ms. Williams and carried for Ms. Garneau to work with Treasurer, Mr. Cripps to investigate local banks to move the Association's operating account to as well as have a debit card. A motion was made by Ms. Golden, seconded by Mr. Barnes and carried from Ms. Garneau to open a post office box for the HOA.

Adjournment: The meeting was adjourned at 10:45 AM.

- The next Board of Directors Meeting is scheduled for November 8, 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