

Portillo Ridge Homeowners' Association
Board of Directors Meeting Minutes
Wednesday, March 8, 2025 – 9:30 AM at Madera Vista

1. Call to Order –

- President Blackburn called the meeting to order at 9:30 am. A Board quorum was met. Attending were 48 people – representing 34 households.

2. Board Resignations –

- President Blackburn – He noted that Nancy and Doug both resigned from the Board. – Steve moved to accept, Krisan 2nd Unanimous.

3. New Board member introduction –

- President Blackburn – Tom O'Rourke has agreed to serve on the board. Steve moved to accept Tom to the Board. Krisan seconded. Unanimous. President Blackburn noted we need one more volunteer for the board. We also need a new social chairperson.

4. Road Vote –

- President Blackburn reported there were 34 households represented, which is a quorum. Each lot has one vote. There were 33 yes votes and 1 no vote to continue Vehicle Parking and/or Storage in accordance with the CCRs 5.21.
- Member discussion was held and questions answered for the members.

5. Officers of the Board

- Steve moved to approve the following officers. Tom seconded the motion. Passed unanimously.
 - President - Kevin
 - Vice President – Krisan
 - Secretary – vacant at this time
 - Treasurer - Steve

6. Approval of Minutes of February 1st meeting

- An amendment was made and accepted. Kevin moved to accept the minutes as amended, Steve seconded. Unanimous.

7. Acceptance of Treasurer's Report –

- Steve Cripps reported that things are pretty much normal. We are having some problems getting reports through PayHOA he likes so we will do his own format for the financial report. He noted there is around \$13,000; \$220,000 in cd at 4.5%. Tom moved to accept, Krisan seconded. Unanimous.
- Update 2024 Tax – Steve noted that the CPA is doing taxes and noted we will pay the IRS fees through the reserve account.

8. Committee Reports

- Architectural Review – Krisan Osterby noted there were 3 items to report on; at end of 2024. She stated there was a 90-day conditional on work already completed. Conditional approval was given with changes, no explanation or evidence of the work being completed. On March 20 if there is no evidence or explanation, they recommend fines. Request for a pergola similar to

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existing one, awaiting final confirmation of votes, need to confirm no permits required from Pima County. Addition of a casita within the setback, same color and material. Confirmation they are going to Pima County for permits.

- Common Area Maintenance – Jim reported that Weedbusters does two applications with preemergent. July second one. Annual maintenance Valscape took over from Hot Desert – they set their own timeline, so we get a price break. This year Annual cost is \$1260. This needs board approval. Kevin moved to approve. Krisan seconded. Unanimous.

The other bill is for the north common area. These are two sections. This is funded outside the budget and is paid for through the reserves. After discussion, Kevin moved to accept the estimates for ValScape. Steve seconded. Unanimous

- Neighborhood Watch – Will Smith updated the Board about the neighborhood watch program. All is well here. He reminded the Board and members present that the Fire Department will put lock boxes for your front door key on the house. They also update and replace batteries in the fire alarms.
- Food Drive – Sandy reported there will be a food drive for the food bank. Customer picks what they want. Applause for Sandy for all the work she does for the food bank.
- Social – Kevin noted that Nancy did an awesome job – we need a new social person. Nancy will help the new chairperson.
- GVC – No report.
- Firewise – Joe noted they are budgeted and ready to go. Wash areas; riparian areas – the county gives permissions that allow some clean up in the wash areas. We need to get permission from the county and when we get funded will do this. Grant status: we were denied this year all funds are stopped until further notice. The mine has asked that we not go over and work on their property because of liability.

9. Management Company Updates – Marge Garneau

- BMO Checking account/CD/Safe Deposit box signatures. Stiffel requires 2 people on the account. With new board members we need to fix these. Steve will get the info from Stifle. Kevin moved that there be 2 board members on the bank account, treasurer and president. Tom seconded. Unanimous.
- Unpaid Dues. 6. Notices are being sent.

10. Unfinished Business – President

- Review PayHOA – Kevin reviewed some of the things PayHOA does for us. You can pay your bill through debit or credit card. Tracking complaints this

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program has a way to do this with a complaint form – comments track the complaint. Directory online. Budget. It is private. Krisan asked if after the April Board meeting, we can do a training session. It was decided we could put a link on the website for members.

- Board member seat open – Kevin noted we need one more board member. Have them contact Kevin.

11. Member Comments

- It was noted that Lot 115 has a patio cover that needs to be replaced. The HOA does not recommend contractors but will let the owners know about the problem.
- CJ asked about the lack of rules on parking the driveways. Board working on that Kevin noted.
- Kevin noted they are working on rules and regulations; pay HOA, attorney on tree height, right to view, and hope to have some answers by fall. Nancy noted that fines need to be added. There is a time limit to residents and not for guests. This would require a CCR change.

Meeting adjourned 11:15.

12. Adjournment

- Next HOA BOD Meeting ~ April

Respectfully submitted,

Marge Garneau, MBA
Manager