

**PORTILLO HILLS II HOMEOWNERS ASSOCIATION INC**  
**BOARD OF DIRECTORS**  
**December 12, 2019**  
**MINUTES**

**Call to Order** – John Fitzgerald, President called the meeting to order at 1:05 pm.

**Quorum** – John Fitzgerald, President noted there was a quorum present.

In attendance was Marge Garneau and 18 owners.

**Officer's Reports**

President's Report

John noted that Alma has provided some information on 5g. The cards are in the back of the room. He also noted that he has read Roberts Rules of Order and plans to utilize this.

Vice President's Report

Chip had no report.

Secretary Report

Tom stated that the meeting notes from September were sent out to Board members and several corrections were noted. Alan moved to approve them as corrected. John second.  
Unanimous

Treasurer's Report

Alan provided a list of expenditures for the last 3 months. He reported that we are on track \$32,750 in money market and \$13,785 in checking. There is nothing notable in expenditures in last 3 months. Projected expenses were met. There were no questions. Financial report was accepted as presented.

Committee Reports

GVC Representative

Chuck Dorr has not been to a meeting. He will continue to be alternate. Need to find someone to serve.

Social Committee

Jean Anne Gatz provided a written report. There were 80 people at the Holiday Party. She thanked Marcia Lundin for the center pieces, Cindy Catterton for all the reminders, Denis Dorr, Sandy Delaney and Jan Voss for their help. There were 3 baskets delivered. She provided a financial report noting there is \$23.05 left over! Spring social March 27<sup>th</sup>. Friday at Las Campanas. Probably will charge \$5 since she plans on bringing in someone to cook. Holiday Social Saturday, December 12 at East Center. Reminders will go out.

#### A&G Committee

Norm Garneau reported that since the last meeting only 1 request for change was received and approved. He has someone to clean up area behind sign. This is scheduled. Inspirada and Holgado corner needs to be cleaned up as it is hanging over into the road. Bob Mann said he has had it cleaned up in the past. This does not belong to the HOA but there have been complaints. Norm had a landscaper looked at it and the cost to clean it up will be between 400-500 dollars for this area. This includes: trim trees so you can walk on the sidewalk, removing some cactus, cleaning around bench and maintenance and removal weeds. It was discussed that this needs to be done and maybe we need approval from the County. John will provide a phone number for contact. It was decided to move forward and get this area cleaned up. If possible, John will try to get the county's approval.

A homeowner asked about the trees that hang over at the bottom of Agradeable. Norm walked it with the landscape person and since Essential pest sprays both common areas there is very little to be done.

Norm has been doing research on our washes. Holgado ownership is listed as Portillo Hills II. But both washes are listed as Regulated Riparian habitat. Unless weeds plug up a culvert it is hands off and is tightly controlled for flood control and habitat. Very heavy regulated. Norm noted that we can only remove things around culverts and we need to get a permit and approval from the county to clean in front of the culvert.

It was decided Norm should get Inspirada/Holgado, Agradeable and sign cleaned up. The Board noted that we need to set up every 6 months for clean up. Essential Pest sprays once a month. The landscaper Norm has been talking to sprays in December and puts down a pre-emergent which kills seed. Norm suggested we look at moving the spraying to her. Alan felt this doesn't have to come back to the board and the board members agreed this is the A&G committees' decision. Norm will get a bid for yearly spraying.

It was noted that Udo leaves piles of weeds after he cleans up around the wash. John will let Udo know he is not supposed to touch the wash. The canopy of the trees that hang out over the road in this area are hanging out quite a bit on the right-hand side. We can have the landscaper clean this up. Norm said the landscaper charges \$20 an hour and in January going up to \$22.50 per hour. Tom said he and Alan went behind on Agradeable and behind there is an area where the wash comes down and is highly overgrown. It is probably Madera vista – to the right behind but to the right. Tom said we may need to let Madera Vista know they have a problem. Tom suggested we send them a letter. John will be sending a letter to Madera Vista to request they clean up that property. The Board suggested the landscapers be asked to remove Udo's piles.

Norm will have the rest taken care of. Tom asked do we need to authorize him to do maintenance. Alan felt there was not need since A&G has a budget. John asked for the name of the landscaper and contact information. Norm provided: Landscaping and Maintenance. 398-9518.

#### Communications Committee

Cindy Catterton reported the next crier will come out in January.

### Road Committee Update

Chuck Dorr met with Ron Lowe who is in charge of construction for Pima County. The County awarded a contract to a company that will evaluate every street in Green Valley and at that point and time they will determine what the reasonable fixes were for each street. This will determine how our streets would be fixed. Until they get the evaluation done and we meet with the county for how it is going to be repaired the improvement district is on hold. Chuck wrote a letter to reinstitute an improvement district. But until we find out how they are evaluating the streets and where they sit with repair work with the new found money we need to hold. Right now our streets are in the bottom 1/3 of streets that need to be fixed. PHII roads probably won't be high on the priority list

### Committee Coordinator

Casey Thompson nothing to report.

## **Unfinished Business**

### New Bank

Alan said he has not worked on this and felt it should wait for the new board. We are getting close to 0.1% annual rate in interest and moving to another bank we should be getting more. John said there are two banks that are HOA friendly according to GVC. John will get more information and this will be tabled for now.

### Real estate Resale Transfer Fees

Alan felt we need to relook at our process. Certain real estate transactions are not found out until we check the ownership yearly. Alan noted it is mostly trust ownership changes. Alan said the fee is not as important as getting the signatures and get the information out. Arizona Statutes require us to provide certain information and these owners are not getting the proper paperwork. It was decided the Board needs more information on this. Vern volunteered to check into this issue and see what we have to do to find owners.

### Need GVC representative and Home Sales

John asked for volunteers for both positions. Anyone interested? Alma asked about the work load. GVC going to the GVC meeting monthly on the second Thursday at DH at 9 am. Alma said she can do the Home Sales next year. Alan will do the GVC representative after his term expires.

## **New Business**

### Nominations for next year's board

John noted there are two (2) open seats. Ken Quast has volunteered to run for the board. John reported if we don't get another person, we can have the treasurer and secretary be one person. No one volunteered.

### Budget approval and set the assessment fee for 2020

Alan noted there were no income changes in the proposed budget. He said there were no other changes. No large increases. After discussion, Alan moved the budget be approved. Chip seconded. Unanimous. It was noted that the fee forbearance remains and the 2020 fee will be \$110.

Waste Management Containers – John said everyone received a free container by June. 17 but all households did not get containers. We have some hardship situations – someone up by Tom cannot walk out to the road. He is moving them to the road by his cart. One person said she couldn't control it down the driveway. You have to use containers; we can put out an extra bag. They have 3 size cans. A member asked if the problem is that WM refused to pick up or what is the problem? John said it is in our contract and we need to enforce it. After much discussion, Alan, suggested we ask WM how to accommodate for people who qualify for ADA help. It appears that the recycle bins are the problem since WM only has a one-man truck with automatic arm and needs to have recycle put in their containers. Chip see if WM would deliver the containers free again – John will look into this. Chip feels everyone without a container needs to be contacted. John will look into the issue of ADA accommodation.

#### Meeting Minutes

John asked if we should be sending out the minutes. Chip said send them out after they are approved. John wants the agenda sent out in advance and Chip asked Marge to add time, date and place on agenda. Cindy can send the minutes out after they have been approved. Alan said send out the minutes that have been approval in the meeting. Approve by email and accept them.

#### Contracts for 2020 approval

Attorney – John CC&R statement our lawyer was only willing to work on the phone or email. Board members discussed problems they have had with some of her work. Next January is a president's meeting and John would like to table the contract renewal issue and get other names. It was decided to do a pay as we go. Tom said not to do a contract do a pay as you go and pick another lawyer after the January meeting. John said we need to tell them we are not renewing our contract. After more discussion, Tom moved we do not renew the contract and we in the meantime do pay as you go and look for another lawyer better suited to our needs. Alan seconded. Alan said we don't need to put in the looking. Remove. Tom restated the motion. Alan second. Unanimous

Weed Control – see A&G – Alma asked if they use Roundup? Alan can send their email to Alma. Glycoside is round up. Alan will send a copy to her via email. arizcasa@cox.net – Alma.

#### Green Valley Council.

Alan reported that the council raised the price to \$9.50 each household, \$836 total. It is a large bill. It is in the current budget. Do we want to renew it. It was \$660 in 2017. Then 2019 was \$836. They voted to make it \$1,044 in 2021. Chuck Dorr feels we cannot afford to not support GVC. There was discussion on GVC and what they do for the HOAs. How do they decide to raise the fees? There is a board of directors – is the board elected? Chuck did not know the answers to these questions. There are no paid positions. Alan is concerned how are we are represented. John finds it very beneficial. It was decided to continue in 2020. No motion needed; it is in the budget.

Alan would like to change the rate of pay for the administrative assistant from \$15 an hour to \$18 an hour. Chip seconded. John added that Marge does a tremendous job and every billing shows hours she doesn't charge the HOA for. Unanimous. Effective January 1<sup>st</sup>.

### **Announcements**

February 9<sup>th</sup> regular meeting and annual meeting.

### **Visitor Comments**

### **Adjournment**

Chip moved to adjourn. Casey seconded. Meeting adjourned at 2:48 pm.

Respectfully submitted,

Tom DeVille  
Board Secretary

Mg