

PORTILLO HILLS II HOMEOWNERS ASSOCIATION INC
BOARD OF DIRECTORS
December 9, 2021
ZOOM MEETING
MINUTES

DRAFT

President Lundin called the meeting to order at 1:00 pm. He noted a quorum was present and all Board members were in attendance.

Attending the Zoom meeting were: President Lundin, Vice President Stanford, Secretary DeVille, Treasurer Quast, Board Member Shaffer, Jean Anne Gatz, Vern Wise, Charlie Logan, Ronda Stanford.

OFFICER'S REPORTS

- A. President's Report – President Lundin said that he had been working with Waste Management regarding their switch to single man trucks with automatic arms for emptying the trash containers. This means that they cannot pick up the occasional bundle of yard trimmings and extra bags of trash. One suggestion he received would be for WM to offset this change by allowing homeowners to switch to a larger trash bin at no charge.
- B. Vice President's Report – Vice President Stanford said he had nothing to report.
- C. Secretary's Report – Secretary DeVille stated that the September meeting minutes were sent to all Board members via email. He asked for any changes/questions or concerns. There being none, the minutes were approved unanimously.
- D. Treasurer's Report – Treasurer Quast presented the financial reports including the Monthly Account Balances, the Spending Report, the 2021 Budget to Actual Report, and the 2022 Budget Proposal. He proposed that the 2022 Lot Assessment remain the same at \$121 per home but it be discounted by \$6 for 2022 for a net of \$115 per household. After discussion Director Schaffer move to approve the 2022 Proposed Budget, Secretary DeVille seconded the motion, and the motion was approved unanimously.

COMMITTEE REPORTS

- 1. GVC Representative – Alan Merriam – Alan not in attendance.
- 2. Social Committee – Jean Anne Gatz, Chair – Nothing to report other than the PHII Christmas Social was being prepared.

3. A&G Committee – Norm Garneau, Chair – report provided by email: Since the last Board meeting the A&G committee received 3 applications for exterior alterations which were reviewed and approved. Two complaints for weeds were received and resolved.
4. Crier – Rhonda Stanford, Chair – Nothing to report. Everyone thanked her for the work she is doing.
5. Road Committee Update – Chuck Dorr – Chuck not in attendance.
6. Website – Marge Garneau – Marge not in attendance.
7. Nominating Committee – Tom DeVille – There are two BOD seats open. Charlie Logan volunteered to be nominated. Ken Quast volunteered to be nominated for another term.

OLD BUSINESS

No old business to discuss.

NEW BUSINESS

1. Lawyer for 2022 – President Lundin proposed keeping Phoebe Harris for 2022. There is no fee unless the lawyer is consulted. Secretary DeVille moved to keep the Phoebe Harris. Director Schaffer seconded the motion. The motion was approved unanimously.
2. Storage shed – Abrego Self Storage – Secretary DeVille moved to keep the storage shed for 2022. Vice President Stanford seconded the motion. The motion was approved unanimously.
3. Insurance – American Family Insurance – Treasurer Quast volunteered to check that the insurance for PHII is adequate. After discussion it was voted unanimously to continue with the insurance for 2022.
4. Weed Control – Essential Pest Control – Secretary DeVille moved to continue with the weed control contractor for 2022. Treasurer Quast seconded the motion. The motion was approved unanimously.
5. GVC Membership – The rate is \$12 per household. After discussion it was voted unanimously to continue with GVC membership.
6. Auditor – Since Virgil Davis, who had been doing the annual audit, is no longer in PHII, Treasurer Quast proposed hiring an outside auditor. Secretary DeVille mentioned that Virgil had done more than the financial audit such as checking that our reports to the Arizona Corporation Commission were in order. Treasurer Quast will check if the outside auditor will also provide that function. There was discussion about finding a new person within PHII who might provide the audit in some years versus only using an outside auditor. The consensus was that we should

have an outside auditor for at least this year and see how that works out. President Lundin said he would provide Treasurer Quast with the contact details for a professional from who he has had satisfactory service. The fee would probably be less than a few hundred dollars. Secretary DeVille moved that Treasurer Quast be authorized to hire an outside auditor for a fee not to exceed \$500 with the provision that Board approval will be obtained if the fee exceeds that amount. Director Shaffer seconded the motion. The motion passed unanimously.

ANNOUNCEMENTS

The next Board meeting and the annual meeting is in February.

At the Board meeting in the Fall of 2023, and annually thereafter, the board needs to determine whether or not to continue with the waste management contract, and if so to negotiate the new price with Waste Management. This is because on July 1, 2024, and annually thereafter, the trash and recycling contract with Waste Management will automatically renew unless between the beginning of January 2024 and the end of March 2024 the HOA President gives Waste Management written notice otherwise. Except for the monthly price, the terms of the contract will not change. If the board does not take any action, then on July 1, 2024 the new rate will be set at Waste Management's sole discretion.

VISITOR COMMENTS

No more comments.

ADJOURNMENT

President Lundin adjourned the meeting at 1:38 pm.

Respectfully submitted,

Tom DeVille
Board Secretary

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