

## **Portillo Ridge HOA Board Meeting**

**November 19, 2014**

**Present:** Jim Chisholm, President; Marsha Barnes, Secretary; Ed Davis, Treasurer; Donna Severidt, Asst. Treasure; Dave Churchill, Member-at-large

**Call to Order:** The meeting was called to order at 7:00 p.m.

**Homeowner Discussion:** None

**Approval of minutes:** A motion was made, seconded and passed to approve the October 22, 2014 Board Meeting minutes as presented.

### **Treasurer's Report:**

As of October 31, 2014, our Operating funds were \$17,796.70 and our Reserve funds were \$165,550.73 for a total of \$183,347.43. A motion was made, seconded and passed to accept the financials as presented.

### **Unfinished Business:**

- Management company updates: Four friendly reminders for trees and desert broom were sent. Two second notices for cleanup/weeds were sent.
- An update was given on an HOA member with unpaid dues. A letter has been sent by our lawyers to the mortgage holder of record requesting payment.
- Email voting is in the process of being created.
- End of Year Mailings are in the process of being generated.
- Annual Meeting: Jim is in the process of arranging to have the CEO of the new hospital talk at our Annual Meeting.
- Reserve Study Update: A motion was made, seconded and approved to accept the bid of Reserve Data Analysis (RDA) to update our reserve study for a total of \$900. The fees include a site visit.

### **New Business:**

- Committees:
  - Traffic & Arroyos reported that sometime in December that part of Esperanza, west of LA Canada will become one lane.
  - GVC reported the Hazardous Waste event will be Jan. 31, 2014

- Insurance: A motion was made to renew our insurance contract. The motion was seconded and approved.
- Legal Counsel: A motion was made to enter into a prepaid legal services contract. The motion was seconded and approved. The contract includes reasonable, unlimited phone calls and emails and one visit in person with the HOA Board.
- The 2015 Meeting Schedule was sent out to the Board.
- A motion was made, seconded and approved for an age exemption for the new owners until one of them is of legal age (55).
- A decision was made not to do any further work at this time on the protected area along Novilunio.
- Mail Call: None

**Adjournment:** The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Marsha Barnes, Secretary