

## **Portillo Ridge HOA Board Meeting**

**January 28, 2015**

**Present:** Jim Chisholm, President; Marsha Barnes, Secretary; Nina Keck, Member-at-large

**Excused:** Dave Churchill, Vice President; Ed Davis, Treasurer

**Guest:** Donna Severidt

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

**Adjourn to Executive Session:** Hearing was held regarding Lot #3 - Violation for weeds. Executive session was adjourned at 7:20 PM.

**Homeowner Discussion:** A question was asked regarding monument lights. It was suggested that the solar lights are old and need to be replaced.

**Election of 2015 HOA Officers:** A motion was made, seconded & passed to elect Jim Chisholm as President, Marsha Barnes as Secretary, Ed Davis as Treasurer, Dave Churchill as Vice President and Nina Keck as Member-at-large.

### **Approval of Minutes:**

- A motion was made, seconded and passed to approve the minutes for the January 14, 2015 Board Meeting as presented.
- A motion was made, seconded and passed to approve the minutes for the January 18, 2015 Annual Meeting as corrected.

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

- The 2014 financial books are ready to be reviewed. They will be turned over to Tom Six.
- All 1099/1096 tax forms have been mailed. HOA Tax information will be turned over to Gary Hultman.

### **Unfinished Business:**

- Appointment of 2015 Committees: All committee chairs have agreed to continue with their committees intact. They are as follows:
  - Architectural Review: Dave Churchill
  - Audit: Tom Six
  - Common Area Maintenance: Jim Chisholm
  - Food Bank: Sandy Churchill
  - Neighborhood Watch: Gene Dirkes
  - Social: Lynn Chisholm

- Appointment of 2015 Special Representatives:  
Green Valley Council: Dave Churchill will continue as the GVC Portillo Ridge HOA Representative, with Nina Keck as alternate.
- Management Company Update: The tree that was hanging over the sidewalk has been trimmed & the report emailed.
- Unpaid HOA Dues Update: Twelve lots remain unpaid. Letters have been sent out with \$15.00 late fee included.

**New Business:**

- 2015 ACC Forms were signed by Officers that were present.
- 2015 Code of Ethics was signed by Officers that were present.
- Committee Reports: The Common Area Maintenance Committee is working on replacing the lights at the monument signs as discussed earlier.
- Mail Call: The GVC President's letter of January 27, 2015 was shared. The next workshop they will be offering will be held February 12, 2015.
- The Reserve Study has been finished, including an HOA walk-through detailing all common areas and their topography, structures, walls, etc. The report will be available soon.

**Adjournment:** The meeting was adjourned at 8:05 PM. The next HOA Board meeting will be February 25, 2015.

Respectfully submitted,

Marsha Barnes, Secretary