

**Portillo Ridge HOA Board Meeting
June 24, 2015
Madera Vista**

Board Members Present: Jim Chisholm, President; Dave Churchill, Vice President; Nina Keck, Member-at-Large; Ed Davis, Treasurer.

Board Members Excused: Marsha Barnes, Secretary

Call to Order: The meeting was called to order at 7:00 PM by Jim Chisholm, President.

Homeowner Discussion: None

Approval of Minutes: A motion was made, seconded and passed to approve the minutes for the May 27, 2015 Board Meeting as presented. A motion was made, seconded and passed to approve the minutes for the BOD Workshop of May 29, 2015 as presented.

Treasurer's Report: As of the beginning of the month, funds available were \$23,489.33. Expenditures for May are \$1,704.72. Weedbusters bill will be paid in June. A motion was made, seconded and passed to accept the financials as presented.

Committee Reports:

- Architectural Review – Dave Churchill – 3 requests have been approved. Lot 116 – enclose porch. Lot 42 – change house color. Lot 132 – put on gutters. Eight requests have been approved so far this year. Discussion to have ARC agenda prepared and posted with HOA BOD Agenda a week ahead of meeting time will be implemented.
- Common Area Maintenance– Jim Chisholm – Treasurer, Ed Davis, has paid the Weedbusters bill. Jim proposed 4 phases of maintenance and repair:
 1. To finish north monument repair - \$162 – Postponed until bee issue is resolved.
 2. Repair north embankment between Lot 143 and Lot 142 – Cost \$1760 with a possible \$950 more if more riprap is needed. Motion to allow up to \$2700 was made, seconded, and passed to proceed with this project as soon as possible because of the monsoons.
 3. East Common Area A between Portillo Hills I and Lot 143 - \$1,170. Motion was made, seconded and passed to proceed with cleanup.
 4. Common Area west of north monument – two different phases – 1st phase - \$540 and 2nd phase - \$1080. This was tabled until later this year.Our Legal Counsel stated that our CC&R's are very clear that we can use our Reserve Funds for this type of repair and maintenance. (CC&R 9.6.1)
- Social – Reminder for the July 4th Potluck was sent out.

Management Company Updates: 16 friendly reminders were issued this month. Second violation letter was sent to Lot 81 for trimming of tree.

Unfinished Business:

- Unpaid HOA Dues Update: Dues are still unpaid for Lot 3. House will go up for Public Auction on July 24th. We will wait to see if we will receive anything at that time.
- HOA BOD Workshop on Friday, June 26, 2015. Bring book and laptop.
- Dates for HOA BOD, ARC and Informational Meetings have been finalized for 2016

New Business:

- Green Valley Council – Dave Churchill – GVC has sent letters regarding encouraging homeowners to participate in survey and service utility warranty. After discussion about the value of GVC, we will invite them to the October Info Meeting to be guest speaker.
- Rental Form: Jim discussed our new rental form with our legal counsel and suggestions were implemented. Jim will talk to renters about the new form for their input and then it will be finalized and implemented.
- Mail Call: Letter from Waste Management on 3% increase per contract. Notice was posted in June Newsletter. Will also put in August newsletter.

Open Discussion: Ed Davis, Treasurer, commented on the way bills are being presented to be paid. This will be a benefit for audit.

Adjournment: The meeting was adjourned at 8:10 PM.

- Reminder: No HOA BOD meetings are scheduled in July and August.
- The next HOA Board meeting will be September 23, 2015 at 7:00 PM at Madera Vista.
- The next HOA Board Workshop will be June 26, 2015 at 10:00 AM at Las Campanas.

Respectfully submitted,

Nina Keck for

Marsha Barnes, Secretary