

**Portillo Ridge HOA Board Meeting  
September 23, 2015 ~ Madera Vista**

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

**Board Members Absent:** Marsha Barnes, Secretary (excused)

**Homeowners Present:** Mike Milliken

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

**Executive Session:** At 7:05 PM, a motion was made, seconded and passed to adjourn the open meeting to reconvene in an executive session regarding the hearing on Lot #081, after which the open meeting will resume. No one was present representing Lot #081. Results of the hearing will be shared with the lot owner through Associa, our management company. Executive Session closed and the regular meeting was reconvened at 7:25PM.

**Homeowner Discussion:** None

**Approval of minutes:** A motion was made, seconded and passed to approve the minutes for the 24 June Board Meeting as corrected. A motion was made, seconded and passed to approve the minutes for the 26 June HOA Board Workshop. A motion was made, seconded and passed to approve the minutes for the 31 July HOA Board Workshop. A motion was made, seconded and passed to approve the minutes for the 28 August HOA Board Workshop.

**Treasurer's Report:** Ed Davis gave the Treasurer's Report which included June, July and August, 2015 financials. A motion was made and seconded to accept the financials as presented.

**Standing Committee Reports:**

- Architectural Review Committee – one approval for pizza oven on Lot 58. Total of 10 approvals for this year.
- Audit – No Report
- Common Area Maintenance– work on large retention basin was completed. Arroyo drainage between Lot 143 and Lot 142 was completed. North monument completed. Common area north of Lot 143 to be completed soon.
- Food Bank – No Report
- Neighborhood Watch –Gene Dirkes will like to send out a letter to all homeowners to update Neighborhood Watch Emergency contact information.
  
- Nominating – Jim Chisholm appointed Nina Keck and Mike Milliken as members of the Nominating Committee. An article will be submitted to be put in October Newsletter for nominations for the one open position.
- Social –Flyer was sent out for Fall Social Event in October.

**Management Company Updates:** 17 friendly reminders were sent out mainly for mailboxes and desert broom. One second violation letter was sent.

**Unfinished Business:**

- Unpaid HOA Dues Update – Unpaid Dues for Lot #003 - total is \$861.40. Jim Chisholm spoke with new realtor. She is looking into lien.
- HOA BOD Workshop on Friday, September 25, 2015.
- Ham Radio Antenna is down as of 8/28/2015 and was paid for out of the contingency fund. Jim is trying to sell equipment.

**New Business:**

- Guest speaker for October Informational meeting will be someone from GVC. Agenda was finalized and will be sent out.
- Guest speaker for January Annual Meeting is needed. Possible suggestions were our insurance representative or Chris Nanos, the new Pima County Sheriff.
- 2016 HOA Maximum Dues – This exercise is not needed as it no longer applies to our CC&Rs (since 2006) per our legal counsel.
- 2016 Operational & Reserve Budgets – Discussion on deferred maintenance and other Budget needs. Possible increases several budget areas. Ed Davis will have 2016 Budget for approval at October HOA Board Meeting.
- 2016 HOA Dues – Discussion was held on possibly increasing HOA dues. Have not been increased for at least 3 years. Suggestion was made to look at 2016 Budget before deciding. Approval will be at October HOA Board Meeting.
- 2016 Transfer Fees and Rental Requirement Fees are to remain as is.
- Reserve Study Update Financials are being worked on. Approval will be at October Board Meeting.
- Emailing Voting Procedures – Nina Keck, Jim Chisholm and Marsha Barnes will be meeting to complete this process.
- GVC – Dave Churchill - Town Hall meeting on roads will be October 14, 2015, 1:30 PM at West Center. Chuck Huckelberry and Ray Carroll will be in attendance. Big push will be on alternate funding for roads. New sheriff, Chris Nanos, was introduced. Frank Franco is being replaced by Rosie Alexander. Mines will be flying UAVs over mine tailings - Do not call sheriff's department.

**Mail Call:** Letter from Fire Department on free Pancake Breakfast. Letter from GVC on Service Line Warranty. Both will be sent out in an EMAIL Blast.

**Open Discussion: None**

**Adjournment:** The meeting was adjourned at 8:25 PM.

Respectfully submitted,

Nina Keck for Marsha Barnes, Secretary