

Portillo Ridge HOA Board Meeting

October 28, 2015

Present: Jim Chisholm, President; Dave Churchill, Vice President; Marsha Barnes, Secretary; Ed Davis, Treasurer

Excused: Nina Keck, Member-at-large

Call to Order: The meeting was called to order at 7:05 PM

Homeowner Discussion: None

Approval of minutes:

- A motion was made, seconded and passed to approve the minutes for the September 23, 2015 Board Meeting as corrected.
- A motion was made, seconded and passed to approve the minutes for the September 25, 2015 Board Workshop as presented.
- A motion was made, seconded and passed to approve the minutes for the October 23, 2015 Board Workshop as corrected.
- A motion was made, seconded and passed to approve the minutes for the October 16, 2015 Informational Meeting as presented.

Treasurer's Report: As of September 30, 2015, our Operating funds were \$12,934.25 and our Reserve funds were \$168,389.99 for a total of \$181,324.24. A motion was made, seconded and approved to accept the financials as presented.

Committee Reports:

- Architectural Review: One approval for paint colors was approved. A total of eleven requests have been approved year-to-date. The final draft of the revisions to the Architectural Guidelines was presented for review.
- Audit: No report.
- Common Area Maintenance: There has been a delay on cleanup of Common Area A north of Lot 143 due to rains.
- Food Bank: Signs will be out soon for the Food Drive which will take place on Thursday, November 5, 2015.
- Neighborhood Watch: There will be a training presented by the Sheriff's Auxiliary on Monday, November 2, 2015. Glen Barnes has agreed to fill the position of Neighborhood Watch chairperson.
- Nominating & Electing: There is one position open to fill this year. Jim Chisholm announced that he will be running for re-election.
- Social: The question was been raised as to whether to have name tags made for new owners. The suggestion was made that they be issued upon request.

Management Company Updates: Four friendly reminder letters & three first notice letters were sent out this month. Lot 81 will have to be notified again regarding weeds.

Unfinished Business:

- Unpaid HOA Dues Update: The unpaid dues on Lot 3 will be pursued by Lois Cooper, Realtor.
- Approval of 2016 Operational and Reserve Budgets: The 2016 Operational & Reserve Budgets were presented by the Treasurer. A motion was made, seconded and passed unanimously to approve the 2016 Budget.
- Approval of 2016 HOA Dues: A request was made to increase the dues for 2016 by \$10.00. A motion was made, seconded and passed to accept the increase of the 2016 HOA Dues to \$150.00.
- Approval of Reserve Study Update Financials: The 2016 Reserve Funding report was presented. A motion was made, seconded and passed to accept the report as presented.
- E-mailing Voting Procedures: The documents to be e-mailed for the 2016 voting are being finalized.
- Annual Meeting Update – Guest Speaker: The insurance representative for the HOA is being requested to speak at the Annual Meeting. The alternative speaker may be the new Pima County Sheriff.

New Business:

- A motion was made to cut down to just one Informational Meeting a year, due to lack of participation. The motion was seconded & approved.
- The laptop purchased a year ago for the Secretary suffered a hard drive failure. The repair took place at no additional cost to the HOA.
- The purchase of a laptop, software licenses, & external hard drive for the Treasurer was discussed. A motion was made, seconded & approved to make this purchase, not to exceed a total of \$900.00.
- Mail Call:
 - Information regarding a roundabout at the intersection of Continental Rd. & White House Canyon Rd. was discussed. There will be a forum on Nov. 5, 2015 to present possible solutions.
 - The GVC President to President letter was shared.
 - GVC will present a workshop on CC&R Covenant Enforcement on Nov. 10, 2015.

Adjournment: The meeting was adjourned at 8:16 PM. The next HOA Board meeting will be November 18, 2015.

Respectfully submitted,

Marsha Barnes, Secretary