

Portillo Ridge HOA Board Meeting

February 10, 2016

Present: Jim Chisholm, President; Mike Millikin, Vice President; Marsha Barnes, Secretary; Ed Davis, Treasurer; Nina Keck, Member-at-large

Call to Order: The meeting was called to order at 4:02 PM.

Homeowner Discussion: None.

Election of 2016 HOA Officers: A motion was made to elect the officers for 2016 as follows: Jim Chisholm, President; Mike Millikin, Vice President; Marsha Barnes, Secretary; Ed Davis, Treasurer; Nina Keck, Member-at-large. The motion was seconded and approved.

Approval of Minutes: A motion was made, seconded and passed to approve the minutes for the January 13, 2016 Board Meeting as presented. A motion was made, seconded and passed to approve the minutes for the January 27, 2016 Annual Meeting as presented.

Treasurer's Report:

- As of January 31, 2016, our Operating funds were \$22,505.78 and our Reserve funds were \$168,667.91 for a total assets balance of \$191,173.69. A motion was made, seconded and passed to accept the financials as presented.
- Update 2015 Financials Review (Audit): The 2015 Financials have been turned over to Tom Six for audit. He likes the changes Ed Davis has made to simplify the process. Tom as asked for help with the audit committee.
- Update 2015 Tax Information: Gary Hultman will be preparing the taxes for the HOA.
- All 2016 HOA dues have been received.

Committee Reports:

- Architectural Review: The Architectural Review Committee approved 3 requests. The committee spent time checking colors for approved house & trim paint.
- Audit: No report.
- Common Area Maintenance: No report.
- Food Bank: No report.
- Neighborhood Watch: There were five members in attendance at the Sheriff's Auxiliary training in January. Glen Barnes sent out an email to the block captains & alternates with the future training dates.
- Nominating & Elections: No report.
- Social: Lynn Chisholm will chair this committee again this year, but she needs volunteers for the committee to help with events. Otherwise, we'll only have two events this year.

Management Company Updates: There were three friendly reminders sent out this month.

Unfinished Business:

- Unpaid HOA Dues Update: Since we received the 2015 & 2016 dues plus a portion of the legal fees from the bank for Lot 3, we have been advised not to pursue any additional remaining balance.
- 2016 HOA Board Workshops: Board Workshops have been scheduled for March 11 & April 15, 2016 to be held at the West Center, Room 2, from 10 AM to 12 Noon.
- The date for the HOA BOD Legal Training has been set for March 9, 2016 at 10 AM.

New Business:

- 2016 ACC Form was discussed and signed by each Officer.
- 2016 Code of Conduct Form was discussed and signed by each Officer.
- Appointment of 2016 Committees: A motion was made, seconded and passed to keep the same committee chairpersons that we had in 2015 for 2016.
- Appointment of 2016 Special Representatives: A motion was made, seconded and passed to keep Nina Keck as the Representative to the Green Valley Council with Mike Millikin as the alternate.
- The BOD will look into the Waste Management contract. It is due for renewal July 1, 2018. Any changes to the contract will be discussed at a “Town Hall” meeting for that purpose.

Adjournment: The meeting was adjourned at 5:00 PM. The next HOA Board meeting will be March 9, 2016 at 4:00 PM.

Respectfully submitted,

Marsha Barnes, Secretary