

**Portillo Ridge HOA Board Meeting**  
**February 8, 2017**

**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 9:30 AM.

**Homeowner Discussion:** Two homeowners were in attendance. Questions and discussion were held on streets and county work on roads. It was shared that a homeowner recently passed away.

**Executive Session:** The Board discussed 2017 Officer positions in Executive Session.

**Officer Elections:** The BOD elected the following directors as the officers for 2017: Jim Chisholm, President; Mike Millikin, Vice President; Nina Keck, Secretary; Marsha Barnes, Treasurer; and Ed Davis, Member-at-Large.

**Approval of Minutes:**

- A motion was made, seconded and passed to approve the minutes for the January 11, 2017 Board Meeting as presented.
- A motion was made, seconded and passed to approve the minutes for the January 25, 2017 Annual Meeting as presented.

**Treasurer's Report:**

- As of January 31, 2017, our Operating funds were \$26,703.40 and our Reserve funds were \$171,903.18 for a total liquid assets balance of \$198,606.58. A motion was made, seconded and passed to accept the financials as presented. Financials will soon be presented in a new Quicken format.
- 2016 Financials Review (Audit): The annual audit has been started. Tom Six and Bernie Hill are continuing to work on audit. A meeting has been requested with them and Ed Davis, past treasurer and Marsha Barnes, present treasurer.
- 2016 Tax Information: Ed Davis will coordinate with H&R Block to get them information for filing of PRHOA taxes.

**Committee Reports:**

- Architectural Review: 1 ARC request was submitted and approved this month. Continuing work on ARC guidelines. Tom Osburn has resigned from ARC. Chairman will follow up on two homeowners interested in joining ARC.
- Audit: Work is beginning on the financial review (audit).
- Common Area Maintenance: Getting an estimate from Hot Desert to clean up northeast side of north monument area. Reply will be sent to homeowner inquiry on what chemicals and how much is used by Weedbusters for HOA common areas. A motion was made, seconded and passed to spend up to \$1100 to have all 3 monuments painted.
- Food Bank: No report.
- Neighborhood Watch: No report.

**Portillo Ridge HOA Board Meeting**  
**February 8, 2017**

- Nominating & Elections: A motion was made, seconded and passed to destroy the ballots for the 2016 Board of Directors.
- Social: No report.

**Special Representative Updates:** GVC brochure was passed out at Annual Meeting. It will also be put on the website. An article will be submitted to the HOA Newsletter regarding the brochure and the role of GVC.

**Management Company Updates:** There were two friendly reminders on mail box paint. There is 1 hearing waiting on tree height. Should be resolved without hearing.

**Unfinished Business:**

- HOA Dues: Two homeowner's dues are outstanding, both with special circumstances. They have been contacted and their dues will be paid.
- 2017 HOA BOD Workshops: The February 10, 2017, BOD Workshop has been rescheduled for February 15, 2017, 9:00 AM at Nina Keck's home. The following schedule is for the first half of 2017: March 10, April 14, May 12 and June 16. All meetings will be held at the Ironwood Room in Las Campanas from 9:00-11:00 AM.
- HOA BOD legal training date has been set for March 1, 2017 at 10:00 AM in Tucson at legal offices.

**New Business:**

- 2017 ACC Forms and Code of Ethics: All directors were present and signed documents.
- Committee Appointments for 2017: The following slate was appointed for committee chairs for 2017: Mike Millikin, Architectural Review Committee; Tom Six, Bernie Hill, Audit Committee; Jim Chisholm, Common Area Maintenance; Sandy Churchill, Food Bank; Glen Barnes, Neighborhood Watch; and Lynn Chisholm, Social. Nominating Committee Chair will be appointed in October.
- Special Representative: Ed Davis was appointed GVC representative.
- Mail Call: None.

**Adjournment:** The meeting was adjourned at 10:30 AM. The next HOA Board meeting will be March 8, 2017 at 9:30 AM at Madera Vista. The February HOA Board workshop has been rescheduled for February 15, 2017 at 9:00 AM at Nina Keck's home.

Respectfully submitted,

Nina Keck, Secretary