

Portillo Ridge HOA Board Meeting
March 8, 2017

Present: Jim Chisholm, President; Mike Millikin, Vice President; Marsha Barnes, Treasurer; Ed Davis, Member at Large

Absent: Nina Keck, Secretary (excused)

Call to Order: The meeting was called to order at 9:30 AM.

Homeowner Discussion: None

Approval of minutes:

- A motion was made, seconded and passed to accept the minutes as amended for the February 8, 2017 Board Meeting.
- A motion was made, seconded and passed to accept the minutes for the February 15, 2017 Board Workshop.

Treasurer's Report:

- As of February 28, 2017, our Operating funds were \$27,654.17 and our Reserve funds were \$171,903.40 for a total assets balance of \$199,557.57. A motion was made, seconded and passed to accept the financials as presented.
- 2017 Tax Update: The \$250.00 was budgeted for tax preparation. It may cost as much as \$450.00. A motion was made, seconded, & passed to proceed with having the taxes done at this higher amount.

Committee Reports:

- Architectural Review: 3 ARC requests were submitted & approved. Legal counsel approved the write-up on wildflowers for the ARC Guidelines. The lighting section is still being worked on as more information is needed from Pima County. Robert Garioto & Howard Grondahl have both volunteered to serve on the committee.
- Audit: Tom Six, Bernie Hill, Ed Davis, & Marsha Barnes met to discuss the annual review of our financials. Bernie took over the annual review & met with Jim Chisholm & Marsha Barnes to discuss the Audit Committee's report. The Annual Review states, "...the financial records of the Association materially reflect its financial condition. Discrepancies found during the review have been discussed with the President and Treasurer for correction and follow-up."
- Common Area Maintenance: The monument painting is finished & the committee has submitted the invoice for payment.
- Food Bank: No report.
- Neighborhood Watch: GVC phone books have been picked up & are ready for distribution.
- Nominating & Elections: No report.
- Social: No report.

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Special Representative Updates: There was a GVC meeting on Feb. 10, 2017. The new Pima County Supervisor, Steve Christy, was introduced. The Santa Cruz Valley International Pro Rodeo will be held in Sahuarita in September.

Management Company Updates: There was 4 friendly reminders (2 mail box paint, one weeds, & 1 desert broom). There was a third notice on tree height: 1 tree was trimmed, the homeowner didn't know there were additional trees to trim & will take care of them.

Unfinished Business:

- All ACC & Code of Ethics forms have been signed & filed. The ACC report is being worked on & will be filed with the \$10.00 fee when it is finished.
- The HOA directory information is being updated. Directories will be distributed in July.
- The BOD legal training was held March 1st. Close to 2 hours was spent with the legal team; an additional 30 minutes will be billed.
- BOD Workshop dates have been scheduled for March 10, April 14, May 12, & June 16. The workshops may be scheduled next year along with the other yearly meetings.

New Business:

- The recent newspaper article about the future of CPAC property was discussed.
- Mail Call: An invoice from Goldschmidt/Schupe was received for \$344.50 for reviewing items outside of our Prepaid Legal Service Plan. A motion was made, seconded, and approved to pay this invoice.

Adjournment: The meeting was adjourned at 10:24 AM. The next HOA Board meeting will be April 12, 2017 at 9:30 AM at Madera Vista. The next HOA Board workshop is scheduled for March 10, 2017 at Las Campanas.

Respectfully submitted,

Marsha Barnes for Nina Keck, Secretary