

Portillo Ridge HOA Board Meeting
April 12, 2017

Present: Jim Chisholm, President; Mike Millikin, Vice President; Marsha Barnes, Treasurer;

Absent: Ed Davis, Member-at-large (excused)

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

Open Board of Director Position: Due to unforeseen issues, Nina Keck has resigned from the BOD effective immediately. A motion was made, seconded and passed to appoint Christine Bohannon to fill the BOD vacancy for the remainder of 2017. The BOD then elected Christine as Secretary of the BOD.

Homeowner Discussion: None

Approval of minutes:

- A motion was made, seconded and passed to accept the minutes for the March 8, 2017 Board Meeting as presented.
- A motion was made, seconded and passed to accept the minutes for the March 10, 2017 Board Workshop as presented.

Treasurer's Report:

- As of March 31, 2017, our Operating funds were \$25,981.50 and our Reserve funds were \$173,035.43 for a total assets balance of \$199,016.93. The operating budget through March 31st was presented and discussed. A motion was made, seconded and passed to accept the March financials as presented.
- 2017 Tax Update: Our HOA Taxes are ready to be mailed. We owe \$0 to the IRS and \$50 to the State of Arizona.

Committee Reports:

- Architectural Review: Two ARC requests were submitted & approved.
- Audit: The Treasurer's Reports in all 2016 BOD meeting minutes have been amended to address a discrepancy in the reporting of outstanding checks. A motion was made, seconded and passed to approve the changes made to the 2016 minutes to reflect the Audit correction.
- Common Area Maintenance: Jim will be meeting with Hot Desert on April 18th to discuss finishing up work on the north monument area and other areas as needed.
- Food Bank: The Spring Food Drive is Thursday, April 13th.
- Neighborhood Watch: GVC phone books have been picked up & are ready for distribution by our Block Captains. Vacant Block Captain positions were discussed.
- Social: The April Ridgerunner is now available. There was some discussion about resuming the HOA pizza event, possibly in March 2018, if someone volunteers to be the event coordinator for that function.

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Special Representative Updates: An article in this morning's paper reported a \$2 per lot proposed increase in GVC dues.

Management Company Updates: There were 10 courtesy letters sent out (2 desert broom, 3 desert broom & weeds, 3 weeds, & 2 tree height). A third notice on tree height was discussed with the homeowner who agreed to take care of the concern.

Unfinished Business:

- All Arizona Corporate Commission (ACC) & Code of Ethics forms have been signed. The ACC report is being worked & 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.
- BOD Workshop dates have been scheduled for April 14, May 12, & June 16.

New Business:

- 2018 HOA Meeting Dates: BOD meetings will remain on the second Wednesday of the month at 9:30 AM. BOD Workshops will continue to be scheduled on the Friday following the Wednesday BOD meetings. ARC meetings will remain on the second Wednesday at 9:00 AM. Other proposed dates are: Annual Meeting, 1/24; Informational Meeting 10/24.
- Parking violations: There was a discussion about parking violations. The option of using the Management company to handle parking violations was discussed.
- Record retention: This will be discussed at the workshop on Friday.
- Mail Call: None

Adjournment: The meeting was adjourned at 10:54 AM. The next HOA Board meeting will be May 10, 2017 at 9:30 AM at Madera Vista. The next HOA Board workshop is scheduled for April 14, 2017 at 9:00 AM at Las Campanas.

Respectfully submitted,

Christine Bohannon, Secretary