

Portillo Ridge Homeowners' Association
Board of Directors Meeting Minutes
Wednesday, May 8 – 9:30 AM at Madera Vista Social Center

1. Call to Order – President Postlewaite

- President Postlewaite called the meeting to order at 9:30 am with 11 people in attendance.

2. Note the quorum of the Board – President Postlewaite

- President Postlewaite noted that Fred is not in attendance. He noted there is a quorum with 3 board members.

3. Approval of Minutes

- April 2023 minutes – President Postlewaite noted the minutes had been sent out. Any questions or comments. Treasurer Cripps moved to approve the minutes. Member Cook seconded. Unanimous

4. Acceptance of Treasurer's Report – Treasurer Cripps

- Current financial report – Treasurer Cripps noted we are staying right on budget. We have \$11,000 in operating in \$218,000 in reserves. Everything looks good. Member Cook moved to accept the financial report. Treasurer Cripps seconded. Motion passed.

5. Committee Reports

- Architectural Review – Glen Barnes
Glen noted the committee has failed to transition to Fred. Glen is the acting chair. 2 requests just prior to the February meeting. He explained what the role of the Architectural committee is. Any change in an improvement to the property must be approved by the Committee. It can all be done by email. Approved one today received on May 4th. Glen reported: none in March. April there were 3 all approved. Since April meeting have been 3 all approved.
- Common Area Maintenance – Jim Chisholm – estimate from ValScape \$730 for 6 of them. Member Cook moved to accept valscape for \$730. Treasurer Cripps seconded. Unanimous.

He noted that there was a Firewise cleanup of the common areas: If necessary, we could use the reserves for this and repay if we get the grant. Valscape quoted \$3200 for this job. Glen noted that there is a 10% match, so we would pay \$320 if we get the grant. Member Cook moved to accept Valscape maintenance for \$3200 for cleanup for Firewise. Treasurer Cripps seconded. Unanimous.

- Neighborhood Watch – Will Smith. SAV will do a house watch if you are going to be gone. It is a free service; you can donate to the SAV and can take a tax credit. There is a lock box the fire department puts them on the house and they have a key to open it. Enforcements,

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Esperanza estates had a wheelbarrow stolen. He contacted everyone for the phone books, he has some extra ones. Smoke alarm through fire department. Snake pickup.

- Social – Nancy Cook – Member Cook reported we had a recent art thing. Had a class taught – had a nice response 20 people signed up. 16 showed up. Watercolor art, painting class. There was a demo and they got to paint simple drawings on small canvases. They had a good time. Planning cards and games again. Trying to get one a month June and August. Not July – had a potluck in July. Holiday party at Canoa and a few people did not care for the food. Most wanted to have it there again this year. Member Cook will call today to set a date – around the 18th of December. Always looking for social ideas.
- Firewise –Mike Millikan – Mike reported 6 on the committee. Joe Fields chairman. Ridge is getting some very good feedback. Have a large meeting May 20 at 9:30 am at Madera Vista. Will have state, county, freeport McMahan, and fire department. The western border is the mine property and it is full of flammable vegetation. We are looking to get a barrier on our border. Portillo Hills: Esperanza estate and Quail Creek will have representatives here. We will get an email out. Working on a grant for vegetation removal and training on how to get rid of flammable vegetation. Discounts on homeowners' insurance since we are a recognized Firewise community.
- Food Drive – Sandy Churchill – Food drive fall and spring. 3 cars drive around at 9 am and pick up bags at mailbox. The last one collected 457 pounds of food and \$525 for the local Green Valley food bank. They deliver locally. Our zip codes allow you to visit 2 times a month. Here you go in and shop for what you want. Contacted by Tabitha Yates, magazine called Valley Friends and Neighbors magazine. Free magazine delivered to local mailboxes. They are making an appointment with her about the food bank and front cover. Doing this for 22 years. One of the few who do this. This Saturday mail carriers pick up food donations.
- GVC – Glen Barnes went to the March GVC meeting. No progress on the local hospital. New county dark skies lighting code is being worked on. First Responders fair. They mentioned Firewise. There were 126 traffic stops, 12 arrests, 162 calls. One DUI same quantity a few meetings in a row.

6. Unfinished Business – President Postlewaite

- Short a board member – need to have a board member added to the board.

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7. New Business - President Postlewaite

- Take credit cards. BMO – Jason came to talk to the Board about us taking credit cards. Options surcharge pricing: Card holder pays the processing fee. It is a 3% surcharge fee and the HOA gets the original amount. Debit card is paid at 1% and 25 cents for the transaction. Least expensive. This is a virtual website. He can set it up to auto pay, recurring charge. The same software asks us to key in the transaction. Surcharge option the processing fee is paid by card holder unless debit card. Button is customizable. HOA initial charge is covered by a rebate. Monthly we pay \$29 a month for the software. Seasonal can be set up. July, Aug and Sept seasonal no monthly charge. Goes to a secure site – not under our website. If leave out recurring it would be \$20 a month. \$28 for the fee. Monthly would be about \$48. He would set it up so we pay. Flat rate is also available. Treasurer Cripps made a motion to move forward with this program. Member Cook seconded. Unanimous. Marge will contact Jason in August or September to set it up.
- CJ and Member Cook do the meet and greets. One property been to a minimum of 8 times. 2 recent sales getting contact information on.

8. Member Comments

- Weeds seem to be a problem for walkers.

9. Adjournment

- Next HOA BOD Meeting ~ September 11th, time and place to be determined.
- Member Cook moved to adjourn; Treasurer Cripps seconded. Motion carried.

Respectfully submitted,

Marge Garneau, Manager