

## **Portal III – June 16, 2018 HOA Meeting Minutes**

The meeting was called to order by President Dave Johnson. Other Board members present were: Darwin Huber, Jim Startup and Ira Gibel. Thirteen homeowners were in attendance.

### **Secretary's Report:**

Dave Johnson made a motion to approve the April 7, 2018 Meeting Minutes. The motion was seconded by Ira Gibel and approved.

### **Treasurer's Report:**

Dave Jonson thanked Linda Armstrong for her four years of service as Treasurer and welcomed Cheryl Thomsen who is taking her place.

Dave Johnson presented the attached financial report. The report reflects a net balance as of June 5, 2018 of \$215,559.25 There are currently seven lots with unpaid 2018 HOA dues. One lot has not paid dues for the last three years and a lien against the property has been filed. Unpaid lot numbers are:22; 55; 74; 134/144; 138 and 171. If your lot continues to be delinquent after August 1, 2018, a \$900 lien will be recorded on the lot.

### **Old Business:**

#### **Road/Culvert Maintenance:**

Bob Barr indicated he was waiting to hear back from the owner concerning cost sharing of the culvert installation on Arroyo West to help with the erosion issue near lot 163.

Darwin stated that he would wait to contact Maurer Sealing and Striping concerning seal coating the HOA roads until after the additional fire hydrants (FDCs) are installed.

#### **HOA Violations**

Please see the attached Portal III CC&R violation list. If your lot number shows an open status, please let the Board know if you have completed the work or when you plan to have the respective violation closed. Your prompt attention to these violations is appreciated to avoid additional notifications and potential fines.

Adhering to our CC&Rs helps maintain the aesthetics and value of our Community.

#### **Fire Hydrant Review**

Work has begun on the installation of the five Fire Department Connection Stand Pipes (FDCs). The work is expected to take around six-eight weeks to complete. Please refer to the various emails Darwin has sent out concerning details and potential water outage impacts.

#### **Updated HOA Website**

We have received positive responses and feedback on our updated website that Christine Schroedel developed. We encourage everyone to look at the website and provide us your thoughts. After all it is there for everyone in our Portal and we want it to be both user friendly and useful to our members. It has a good look and feel, and the functionality and informative nature is well put together. It can be found at <https://www.portal3.org/>

### **Entry Features and Signage**

Jim Startup said he has contacted three contractors for the installation of the signs and has received two responses – one being from Phoenix and the other from Payson. Both gave some pointers on the construction of the signs. One contractor provided a quote that was more than \$25,000, the biggest cost driver being the cost of steel has doubled recently. It was decided to have the quotes broken down into segments – the monuments and road signs for example and perhaps do the project piece meal. Jim will look at different materials to help reduce the price. No Board decision will be made until after the FDCs are installed.

Jim also indicated that Gila County approval may be necessary for redoing the signs.

Please look at proposed signage which is shown on our updated website and provide your thoughts. Your feedback and input to this project is important and appreciated.

### **Lot Number Signs**

In Chuck Casey's absence, Dave Johnson said that 50 lot signs have been completed, ten more are being powder coated, and 10 more are in process. More material will be needed to make the additional signs.

### **Outdoor Fires and CC&R Restrictions**

Outdoor fires are not allowed. Be sure to tell any guests that you have visiting of this restriction. As well as all our CC&Rs and Bylaws.

Also, a reminder to everyone that our community, and county, are under severe fire restrictions and our forests are closed – this means people are not allowed in the forest.

Also, we are under Stage 2 Fire Restrictions outside of the forest. Please refer to the Pine-Strawberry Fire Department website for details. <http://www.psfedaz.com/> and our website <https://www.portal3.org/>

With the monsoon season approaching Ira Gibel gave a presentation on lightning safety tips, a copy is attached.

### **Architectural Committee:**

Bob Barr provided the following recap of activities since our last meeting:

- The house plans for lot 69 was approved. This house will have a metal roof.
  - A house repainting on lot 91 was approved.
  - The replacement of a deck with Trex was approved for lot 126.
  - A house painting on Lot 159 was approved, with work starting July 5th.
- Lots 168/169 has submitted plans for a house addition and a metal roof.

As a reminder, any alteration or construction on the outside of your home/lot requires prior approval. This includes exterior painting, even if it's the same color.



### **Security:**

In Chuck Casey's absence Dave Johnson reported Chuck told him not much has been happening security wise since our last meeting.

### **Environmental/Fire-wise:**

Our spring brush pickup was extremely successful. 127,420 pounds, nearly 64 tons, of brush was picked up. This compares to the 87,000 pounds (43 ½ tons) that was picked up in our combined 2017 spring and fall pickups.

What an excellent job you all did in cleaning and firewising our lots. This goes a long way in making our community safer from potential wildfires, and in improving our Portals appearance.

Your Board will decide if a fall brush pickup will occur prior to our next HOA meeting.

Darwin said he would be contacting the other members of the Environmental Committee to help look for mistletoe and diseased trees in our Portal in the coming weeks.

### **Snow and Street Debris Removal Committee:**

Unfortunately, there has been little snowfall this winter. Everyone agrees this will have a negative impact on fire danger and tree health this coming summer.

### **New Business**

As mentioned Cheryl Thomsen is our new Treasurer, serving a two year term. Darwin Huber will remain as Secretary for another two year term. Thank you to both of them for volunteering their time to the HOA.

### **Speeding within Portal III**

Speeding continues to be an issue within our Portal. Please act responsibly by slowing down and adhering to the posted 25 MPH speed limit as you drive in our Portal. After all, you are in Pine, so think Pine Time. Our wildlife and people walking will appreciate you slowing down.

### **Dog Complaints**

As a courtesy to your neighbors and community, please keep your dogs on your property, and leash them when walking them, and please be considerate and pickup after your dog.

### **Lot/Homeowner Contact Information**

We still need current contact information from some lot owners. This information will be kept strictly confidential and will only be used for official HOA Board of Director business matters. If you are owners of the following lots, please provide the HOA, at [knobhill1296@gmail.com](mailto:knobhill1296@gmail.com), with your current email address and phone number in case of an emergency, and other important HOA matters: **Lots – 53, 69, 74, 82, 85, 115, and 171.** Thank You.

**Our Next HOA Board Meeting**  
**Saturday – October 20th, 2018**

**10:00 AM**

**Pine Fire Department Meeting Room on Hardscrabble Road**

**Please try to attend and be involved in our Community and Your HOA**

**Thank You**

**Portal Pine Creek Canyon Unit 3 HOA**

**6/5/2018**

**Net Balance**

**Assets:**

Chase checking account	66,420.38		
Chase High Yield Savings	49,236.10		monthly @ 0.5%
Chase CD	39,640.61	9 month	matures 2/27/19 @ 0.2%
Total Chase	<u>155,297.09</u>		

Washington Mutual CD	<u>61,262.16</u>	9 month	matures 1/13/19 @ 0.35%
	<u>216,559.25</u>		

**Liabilites:**

Less: construction deposits	<u>(1,000.00)</u>
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Net Balance	<u><b>215,559.25</b></u>	change fr prior yr	<u><b>14,690.26</b></u>
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Balance at 12/31/17	200,868.99	6,226.26
Balance at 12/31/16	194,642.73	16,574.28
Balance at 12/31/15	178,068.45	17,599.73
Balance at 12/31/14	160,468.72	(15,114.96)
Balance at 12/31/13	175,583.68	17,596.83
Balance at 12/31/12	157,986.85	20,956.10

**6/5/2018**

**Income/Expense Activity**

**Income:**

Annual Dues	28,650.00	
Late Fees	635.00	
Transfer Fees	1,800.00	
Interest Income	<u>16.18</u>	
Total Income		31,101.18

**Expenses:**

security	(3,000.00)	
grounds	(12,760.83)	
postage/PO Box/supplies	(273.49)	
taxes	(376.60)	
insurance		
legal		
misc		
Total Expenses	<u>(16,410.92)</u>	
Overall Total		<u><u>14,690.26</u></u>





**Portal 3 CC&R violations**

**June 16, 2018**

**2018**

Lot #

Letter sent		
1st	2nd	3rd

**Status**

**OPEN**

55	mistletoe	9/18/17	4/9/18	wrote back there May 5 to clean up
115	dead trees/brush	5/1/18		
177	mistletoe	5/1/18		5/3 - wrote back will check
187	mistletoe	5/1/18		called Darwin 5/5 - hiring Dale Bobb to remove
189	mistletoe	2/13/18		Darwin check
2	lot/house maint			Dave and Bob make plan for follow-up in 2018
15	paint	5/3	9/14	6/2018 getting quotes
138	paint	5/5	10/10	has begun painting project - need back and trim DJ to call
159	deck repair/paint	5/4	10/10	has begun deck repair - needs to paint
168	paint	5/4	11/14	hired contractor for expansion and painting in 2018

**Closed**

16	firewood storage			owner moved wood piles
22	dead trees/brush	4/30		
65	short-tem rental	4/24		was posted on Home Away in error/ listing removed
160	paint/deck repair	5/4	10/10	to begin paint March 5, 2018/contracted with Benkert's Quality Paint in Dec 2017

# Lightning Safety Tips

A copy of the Lightning Safety Tips pamphlet is available as an Adobe Portable Document Format (PDF, 4901KB, 2pg.).

**LIGHTNING KILLS MORE PEOPLE IN THIS COUNTRY THAN TO  
ADDS, FLOODS OR HURRICANES.  
THUNDERSTORM ACTIVITY IS GREATEST DURING JULY**

**These simple precautions can save lives during  
a lightning storm.**

AN  
AUG

## Stay Alert

- Monitor local weather conditions regularly with a special weather radio or AM/FM radio.
- Recognize the signs of an oncoming thunder and lightning storm - towering clouds with a "cauliflower" shape, dark skies and distant rumbles of thunder or flashes of lightning. Do not wait for lightning to strike nearby before taking cover.

## Seek Shelter

- Look for a large, enclosed building when a thunder or lightning storm threatens. That's the best choice.
- If you are in a car and it has a hard top, stay inside and keep the windows rolled up.
- Avoid small sheds and lean-tos or partial shelters, like pavilions.
- Stay at least a few feet away from open windows, sinks, toilets, tubs, showers, electric boxes and outlets, and appliances. Lightning can flow through these symptoms and "jump" to a person.
- Do not shower or take a bath during a thunder or lightning storm
- Avoid using regular telephones, except in an emergency. If lightning hits the telephone lines, it could flow to the phone. Cell or cordless phones, not connected to the building's wiring, are safe to use.

**If you are caught outside: (If you are unable to reach a safe building or car, knowing what to do can save your life.)**

- If your skin tingles or your hair stands on the end, a lightning strike