

## Portal III – January 26, 2019 HOA Meeting Minutes

The meeting was called to order by President Dave Johnson. Other Board members present were: Darwin Huber, Cheryl Thomsen, and Ira Gibel. Twenty-one homeowners were in attendance.

### Secretary's Report:

Dave Johnson made a motion to approve the October 20, 2018 Meeting Minutes. The motion was seconded by Cheryl Thomsen and approved.

### Treasurer's Report:

Cheryl Thomsen presented the attached 2018 YE financial report. The report reflects a net balance of \$168,900.01. Cheryl indicated our liabilities consisted of two construction deposits, on-going FDC work, and brush pickup. With these liabilities our YE balance is \$32,217 less than it was at end of 2017, mainly due to the 5 FDC installations. Cheryl said there were 15 lots sold during 2018.

Cheryl stated our collection rate of 2019 HOA fees is 50%. A second notice will be sent to all lot owners on February 1 advising fees are due by the end of February. Please pay your dues in a timely manner to avoid potential penalties.

### Old Business:

#### Road/Culvert Maintenance:

Please see attached to do list.

Darwin reported the HOA road resealing should occur during the July/August timeframe when the temperature is above 70 degrees.

PSWID will be performing refurbishing work on our Portal water tank. A separate email with details has been sent to the HOA membership.

A water leak at the intersection of Juniper Loop and Trails End received some discussion since it was causing water drainage to a couple of downhill properties. Since the HOA meeting, PSWID has fixed the leak.

### HOA Violations

Please see the attached Portal III CC&R violation list.

If your lot number shows an open status, please let your 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.

The Board, as well as your neighbors, appreciate your proactive responses to promptly removing identified mistletoe and diseased and/or dying trees. With respect to bark beetles, there were 21 trees removed from our Portal since last summer. The Board expresses their thanks for everyone that took positive action in their removal. Three distressed trees are currently being monitored with respect to their health status.

### **Fire Hydrant Review**

After the County inspection on our recently installed FDCs, it was determined that the bollards at FDC #4 were too close to the road and need to be moved accordingly. After this is done, the remaining cleanup work will be accomplished to complete the Contractors work. The Bollards and FDCs will then be painted yellow and have reflective tape on the bollards to complete the project.

### **Outdoor Fires**

A couple of new residents asked if fires were allowed, the Board responded that no outdoor fires were allowed according to the CC&Rs – including propane fires.

A reminder, our CC&Rs state that **no** outdoor fires are allowed. Please be sure to tell any guests that you have visiting of this restriction, as well as all other CC&Rs and Bylaws.

### **Entry Features and Signage**

Cheryl Thomsen provided the Sign Committee's progress since our October HOA meeting.

The Committee is proposing simplifying our signage with a consistent theme and brand. To begin with they want to remove the existing duplicated signage. Dave Johnson, Chuck Casey and Tom Leeuw volunteered to do this.

The Sign Committee is proposing a phased approach over the next year to complete the project. The 24-hour security sign at our main entrance will be the first installed. **The Sign Committee and your Board is asking for membership comment on the look, color and theme of the sign.** This will be followed by Private Road signs and other signs such as No Trespassing, etc. Then for the "Monument" sign at our main entrance – the Committee is proposing to use the existing base to help reduce costs. Lastly, they plan to address the Portal III sign located at the corner of Trails End and Pine Creek Canyon.

There was some Board discussion on the legalities related to the private/no trespassing signs, and the Committee took an action to look further into this.

Your Board approved \$300 to have a prototype 24 Hour Security Sign made and installed. Since the HOA meeting this sign has been installed on Trails End just south of Arroyo. In addition, the Committee has a picture of a "conceptual" Monument sign which they are asking for membership feedback on.

Besides the physical 24-Hour Security sign, pictures of both the Security and conceptual Monument signs have been posted on our Portal Website [www.portal3.org](http://www.portal3.org) under Community News. Everyone is encouraged to comment on both the physical Security Sign and the Security/Monument sign pictures. **Please visit our website and do so. Your input is most important to this project.**

### **Lot Number Signs**

Chuck Casey indicated he has finished another batch of lot number signs and that by the next HOA meeting 75% will be done. The Board approved a payment of \$177.87 to Chuck for his recently completed work.

### **Updated HOA Website**

We have received positive responses and feedback on our updated website that Christine Schroedel developed and maintains for the HOA. **We encourage everyone to look at the website and provide us your thoughts. It can be found at <https://www.portal3.org/>**

### **Welcome Committee**

Jean McKelvy delivered two more Welcome Packages to new home owners, and the Board approved \$100 for additional packages to be put together.

These Welcome Packages have been Very Well received by all the new home owners – Thanks to Jean and the entire Welcoming Committee for a job well done.

### **Architectural Committee:**

Bob Barr spoke to the attached list of architectural activities since our June HOA meeting.

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. Your adherence to this requirement is appreciated.

### **Security:**

Since our last HOA meeting Chuck Casey indicated he: found a leaky water meter on lot 159 and encountered some non-Portal III people walking to the trail at the Trails End stub.

Chuck suggested adding a new “No Trail Access” there and asked the Board to provide him with a letter/note containing wording that he can put on non-Portal III vehicles that are trespassing in our Portal.

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

Darwin indicated that during our fall 2018 brush pickup 13,500 pounds of green debris was picked up – thanks to all who participated. Not only does it make our Portal safer in the event of a wildfire, but it makes our Community look a lot better.

Your Board will schedule the first brush pick-up for 2019 to occur the week after the Memorial Day weekend which gives everyone the holiday to put brush out.

Darwin will send a separate email out indicating when everyone can start putting brush out along with guidelines and instructions for firewising your property.

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

As of the HOA meeting there have been two snow plowings this season. There were multiple complaints about the job the County did on our County roads.

Ira Gibel presented a copy of an article from the Payson Roundup newspaper titled Winter Driving Requires Preparedness. A copy is included in these minutes.

If you need to use your driveway after snow plowing, please place two 3-foot orange traffic cones – one at either side of your driveway and the snowplow will try to not block your

driveway. It was also suggested that backing your vehicle into your driveway will make it easier to drive out of your driveway.

Please do not park your vehicles on the road, as this makes it difficult for the snowplow to do an efficient job clearing the roadways. Plus, you are likely to get blocked in by the snowplows snow removal accumulation.

### **New Business**

Your Board approved giving the Pine Senior Center \$25 for the use of their dining room for our HOA meeting.

Dave Johnson made a continuing request for volunteers to help the Board and the various Committees. If you are interested in helping your HOA, please contact one of the Board Members.

### **Speeding within Portal III**

Please act responsibly by slowing down and adhering to the posted 25 MPH speed limit as you drive in our Portal. 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. Again, numerous in attendance stated that folks were just leaving dog waste bags laying on the side of the road, please take the bag home for proper disposal.

While there is not a CC&R restriction on this, there is a Gila County and Arizona State Animal Control Ordinance concerning keeping dogs on your property and being on a leash when not. The contact for Payson Animal Control is 928-474-1210.

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

We 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, and 171.** Thank You.

### **Portal III Vehicle Window Decal:**

To help identify vehicles of Portal III property owners, we have “Three Pine Trees” window decals for you to place on your front windshield. If you don’t have one, please contact any Board member. They are free and greatly help us identify vehicles belonging to Portal III property owners. Your cooperation is appreciated.

**Our Next HOA Board Meeting**

**Saturday – March 23, 2019**

**10:00 AM**

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

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

**Your Attendance is both Appreciated and Encouraged**

**Thank You**

**2018 YR END REPORT January 26, 2018 HOA REPORT**

	NET BALANCE		COMMENTS
<b>ASSETS</b>			
Chase Checking	\$30,485.37		
Chase Savings	\$110,635.03		
Chase CD	\$39,640.61		
<b>TOTAL ASSETS 12-31-2018</b>	<b>\$180,761.01</b>		
<b>LIABILITIES</b>			
Construction deposit	-\$2,500.00		
2019 dues deposited in 2018	-\$165.00		
<b>TOTAL LIBABILITIES 12-31-18</b>	<b>-\$11,861.00</b>		
<b>NET BALANCE 12-31-18</b>	<b>\$168,900.01</b>		
<b>Balance 12-31-18</b>	<b>\$168,900.01</b>		
Balance 12-31-17	\$201,117.00		
Balance 12-31-16	\$178,068.00		
Balance 12-31-15	\$160,468.00		
Balance 12-31-14	\$176,083.00		
Balance 12-31-13	\$157,986.00		
<b>YTD 12-31-18</b>			
<b>INCOME</b>			
Hoa Dues	\$29,550.00		1 lot with lien and only lot unpaid
Late Fees	\$800.00		
Transfer Fees	\$4,500.00		15 lots sold YTD (14 homes and 1 vacant lot)
<b>TOTAL INCOME</b>	<b>\$34,850.00</b>		
<b>EXPENSES</b>			
		%	
Security	\$6,150.00	8.8%	
Grounds	\$45,062.00	85%	Fire Hydrant Total \$45.K, Brush Removal Sp \$9.0
Postage/PO Box/Supplies	\$567.25	1.1%	supplies and welcome kits
Taxes	\$384.52	0.1%	
Professional Services	\$350.44	0.01%	Taxes,
Insurance	\$2,070.00	4%	
Misc			
<b>TOTAL EXPENSES 12-31-18</b>	<b>\$54,584.21</b>		



**Portal 3 CC&R violations**

January 26, 2019

**2019**

Lot #

Letter sent

Status

1st

2nd

**OPEN**

**Homes:**

120	woodpecker siding damage	9/10/18		emailed DJ to be fixed weekend 9/29
138	paint	5/5	10/10	has begun painting project - need back and trim DJ to call
168	paint	5/4	11/14	Phipps Painting to begin Dec 2018 (will not do addition)
197	bushes planted			

**Distressed**

49	distressed tree	9/26/18 email		wrote back to Darwin for confirmation
167	distressed tree	9/10/18		Darwin visited with home owner at site
198	distressed tree	9/26/18 email		

MONITORING



ARCHITECTURAL COMMITTEE REPORT

JANUARY 26 2019

LOT 68 NACO DRIVE	NEW HOME CONSTRUCTION STARTED
LOT 69 NACO DRIVE	NEW HOME CONSTRUCTION CONTINUES
LOT 168 ARROYA WEST	HOUSE PAINTED
LOT 172 ARROYA EAST	NEW COMPOSIT DECK AND DECK ROOF CONSTRUCTION CONTINUES
LOT 175 ARROYA EAST	HOUSE PAINTED

[https://www.paysonroundup.com/winter-driving-requires-preparedness-common-sense/article\\_7e4fc229-7930-5c70-b24c-6cdc2d1d9c13.html](https://www.paysonroundup.com/winter-driving-requires-preparedness-common-sense/article_7e4fc229-7930-5c70-b24c-6cdc2d1d9c13.html)

## Winter driving requires preparedness, common sense

Teresa McQuerrey Dec 23, 2002

The weather outside, while not exactly frightful, can foul up both everyday and holiday travel plans.

To limit the risks, the Federal Emergency Management Agency website has lots of helpful information.

The leading cause of death during winter storms is transportation accidents. Preparing your vehicle for the winter season and knowing how to react if stranded or lost on the road are the keys to safe winter driving.

### Before

- Have a mechanic check the following items on your car:
- Battery
- Antifreeze
- Wipers and windshield washer fluid
- Ignition system
- Thermostat
- Lights
- Flashing hazard lights
- Exhaust system
- Heater
- Brakes
- Defroster
- Oil level, if necessary, replace existing oil with a winter grade oil or the SAE 10w/30 weight variety
- Install good winter tires. Make sure the tires have adequate tread. All-weather radials are usually adequate for most winter conditions. However, some jurisdictions require that to drive on their roads, vehicles must be equipped with chains or snow tires with studs.
- Keep a windshield scraper and small broom for ice and snow removal.
- Maintain at least half a tank of gas during the winter season.
- Plan long trips carefully. Listen to the radio or call the state highway patrol for the latest road conditions. Always travel during daylight and, if possible, take at least one other person.
- If you must go out during a winter storm, use public transportation.
- Dress warmly. Wear layers of loose-fitting, layered, lightweight clothing.
- Carry food and water. Store a supply of high energy "munchies" and several bottles of water.

### Winter Car Kit (keep in car)

- Flashlights with extra batteries
- First aid kit with pocket knife
- Necessary medications
- Several blankets
- Sleeping bags
- Extra newspapers for insulation
- Plastic bags for sanitation
- Matches
- Extra set of mittens, socks and a wool cap
- Rain gear and extra clothes
- Small sack of sand for generating traction under wheels
- Small shovel
- Small tools, such as pliers, wrench, screwdriver
- Booster cables
- Set of tire chains or traction mats
- Cards, games and puzzles
- Brightly colored cloth to use as a flag
- Canned fruit and nuts
- Nonelectric can opener
- Bottled water

## Frostbite and hypothermia

- Frostbite is a severe reaction to cold exposure that can permanently damage its victims. A loss of feeling and a white or pale appearance in fingers, toes or nose and ear lobes are symptoms of frostbite.
- Hypothermia is a condition brought on when a person's body temperature drops to less than 90 degrees Fahrenheit. Symptoms of hypothermia include uncontrollable shivering, slow speech, memory lapses, frequent stumbling, drowsiness and exhaustion.
- If frostbite or hypothermia are suspected, begin warming the person slowly and seek immediate medical assistance. Warm the person's trunk first. Use your own body heat to help. Arms and legs should be warmed last because stimulation of the limbs can drive the cold blood toward the heart and lead to heart failure.
- Put person in dry clothing and wrap their entire body in a blanket.
- Never give a frostbite or hypothermia victim something with caffeine in it, such as coffee or tea, or alcohol. Caffeine, a stimulant, can cause the heart to beat faster and hasten the effects the cold has on the body. Alcohol, a depressant, can slow the heart and also hasten the ill effects of cold body temperatures.