

Portal III – October 19, 2019 HOA Meeting Minutes

The meeting was called to order by President Dave Johnson. Other Board members present were Ira Gibel, Robin Humes and Darwin Huber. Thirty homeowners were in attendance.

Dave asked for a moment of silence for the passing of our Architectural Chair of 20 years Bob Barr. In Bob's honor a Take Pride brick will be placed on the Pine Community Center grounds.

Secretary's Report:

Dave Johnson made a motion to approve the June 15, 2019 Meeting Minutes. The motion was seconded by Ira Gibel and approved.

Treasurer's Report:

In Craig Kjell's absence, Dave Johnson presented the attached Treasurer's Report – which shows a balance of \$193,960.23.

In addition:

- Our 2019-2020 HOA insurance was renewed through Crabdree in Payson
- Our 2019 property taxes have been paid
- The Board approved holding our 2020 HOA fee at \$165 per lot
- HOA Fees are due January 1, 2020 and past due February 29th. A separate email will be sent out along with a corresponding billing statement.

Old Business:

Road/Culvert Maintenance:

Please see attached to do list.

Darwin indicated that the County cracked sealed our county roads (Juniper Loop & Trails End), and that chip sealing is planned for next year. In addition, Darwin will schedule to have our HOA roads surface sealed next summer when the temperature is above 70 degrees.

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 in promptly removing identified mistletoe and any diseased and/or dying trees.

Property inspections are planned for next spring, so please look at and keep your property and homes in good shape to avoid any potential violation letters.

Rentals

As a continued reminder, our CC&Rs do not allow rentals less than six (6) months in duration. Homeowners (lessors) meeting the six-month minimum are required to provide information about their tenant and the lease to the Board.

Outdoor Fires

Our CC&Rs state **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.

Fire Hydrant Review

Dave Johnson indicated that we were still in discussion with the contractor on the final billing of the fire pipe stands, and that we should be within our budget for the project.

Entry Features and Signage

Cheryl Thomsen gave a presentation concerning the Sign Committee's progress of updating the signage throughout our Portal. Cheryl indicated that positive reviews and comments have been received on the completed signs. The cost of these signs came in under the budget the Board granted for this phase of the project.

She mentioned, and the Board encouraged, ALL No Trespassing, No Hunting and Private Signs on Individual properties should be removed, now that we have community posted, No Trespassing and No Hunting signs installed at both entrances and Private Road Signs are up on each cul-de-sac.

Individual signs are no longer necessary, and their removal will greatly enhance the appearance of our community.

Cheryl showed three prototypes for the "monument sign" at our entrance at the corner of Trails End and Arroyo. A copy of the presentation will be sent out to everyone under a separate email where votes will be requested for your favorite prototype.

The Board approved a budget of not to exceed \$3,000 for the monument sign.

Lot Number Signs

Chuck Casey indicated that he had 40 additional lot number signs to put out, and all signs would be completed by the next HOA meeting.

With some new homeowners in attendance Darwin reminded everyone that they should have the reflective green on white address signs for the use of first responders. Darwin will send a separate email out on how to obtain them from the County.

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

The Board approved \$100 for the Welcome Committee to put together additional Welcome Packages for new homeowners.

Architectural Committee:

Gary Magliano was introduced as our new Architectural Committee Chairperson.

Please see the attached Architectural Committee report given by Gary.

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 required (and appreciated).

Security:

Chuck Casey indicated most activity was related to false house alarms and quad noise complaints. It was mentioned that everyone should limit your quad riding within our Portal and try to use them for only going in and out of our Portal.

Chuck was asked to coordinate with the Sign Committee on his new truck security signs, so they are consistent with the branding the Committee is using throughout our Portal.

Chuck suggested that for our part-time residents when you leave please be sure to turn off your water to the house to prevent possible water leaks while you are gone.

In addition, with winter coming please be sure to winter wise your house to prevent frozen water pipes. The same for irrigation lines if you have them.

Environmental/Fire-wise:

Darwin thanked everyone that are cleaning their lots and putting brush piles out for our fall brush pickup. Especially those that are firewising their lots.

Darwin also mentioned that he, Gary Magliano, and Jeff Stringham were completing the road-side trimming project. This entails increasing visibility by removing low over hanging branches, trimming blind spot vegetation and clearing around stop signs. This will make our community safer while driving, walking and for wildlife protection.

Snow and Street Debris Removal Committee: Ira Gibel and Barbara Huber

Ira Gibel stated our HOA roads are generally plowed after an accumulation of 4 inches of snow and a break in the snowfall. With the amount of snow last winter, we learned we need to coordinate our HOA snow removal with the county's. We want to plow our HOA roads after the County has plowed the County roads to allow us to remove berms they create and you are asked to put 28-inch-tall cones on either side of your driveway if you want your drive cleared of berms.

Once the snow begins to fall, we are unable to see where it is accumulating and know when the county plow comes through. Chuck has been able to identify problem areas once he's able to get out. Barbara is asking for participation from around our Portal to help identify the location and amount of snow accumulation within our community, when the county plows, (barbara.huber1948@icloud.com) and make sure property owners and any guests to your property keep our streets clear of parked cars.

New Business

Darwin gave a presentation on the drainage and erosion patterns within our Portal. With the intent on developing and implementing an overall Portal III Water Drainage and Erosion Control & Maintenance Plan. A copy of the presentation is included in these minutes.

A lot of attendee input was received and at the end of the presentation, the following responsibilities were agreed too.

- The respective property owner is responsible for their drainage and erosion
- Where drainage and erosion from one property is affecting adjacent properties, the respective property owners should work together to resolve the issue(s). If needed the HOA will intervene to help resolve potential property owner disagreements.
- The HOA will continue to take care and clean all roadway ditches.
- Individual homeowners are responsible for the cleaning of their driveway culverts.
- The County and/or HOA is responsible for the cleaning of the roadway culverts.
- The HOA is responsible for roadway undermining and surface erosion.

Your Board approved giving the Fire Department \$50 for the use of the meeting room.

There were some complaints about bright lights shining onto neighboring properties and the noise from loud wind chimes. Please be considerate about the brightness and avoid your lights shining onto adjacent properties, along with limiting the time they are on. And please be aware of the noise from your windchimes – they should be taken down when you are away.

In Closing

- When they are off your property, please have your dogs on a leash. This is a County ordinance. And please be considerate and pickup after your dog.
- Your HOA discourages the feeding of wildlife – not only for the health of the animals but also for your protection, as wild animals can be unpredictable. If you are compelled to feed them, please do so in limited amounts and use Timothy Hay or fresh garden greens.
- Please try and keep noise such as leaf blowers, construction, barking dogs and the like to a minimum. Be respectful of our natural quiet and serene surroundings.
- Please keep lights from shining onto adjacent properties and the timing they are on.
- Please adhere to our posted 25 mph speed limit. And even slower around corners.
- Please obtain a Portal III vehicle identification sticker for your windshield. This helps us with security efforts in knowing you are a Portal III resident.

Our Next HOA Board Meeting

Saturday – January 25, 2020

10:00 AM

Location – To Be Determined

Please attend and be involved in our Community and Your HOA

Your Attendance is both Appreciated and Encouraged

Thank You

Portal III Pine Creek Canyon HOA Meeting – October 19, 2019

Call To Order/Introductions/Meeting Conduct Rules (Dave Johnson)

Thank you to Bob Barr for twenty years as Chairman/ a brick will be placed in Pine

Secretary's Report (Darwin Huber)

Approve June 15, 2019 minutes

Treasurer's Report (Craig Kjell)

Renewed 2019-2020 HOA insurance through Crabtree

2019 property taxes paid

2020 HOA Fee –\$165 per lot (same as 2019)

HOA Fees are due January 1, 2020 and are past due after February 29.

Old Business

Road/culvert maintenance To Do List (see attached)

CC&R violations review (see attached)

Fire pipe stand project

Sign Committee (Cheryl Thomsen)

Lot Number signs (Chuck Casey)

Welcome Committee Report (Jean McKelvy)

Architectural Committee (Gary Magliano/ Allan Yost/ Darwin Huber)

Welcome Gary as new chairperson

Security Report (Chuck Casey)

Environmental/Firewise (Darwin Huber)

Fall Brush pick-up

Roadside trimming

Snow and Street Debris Removal Committee (Ira Gibel/Barbara Huber)

New Business

Portal III lot waterways and drainage

Donate \$50 to PS Fire Department for use of room?

Closing

Dogs – Feeding wildlife – Noise -Speeding – Contact List – Vehicle decals

Next meeting: **January 25, 2020 at 10:00** Pine Fire Dept Meeting Room

Portal Pine Creek Canyon Unit 3 HOA

10/14/2019

Net Balance

Assets:

Chase checking account	45,139.93		
Chase High Yield Savings	30,673.69		monthly @ 0.5%
Chase CD	119,646.61	9 month	matures 11/27/2019 @ 2.0%
Total Chase	<u>195,460.23</u>	9 month	matures 2/17/2020 @ 2.0%
		11 month	matures 4/17/2020 @ 2.0%

Liabilites:

Less: construction deposits	<u>(1,500.00)</u>		
Net Balance	<u>193,960.23</u>	change fr prior yr	15,864.22

Balance at 12/31/18	178,096.01	(22,772.98)
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)

10/14/2019

Income/Expense Activity

Income:

Annual Dues	32,670.00	
Late Fees	200.00	
Transfer Fees	1,800.00	
Interest Income	44.61	
Total Income	<u>34,714.61</u>	

Expenses:

security	(5,400.00)	
grounds	(9,209.73)	
postage/PO Box/supplies	(386.54)	
taxes	(254.12)	
insurance	(2,100.00)	
legal	(1,500.00)	
misc		
Total Expenses	<u>(18,850.39)</u>	
Overall Total		<u><u>15,864.22</u></u>

Portal 3 HOA Road/Culvert Maintenance To Do List

October 19, 2019

Status

Open Items:

- 1) chip seal cul-de-sacs
- 2) Gila County Chip Seal (Steve Sanders)

spring 2020
after July 1, 2020 and before June 30, 2021

Completed Repairs:

2019

Trails End Drive/Juniper Loop road repair
Trees/bushes along roadways

Steve Sanders Gila County to check
completed - 2019

2018

Arroyo West dirt on road/clean culvert area
Road drainage ditch clean out
Century Link complete road repair Arroyo East
Road crack sealing by Maurer

completed - 2018
completed - 2018
completed - 2018
completed - 2018

Portal 3 CC&R violations

October 19, 2019

2019

Lot #

Letter sent

Status

1st	2nd
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OPEN

Homes:

87	plugged culvert/drainage ditch	8/21/19			
138	paint	5/5	10/10	has begun painting project - need back and trim completed	
197	need to plant bushes				

Architectural Committee Report

October 19, 2019

House Painting

- Lots 25, 46, 187 Finished
- Lots 47, 73, 95 In Progress
- Lots 162, 163 Painting Retaining Wall
- Lot 138 Needs Painting

New House Builds

- Lots 68, 69 Finished
- Lots 31, 189 Pending

Remodels

- Lots 65, 66 In Progress
- Lot 6 Possible Garage
- Lots 11, 12 Air Conditioner Install

Deck Repairs

- Lots 75, 127 Finished
- Lots 80, 143, 165 In Progress

Dog Runs

- Lot 24 Finished
- Lots 69, 76, 94 In Progress

Portal III Drainage & Erosion

County Requirements

Gila County requires a Grading and Drainage Permit (and Engineering Plan if necessary) prior to any property development or construction and the owner must take all means necessary to avoid detrimental effects of grading and drainage.

Our Goal

Develop and Implement an overall Portal III Water Drainage & Erosion Control & Maintenance Plan.

Asking for Member Input

Portal III issues:

- Individual property drainage flow and erosion
- Drainage and erosion affecting neighboring properties
- Restricted roadway ditches
- Plugged driveway culverts
- Plugged roadway culverts
- Roadway undermining and surface erosion

Who should be responsible for each of these issues?

- Individual property owners
- The HOA
- The County

Drainage/Erosion Control & Maintenance Options

- Proper channeling
- Channel cleaning
- Vegetation
- Dirt
- Rocks – Flat/ Round
- Concrete – with/without Rock
- Additional Culverts