

Portal III – March 23, 2019 HOA Meeting Minutes

The meeting was called to order by President Dave Johnson. Other Board members present were Darwin Huber. Twenty-one homeowners were in attendance.

Secretary's Report:

Dave Johnson made a motion to approve the January 26, 2019 Meeting Minutes. The motion was seconded by Ira Gibel (previous by phone with Dave) and approved.

Treasurer's Report:

Dave Johnson reported that Cheryl Thomsen had stepped down as Treasurer and thanked her for her efforts and time being our Treasurer.

Dave presented the attached Treasury Report. As of 3/19/2019 our balance is \$202,168.43.

Dave reported that 12 lot owners have yet to pay their 2019 HOA dues.

Dave also said that the 2018 1120H IRS form has been filed and the respective taxes paid. In addition, the Arizona Annual Corporation report has been filed.

Our HOA CD has been renewed with Chase Bank at a rate of 1.98%. With the increased interest rates being offered, additional monies will be moved into laddered C/D's.

Old Business:

Road/Culvert Maintenance:

Please see attached to do list.

An open item to prune the trees and bushes along our streets was discussed and Jeff Stringham, Chuck Casey, Tom Leeuw, and Tom Stenerson signed up to help. This work effort will occur during the month of May to coincide with our Spring Brush Pickup. Darwin will contact everyone at that time. If anyone else wants to join in please contact Darwin.

Darwin reported the HOA road resealing will be scheduled to occur during the July/August timeframe when the temperature is above 70 degrees.

Jeff Stringham gave an update on the PSWID refurbishing work on our Portal water tank, stating that internal sand blasting will commence Monday followed by sand blasting to the exterior. Portal III's water supply is temporarily coming from two water platters that have been setup during the tanks' refurbishment.

PSWID is also working on a couple of water leaks Juniper Loop.

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 received two notices of mistletoe on lots 67 and 176. A letter, along with pictures of the affected trees have been mailed to the lot owners.

The Board, as well as your neighbors, appreciate your proactive responses in promptly removing identified mistletoe and diseased and/or dying trees.

Rentals

Your Board wants to remind everyone that our CC&Rs do not allow rentals less than six (6) months in duration, and that the Board requires a copy of the respective rental agreement.

Outdoor 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.

Fire Hydrant Review

Darwin reported that the FDC project is complete except for some cleanup work and some clarification discussions with the sub-contractor over some extra billing.

A couple of lot owners in attendance asked why only three sets of bollards had been installed versus at all five of the FDCs. Darwin indicated that the Board felt the three sets were at FDCs that were at a greater risk of being hit and that we were trying to keep the overall costs down. Dave Johnson asked Chuck Casey if he was capable of installing the remaining two, which he said yes, and Dave requested a quote from him.

Entry Features and Signage

Cheryl Thomsen conducted a Power Point presentation providing the latest status of the Signage Committees work in simplifying Portal IIIs signage with a consistent theme and brand.

The presentation was well received and garnered some good audience input.

The Board approved the Committees request for \$1,200 for 15 private road signs, 2 No Trespassing/Hunting/Forest Access signs, another 24-Hour Security sign, 3 No Trail Access signs, and 1 Pine Creek Canyon Sign. The signs should be up by the end of May.

Our main entrance sign (AKA Monument sign) recommendation will be presented at our Fall HOA meeting.

A copy of Cheryl's presentation is attached to these minutes, as well as on our website under community news.

An important change to the AZ Game & Fish Department's regulation (NFRM R12-4-303) was mentioned by the Committee, which is as of June 1, 2019 the No Bow & Arrow Hunting Law will change to match the current Gun Usage Law. That being no Bow or Gun Hunting is allowed within ¼ mile of a residence. Therefore, after June 1, all the individual No Hunting signs within our Portal should be taken down. We will still have the new NO (Hunting, Trespassing, Trail Access) sign at our two Portal entrances for added assurance.

Thank you to Tom Leeuw and Chuck Casey for volunteering to remove the old Portal III signs.

Lot Number Signs

Chuck Casey indicated that about 60 signs have been done and he is getting more metal for additional signs.

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 asked about providing Welcome Packages to existing home owners, and after some discussion it was decided to limit them to new comers (as intended) and to direct current homeowners to our website – where most of the information is available.

Architectural Committee:

In Bob Barr's absence Darwin mentioned that the new home construction on lots 68 & 69 was in process, and that a meeting with the owner of lot 189 is set for next week to review new home building plans.

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 things have been quiet, most likely due to the heavy snow. He did indicate that he had to turn the water off to three homes and asked that if you do leave your home for any length of time you should turn your water off to prevent damage in the event of a leak.

Chuck asked the Board for three new, white with black lettering, vehicle security signs as his current ones were showing their age. At the meeting, Dave and Darwin approved \$200 to purchase the signs. Ira approved the \$200 also.

From the last HOA meeting Chuck asked the Board to provide him with a letter/notice containing language that he can put on non-Portal III vehicles that are trespassing in our Portal.

Environmental/Fire-wise:

As mentioned at the last HOA meeting, your Board approved a Spring Brush Pickup for the week after the Memorial Day weekend which gives everyone the holiday to put brush out. At this meeting your Board stated that you can start putting brush out starting the 1st of May – Please do not put brush out before this.

Darwin will send a separate email out repeating this date along with brush pickup guidelines and instructions for firewising your property.

Snow and Street Debris Removal Committee:

Barbara Huber reported we had 2 heavy snowfalls requiring snow removal. The first was completed in 2 days; the second took 4 to 5. There were several issues experienced:

- the amount of snowfall; most reported since 1967.
- blockage of the snow plow into our neighborhood by cars along Pine Creek Canyon.

- removal of snow on our HOA roads and removal on county roads by 2 different companies, both experiencing broken or ineffective equipment.
- single lanes were plowed initially, and roads were icy with follow up required.
- snow berms blocking driveways and accumulation of piled snow in spite of our placement of orange traffic cones with the county plow following ours was partially responsible for this.
- two stop signs at Milk Ranch and Arroyo were hit and knocked over by the snow plow.

In the future, every effort will be made to coordinate our plowing to follow the county's. Please report any issue directly to the snow removal committee members. We need help identifying snow conditions on all our roads. Continue to use the orange traffic cones to identify driveways needing access and we will attempt to have them cleared of berms. Chuck Casey identified the danger of using rebar to stake the cones. Remember to keep parked cars off our roads from blocking the plow and provide any visitors with this request. And thanks to Darwin for his appreciated snow report emails.

New Business

Election of Board Members – there are three positions set for a 2 year term. The three positions will be filled by, Dave Johnson, President; Ira Gibel, VP; and Robin Humes, At-Large.

The position of Treasurer has one year remaining of a two-year term and Craig Kjell has volunteered to complete the remaining term.

The Board thanks Jim Startup for his tenure as V-P on the HOA Board

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, and properly dispose your dog's waste.

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, with your current email address and phone number in case of an emergency, and other important HOA matters: **Lots – 53, 74, 85 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 – June 15, 2019

10:00 AM

Senior Dining Room – in the Pine Community Center – behind the Thrift Store

Please attend and be involved in our Community and Your HOA

Your Attendance is both Appreciated and Encouraged

Thank You

Portal Pine Creek Canyon Unit 3 HOA

3/19/2019

Net Balance

Assets:

Chase checking account	54,872.50	
Chase High Yield Savings	110,649.32	monthly @ 0.5%
Chase CD	39,646.61	9 month matures 11/27/19 @ 1.98%
Total Chase	<u>205,168.43</u>	

Liabilites:

Less: construction deposits	<u>(3,000.00)</u>	
Net Balance	<u>202,168.43</u>	change fr prior yr <u>24,072.42</u>

Balance at 12/31/18	178,096.01	(22,772.98)
Balance at 12/31/17	200,868.99	6,226.26

3/19/2019

Income/Expense Activity

Income:

Annual Dues	29,800.00	
Late Fees	39.95	
Transfer Fees	600.00	
Interest Income	<u>20.29</u>	
Total Income		30,460.24

Expenses:

security	(1,200.00)	
grounds	(4,826.78)	
postage/PO Box/supplies	(106.92)	
taxes	(254.12)	
insurance		
legal		
misc		
Total Expenses	<u>(6,387.82)</u>	
Overall Total		<u>24,072.42</u>

Portal 3 HOA Road/Culvert Maintenance To Do List

March 23, 2019

Status

Open Items:

- 1) Road sealant project (last done in 2014)
- 2) Arroyo West - monitor erosion in 2019
- 3) Trees/bushes along roadways

schedule for July or August 2019

schedule volunteers for spring pick-up

Completed Repairs:

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

2017

- Water Dept. water leak N of metal plate on Juniper Loop (by lot 10)
- Arroyo East road repair (near lot 171)
- Willow culvert/road repair (near lot 197)

completed - 2017

completed - 2017

completed - 2017

Portal 3 CC&R violations

March 23, 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
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		



Portals III HOA
Sign Committee
March 23, 2019

Recap Last HOA Meeting

- * Board approved \$300 for new security sign
- * Board was not in favor of yellow Private Rd sign, nor any private road sign without more information
- * Board agreed with the committee to have minimal signage and use earth colors on signs

Since Then

- * Nearly 40 old signs removed - and will not be replaced!
- * Thank you to Tom Leeuw & Chuck Casey for all the work - only expense \$20. dump fee



INFORMATIONAL

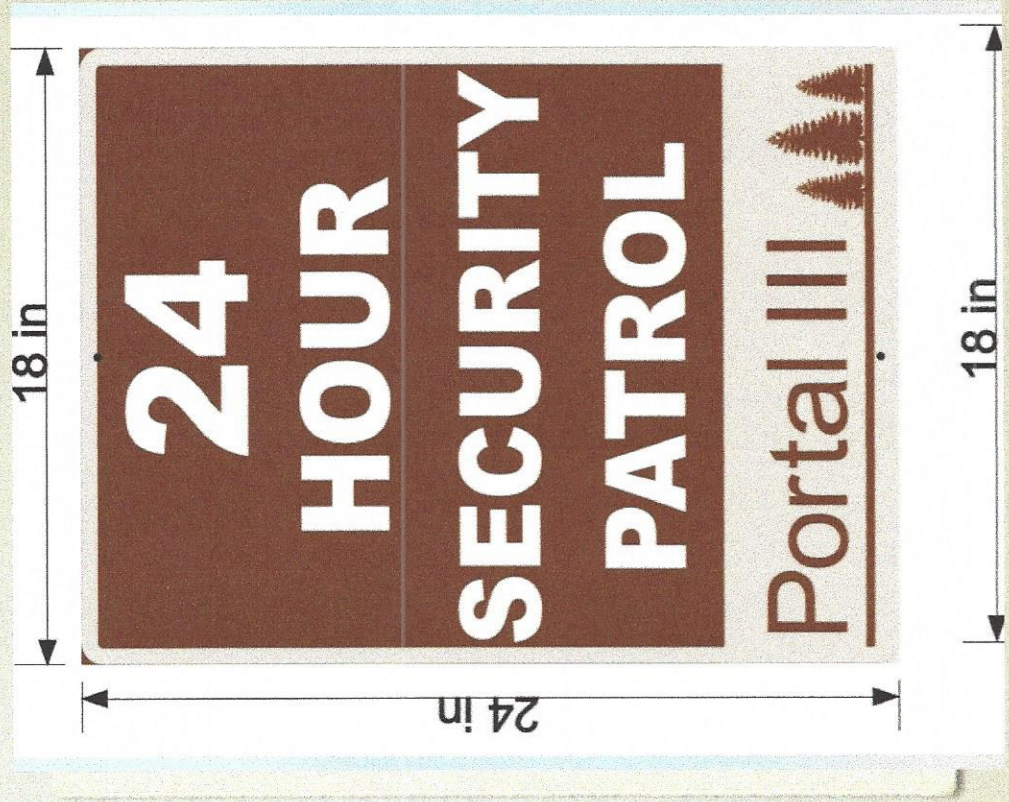
SIGNAGE 1st Sign

- * First Sign was put up and Feedback was solicited
- * Feedback was received via email and on Website 27 people
- * Most was positive and all was encouraging of the committees work
- * Cost — \$44.



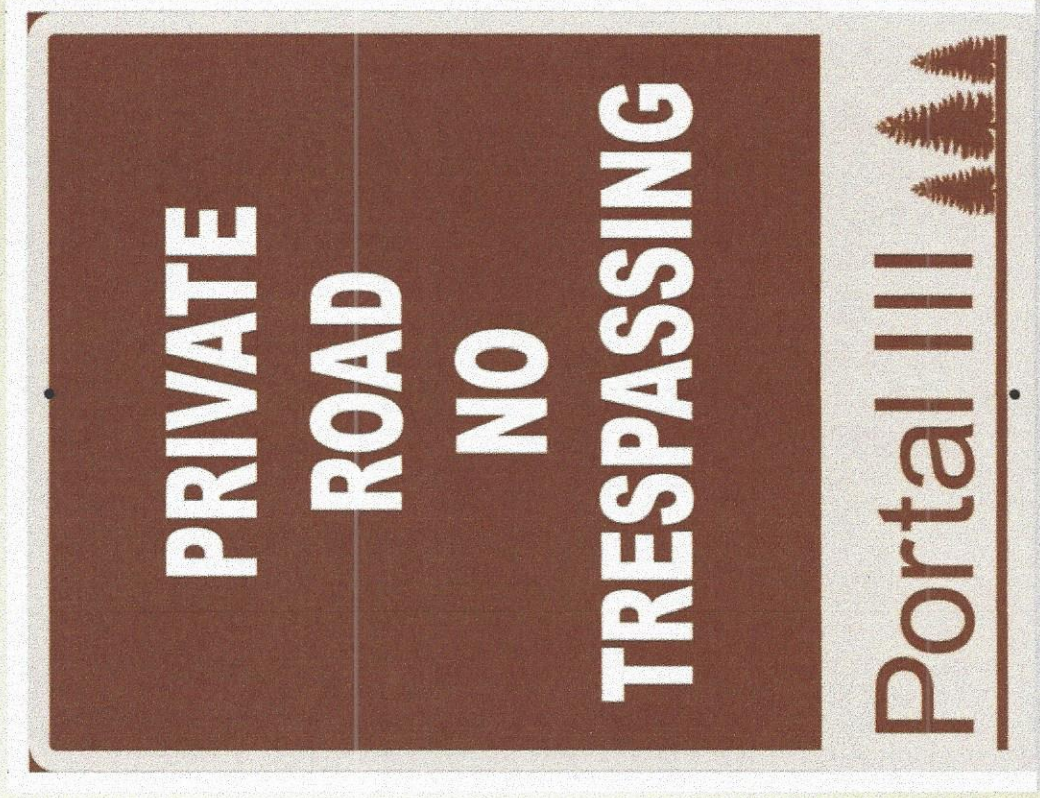
1st Sign Revised

- * Will be slightly revised and the format for the remainder of the signs.

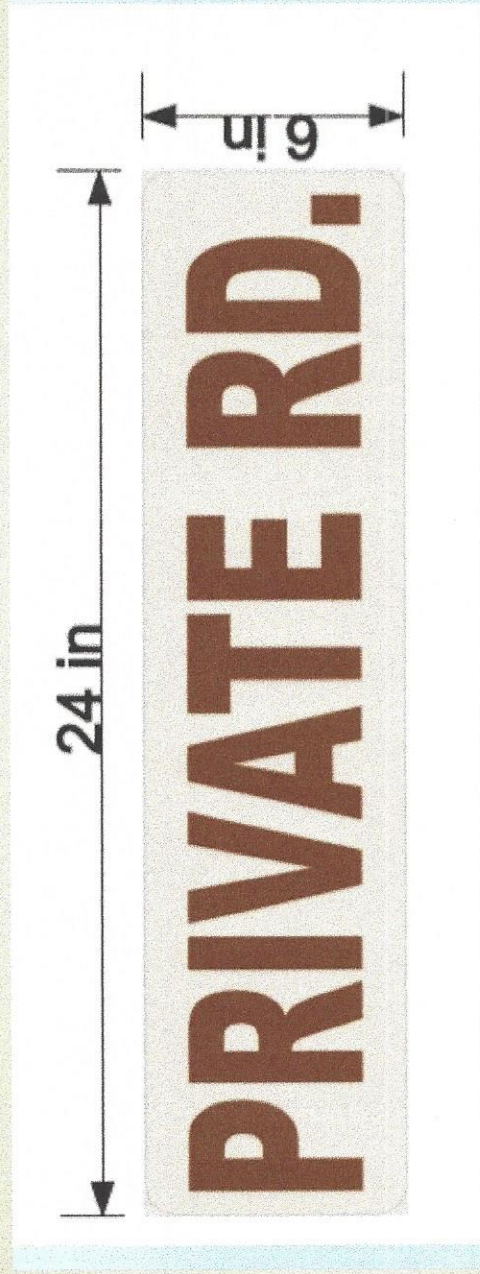


INFORMATIONAL SIGNAGE 2nd Sign

- * The Committee feels strongly that we need Private Road Signs - liability, trespassing
- * The board did not like the sign presented last meeting, so we are presenting another option
- * 15 Signs + Posts \$1,000.



Private Road Sign - option



- * Private Road means NO Trespassing and limits HOA liability
- * Need 15 Signs for on top of street signs to decrease visual clutter
- * 15 Signs - \$525

INFORMATIONAL SIGN 3rd Sign



* Need 1 sign at each entrance - * Focused the signage for minimal text \$150

NO HUNTING SIGNS

- * Effective June 1, 2019 No Bow & Arrow Hunting Laws
Change to match Gun usage laws
- * June 1, 2019 ALL - NO HUNTING SIGNS on individual lots
can come down.
- * ONLY signs to be the one at Front Entrances

INFORMATIONAL SIGNAGE - 4th Sign

- * Trail Access Signs
- * Propose 3 signs
 - * front side - NO Parking, NO Forest Access
 - * back side - Private Property, NO Trespassing
- * Estimate price - \$120.

GREENHOUSE NUMBER SIGNS

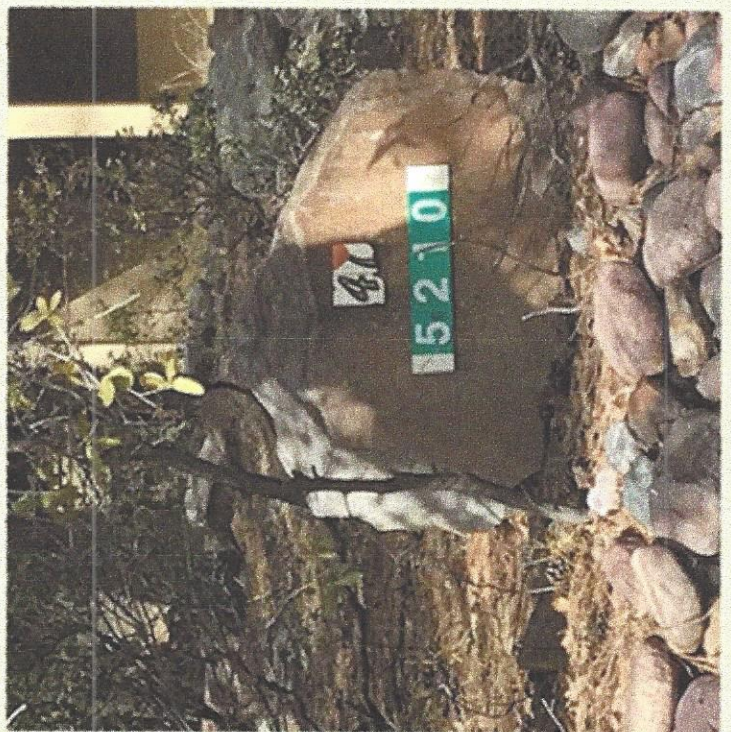
* PURPOSE

* FIRE, POLICE, EMERGENCY VEHICLES

- * Visible Day & Night, Snow or no-snow, as vehicle comes up the hill

Sign DO's





Sign Don'ts

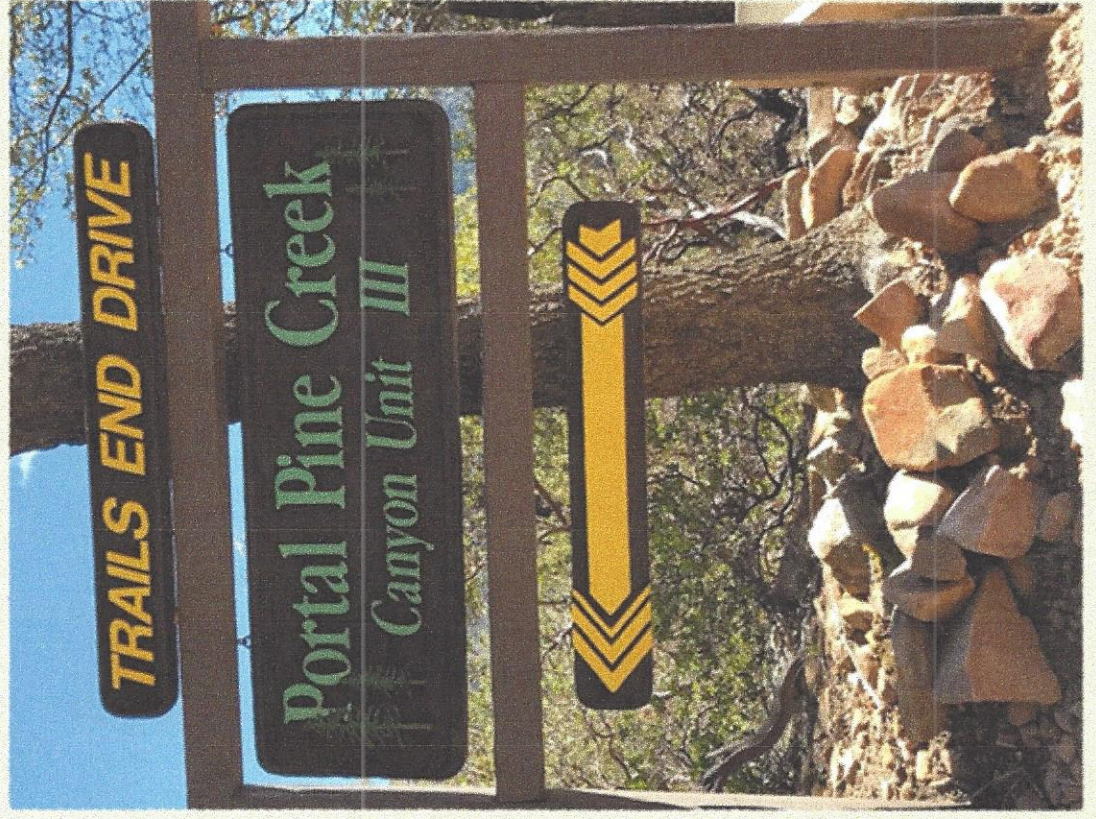


LOT NUMBER SIGNS

- * The Football shaped Lot # sign
 - * used by Water Dept
 - * used by HOA board members
 - * Place by Driveway of home near your house # sign if possible
 - * OLD lot number signs - when development built - Please remove once new Lot Number Sign is up

OFF PROPERTY SIGN - Pine Creek Canyon Sign

- * New Sign - Portals 3 1/4 mile (with arrow pointing left)
- * Utilize old posts - paint brown
- * Rectangular metal sign, to match other signage
- * One Sign estimate \$150.



MONUMENT SIGN

- * Discuss at FALL HOA MEETING where several examples will be shown based on feedback received.



Wrap-Up

- * Request approval to purchase signs for \$1200.
- * Private Road Signs (15) \$525.
- * NO signs for both Entrances (2) \$150.
- * 24 Hour Security sign for 2nd entrance (1) \$44.
- * NO Trail access signs (3) \$120
- * Pine Creek Canyon Rd sign (1) \$150.
- * Misc. Paint, dump fees.....
- * Will Use old sign posts and re-paint as necessary, labor by Chuck, Tom L., Tom H., and other volunteers.