



**Portofino Villas at 62<sup>nd</sup> Ave HOA**

**2025 Annual Meeting: Forming of the First Board of Directors**

**September 18, 2025 at 5 PM**

**Held at: Semper Fi property Management, LLC**

**Minutes taken by Billy Rivera, Owner's Rep & Operations**

- 1. Called at 5:10 PM by Billy Rivera**
- 2. Roll Call:**

**Members:**

**Brad Eck 900 A**

**Tom Sowners 900 G**

**Victoria Blanda 900 H**

**Kenneth Massey 900 D**

**Tina Stafford 904 F**

**David Jordon 904 G**

**Semper Fi Property Management, LLC**

**Billy Rivera Owners Rep & Operations**

**Jennifer Richardson, Bookkeeping**

**Michelle Gotham, Community Manager**

- 3. Quorum between attendance and proxies has been met. Per the Master Deed & Bylaws pg. 44, Art I, Section 1.2. quorum 51%**
- 4. Financial Reports: Account balances as of 9/18/2025**  
**Operations: \$25,261.15**  
**Reserves: \$4,657.46**

**Collections: Tier I=6**

**Tier II=0**

- 5. Management, Maintenance & Old Business:**



***A few items concerning maintenance was discussed by Billy for current repairs and or upcoming projects.***

- a. Parking rules and decals.***
- b. Palm trees need trimmed and a few will need to be replaced.***
- c. Irrigation control boxes will have a metal box installed over both control boxes due to an individual resetting times, zones, etc.***
- d. Broker of Record will be changed from current broker to a new broker.***
- e. Rules and Regulations with violation controls will need to be written.***

***6. Elections for the first Board of Directors***

***Chairperson: Victoria Blanda Asst Chairperson: Tina Stafford***

***The two Chairpersons along with Jennifer and Michelle from Semper Fi Property Management counted and delivered the votes:***

***Totals as follows:***

***Brad Eck 9***

***David Jordan 9***

***Kenneth Massey 7***

***Lee Sowers 5***

***The new and first Board of Directors are:***

***Brad Eck***

***David Jordan***

***Kenneth Massey***

***The Meeting was closed at 5:28 PM***