

PORTICO AT SHADOWRIDGE OWNERS' ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
SEPT. 27, 2016

- LOCATION** The Regular Meeting of the Board of Directors of the Portico at Shadowridge Owners' Association was held on Tuesday, Sept. 27, 2016 at the offices of Associa-PCM, 5950 La Place Ct., Suite 250, Carlsbad, CA 92008.
- CALL TO ORDER** Ross Wagner President, called the meeting to order at 6:06 P.M.
- ATTENDANCE**
- | | |
|---------------------------|--|
| Directors Present: | Ross Wagner, Pres.
Kevin Cunha, Vice President
Kirby Wright, Secretary
Rob Wach, Treasurer
Darcy Wright, Member at Large |
| Absent: | None |
| Representing Associa-PCM: | Pamela Bledsoe, Community Manager |
| Others Present: | 1 Homeowner |
- HOMEOWNERS' FORUM** Homeowner, Acct. # 173-7220, attended to discuss a reimbursement request. This will be reviewed and decided at the next meeting.
- MINUTES APPROVED** The Board of Directors reviewed the last Board meeting's Minutes. The Board, upon a motion duly made and seconded;
- RESOLVED: to approve the July, 2016 Regular Minutes as submitted by Management.**
- FINANCIAL STATEMENTS** The Board reviewed the financials. The Board, upon a motion duly made and seconded;
- RESOLVED: to approve the June and July Financial statements, including bank statements and reconciliation reports as submitted; submitted to the yearly audit.**
- The Board asked Management to check on the GL# 5100 (Storage) and check on the Street Sweeper's contract, frequency, sweep dates, and last two invoices.
- 2017 BUDGET APPROVED WITH \$10.00 INCREASE PER MO.** The Board reviewed the financials, reserve study and draft budgets. The street reserves needs to be increased to prepare for a major street project in 5-7 years involving a full Petro Mat overlay in spots of unstable repairs. It is projected that this will be a cost of \$178-200,000.00. Once this work is done, the streets should be good for another 15-18 years, per the street vendor, Rick Muncie,

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National Paving. The Board, upon a motion duly made and seconded;

RESOLVED: to approve the 2017 Budget with a \$10.00 per mo. increase for the Portico assessments; noting the Shadowridge Owners (Master) fees will also be increasing by \$4.00 per mo.

**DELINQUENCY
REPORT**

The Board reviewed the Delinquency Report and a homeowner request. The Board, upon a motion duly made and seconded;

RESOLVED: to reverse the late fees and interest for Acct. # 173-6917 once the account is made current.

Management was asked to check on Acct. # 173-6894 to insure delinquency is for parking fines and not HOA fees.

COMMITTEES:

LANDSCAPE: The HOA landscaper, New Earth, will be contacted for an estimate of cutting some roots from a downed tree in the common area.

MAINTENANCE: None

ARC: The Board directed staff to close arc # 0173-7246, and 173-7754. Management was asked to send a violation letter to 0173-7194, again, requesting an arc application be submitted.

Management will call Acct. # 173-7343 regarding incomplete project at the top of the yard, per their approved arc app.

**EXTERIOR
CHANGES
REQUIRES
APPROVAL
FIRST,
SUCH AS
PAINTING,
FENCING, SOLAR
PANELS,
LANDSCAPING,
SATELITE DISHES
ETC.**

The Board requested a copy of the letter of approval or denial for arc applications that that the Shadowridge Owners (Master) has decided on. Also, they requested a violation list/correspondence to homeowners in which the Shadowridge Owners (Master) has noted for Portico addresses.

Per the governing documents, homeowners are required to submit arc applications for exterior changes and obtain approval of the sub-community (Portico Architectural Committee) and Shadowridge Master Architectural Committee before the work begins.

Please be reminded: Arc applications, once approved are to be started within 30 days, and completed within 90 days.

Note: See last page of these Minutes for more architectural information regarding exterior changes such as painting, landscape, solar, fencing, etc.

**RULES &
REGULATIONS**

The Board reviewed the violation list, pictures, etc. and discussed some of the violations that had been discovered in the community.

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**NEW AND
OLD BUSINESS:** None
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NEXT MEETING The next Board of Director's meeting is scheduled for 6:00 PM, Tuesday, Nov. 22, 2016 at PCM, 5950 La Place Court, 2nd Floor, Carlsbad, CA. Watch for signs.

ADJOURNMENT There being no further business to come before the Board, the meeting was adjourned at 8:26 PM.

ATTEST	NAME	DATE
	NAME	DATE

PLEASE VISIT YOUR COMMUNITY WEBSITE, PORTICOHOA.COM, HOSTED BY BOARD PRESIDENT, ROSS WAGNER, FOR INFORMATION, DOCUMENTS, ETC.

EXTERIOR CHANGES ARE REQUIRED TO HAVE APPROVAL FROM THE PORTICO ARC COMMITTEE/BOARD, AS WELL AS THE MASTER ARC COMMITTEE BEFORE THE CHANGE IS MADE. Please plan ahead and allow plenty of time for the two volunteer committees to review/approve the application.

HOMEOWNERS PLEASE BE REMINDED: HOMEOWNERS ARE ENCOURAGED TO REFRESH THEIR EXTERIORS WITH THE NEWER, APPROVED COLORS. PLEASE REMEMBER THAT IT IS REQUIRED, PER GOVERNING DOCS, THAT YOU SUBMIT AN ARC APPLICATION AND OBTAIN APPROVAL *BEFORE* WORK COMMENCES.

Architectural applications are to be submitted to Associa-PCM through emailing the Community Manager, Pamela.Bledsoe@Associa.us for review by the Arch. Committee/Board before making exterior changes (including painting/fog-coating the exterior of your home or fencing, landscape, solar, etc.). Please be aware of the new updated Vista Paint color schemes that are to be used if you are re-painting your home. You may find the community's new colors by visiting the website: vistapaint.com

Letter to the Homeowners delivered regarding Painting:

The Board distributed a letter earlier this year, directed to homeowners regarding the need for exterior painting throughout the community. Some homeowners will be notified regarding the need for re-newing /re-freshing their exterior (stucco, trim, doors, etc.) in order to maintain their homes, as per the HOA governing docs; as well as improve the appearances. **IMPORTANT:** As is the case with any exterior changes, the homeowners will need to submit an Architectural Application (found on porticohoa.com) to Associa-PCM,

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Pamela.Bledsoe@Associa.us, indicating the color scheme they would like approved. You may find the community's new colors by visiting the website: vistapaint.com.

Please note: A color scheme may not be used by two homes next to each other. Thus, please be sure that your selection is different from the neighbors on either side of your home.

MISC. LANDSCAPE: Various landscape decisions include:

A) Color of rock permitted is natural colors such as tans and browns; not white. Mulch should be dark brown; not an un-natural, dyed, reddish- orange color or black. Samples or pictures are required.

B) Color of pavers (samples or pictures are required).

C) Artificial turf (samples must accompany arc applications- realistic length such as 2" is the goal, non-shine, etc.)

D) Drought-tolerant conversions*

SOLAR: An architectural application must be submitted for approval of the Portico Arc Committee/Board, as well as the Master Board.

*Arc applications should include very detailed drawings, showing the placement of live plants/trees/flowers/grass/artificial turf (and what percentage they represent) and what size they are expected to be at time of maturity. Pictures of the various plants, and hardscape should be included. 25% of the front may be hardscape.

All architectural applications should be submitted by emailing/scanning to the Community Mgr., Pamela Bledsoe (Pamela.Bledsoe@Associa.US), or mailed to Pamela at Associa-PCM, 5950 La Place Ct., Suite 250, Carlsbad, Ca 92008. If you have questions regarding your application or what is required, please contact Pamela via email or a phone call at 760-918-8056 or 8040.

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