

PORTICO AT SHADOWRIDGE OWNERS' ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
MAY 24, 2016

- LOCATION** The Regular Meeting of the Board of Directors of the Portico at Shadowridge Owners' Association was held on Tuesday, May 24, 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 6:03 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 PCM: Pamela Bledsoe, CCAM
Community Manager
- Others Present: 4 Homeowners
- HOMEOWNERS' FORUM** There was a homeowner who attended to state his concern about the condition of the some of the fences and exterior paint on some of the homes in the community. There was also a couple that wanted to discuss a letter that they had been sent regarding a perceived irrigation.
- 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 March, 2016 Regular Minutes as submitted by Management.**
- FINANCIAL STATEMENTS APPROVED** The Board reviewed Financial statements. The Board, upon a motion duly made and seconded;
- RESOLVED: to approve the Mar. & April, 2016 Financial statements, including bank statements and reconciliation reports as submitted; subject to clarification of a few charges.**
- DELINQUENCY REPORT** The Board reviewed the Delinquency Report. The Board asked Management to check on the delinquency details of Acct. #173-7466, and 173-6878.
- COMMITTEES:** LANDSCAPE: None

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MAINTENANCE:

Pending maintenance includes:

- a) Trip hazard removals
- b) Street repair/maintenance (proposals are being solicited)

The Board, upon a motion duly made and seconded;

RESOLVED: to approve BPR's proposal for trip hazard removals in the amount of \$934.50 (to be paid out of Reserves/Contingency GL# 3136), subject to Rob Wach's review and confirmation.

Mailboxes: The Board will be considering ideas for the best way to maintain the individual, private mailboxes.

ARC:

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

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. Kirby Wright, Sec., will submit a revised, friendlier version of the violation letter that PCM uses. Also, the Board requested to review the Welcome Package.

Letter: The Board directed Management to send Acct. # 173-7194 a violation letter regarding an exterior change that was installed without submitting an arc application and obtaining approval by both the Portico Arc Committee and Master Arc Committee.

**NEW AND
OLD BUSINESS:**

The Board, upon a motion duly made and seconded;

**RESERVE STUDY
PROPOSAL
APPROVED**

RESOLVED: to approve the proposal from SCT Reserves in the amount of \$450.00 for a Level 3 Reserves Study.

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The Board, upon a motion duly made and seconded;

**MANAGEMENT
CONTRACT
INCREASE OF
\$20.00 PER MO.**

RESOLVED: to approve the Associa-PCM Management contract increase of \$20.00 per mo.

**COMMITTEE
DECISIONS**

The Board discussed various committees' appointments.
The Board, upon a motion duly made and seconded;

RESOLVED: to appoint the following to various committees:

- a) Landscape Committee: All Board members
- b) Arc Committee: All Board members; Kevin Cunha, Chairman, will usually sign arc applications. All Board members will need to respond within 72 hrs. after receiving an arc app., if there are any concerns/questions.



NEXT MEETING

The next Board of Director's meeting is scheduled for 6:00 PM, Tuesday, July 26, 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 9:07 PM. The Annual Homeowner's Meeting and Election was to be held immediately following.

ATTEST

NAME		DATE	
	<i>1/26</i>		
NAME	<i>Pres.</i>	DATE	<i>7/2</i>
			

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.

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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, 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.