

WOODRIDGE COMMUNITY ASSOCIATION

c/o **FIDELITY MANAGEMENT SERVICES, INC.**

DRAFT - WOODRIDGE COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

August 17, 2017

North Ranch Community Centre 1400 N. Westlake Blvd. Westlake, CA 91362

Call to Order: The meeting was called to order at 6:00 PM. by Bill Giragos

Board Positions:

President	Bill Giragos	Present
Vice President	Ed Greene	Present
Treasurer	Bob Trevathan	Present
Secretary	Brendan Devlin	Present
Member at Large	Joe Breseman	Present

Also present were: Fidelity Management Services representative, Dee Smith. and Jerry of ELC

Owners: 3 homes were represented

Minutes: Motion to accept the July 20, 2017 minutes as submitted. Motion made by Brendan Devlin and seconded by Ed Greene. All in favor.

Open Forum/Guests:

Dr. Gollub said he was giving up on the landscaper to spray for the board leaf in the HOA areas as per his contract. He will turn it over to the Board for action.

He wanted to know what services the houses outside of the gates receive. Do they have tree root problems? Does the HOA maintain landscaping? What about street maintenance? They receive all services except the guard. The parkway trees will need to be checked.

Dr. Gollub has not yet received the drop box instructions from the City. Brendan suggested that after the electronic version is received, hard copies of the plans should be made.

Treasurer's Finance Report: The HOA has a total of \$1,066,250.66. There is a problem with the prepayment on the financial statement as it is showing as an income account when it should be an asset account. The software company said they are working on the correction and should be repaired by the end of August.

Felicia Rue reported that the finance committee is focusing on the 2018 budget. They met with the landscape committee to get their wish list for next year expenditures. Not much money is allocated to monthly landscape extras. The finance committee will be meeting with rules/regulations & Safety committee to get their wish list.

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Landscaping and water are the largest expenses. Landscaping is 58% of the budget. It was thought that the new sprinkler controllers that were installed a few years ago who reduce water costs. Jerry said that it has only been the last two months that he heard of the 520high-water usage. The water has increased partial due to new plantings which take more water. Water for June & July is over budget. Sprinklers are on during the day. Jerry said they have to turn the water on to evaluate the system during the day. Some of the slopes are still looking dry.

The fat needs to be trimmed. Finance Committee recommended that the bottled water be cancelled, the cleaning crew terminated and no cable for the guard house.

The monthly dues should be able to remain the same for next year. The Board needs to decide what level the reserves should be maintained at. Maybe a special assessment to cover some of the projects that are needed/wanted.

The Board should review how to deal with delinquencies. Finance Committee recommends to just file a lien and not to pursue further.

Financials are sloppy. July is off by \$322.

Dues have been at the same rate for 15 years. Expenses have been going up every year i.e. water rates increase, minimum wage, etc. Need to figure out the real expenses for the next 13 years. The current reserve study is over inflated. HOA should get proposals for the over inflated items to confirm.

Joe Breseman said we must first cut out all the fat and I still see fat that can be cut out. Before we raise dues, we need to investigate and cut out all the fat, spend our money more wisely, cut some spending and make sure we keep an eye on the money we spend to make sure it is necessary. Right now, the dues are \$250.00 a month and we only have a guard house and landscaping. Raising dues could lower our home values without having a club house, community pool or kids park.

Joe Breseman feels that money has been spent in the past that was unnecessary.

Motion made by Brendan Devlin in invest approximately \$1,000 and get a new reserve study done now. Motion seconded by Ed Greene. All in favor.

Motion made by Brendan Devlin and seconded by Bob Trevathan to terminate the cleaning crew. All in favor.

Motion made by Joe Breseman and seconded by Bob Trevathan to cancel the water service. All in favor.

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Mr. Stern asked about the house prices and if there have been any crimes in the neighborhood. Cost of houses in the neighbor and the homes in the area were discussed. No crimes reported in the neighborhood.

Water usage is down 7.25% from last year but the water cost is up 3% due to rate increases.

Committee Reports:

Landscape – Jerry stated that he was not previously informed of the water usage but he is now. Flow sensors were not being checked and there was a flow sensor not working properly. Jerry offered to pay half of the last bill. Some valves had some small pinhole leaks. They are now reading the clocks every Thursday. They will submit the readings on a weekly basis.

Jerry brought in an old and a new valve to show what was being used and what he has been replacing them with. The new brass valve should last 20-25 years and can be rebuilt. They are working on getting a last on how many have already been replaced and how many others there are. The controllers have been marked. There are 22 controllers and anywhere from 24-48 station per clock. They are working on marking the stations.

Several areas were turned off for 6-8 years in the fuel modification areas. They were not watered nor maintained. They are not being watered and maintained. The question is how much should be budgeted for sprinkler repairs next year.

Rules/Regulations & Safety – Ed Greene. New company to start September 1st. Ed Greene has signed the contract electronically. They will have to manually input the homeowner data. The cost will be \$295 one-time charge. Committee is working with Doug on the startup. The Board mentioned that they would like no smoking in the guard house. Dee to confirm that there is no cable either.

Dee asked about holiday lighting. – Since it was budgeted for bids should be received.

Architectural Committee – Joe Breseman. 1 pool in progress, 1 patio cover, 1 patio cover on hold, waiting for completion notice on basketball hoop & 2 unauthorized house paintings.

Newsletter - Joe Breseman. Newsletter is short and brief this month. Newsletter/Communication Committee to greet new owners.

Landscaper – Dr. Gollub has confirmed that the HOA permits must be applied for to remove the oak trees and that the tree removal and concrete work is the Association's expense.

WOODRIDGE COMMUNITY OWNERS ASSOCIATION

HOMEOWNERS ASSOCIATION, INC.

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OLD BUSINESS

1. None

NEW BUSINESS

1. Annual HOA Contracts Review Procedures – Monthly contracts should be reviewed prior to the end of the contract. The dates of renewals have been added to the Board Calendar.
2. Homeowner Rental/Lease Procedures – Rules Committee to review and make recommendations on rental restrictions and any other changes for the CC&Rs.
3. Law Class for Board to be held by attorney. Need better education. Board agrees but think have an attorney come would be costly. Dee to check on classes.

Management Report:

1. Call log: Reviewed.
2. Site visit: Reviewed.
3. Correspondence log: Reviewed. Guard AC needs repair. Bid \$685
4. Board planning calendar: Reviewed.

Date of Next Scheduled Meeting: The next meeting will be held on September 21, 2017

ADJOURNMENT: With no further business to discuss, the meeting was adjourned to executive session to discuss member discipline, collections and legal matters at 7:45 P.M.

Board members signature

Date
