

**Woodridge Community Association Board of Directors Meeting**  
**November 19, 2020 General Session Meeting Minutes**

**CALL TO ORDER:**

The General Session Meeting of Woodridge Community Association was held on November 19, 2020 via Zoom. The meeting was called to order by Board President Joseph Nakos at 6:30 PM.

**DIRECTORS PRESENT:** Joseph Nakos - President  
Mary Jo Ammon - Vice President  
Felicia Rue - Treasurer  
Robert Kaplan - Secretary

**DIRECTORS ABSENT:** None

**PROPERTY MANAGEMENT PROFESSIONALS REPRESENTATIVES:** Mikaela Collerd, AMS, Community Asset Manager

**SECRETARY'S REPORT:**

Meeting Minutes: A motion was made by Robert Kaplan and seconded by Joseph Nakos to approve the August 20, 2020 General Meeting Minutes. Motion Carried (M/S/C 4-0).

A motion was made by Robert Kaplan and seconded by Joseph Nakos to approve the October 15, 2020 General Meeting Minutes. Motion Carried (M/S/C 4-0).

**TREASURER'S REPORT:**

Felicia Rue gave the Treasurer's report. Felicia discussed the preliminary financial statements for September and October 2020.

**DELINQUENCY:**

There were no accounts up for lien at this meeting.

There were no foreclosure actions in the Executive Session immediately preceding this meeting.

**SECURITY:**

Douglas Huemme, Master Protection Services was present to provide a security report to those in attendance.

Cameras: Robert Kaplan provided on an update on the surveillance cameras. A motion was made by Robert Kaplan and seconded by Joseph Nakos to approve the AS&T proposal for installation of cameras, wiring, providing training and maintenance for a Reserve expense of \$7,500. Motion Carried (M/S/C 4-0).

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**RULES & REGULATIONS COMMITTEE:**

Kathleen Nakos was present to discuss the items the Rules & Regulations Committee has been working on.

A motion was made by Mary Jo Ammon and seconded by Joseph Nakos to appoint Robert Kaplan to the Rules & Regulations Committee. Motion Carried (M/S/C 4-0).

Mary Jo Ammon has resigned from the Rules & Regulation Committee.

**LANDSCAPE:**

Mary Jo Ammon and Armando Rivera, Showscapes were present to discuss the items the Landscape Committee and Showscapes have been working on.

A motion was made by Felicia Rue and seconded by Joseph Nakos to approve Showscapes to complete a monthly perimeter inspection to ensure the irrigation is not being tapped into by unauthorized individuals. Motion Carried (M/S/C 4-0).

A motion was made by Mary Jo Ammon and seconded by Joseph Nakos to approve rewiring of Controller G for sequential operation and generate Irrigation Maps of the community for \$750. Motion Carried (M/S/C 4-0).

A motion was made by Joseph Nakos and seconded by Robert Kaplan to approve the purchase and installation of two (2) metal dog stations with a cost not to exceed \$750. Installation to be done by Showscapes. Mary Jo Ammon to confirm stations to be purchased. Motion Carried (M/S/C 4-0).

A motion was made by Mary Jo Ammon and seconded by Joseph Nakos to appoint Brendan Devlin and Gary Neal as members and Mary Jo Ammon as acting Chair of the Landscape Committee. Motion Carried (M/S/C 4-0).

A motion was made by Mary Jo Ammon and seconded by Joseph Nakos to approve the Showscapes proposal for the replacement of 4 irrigation valves (3226 Sunset Hills, 3030 Heavenly Ridge, 3034 Heavenly Ridge and 3050 Heavenly Ridge) with brass valves for \$1,840. Motion Carried (M/S/C 4-0).

A motion was made by Mary Jo Ammon and seconded by Joseph Nakos to approve the Showscapes proposal for snaking the drain behind 3282 Morning Ridge for \$880. Motion Carried (M/S/C 4-0).

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A motion was made by Mary Jo Ammon and seconded by Joseph Nakos to approve the Showscapes proposal for the removal of all non-functional pipe outside of property for \$2,640. Motion Carried (M/S/C 4-0).

A motion was made by Mary Jo Ammon and seconded by Joseph Nakos to approve the Showscapes proposal for the installation of 40 one-gallon Creeping Rosemary ground cover at 3339 Windridge Avenue for \$680. Motion Carried (M/S/C 4-0).

A motion was made by Mary Jo Ammon and seconded by Joseph Nakos to approve the Showscapes proposal for wire tracing on Controller G at 3119 Eaglewood for \$885. Motion Carried (M/S/C 4-0).

All of these approved Landscape expenditures will not be done until Brendan and/or Gary visit and review these areas to make sure all are necessary and appropriate.

**ARCHITECTURAL REPORT:**

Mary Jo Ammon provided an update on architectural requests being submitted.

**MANAGEMENT REPORT:**

The Board of Directors reviewed the Action Item Tracker presented by PMP Management.

**UNFINISHED AND NEW BUSINESS:**

Flowers: A motion was made by Joseph Nakos and seconded by Felicia Rue to send flowers to the Rousselet residence for a cost not to exceed \$350. Motion Carried (M/S/C 4-0).

Holiday Lights: A motion was made by Mary Jo Ammon and seconded by Joseph Nakos to approve the installation of the Holiday Lights at the community entrance for a cost similar to last year of \$2,253. Motion Carried (M/S/C 4-0).

Inspector of Elections: A motion was made by Joseph Nakos and seconded by Felicia Rue to approve Ballot Box as the ballot collector and inspector of elections for \$1,090. Motion Carried (M/S/C 4-0).

Transponder Requests:

- 3261 Sunset Hills – Family Member
- 3353 Essex Junction – Family Member

A motion was made by Joseph Nakos and seconded by Felicia Rue to approve these requests, Motion Carried (M/S/C 4-0).

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**HOMEOWNER'S FORUM:**

The homeowners present were afforded the opportunity to address the Board on the following topics: MPS Holiday Bonus.

**AJOURNMENT AND ANNOUNCEMENT OF THE NEXT BOARD MEETING:**

There being no further business before the Board of Directors, the General Session Meeting was adjourned at 8:03 PM, the next General Session Meeting is scheduled for January 21, 2021.

*Robert Scott*  
Robert Scott (Mar 12, 2021 11:36 PST)  
\_\_\_\_\_  
Board Member

**Mar 12, 2021**  
\_\_\_\_\_  
Date







# 20.11.19 Woodridge General Minutes

Final Audit Report

2021-03-12

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