

WOODRIDGE COMMUNITY ASSOCIATION

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

WOODRIDGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
February 20, 2020

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

Call to Order: The meeting was called to order at 6:32 PM by Brendan Devlin

Board Members Present: Brendan Devlin-President, Bill Giragos-Vice President, Felicia Rue-Treasurer, Joe Nakos-Secretary and MaryJo Ammon-Director

Also, present were: Fidelity Management Services representative, Dee Smith, Ann Oseas from Master Protection and Tiffany Smith from Showscapes.

Owners: There were five homes represented.

Minutes: Motion to approve January 16, 2020 minutes as submitted made by Mary Jo Ammon and seconded Felicia Rue. Vote: 3 in favor, 2 abstained. Motion passed.

Treasurer's Finance Report: Given by Felicia Rue. Changed from accrual to cash basis. The financials are worst. Only ½ of the revenue is showing, no management fee is showing, fines are showing a large credit, no reserve contribution is showing. This is unacceptable. The Board wants this resolved within week and corrected financials for January. Dee to notify Melanie Barkodarian.

Water usage is up but the cost is down.

Showscapes – Tiffany Smith submitted a report. See exhibit A. She went over the items on the report in detail. Light at the entrance has finally been changed and fixed. Tiffany said they usually do only low voltage lighting, i.e. landscape lighting. Bill Giragos said that changing of the bulbs is in the SOW. Someone should be checking the lights in the evening. Motion to install eight photo cells on landscape lighting for \$150 each made by Bill Giragos. No second. Motion died. Need to get proposals. Pathway lights not working and need to be checked.

Tree pruning schedule discussed. The trees should all be trimmed at the same time instead of piece mill. Tiffany to talk to Jerry.

Wildfire Prevention – An inspection was done with the Fire Marshall Larry Williams. Minor work to be completed. Mr. Williams suggested the removal of all of the acacia, but not required to pass inspection. He said it never should have been planted. It should be replaced with rosemary. The remaining current scope of work for the five year fire

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abatement should be completed within thirty days. Board doesn't want to take anything under advisement from Showscape until the five year fire abatement is completed.

Master Protection – Doug submitted a report prior to the meeting. See exhibit B. Camera still not capturing license plates. Bill Giragos and Robert Kaplan will work on it.

Fidelity Project Update – The return boxes for the radar units have been sent and should arrive soon. Getting invoices together for pot replacement reimbursement.

ARC Committee – Two painting requests submitted and approved.

Landscape Committee – Given by Bill Giragos. Current landscaper not as responsive as they should be. Bill Giragos and Joe Nakos spoke to Tiffany returned this.

There are a few places in the common area on Heavenly Ridge, Willow Canyon and Sunset Hills that need sprucing up. Motion made by Bill Giragos to replace ground cover and some of the older plants need replacing. Approximate cost is \$3,000. No second.

Safety/Rules & Regulations Committee – Report given by Kathleen Nakos. Committee submitted a cover letter and two forms for overnight parking exemptions. It was decided that stickers with the "W" on them should be done in gray to be given to people with overnight parking exemptions, so they don't get ticketed. Some minor changes to the overnight parking exemption form made.

Motion to accept the forms with changes and cover letter made by Brendan Devlin and seconded by Joe Nakos. All in favor. Two board members should review overnight parking exemption requests and report to the board before a decision is made to grant request. Enforcement of no street parking should not be implemented until after sixty days after the stickers have arrived and the forms sent out.

Other Discussion Items – Motion to put out all five pots in front of front house made by Brendan Devlin and seconded by Bill Giragos. Vote 4 in favor, 1 against. Motion carried.

Motion to purchase the remaining 4-6 pots from ELC for \$125 each if ELC is willing to store in place made by Bill Giragos and seconded by Brendan Devlin. All in favor.

Barrier Arm Policy – Felicia Rue suggested the arm cover be replaced with a different color cover in order for the arm to be more noticeable. Mary Jo Ammon suggested that the front gate staff wait to give back the license to drivers and pass to drivers until after the front gate staff opens the gate arm. It was brought up the Uber drivers are not requested to show ID and are not called in to the resident. Kathleen Nakos and Mary Jo Ammon to contact Doug of Master Protection.

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Nomination Forms – Two nomination forms were received. There are three open positions.

Open Forum – Street light by front gate house is out.

3219 Cove Creek reported that they have an oak tree in front that is damaging their sprinklers and sidewalk. She is to be added to list of removals needed.

Date of Next Scheduled Meeting: The next meeting will be held on March 19, 2020

ADJOURNMENT: With no further business to discuss, the meeting was adjourned at 8:14 P.M.

Board members signature

Date
