

Woodridge Community Association Board of Directors Meeting  
December 15, 2022 General Session Draft Meeting Minutes

**CALL TO ORDER:**

The General Session Meeting of Woodridge Community Association was held on December 15, 2022, via Zoom. The meeting was called to order by Board President Mary Jo Ammon at 6:38 PM.

**DIRECTORS PRESENT:** Mary Jo Ammon - President  
Felicia Rue - Treasurer  
Joseph Nakos – Vice President  
Bob Gray – Member at Large  
Bill Giragos – Secretary

**DIRECTORS ABSENT:** None currently.

**PROPERTY MANAGEMENT PROFESSIONALS' REPRESENTATIVES:** Julie Phan, Community Asset Manager

**HOMEOWNERS PRESENT:** There were 18 homeowners noted to be present on the Zoom call.

**GUESTS PRESENT:** Doug Huemme, Allied Universal

**SECRETARY'S REPORT:**

Meeting Minutes: A motion was made by Joseph Nakos and seconded by Felicia Rue to approve the draft meeting minutes with minor changes. Motion carried. (M/S/C 5-0).

**MANAGEMENT REPORT:** The Board of Directors reviewed the Action Item Tracker presented by PMP Management and the Board announced that a new collection policy was approved in Executive Session to be mailed out to membership for 28-day comment period to be approved in January. The Board would like to revisit the Welcome Event again in May or June 2023.

**TREASURER'S REPORT:**

Felicia Rue gave the Treasurer's report and provided the water usage report.

Financial Statements: Felicia Rue provided the financials update. A motion was made by Joseph Nakos and seconded by Bob Gray to approve the October and November 2022 financials as presented. Motion carried. (M/S/C 5-0).

Water Usage: Felicia Rue provided an update regarding water. Water has increased in October 2022 and will be speaking with Showscapes regarding the usage increase.

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**DELINQUENCY:**

No action taken in General Session.

**SECURITY:**

Doug Huemme, Allied Universal was in attendance to provide the community an update. There were no questions from the community at this time. Doug provided an update on the burglaries within the community. Burglars are aiming for items kept in master bedroom, suggested that homeowners do not keep a ladder outside of the house, lights around the property lit and doors locked.

**RULES & REGULATIONS COMMITTEE:**

No update currently.

**LANDSCAPE:**

- Bob Gray provided a Landscape Committee Update advising that the committee is meeting with Showscapes two times a week.
- Ground cover for front of the community/guard house will tentatively start March 2023
- Landscape Contract Changes
- December tree trimming on Heavenly Ridge was scheduled for December 10<sup>th</sup>

**ARCHITECTURAL REPORT:**

Mary Jo Ammon provided the architectural committee update.

**NEWSLETTER COMMITTEE:** Jeff Briggs provided an update on newsletters. Items addressed in newsletter:

- Fence borders open/common space shared with the Association requires three bids, recommended bid is Pedro, and the Association will share half the costs of the maintenance.
- Newsletter to be hand delivered due to the utmost urgency regarding burglaries
- Burglaries
- Annual Election, PMP to provide Jeff Briggs with anticipated date of Annual (March or April 2023)

**UNFINISHED AND NEW BUSINESS:**

- Inspectors of Election Proposal: A motion was made by Joseph Nakos and seconded by Felicia Rue to approve the Ballot Box proposal for the annual in the estimated amount of \$1,679.
- In-Person Board Meetings: Effective February 2023, possible meeting day change as well
- Dog station to be moved to Sunset Hills and Heavenly Ridge

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**HOMEOWNER’S FORUM:**

The homeowners present were afforded the opportunity to address the Board on any topics of concern. Items discussed are:

- Burglaries
- Brighter street lights

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

There being no further business before the Board of Directors, the General Session Meeting was adjourned at 8:26 PM, the next General Session Meeting is scheduled for January 19, 2023.

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Board Member

\_\_\_\_\_  
Date

DRAFT