

WOODRIDGE COMMUNITY ASSOCIATION

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

WOODRIDGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
January 17, 2019

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

Call to Order: The meeting was called to order at 5:56 PM.

Board Members Present: Ed Greene-President, Bill Giragos - Secretary, Brendan Devlin – Vice President, Joe Breseman-Treasurer and Michael Gollub – Member at Large.

Also, present were: Fidelity Management Services representative, Dee Smith and Doug Duemme of Master Protection

Owners: There were 11 homes represented.

Open Forum/Guests: Bob Gray introduced himself as a new owner.

Report of a guard opening the gate arm when there are multiple vehicles. Guards will be getting some retraining.

Owner asked about the repair of the mailboxes. It was suggested that maybe just the bases could be replaced.

Minutes: Motion to accept the November 15, 2018 minutes as submitted. Motion made by Michael Gollub and seconded by Bill Giragos. All in favor. Motion passed.

Treasurer's Finance Report: Given by Felicia Rue. Income statement for the month of December there is a shortfall of \$6,960. For the year 2018, the HOA ends with a surplus of \$10,500 over budget or 1.5% greater than budget. Expenses contained/managed this year were landscaping, water and management fees. Landscaping because we contracted with a new company at lower rates, water due to lower usage and management fees were lower due to the use of electronic communication.

Cash in the checking account, reserve account and CD's total \$982,678.

Old Business: There is \$609K invested in TIAA in 3, 6 and 12-month increments at yields of 1.6, 1.72 and 2.32 respectively. The HOA will receive \$7,400 on this investment. This was a very heavy lift, a big "thank you" to the Board Members that became authorized signers on the account as well as Fidelity and Mutual of Omaha for their assistance with this project. At this point all reserve money is insured with the exception of \$20K which represents the amount in excess of \$250K in the Mutual of Omaha accounts.

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There is another \$101K in reserves that will be redeemed in March to be reinvested with TIAA.

Joe Breseman thanked Michael Frieda for pointing out the interest rate and thank you to Felicia Rue for over seeing the transfer to TIAA

Felicia noted that the HOA is managing well except the problem with owner not paying their dues. She feels that the HOA may not have to raise dues for about 5 years.

Committee Reports:

Rules/Regulations & Safety – There may be an increase by Master Protection do to increase in minimum wage.

The gate house cameras are old analog cameras, 20 years old and some are not working. There was an incident where someone came speeding up the street, ran through the gate arms and luckily stopped before the gates. He then turned around a speeded back the way he came. Need to switch to a digital system. There is a bid for \$8500 received from ESS. Bob Gray said he could help with another bid.

Motion to get another proposal for new cameras including license plate camera and audio. Safety Committee to accept a proposal not to exceed \$8500 for the best value concurrence of function. Motion made by Michael Gollub and seconded by Brendan Devlin. All in favor. Motion passed.

There has been an increase in trashcans being left out and parking on the street. Enforcement has been lax. The Committee recommends hiring Master Protection to do patrols on an hourly basis of \$30 per hour for 2-3 hours a week at random times to ticket violators. Procure would be warning left on trashcans and vehicles. If violation continues, management to send letter and if still not corrected, owner to be called to a hearing and possible fine. Owners should be notified of this prior to start of patrols by newsletters and list serve.

Motion to hire Master Protection to provide a patrol service to monitor and Identify parking infractions and trashcan violations at random times for a 3-month trial period for 3 hours a week for \$30 an hour beginning February 1, 2019. Motion made by Ed Greene and seconded by Brendan Devlin. All in favor. Motion passed.

Committee is in favor of voice capture and camera near the gate house door.

A bypass has developed that goes around the pedestrian gate at the front gate. The Committee wants to close off the bypass. The pedestrian gate lock will be removed and

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replaced with just a handle. Key, fob and buzzer system to lock gate has been discussed.

Motion to give the Safety Committee \$5,000 to eliminate the bypass and to restore it to the way it was and to put a regular handle on the gate for the time being. Motion made by Joe Breseman and seconded by Ed Greene. Vote 4-1 Motion passed.

Gate lock to be discussed at next meeting.

An owner mentioned that he has seen people climbing over the fire road gate off of Morning Ridge.

The pathway to the parking lot to the driveway is unsafe with people crossing the street so close to the gates. The Committee suggests that the other be re-landscaped so that people would have to cross by the parking lot. The boundaries need to be checked with Conejo Open Space Conservancy.

There is power supply issue with guard house. UPS to be added to camera system bids.

Landscaping – Water usage high in November due to fires. Sprinklers were ran on Morning Ridge every 4 hours for 3 days. December monthly usage was \$4,238. 64,960 gallons were saved over in 2018 over 2017. Under budget \$8,840. It would have been \$13,000 but during the fire the sprinklers were ran around the perimeter of the community to offer extra protection to the homes. Seven hundred feet of irrigation burnt during the fire and we could have lost some water there. Joe asked Nick to take care of the burnt irrigation system and faulty valves that were found immediately which he did. The July water bill was \$25,000 because of the excessive heat.

New laws going in effect 2019 allowing only 15 minutes of watering a week being permitted. Joe suggested replacing the grass with artificial turf. Cost is around \$200,000. Pay back around five years. Need to look at this in the future. It was mentioned that there are some concerns with artificial turf. Joe stated that they could save about \$30,000 a year. Joe thanks Mary Jo Ammon for getting quotes for the artificial turf.

Dave and Susie Saltmarsh have been working on the tree removals and sidewalk repairs. They are to be commended for their hard work.

The trees behind Morning Ridge were removed. Fire Inspector to meet with Dave Saltmarsh to give recommendations of brush clearance and tree removal. The biggest trip hazards were taken care of. Getting permits to move forward of the other areas.

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Some owners need 200-foot brush clearance to get insurance. Landscape committee suggests 200 feet or more for the whole community. Need to check boundaries. Brush clearance along fire road off Heavenly Ridge not done.

Architectural Committee – Not much going on in the past 2 months. Two house painting, solar request and a patio cover.

OLD BUSINESS

1. Cameras – Already discussed.
2. Mailboxes – New ad hoc committee formed to research what can be done. Bill Giragos, Brandon Devlin, Robert Kaplan and Nathan Greene to be on the community.

NEW BUSINESS

Thank you for Joe Breseman, David and Susie Saltmarsh who stayed during the fires and helped out in the community.

Motion to file a post judgment lien on 597-0-050-245 made by Ed Greene and seconded by Michael Gollub. All in favor. Motion passed.

Date of Next Scheduled Meeting: The next meeting will be held on February 21, 2019

ADJOURNMENT: With no further business to discuss, the meeting was adjourned to executive session to discuss member discipline, collections and legal matters at 7:36 P.M.

Board members signature

Date
