

Woodridge Community Association Board of Directors Meeting
April 21, 2022 General Session Draft Meeting Minutes

CALL TO ORDER:

The General Session Meeting of Woodridge Community Association was held on April 21, 2022, via Zoom. The meeting was called to order by Board President Mary Jo Ammon at 6:08 PM.

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

DIRECTORS ABSENT: None currently.

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

HOMEOWNERS PRESENT: There were 19 owners noted to be present on the Zoom call.

GUESTS PRESENT: Doug Huemme, Master Protection Security, Inc.
Juan Marquez, Showscapes Landscape

SECRETARY'S REPORT:

Meeting Minutes: A motion was made by Felicia Rue and seconded by Robert Kaplan to approve the March 17, 2022, General Meeting minutes. Motion carried (M/S/C 4-0).

MANAGEMENT REPORT: The Board of Directors reviewed the Action Item Tracker presented by PMP Management. Items that were discussed:

Welcome Event: The Board would like to continue holding meetings via Zoom as the Association receives more participation via Zoom, but a Welcome Event held in-person would be beneficial. The Board requests that the event be held on a weekend or afterhours on a Friday. PMP advised that they would have to inquire with other PMP associates, but weekend events are not available due to other Associate's obligations outside of PMP Management. The Board is proposing May 20 or May 21 as available dates for afterhours Welcome Event and whether other PMP Associates would be available to meet as well.

TREASURER'S REPORT:

Felicia Rue gave the Treasurer's report. Felicia Rue advised on the status of the irrigation controllers, and that the water company has not billed the Association for February. Felicia Rue

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asked what the backflow charge was and PMP advised it is an annual inspection of backflow devices.

Financial Statements A motion was made by Robert Kaplan and seconded by Mary Jo Ammon to approve the unaudited financial statements for the month and year-to-date for March 2022 as required by Civil Code §5500. Motion Carried (M/S/C 4-0).

Water Usage Report: Felicia Rue reviewed the water usage report and advised that:

- Controller G, 2822 Sunset Hills usage is higher than last year: 3828 gallons and higher than last month: 2817 gallons, current usage: 4148 gallons
- Controller H, 2861 Sunset Hills usage is higher than last year: 1122 gallons and slightly lower than last month: 5186 gallons, current usage: 4828 gallons
- Controller J, 3396 Hampton CT usage is higher than last year: 880 gallons and higher than last month: 2094 gallons, current usage: 3173 gallons
- Controller L, 3350 Morning Ridge usage is higher than last year: 2640 and higher than last month 3017, current usage: 3604 gallons

DELINQUENCY:

There were no delinquencies that required Board action at this time.

SECURITY:

Douglas Huemme, Master Protection Services was present to provide a security report to those in attendance. The Board had a question on how Master Protection would address an issue if a homeowner refused to give information in case of an accident or property damage. Master Protection has been given the authority to call 911 if a homeowner refuses to provide drivers license and/or insurance in case of an accident where any real property damage or personal injury has occurred.

RULES & REGULATIONS COMMITTEE:

- Dave Saltmarsh advised there were no new updates to provide at this time.
- Mary Jo Ammon provided thanks to all committee members who were involved in the Rules & Regulations amendment process. Mary Jo Ammon advised that the Board is taking into consideration the comments and concerns that have been brought to their attention pertaining to the updated rules. Mary Jo Ammon advised that there will be some updates to the proposed rules that were sent out. Joe Nakos reaffirmed that he does not support deactivating devices. A motion was made by Robert Kaplan and seconded by Mary Jo Ammon to approve mailing the revised proposed Rules & Regulations/ADU Policy out again for 28-day comment period, and the Board will follow up with a special General Session meeting to formally adopt the rules and regulations and policy. Motion carried. (M/S/C 4-0).

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LANDSCAPE:

- Water Usage/Leak: Mary Jo Ammon provided an update regarding the water leak and usage according to The City of Thousand Oaks. Water is coming up from the asphalt on Willow Canyon that the city is still working on. During their inspection, it was noted that the city has found two homes on Country Home that are watering six days per week. The city requests that the Association follow up with the homeowner to advise that they will need to limit their watering. PMP has already reached out to the two homes to advise the homeowners. The city advised that that as of June 1st, the city will be limiting water usage.
- Tree Pruning: Mary Jo Ammon and Juan Marquez advised that the tree pruning will commence June 10th, just inside the gate. Mary Jo Ammon requests that if homeowners notice trees within the gate that should be trimmed to please send their request to the Board or PMP Management so that the tree can be placed on the tree trimming schedule.
- Brush Clearance: Juan Marquez advised that half of the brush clearance has been completed for the Association already. The Board requests that Juan Marquez contact LAFD Larry Williams, Inspector, to advise when the brush clearance has been completed so an inspection with Showscapes and the Board can be completed.
- Oak Tree/Dead Tree Removals: Mary Jo Ammon advised that the Board is working on obtaining bids for five removals and that she would like the new Board to oversee the tree removals once approved.
- Irrigation Leaks: Mary Jo Ammon advised homeowners that if a severe leak is noticed, to please contact PMP Management as soon as possible.
- Irrigation Boxes: Mary Jo Ammon advised that Showscapes needs to have proper labels on the controller boxes.
- Showscapes Concerns: Mary Jo Ammon advised Showscapes that there are concerns pertaining to the lateral line proposal in the amount of \$6,100 and that the lateral lines were buried under dirt. Mary Jo Ammon expressed concerns that when she met with Showscapes, the representatives were unaware of where the lateral lines were even though a proposal was presented to be considered.
- Landscape Complaints: Mary Jo Ammon advised Showscapes that she has received complaints that the crew is still sitting in their trucks for extended periods of time. Mary Jo Ammon would like to coordinate a day to meet with Juan Marquez and Jeff from Showscapes to discuss the contract.
- Trash Pick Up: Mary Jo Ammon advised that Athens was contacted to see if trash pick up day could be changed and was advised not at this time. Trash is picked up one day and the streets are cleaned the following day.

ARCHITECTURAL REPORT:

Mary Jo Ammon advised that homeowners are required to maintain their property.

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NEWSLETTER COMMITTEE:

- Jeff Briggs provided an update on newsletters. Items addressed in newsletter:
- Received compliments to the Board
- Reporting on the Annual Election results
- Overwatering on Willow Canyon
- Drought water restrictions
- Comparison between gopher snakes and rattlesnakes
- Brush clearance
- Trash compost bins
- Noticed that there are less trash cans being left out
- Security report summary to be provided in the newsletters
- PMP to provide Jeff Briggs with community event information/date
- SoCal Edison provided an email regarding power shut off
- Board re-organization

UNFINISHED AND NEW BUSINESS:

Asphalt Reslurry: The Board reviewed the proposals from Eagle Paving and GPM for a reslurry. It was noted by both vendors that there are repairs that should be made. The Board reviewed the proposals and would like to table the items until the May meeting.

Fence Painting & Repairs: Felicia Rue provided PMP with photos on Heavenly Ridge that requires repairs to be made to the fences. The Board requests that PMP send notices to homeowners about maintaining the wrought iron fence.

TRANSPOUNDER REQUESTS:

None currently.

HOMEOWNER'S FORUM:

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

- Leaks and asphalt repairs, timing of asphalt repairs/reslurry
- Guards greeting homeowners/guests/vendors should not be mandatory, and only an option
- ADU update
- Thank you to members who ran in the election

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 7:54 PM, the next General Session Meeting is scheduled for May 19, 2022.

Joseph Nakes
Joseph Nakes, LHD, E, P222 Email P01

Board Member

07/01/2022

Date