

WOODRIDGE COMMUNITY ASSOCIATION

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

WOODRIDGE COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

February 21, 2019

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

Call to Order: The meeting was called to order at 6:00 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, Jerry and Armando from Showscapes and Doug Duemme of Master Protection

Owners: There were 13 homes represented.

Open Forum/Guests: Joe Nakos said the streets are looking bad and should be inspected.

Dave Saltmarsh stated that the perimeter homes in back are not being inspected by the Fire Department. Commendations to Dave for meeting with the Fire Inspector.

Minutes: Motion to accept the January 17, 2019 minutes as corrected for grammar corrections and correction to water bill report about too many large volume sprinklers and nozzles changed to reduce the water usage. Motion made by Michael Gollub and seconded by Brendan Devlin. All in favor. Motion passed.

Treasurer's Finance Report: Given by Felicia Rue. Income statement for the month of January we have a surplus of \$5,530. The major reason for this is the water bill was \$10,000 less than budgeted. The Association budgets dues (income) at \$677,758. Expenses are budgeted at \$662,352 and \$15,406 goes to reserves.

Expense highlights are: the annual insurance premium will increase by \$1,250. We have increased the employee dishonesty coverage to 1.2 million and increased the theft coverage of \$25K. There was no insurance expense for the month of January. Planting supplies/repairs were \$1,150 over budget. Tree trimming of \$4,375 was not budgeted in the yearly budget. It should be expensed to reserves.

Cash in the checking account, reserve account and CDs total \$982,200. There is \$101K in reserves that will mature on March 29, 2019, that will be redeemed and reinvested with TIAA. It will be invested at the longest term 2.3 -2.4 range.

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Bob Trevanathan has resigned from the finance committee. He has been a great help.

Committee Reports:

Landscape – Jerry passed out a written report recapping what has happened in the past month. Any of the fence railing that is removed by the entry should be reused elsewhere. Jerry suggested that the lights be changed from timers to photo cells. He will get a price. Two faulty valves and two faulty controllers with modular were approved for replacement. It was asked how they keep track on items changed. Jerry said it is all logged into the computers.

March 11 they will start with the spring tree trimming. They will remove the shrubs under the trees on Morning Ridge that don't need to be there. They will start weed abatement by spraying weeds using Round Up to the 100-foot mark. There was discussion of the pro and cons of using Round Up. Jerry offered to use another product called Final. Bill Giragos motioned to change to Final. Michael Gollub seconded by motion. All in favor.

Water bills are still high. Controllers have been turned off. The backflows are still on. There is a main line leak by the entry but it is hard to locate with all the rain. There may be a leak at Sunset and Morning Ridge. Showscape will use leak detection equipment to locate. At the end of Sunset by the second fire road, the controller box is rusting out.

The HOA controls very little area around the fire roads. The HOA can't clear beyond the HOA property lines. Jerry passed out a recap of the meeting with the Fire Inspector. HOA to look into houses with untrimmed trees. VCFD has a program called Get Ready, Set and Go. They will come out and do a fire safety program. They also have an online video. Residents need to harden their homes.

Showscapes to bid extra work needed to meet with the Fire Inspectors recommendations. The fire codes are being revised and some of the recommendations may be changed.

There is an expense to form and keep up a Fire Safety Council . There is the possibility of grants.

Showscape to submit a proposal to replant the pathway area at the entrance gate. Also, the path from the parking lot to the street. There is an easement for this path with the City. HOA to see if it can be changed due to safety concerns.

Fire Road access off of Heavenly Ridge is controlled by a coil under the street so no keys are required. A permanent lock for the pedestrian gate on the fire road off of

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Heavenly Ridge is needed. The gate should be keyed to match the front gate. Gate needs the spring fixed and something so that a stick can't be used to keep it open.

Rules/Regulations & Safety – The ESS camera proposal is processing. The other proposal was higher. Doug to work with ESS and help oversee the camera installation so that it covers everything needed. Bill Giragos volunteered to help.

Patrols have started. Lots of vehicles parked on the street. Security is doing random patrols and leaving notices on vehicles. Parking issues were discussed.

It was reported that the main gate seems to be left open at times. Doug to check to be sure that the guards are not locking them open. Gate arm is being opened by guards. The guards have been instructed not to push the button. There is a problem with Uber drivers and the way the guards let them into the community. Doug to correct the problem.

The area of Thousand Oaks, Westlake and North Ranch is being targeted by burglaries. Don't get a false sense of security because you live behind a gate.

Open Forum for late arrivals. – The oak tree on Heavenly Ridge is up to the back. A resident would like to see the area fenced off. A resident reported that she was attacked by a dog off leash. She sees many dogs off leash. She wants stricter regulations for dogs off leash.

Architectural Committee – One landscape request for tree removal. Discussion if tree removals need approval. Any exterior changes or modifications need prior ARC approval.

Mailbox Committee – The committee inspected the mailboxes. They found about 20-30 that may need some type of repair or repainting but overall the majority were in fair condition other than a dirty and dull finish due to normal wear from the environment. The committee wants to get proposals to clean and polish the mailboxes as a first step, then identify after cleaning which mailboxes or bases really need repair or repainting.

Newsletter – Some residents are not receiving the newsletter because they have not opted in email communication or are on list serve. A homeowner has volunteered to deliver to these residents. Dee to give Felicia a list.

OLD BUSINESS - None

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NEW BUSINESS

Fence Repair – Cost seems high. Need to get more bids.

Selection of Board Officers – In the past, the board has been doing a rotation of officers but it doesn't need to be done that way. Board to decide after the elections.

Appointment of Committee Members – Discussion of committee set up and who serves. This is pre-mature since no one knows who will be on the board.

Date of Next Scheduled Meeting: The next meeting will be held on March 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 7:52 P.M.

Board members signature

Date