

Woodridge Community Association Board of Directors Meeting  
January 19, 2023 General Session Draft Meeting Minutes

**CALL TO ORDER:**

The General Session Meeting of Woodridge Community Association was held on January 19, 2023, via Zoom. The meeting was called to order by Board President Mary Jo Ammon at 6:51 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 7 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 Felicia Rue and seconded by Bob Gray 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.

**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 Bob Gray and seconded by Bill Giragos to approve the December 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.

Woodridge Community Association Board of Directors Meeting  
January 19, 2023 General Session Draft Meeting Minutes

**DELINQUENCY:**

APN 597-0-090-205 Pre-Lien: \$604; item tabled.

**SECURITY:**

Doug Huemme, Allied Universal was in attendance to provide the community an update. There were no questions from the community at this time. Guards are still parking on Sunset Hills, Doug will be addressing this with the guards. Doug and PMP advised that a new transponders form is being drafted for Board review, only addition was that it allows PMP to charge the transponder fee to the homeowner's account.

**RULES & REGULATIONS COMMITTEE:**

Dave Saltmarsh was in attendance and provided a committee update.

Updated Collection Policy: A motion was made by Joseph Nakos and seconded by Bob Gray to approve the collection policy that was drafted by PMP and sent out for 28-day comment. There were no questions or comments received. Motion carried. (M/S/C 5-0).

**LANDSCAPE:**

- Bob Gray provided a Landscape Committee Update.
- Marina Landscape scheduled to start February 1, 2023.

**ARCHITECTURAL REPORT:**

- Mary Jo Ammon provided the architectural committee update.
- Architectural guidelines and application updates are in progress.
- Mary Jo reminded homeowners that architectural applications need to be sent to PMP Management and not sent to the Committee directly to avoid confusion.
- Fees for architectural turf is waived during drought, but PMP to continue to confirm with the Committee if architectural fees are necessary for given application.

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

- Vandalism
- Rules for parties/noise
- Burglaries
- Annual election timeline

**UNFINISHED AND NEW BUSINESS:**

- Progress with Community Beautification
- Street light repairs updates

Woodridge Community Association Board of Directors Meeting  
January 19, 2023 General Session Draft Meeting Minutes

- City of Thousand Oaks survey
- Annual Election, candidate forms have been sent. Homeowners interested in running should reach out to Ballot Box to submit nomination. Annual scheduled for April 27<sup>th</sup> via Zoom
- In-Person Board Meetings: Effective March 2023 at PMP Thousand Oaks office
- Dog station to be moved to Sunset Hills and Heavenly Ridge

**HOMEOWNER’S FORUM:**

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

- Parking enforcement

**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 7:57 PM, the next General Session Meeting is scheduled for February 16, 2023.

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Date

