

WOODBIDGE PARKWAY

January 2022 Newsletter

Woodbridge Parkway Website – www.woodbridgeparkway.com

BOARD OF DIRECTORS

The Board of Directors consists of five (5) volunteer homeowners who care about their community and who all share an equal vote for matters affecting the Association and its 301 residents.

President – Suzanne Vertuno
Vice President/Treasurer – Marla Ferguson
Secretary – Daniel Gerken
Member at Large – Phil Palmer
Member at Large – Margy Klyce



BOARD MEETINGS

Board Meetings are held monthly on the second Tuesday at Woodbridge Village Association Community Center. This month's meeting is scheduled for January 11, 2022. All homeowners are encouraged to attend the monthly Board Meetings to share their comments, compliments or concerns or to just listen to the General Business conducted by the Board of Directors.

An agenda for the scheduled Board Meeting is posted at the Woodbridge Village Association Office at least four (4) days prior to scheduled meeting and in accordance with California Civil Code.

HOMEOWNER PORTAL

Homeowners are encouraged to register for access to your homeowner portal through Optimum Professional Property Management. Registering for access allows homeowners to view your association account, make payments, submit and track work orders for your unit, sign up for electronic communications, and access association documents, as well as many other features.

To register for access to your owner portal follow these steps:

1. Go to portal.optimumpm.com
2. Click Login
3. Click Sign-up
4. Enter your information

The Association also distributes community notices via E-blast to owners to inform you of upcoming projects, events and other community updates.

MAINTENANCE

LANDSCAPING

The Landscape Committee conducts walks with Bemus Landscape Maintenance. If you have any landscape items of concern, please feel free to reach out to Management so they may be presented to the committee during the next scheduled walk.



WOODBIDGE PARKWAY

January 2022 Newsletter

Woodbridge Parkway Website – www.woodbridgeparkway.com

RULES & REGULATIONS

HOLIDAY DECORATIONS

We hope all homeowners enjoyed the holidays with family and friends. As we begin the new year of 2022, please ensure all holiday decorations are taken down no later than January 15, 2022, in compliance with Woodbridge Master Association code.



PLANTS IN THE COMMON AREA

Please remember no potted plants are permitted in the common area. Also, Homeowners/Residents may not plant or change the landscaping on any Association property.



MAINTENANCE MATRIX

Homeowners not sure if the Association is responsible for maintenance repairs or replacements? The Board of Directors and Legal Counsel prepared a matrix based on the Governing Documents for reference. The matrix can be located on the Association website. Homeowners may also reach out to Management to request a copy.

HOME IMPROVEMENT

Exterior modifications require prior approval from Woodbridge Parkway and Woodbridge Village. Home Improvement Applications are available on the community website and must be submitted to Optimum Professional Property Management for review by the Woodbridge Parkway Board at the monthly meetings. Management will then forward all applications to Woodbridge Village for final approval.

PROFESSIONAL MANAGEMENT

**Optimum Professional Property
Management, Inc.**

230 Commerce, Suite 250
Irvine, CA 92602

Web site: www.optimumpm.com

Office: (714) 508-9070 / Fax: (714) 665-3054
Office Hours: 8:00 a.m. to 5:00 p.m. Mon-Fri

Assessment Billing/Collections:

(714) 508-9070, Option 1

Email: billing@optimumpm.com

Escrow Department:

(714) 508-9070, Option 2

E-mail: escrow@optimumpm.com

Maintenance Department:

(714) 508-9070, Option 3

E-mail: maintenance@optimumpm.com

Community Association Manager:

Serina Washington, CMCA, AMS Ext. 392

E-mail: swashington@optimumpm.com