

WOODLAND VILLAGE HOMEOWNERS ASSOCIATION INC
BOARD OF DIRECTORS MEETING

Thursday, July 19, 2018
Held at: 18705 Village Center Dr. Suite 103

**Board Members Present: Bob Corrado, Robert Lissner, Jenna O'Neil,
Rob Poirier and Theresa Rucker**

Board Members Absent: None

**EBMC: Lori Burger, Community Manager
Amy Tupper, Provisional Community Manager
Tedra Gavin, Recording Secretary**

1. CALL MEETING TO ORDER- Bob Corrado called the meeting to order at 7:06 p.m.

2. MEMBER'S FORUM: AGENDA ITEMS ONLY- There were no comments at this time.

3. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve May 17, 2018 Meeting Minutes- The board reviewed the minutes and made no changes.

MOTION: A motion was made by Jenna O'Neil and seconded by Theresa Rucker to approve the minutes as written. **MOTION CARRIED UNANIMOUSLY.**

4. REPORTS

A. Signature Landscape Report

Kim Brown, Brent and JT with Signature landscaping were present at the meeting to give a report. At the last board, meeting Signature was trying to get the community under control with regards to the weeds. Originally had a 3 week timeline and this didn't happen in 3 weeks, but additional work force was brought in on Saturdays to catch up over the last month and a half. All the retention basis were addressed. Area behind Bear Lake will be the next area addressed and tackled. A month ago, the weeds were gone in this area and they have come back, so additional chemicals have been applied. Brent has returned to work as the manager and is doing a great job keeping the workers on track.

B. Security Report- Martin Ross Security

A representative from Martin Ross security was present to give the board and membership an update. There have been children out late at night to very seldom seeing children. From January until current, there have been 58 service calls from public assist, noise complaints and canine chip. There have been more car accidents in the area as the speed limit is 25 mph. Martin Ross is unable to pull people over for going over the speed limit. There have been some issues with graffiti on New Forest. Martin Ross believes they know who the persons are who are vandalizing the areas, but they need to get evidence in order to catch them. There have been a few house checks where security will check the windows and doors to make sure they are secure and will do a visual check of the backyards. Bike officers need to be trained properly before they are going to be riding around the property.

C. Maintenance Report- Robert Whatley

Robert Whatley submitted a report for the board and it was included in the board packet for review. If homeowners see something that needs to be address or streetlights that are out, they need to contact EBMC. Graffiti needs to be painted over each day, as the Board has no tolerance for graffiti. EBMC did note that there are some residents who need to stain their fences and Kelly Moore will only sell the paint

in a minimum of 5 gallons. This is a large cost to the homeowner and the board would like for EBMC to reach out to Kelly Moore to ask them to sell smaller amounts to the residents.

D. Treasurer's Report

Robert Lissner gave a report for the membership and board. As of May 2018, there was \$325,913.58 in the total operating cash and the total assets were at \$1,261,612.03. The reserves are 100% funded.

E. Wildlife Rehab Funding Opportunities

NDOW has nothing current to date, but this item will be kept on the agenda for future meetings.

F. Mule Deer – Future Funding Project Update

There is nothing current to date, but this item will be kept on the agenda for future meetings.

G. Nevada Department of Wildlife Report

There is nothing current to date, but this item will be kept on the agenda for future meetings.

H. Update on Litigation- A litigation summary from counsel was received regarding foreclosures. This will be attached to the minutes. Robert Lissner gave a brief review for the membership, noting that there were five homes that were sold in foreclosure and due to confusion with the law; these were sold for very little money. The lender did not get their money and were sued for a couple hundred thousand dollars on several houses. This of these issues are in the past, but this process takes a few years to complete, and legally the Association has to notice the members of the Association what the status is.

6. FINANCIAL REPORTS

A. Review and Approve Financial Report for April and May 2018.

MOTION: A motion was made by Robert Lissner and seconded by Jenna 'Neil to accept the financials for April and May 2018, excluding the Treasurer's report that was included in the packet. **MOTION CARRIED UNANIMOUSLY.**

7. UNFINISHED BUSINESS

A. Community Association – Buck A Door Donation

The board briefly discussed the program. Theresa Rucker was opposed to donating at this time. Jenna O'Neil believes that the board should consider donating to the program. Ms. Burger believes that CAI is beneficial and does benefit both the homeowner and the Association depending on the laws and the impact to each party. **MOTION:** A motion was made by Jenna O'Neil and seconded by Robert Lissner to approve donating \$600.00 per year. **MOTION CARRIED.** Theresa Rucker was opposed to the motion and Robert Pointer abstained from voting.

8. NEW BUSINESS

A. Ratification of Gradex Construction Estimate- All 5 board members signed the consent to ratify the approval by resolve to approve the Gradex Construction estimate for ditch maintenance in the amount of \$15,600.

B. Ratification of Insurance Broker of Record Letter- All 5 board members signed the consent to ratify the approval to change the Insurance Broker of record to Balsiger Insurance Agency, dba Balsiger Insurance

C. Review and Approval of 2017 Audit- The board reviewed the 2017 Audit from Kohn & Company. **MOTION:** A motion was made by Bob Corrado and seconded by Jenna O'Neil to approve the 2017 audit as presented. **MOTION CARRIED UNANIMOUSLY.**

D. Review and Discuss Performance of Signature Landscape- JT, with Signature Landscaping was available at the meeting to answer questions. The board discussed the performance for Signature landscaping and their dissatisfaction in the amount of time it has taken to get the weeds under control for the common areas. In the middle of June, the weed abatement is only being caught up; pre-emergent weed control was not adequate. The board does not want to be faced with catch up weed control and they want the landscaping properly maintained. The board believes that the unsatisfactory condition reflects negatively on the community and the board is very frustrated. The board will be withholding 50% of their contractual payment if weeds are not eliminated by July 19, 2018. If there are any further problems, there is a possibility that the board will terminate the contract. JT commented that the company is on site daily and because the project is so large, by the time they get back to the beginning of the project the weeds have re-grown. JT confirmed that they will have to really re-evaluate the pre-emergent being used and the application of that chemical throughout the property. Bob Corrado wanted it noted that at the May meeting the board does not want to be addressing these issues again. **MOTION:** A motion was made by Bob Corrado and seconded by Jenna O'Neil to revisit Signature Landscaping's performance in May. **MOTION CARRIED UNANIMOUSLY.**

E. Review breakdown of EBMC Costs- The board discussed the costs of the monthly fees in which they have gone up \$3,000 per month. The board bid this contract out a few years ago. The odds and ends, such as copying/printing have increased tremendously. The board discussed their options for the contract, either going out to bid for other management companies or to asking EBMC for changes to their contract. The Association has been paying \$90,000-\$100,000 per year and the costs are estimated to go up to \$130,000. Ms. Burger commented that the board is not taking into account the revenue they are receiving against the collection and other fees that are being reimbursed to the Association. Ms. Burger commented that the base management contract with EBMC has not changed and it is at about \$6,300 per month. EBMC is trying to meet the expectations of the board and the level of expectation with this account is very high and certain expenses rise with those expectations. Ms. Burger also commented that there should be more staff dedicated to this account given the high expectations and time that this Association needs and takes. The board needs to establish what they require/want/need from EBMC so that the account can be reviewed to save costs. The board discussed putting together a new violation policy to reduce the amount of work/costs and to target the large violations.

F. Review and Discuss Design Handbook- The board discussed the fencing and noted that a homeowner installed a rod iron fence in their front yard. The handbook outlines the fencing for the front yards and this is not an approved fence per the current handbook. **MOTION:** A motion was made by Bob Corrado and seconded by Jenna O'Neil to modify the front yard fencing to allow split rail fencing to be finished in a natural color or a color complimentary to the neighborhood and to also allow for rod iron fencing at a maximum of 4 feet height, black in color or a color complimentary to the neighborhood and to be professionally installed, and the changes have to be approved by the design committee. **MOTION CARRIED UNANIMOUSLY.**

G. Review and Discuss solicitation/appoint of Design Committee- The board will solicit for members to be on the design committee. There has to be a minimum of three persons on the committee and this must be a combination of board members and homeowners. Robert Pointer volunteered to be on the design committee, along with Bob Corrado and Theresa or John Rucker.

H. Review and Discuss plant replacement bid from Signature Landscape- The board reviewed the proposal, but can not vote on this subject as they have some issues with the plants being used. Jenna O'Neil commented that she is not happy with what Village Parkway looks like. In May, the board allocated \$16,000 for this project. Changes can be made to the locations and types of plants. JT confirmed that September would be that last month to plant new plants and bushes. Robert Pointer will work on the plant pallet and get together with Signature Landscape on Sunday, July 22nd to plan a path to move forward with this project.

I. Review and Discuss 2019 Reserve Study Financial Update- The board will need time to review the study. This item will be tabled until the next board meeting.

9. ANNOUNCEMENTS- None at this time.

10. NEXT BOARD MEETING DATE- September 20, 2018

11. MEMBER'S FORUM – OPEN FORUM- There were no comments at this time.

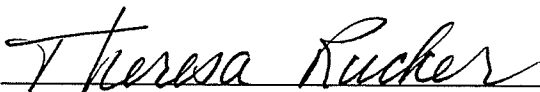
12. ADJOURNMENT

MOTION: A motion was made by Bob Corrado and seconded by Robert Lissner to adjourn the meeting at 9:22 p.m. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,



Tedra Gavin, Recording Secretary



Theresa Rucker
Board of Directors