

WOODLAND VILLAGE HOMEOWNERS ASSOCIATION, INC
BOARD OF DIRECTORS MEETING

Thursday, April 28, 2011
Held at: 18705 Village Center Drive, Suite 103

I. ALL MEETING TO ORDER

Fred England called the meeting to order at 6:00 pm. Board members in attendance were President Fred England, Secretary Robert Sramek, Treasurer Robert Lissner and Director Peter Lissner. Absent was Dan Jurkovic. Also present were twenty-one (21) homeowners with BJ Brown, Nikki Tanner and Rebeka Wiggins from Eugene Burger Mgmt. Corp.

II. MEMBER'S FORUM – Agenda Items Only

A. Bob Francl (18202 Almond Leaf Ct.)

Homeowner was concerned about the item on the agenda regarding tree replacement because it had been on a previous agenda and he believed that the issue was resolved at that meeting. Mr. English answered that this specific item is placed on the agenda on an annual basis because there is always tree work that is necessary.

B. Kim Brown (18130 Baby Bear Court)

Homeowner is here as a Homeowner and as a representative for NV Lawn and Landscape and she is happy to answer any questions regarding the proposal.

III. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve January/March 2011 Board Meeting Minutes

The meeting minutes for January were reviewed by the Board. The March minutes were not available at this meeting.

Motion: Robert Lissner made a motion to approve the January 2011 minutes as written. The motion was seconded by Robert Sramek and unanimously approved.

IV. FINANCIAL REPORTS

A. Review and Approve Current Financial Report Pending Cleanup).

Mr. England stated that the financials are being completed by the new Management Company and will be available for review at the next meeting.

Dan Jurkovic arrived at 6:18 pm.

V. NEW BUSINESS

A. Board to review and approve landscape bids for new landscape contract.

Several proposals were presented at this meeting for review.

Motion: Robert Lissner made a motion to accept the proposal as presented by Signature Landscapes. The motion was seconded by Robert Sramek and unanimously approved.

B. Board to discuss trading services for equipment with Landscape Co.

Mr. England stated that all of the equipment has been sold.

C. Board to discuss donating computer to Cold Springs Church

Mr. England stated that there is one computer that has not been sold and would like permission to donate it.

Motion: Peter Lissner made a motion to donate the computer to Cold Springs Church. The motion was seconded by Peter Lissner and approved with (DJ,RS,RL,PL) in favor and (FE) abstained.

D. Board to discuss committees and appointment of members.

Mr. English stated that there is a need for Homeowner's to volunteer for several Committees. We have several applications for the Compliance Committee and one application for the Design Committee. Committees are necessary to be used as tools to inform the Board so that decisions can be made. The Compliance Committee is specifically for the purpose of noticing maintenance and compliance issues, they will report to Management and notices will be sent to the Homeowners that are not in compliance. The first notice sent is always just a polite courtesy notice. The Design Committee would be responsible for reviewing plans submitted by Homeowners. Recommendations for the project would then be presented to the Board for approval and once the project is completed, the Committee would revisit the project to determine if it meets the specs for the Community. Mr. England explained that the Design Committee would have the authority to approve specific projects without

further Board approval. BJ Brown with Eugene Burger Management stated that it is important that a Board Member be appointed to each Committee.

Motion: Fred England made a motion to appoint Karen Silva, Todd Miller and David Bugica to the Compliance Committee and David Bugica to the Design Committee once Peter Lissner has discussed the matter with each of them and reports back his determination. The motion was seconded by Peter Lissner and unanimously approved.

E. Board to approve change request from security services.

Art from ESI Security Services was present at this meeting and he explained that they assist with persons who are out of town so that those homes can be watched. He also gave a very detailed report of all issues affecting the community. He reminded everyone to contact them to let them know when homes become vacant so they can be watched.

Mr. England stated that ESI Security has proposed a change for the summer in that they would have an additional patrol for the Property.

Motion: Robert Lissner made a motion to approve the proposed changes to begin summer hours. The motion was seconded by Dan Jurkovic and unanimously approved.

F. Board to discuss and approve tree replacement throughout property.

Management was instructed to have Signature Landscapes prepare a list of trees that need maintenance and/or replacement.

G. Board to discuss placement of porta potty.

Mr. England stated that now that we have users in our park but they have asked for a porta pot that they can use but it is important that a way is found to prevent vandalism. One Homeowner suggested that a fence could be installed to house the porta potty that can be locked.

Motion: Peter Lissner made a motion to contract for service for a porta potty to be placed in the park for an amount not to exceed \$150.00 per month and to include the construction of an enclosure not to exceed \$1,000.00. The motion was seconded by Robert Lissner and unanimously approved.

H. Board to approve contract for dog waste removal.

Mr. England stated that for \$85.00 per month Poop 911 will come out weekly to take care of the pet stations and disposal.

Motion: Fred England made a motion to approve Poop 911 for pet services for an amount not to exceed \$90.00 per week. The motion was seconded by Peter Lissner and approved (FE,DJ,RL,PL) in favor and (RS) against.

I. Board to approve contract for lighting.

Mr. Electric presented a proposal for lighting, however the Board has determined that they would like to investigate another route for repairing lighting.

J. Board to approve proposal for maintaining website.

There were no proposals presented in this meeting. Management was instructed to investigate further.

K. Board to approve handyman service for property maintenance.

Ms. Tanner provided several estimates of hourly rates for handyman services at this meeting. Peter Lissner claimed that he was aware of a handyman service that would work for approximately \$25.00 per hour. Mr. Lissner agreed to provide Management with the contact information.

VI. OLD BUSINESS

There is no "Old Business" at this time.

VII. COMMITTEE REPORTS

A. Architecture Review Committee

There was no report presented at this meeting.

B. Design Committee

Several requests were presented at this meeting, Mr. England instructed Management to present the requests to the Design Committee for approval.

VIII CORRESPONDENCE

A. Brian & Holly Birch (17457 Bear Lake Drive)

Homeowner has requested an extension for their landscaping project.

Motion: Robert Lissner made a motion to extend the project as requested. The motion was seconded by Peter Lissner and unanimously approved.

IX 2ND MEMBER'S FORUM

A. Homeowner

Homeowner asked if they were going to clean the stickers from the dog park. Mr. England stated he will be asking the new Landscaping Company for some recommendations for the dog park.

B. John Fitzsimons

Homeowner stated that he has never heard of EBMC and what do they do for us. Mr. England stated that we are required to have a licensed Manager to Manage the Community. The Board has been working on hiring a Management Company since March and after a lot of research they believed the EBMC was the right choice. They will be doing all of the things that the staff was doing. He is hoping that the costs associated with the management of the Association will go down.

C. Gayle Olsen

Homeowner asked if there was a representative here from EBMC and would there always be one at every meeting.

D. Mike Nolan

Homeowner mentioned the errors in the mailing and wanted to be sure that there would be no Co-mingling of Woodland Villages funds with Donner Creek funds.

E. Mike Walsh

Homeowner stated that he was hoping that the item on the agenda was for a change in security companies, and he wanted to know when that contract would be going up for bid. Mr. England stated that he check the contract for dates.

F. Homeowner

Violators that know of their violations she wanted to know what the final recourse is there for these Homeowners. Mr. England stated that the final step is to take them to court and force them into compliance.

G. Homeowner

Homeowner asked what can be done about the properties that have been foreclosed on because the yards are all dead. BJ Brown answered that there are things that can be done but they are very hard to enforce and the Banks have a lot of pull with the legislation. Another option is to maintain the properties at the Homeowner expense.

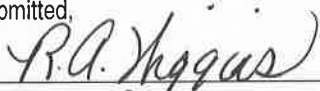
H. Homeowner

Homeowner asked about the lien process. BJ Brown stated that the process is that the lien is placed on the property and the bank can not sell the property without clearing the lien.

X. ADJOURNMENT

Fred England adjourned the meeting by General Consent at 7:31 pm.

Respectfully Submitted,



Rebeka Wiggins, Recording Secretary



Board of Directors

WOODLAND VILLAGE HOMEOWNERS ASSOCIATION, INC
BOARD OF DIRECTORS MEETING

Thursday, August 18, 2011
Held at: 18705 Village Center Drive, Suite 103

I. CALL MEETING TO ORDER

Fred England called the meeting to order at 6:01 pm. Board members in attendance were President Fred England, Secretary Robert Sramek, Treasurer Robert Lissner and Director Peter Lissner. Absent was Vice President Dan Jurkovics. Also present were seventeen (17) homeowners with BJ Brown, Nikki Tanner and Rebeka Wiggins from Eugene Burger Mgmt. Corp.

II MEMBER'S FORUM – Agenda Items Only

None.

III. APPROVAL OF PREVIOUS MEETING MINUTES

A. Review and Approve April 28, 2011 Board Meeting Minutes

The Board reviewed the meeting minutes.

Motion: Bob Sramek made a motion to approve the April 28, 2011 minutes as written. The motion was seconded by Bob Lissner and unanimously.

IV. FINANCIAL REPORTS

A. Review and Approve Financial Report for January 2011-June 2011.

The Board reviewed the financial reports. Mr. Robert Lissner had some questions regarding the financial statements and when May-July will be available. Management responded that the financials have been issued through June and July will likely be available within the next week.

Motion: Bob Lissner made a motion to accept the financial report for January-April 2011 as presented. The motion was seconded by Bob Sramek and unanimously approved.

Dan Jurkovics arrived at 6:11 pm.

V. NEW BUSINESS

A. Board to review and approve landscape contract addendums.

Ms. Nikki Tanner explained that the addendums in question are due to areas that were omitted on the original highlighted map. These areas were not included in the original outline that was presented to the contractors during the bidding process. The proposal to include these areas would add \$2,441.00 to the monthly contract price. Mr. England was concerned that the cost is being increased by 1/3 and the amount of increased area is not 1/3 of the project. His issue is that he believes that Signature Landscaping underbid the project. Mr. England stated that he would not recommend the approval of \$2,441.00 for the remaining contract some lesser recommendation was requested from the Board. BJ Brown suggested that they approve a one-time cleanup for some of the areas and an addition to the contract for the lawn areas that they have already been taking care of for the remainder of the season. It was determined that someone other than Signature Landscapes will service the areas that do not need regular care.

Motion: Bob Lissner made a motion to approve \$3,000.00 total for the care needed for the remainder of the season on the areas already being cared for by Signature Landscaping. The areas approved are at the discretion of BJ Brown. The motion was seconded by Fred England and unanimously approved.

Motion: Bob Lissner made a motion to approve a Line trim and remove debris with a 5' setback for an amount not to exceed \$6,000.00. Management was instructed to obtain a proposal from Shephard's Handyman Services to perform the work if possible. The motion was seconded by Peter Lissner and unanimously approved

A proposal was presented by Signature Landscapes to trim the trees throughout the entire HOA.

Motion: Robert Lissner made a motion to revisit the tree trimming until next year. The motion was seconded by Peter Lissner and unanimously approved.

B. Board to review and approve bringing ROA on Village Pkwy up to code.

A proposal was presented to replace all PVC connections to the mainline to bring to UBC specifications.

Motion: Robert Lissner made a motion to approve the proposal as presented by Signature Landscapes in the amount of \$928.35. The motion was seconded by Robert Sramek and unanimously approved.

C. Board to discuss and approve use of attorney for vacant homes with yards that are not being maintained.

Mr. England stated that there are several properties in the HOA that have been foreclosed and the yards are not being maintained. He explained that what he is trying to obtain is the authority to clean up the properties and bill the Homeowner or bank. Management was instructed to contact Gayle Kern.

Motion: Fred England made a motion to approve the use of legal counsel to assist with clarification of the HOA rights regarding this matter. The motion was seconded by Robert Sramek and unanimously approved.

VI. OLD BUSINESS

A. Board to review and approve proposals for updating web site.

Several proposals were by the Board to review at this meeting. Rob Sramek whose hourly rate is \$75.00 submitted one proposal. Another proposal was presented by Blair & Jenna O'Neil a Homeowner, and the amount stated to update the current site for an interactive site is \$875.00. The monthly cost to maintain the website would be \$75.00 and there will be a monthly fee for Hosting of \$9.95.

Motion: Peter Lissner made a motion to approve the proposal as presented by Blair and Jenna O'Neil for website services in the amount of \$875.00 plus up to \$75.00 per month with an additional \$9.95 per month for the web Host fee. The motion was seconded by Robert Sramek and unanimously approved.

B. Board to discuss and approve tree replacement throughout property.

Two proposals were received to remove existing trees that are struggling, dead, dying or missing throughout the Common Areas and installing one tree.

Motion: Robert Lissner made a motion to approve the Old Stone Bid without any up front payment if they must have payment up front, then the Signature Landscapes proposal is to be approved. The motion was seconded by Robert Sramek and unanimously approved.

VII. COMMITTEE REPORTS

A. Design Committee

More volunteers were requested for this Committee.

VIII CORRESPONDENCE

A. Shephard's Handyman Services

Management presented the Board with a listing of all work completed by Shephard's Handyman Services for the past several months. Nikki Tanner reported that the vandalism reports have decreased over the past several weeks. She is very impressed with the efforts of Shephard's Handyman Services. Peter Lissner asked what is done if a repair is noticed by Shephard's Handyman Services? BJ Brown stated that in emergency situations, she can approve repairs not to exceed \$500.00 but for not emergency issues, a Board Member really needs to be contacted. She suggests a liaison between Management and the Board to approve such minor maintenance items. BJ stated that typically the board President is the contact for these types of issues. Peter Lissner stated that he would be willing to research similar luminaries that can be purchased for a lesser price. He would be willing to pick up samples to bring to the Board so this issue can be discussed at the next Board Meeting.

B. Signature Landscapes

Signature Landscapes also presented a "Spring Performance Update" which was reviewed by the Board.

C. Cold Springs Valley Church

There was a thank you note for the computer donation.

D. Washoe County Assessor.

A notice of parcel number changed was received from the Washoe County Assessor.

E. Delores Atkins

Homeowner asked how long after a design is approved do they have to complete the work. The Homeowner believed that the work should be completed within one year or an extension would have to be granted or the Homeowner would have to resubmit the request. Management stated that the resolution could be passed and sent to the Membership. Homeowner

IX 2ND MEMBER'S FORUM

A. Jenna O'Neil

Homeowner asked about pre-emergent. Mr. England stated that it is part of the Landscaping Contract and will be applied in the spring and in the fall.

B. Franci

Homeowner wanted to know the cost for the mailing of the agenda for the meeting that the Board didn't show up. Management stated that there is no cost for Management appearance at the meeting and the mailing costs have not yet been billed. Peter Lissner stated that the Homeowner is correct and he apologized because he happened to be on vacation.

C. Larry Dailey

Homeowner wanted to discuss the transition in the neighborhoods and what is being done about compliance issues. He has several new neighbors haven't pulled a weed and is worried about the fact that the backside of his fence has not been stained which deteriorates his fence. Mr. England stated that the EBMC staff is on property weekly and notices are definitely being sent. The Homeowner was encouraged to notify Management when issues are notices so that the Homeowners can be notified. Otherwise, Management is not permitted to come on to the properties to determine if the inside portions of the fence is painted. Management explained that it has just changed to go after the Bank Owned properties and assess them for the maintenance on their properties. The problem is that if the Association takes care of all of these properties, the costs are passed back on to all of the Homeowners.

E. Milla Herrera (18284 Lanceleaf)

Homeowner thanked the Board for the poop bags. Homeowner also asked if anyone is cleaning up the dog areas. Mr. England explained that cleaning up after your dog is a Homeowner responsibility.

F. Homeowner

Homeowner stated that this is the first time she has ever seen bags in the dog stations. She believes that if trashcans were provided next to the stations might be helpful.

G. Chuck Anderson (Lot 932)

Homeowner asked if the Board could have nameplates for identification. The Board introduced themselves.

H. Harvey Sorenson (Lot 728)

Homeowner stated that he has received a few letters regarding a trailer that does not belong to him and a garbage can that belongs to his neighbor. The Homeowner asked why Management couldn't simply knock on the door. Homeowner had additional issues with his neighbors that he described at length. The Homeowner was concerned that nothing can be done about the back yards. Management explained that they couldn't come on to the property because it could be considered trespassing. Finally, the Homeowner wanted to know about the split rail border fences that are deteriorating. Management instructed the Homeowner to notify them when things like this are noticed.

I. Homeowner

Homeowner stated that a gang of teen-agers that are up to no good is frequenting the park near her home. Security says they won't listen to them and everyone else tells her to call the police. The problem is that they are destroying the park and these kids live in this community. The Homeowner is very concerned. Mr. England stated that the Security Patrols should be contacting the Sheriff. The Homeowner stated that she has contacted the Sheriff herself and it took them four hours to respond. The problem is that Woodland Village does not own the park. The Homeowner also stated that people in her neighborhood are afraid to call the Sheriff because of the retaliation from the kids. Management stated that the names are never disclosed when a Homeowner calls to complain. Mr. Peter Lissner suggested a neighborhood watch program might be effective he agreed to assist with getting the program started.

J. Homeowner

Homeowner asked about a notice from an attorney regarding a potential lawsuit against the builder. Mr. England stated that it couldn't be discussed in the venue.

K. Chuck Anderson (Lot 932)

Homeowner wants to know if the fees are going to be reduced. Mr. England stated that he hasn't begun working on the budget for 2012 yet but he will certainly let everyone know.

L. Ron Skinner (18144 Cedar View)

Homeowner has received several notices and he apologizes. Homeowner asked if a letter could be written to Sheriff Hayley might assist with additional patrols. Management suggested a petition might work better.

M. Robert Lissner

Homeowner asked about security. Management reported that things seem to be going well and the vandalism has been reduced over the past few weeks.

N. Mila Herrera (18284 Lanceleaf)

Homeowner used to love to see the patrols on the bikes.

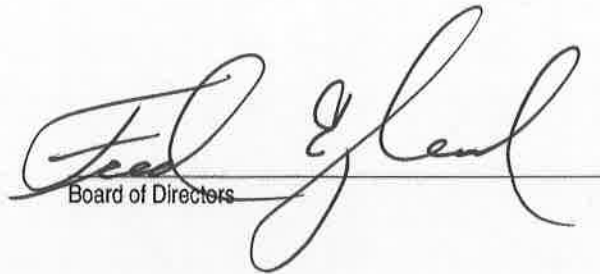
X. ADJOURNMENT

Fred England adjourned the meeting by General Consent at 7:54 pm.

Respectfully Submitted,



Rebeka Wiggins, Recording Secretary



Board of Directors