

**WOODLAND VILLAGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES
Thursday, February 23, 2012
18705 Village Center Drive, Suite 103**

Board Members Present: President, Fred England; Vice President, Robert Sramek; Secretary, Jenna O'Neil; Treasurer, Robert Lissner, and Fred Lissner

Board Members Absent: None

EBMC: Nikki Tanner, Community Association Manager; B.J. Brown, District Manager; Tedra Joseph, Recording Secretary

Homeowners Present: List on file with management

I. CALL MEETING TO ORDER

The Woodland Village Homeowners Association Board of Directors meeting was called to order at 6:05 p.m.

A. Roll Call- All five board members were present and a quorum was established.

II. COMMENTS FROM HOMEOWNERS

Kim Brown was present to find out more about the contract and specifications with the landscaping proposals that will be discussed this evening. Atkins commented that the mitts for the dog stations are empty and need to be refilled. Mila Ferreira commented that the ditches in the common area are filled with trash and should be cleaned out. Bob Francl thanked the entire board for attending. Dennis Seefeldt commented that the lamps in the common area are broken and need to be repaired.

III. MINUTES

A. Approve the Minutes from the previous board meeting from December 2011. – The board reviewed the December 2011 meeting minutes and made no corrections. **MOTION:** A motion was made by Robert Sramek and seconded by Jenna O'Neil to approve the December 2011 meeting minutes with changes. **MOTION CARRIED UNANIMOUSLY.**

IV. FINANCIAL REPORT

A. Board to Review the Financial Statements – The board reviewed the current Financial Statements through December 2011. The municipal bonds are being maintained and the board did cash in one of those bonds. There are a large number of accounts that were sent to collections and close to \$110,000 over 90 days old. **MOTION:** A motion was made by Bob Sramek and seconded by Peter Lissner to approve the financials through December 2011. **MOTION CARRIED UNANIMOUSLY.**

V. NEW BUSINESS

A. ESI TO GIVE REPORT- EBMC, the Board of Directors and the ESI staff had a meeting with the sheriff department to discuss how to handle emergency situations at Woodland Village. Kevin Moran, ESI, was present to give a brief report to the membership. He did confirm if there is an emergency, homeowners need to call 911 first and then contact ESI. Over the last year, there have not been a large number of major incidents through the community. ESI would like for the homeowners to participate in a larger number of house/patrol watches that ESI offers. Forest Park had a couple of small instances there were some graffiti tagging, but ESI and the sheriff have not seen evidence of gang activity in the park.

B. BOARD TO DISCUSS NEW COLD SPRINGS FAMILY CENTER- The board discussed the new cold spring's family center since the YMCA did close. Peter Lissner commented that the same staff who was working at the YMCA are now working for the family center and this center is also non-profit. The cold springs family center also has a facebook page for more information.

C. BOARD TO APPROVE 2012 USE OF PADOVAN CONSULTING FOR ASPHALT WORK- The board discussed having Padovan consulting come on site to review the areas that need to be fixed and write a statement of work so that requests for proposals are sent out to vendors with the same specifications.

MOTION: A motion was made by Robert Lissner and seconded by Peter Lissner to approve Padovan Consulting to complete the onsite study with the provision that the consulting work does not exceed last year's costs for this same project.

MOTION CARRIED UNANIMOUSLY.

D. BOARD TO REVIEW AND APPROVE LANDSCAPE PROPOSALS- The board reviewed the sealed bids for landscaping for Woodland Village. Signature Landscaping is the current landscaping company that services Woodland Village. There were representatives present from Stoneridge Landscaping and Design and Nevada Lawn and Landscaping due to the fact that these representatives are also residents in the association. The board discussed further review of the specifications of the contracts and to take an interim vote in lieu of a meeting and ratify this vote at the next board meeting. **MOTION:** A motion was made by Robert Lissner and seconded by Robert Sramek to approve Stoneridge Landscapings proposal provided that Nikki Tanner check the references for similar size organizations or larger. Failing that Stoneridge Landscapings references do not check out, to approve Nevada lawn and landscapings monthly price, contingent upon them lowering their hourly price to \$22.00 per hour and to check their references as well. Peter Lissner and Jenna O'Neil were opposed to the motion.

MOTION DENIED. The board will suspend approve pending further discuss the specifications of the contracts and take an interim vote in lieu of a meeting and ratify this vote at the next board meeting

E. BOARD TO REAPPOINT DESIGN COMMITTEE MEMBERS FOR 2012- The board reviewed the applications for the design review committee from Dolores Atkins and David Bugica. The committee will be meeting on the 2nd Wednesday of every month. **MOTION:** A motion was made by Peter Lissner and seconded by Robert Lissner to approve the appointment of the two committee members, Dolores Atkins and David Bugica. **MOTION CARRIED UNANIMOUSLY.**

VI. OLD BUSINESS

A. BOARD TO REVIEW ELECTION TO FILE TAX RETURN- EBMC discussed this issue with Muckel Anderson CPA and agree that the 1120H is the recommended method for filing the 2011 tax returns. **MOTION:** A motion was made by Robert Lissner and seconded by Robert Sramek to file the 1120H tax return. **MOTION CARRIED UNANIMOUSLY.**

VII. COMMITTEE REPORTS

A. ARCHITECTURAL REVIEW COMMITTEE- The committee is meeting once a month in the mornings. Dolores Atkins commented that she will need assistance in April if there are any requests coming through at that time. The board discussed yard landscaping for homes that are purchased by a second owner that these will be handled on a case by case basis.

B. HOMEOWNER REQUESTS- None at this time.

C. BUILDING AND GROUNDS COMMITTEE- None at this time.

VIII. CORRESPONDENCE-

A. BOARD TO REVIEW MAINTENANCE REPORTS FROM SHEPHERD HANDYMAN SERVICE- Shepherd handyman is no longer servicing the association. A replacement has been hired.

B. BOARD TO REVIEW CORRECPSONDENCE FROM HOMEOWENRS- The board reviewed an application for a home based business for child care. **MOTION:** A motion was made by Jenna O'Neil and seconded by Peter Lissner to approve the business pending the board receives a copy of the business license. **MOTION CARRIED UNANIIMOUSLY.**

IX. HOMEOWNERS COMMENTS

Dolores Atkins commented that the association is responsible for fertilizing the trees along the street once a year. A homeowner asked if they can request to have their trees pruned? The board commented that the CC&R's state that the association is responsible for pruning the trees along the street. A resident asked for confirmation that Shepherd handyman service is no longer servicing the project? The board commented that there is a new replacement for this service. Rod Gouff commented that he lives at the end of papa bear court there are people who built a bike ramp in that area and it could be a safety issue. Rod would like to install some rock to increase the safety of that area. The board would like to put this on the agenda for the next meeting. The homeowner commented that the walkway is 4 feet above the fence line but he would like to plant trees along the walkway in the common area. The board asked for a request to be put in writing. A homeowner asked if the sidewalk along village parkway belongs to the county. The board confirmed that that sidewalk does belong to the county.

X. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:23 p.m.

Respectfully Submitted,

Tedra Gavin, Recording Secretary



Secretary, Board of Directors

**WOODLAND VILLAGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES
Thursday, March 21, 2012
5011 Meadowood Mall Way # 200 Reno, NV**

Board Members Present: President, Fred England; Vice President, Robert Sramek; Secretary, Jenna O'Neil; Treasurer, Robert Lissner, and Fred Lissner

Board Members Absent: None

EBMC: Nikki Tanner, Community Association Manager;
Nikki Tanner Recording Secretary

Homeowners Present: List on file with management

I. CALL MEETING TO ORDER

The Woodland Village Homeowners Association Board of Directors meeting was called to order at 3:31 p.m.

A. Roll Call- Jenna O'Neil was not present at time of Roll Call she arrived at approximately 3:39 PM a quorum was present.

II. COMMENTS FROM HOMEOWNERS:

Bob Fransal asked if the landscape contract included trees, irrigation and shrubs in common area. He also asked if the culverts were included and snow removal. The culverts are not included but the drainage basins are. Snow removal is a separate contract and all irrigation, trees and shrubs in the common area are part of the contract.

III. OLD BUSINESS:

A. Review and Approve Landscape Contract – Peter Lissner went over the references and Fred gave an overview of each contract and the cost per month and year as well as labor costs. **MOTION: Bob Sarmek made a motion to approve Signature Landscape if they agree to lower the labor cost and provide a copy of hiring practice. Jenna O'Neil Seconded the motion: Discussion:** They discussed that Stone Ridge had good references but did not feel that the company was big enough to handle the job. JP & Son is way too expensive and NV Lawn did not come back with acceptable references. Peter Lissner made the comment that if you are happy with the landscape company you do not have to bid every year. **MOTION CARRIED UNANIMOUSLY.**

IV. HOMEOWNERS COMMENTS

Dolores Atkins commented that Signature Landscape was out during the dry winter months watering the common area trees and shrubs as well as the grass.

V. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:57 p.m.

Respectfully Submitted,


Nikki Tanner, Recording Secretary


Secretary, Board of Directors