

WOODLAND VILLAGE HOMEOWNERS ASSOCIATION INC
BOARD OF DIRECTORS MEETING

Thursday, May 17, 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
Julanne Kaufman, Supervising Community Manager
Tedra Gavin, Recording Secretary

1. **CALL MEETING TO ORDER-** Bob Corrado called the meeting to order at 7:02 p.m.

2. **MEMBER'S FORUM: AGENDA ITEMS ONLY**

A homeowner commented that there is a rental property next to his residence that needs some serious work done to it and who is responsible. EBMC commented that they will notify the owner of record, the actual residence and if an agent is involved, they will also get notified.

3. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. **Review and Approve March 15, 2018 Meeting Minutes**

The meeting minutes were reviewed by the Board and a change was made. Under 5B, the dog park fence location needs to be changed to Quarry Court.

MOTION: A motion was made by Bob Corrado and seconded by Robert Lissner to approve the minutes with the change.
MOTION CARRIED UNANIMOUSLY.

4. **FINANCIAL REPORTS**

A. **Review and Approve Financial Report for March 2018.**

The board reviewed the financials and Lori Burger commented under the income line there is a line for transfer and closing fees. The amount was budgeted based on prior activity. The association is charging \$75.00 at closing for the welcome package and copies. Lori Burger asked for a response from the board on whether or not they would like the fee eliminated or continue to collect the fees. The board agrees if the fees that are being charged are covering the costs of the welcome package, they would be fine with continuing to collect the fees, however the board would like to reduce the costs to cover the hard costs and not to make any profit.

MOTION: A motion was made by Jenna O'Neil and seconded by Bob Corrado to reduce the costs for the welcome package to \$25.00 to cover the hard costs. **MOTION CARRIED UNANIMOUSLY.** EBMC commented that the mule deer funds are now separated on the balance sheet to show the individual costs for this line item.

MOTION: A motion was made by Bob Corrado and seconded by Jenna O'Neil to accept financials as written. **MOTION CARRIED UNANIMOUSLY.**

5. **LANDSCAPE REPORT – Signature Landscape**

Kim Brown with Signature landscaping was present at the meeting to give a report. Maintenance is the same as usual and there are some weeds that are being removed with some areas worse than others. All of the irrigation has been turned on and is properly running. All the turf areas have been fertilized and aerated. The mowing is being done as long as the weather cooperates. Pest Control Operator will come out and do some work. Robert Lissner commented that along Polar Bear and Village Parkway the weeds are starting to take over and get out of control, there is also damage to sod and plant

materials that are dead that need to be addressed. Mr. Lissner asked Signature if these areas of concern are covered in the contract and who is addressing these issues. Signature commented that to repair damaged areas of sod would most likely be a proposal. The landscaping crews are on a rotating schedule who are addressing the areas. Preemergent was applied, but it could have possibly been washed away in some areas, which could be why the weeds in those areas are worse. Signature Landscaping asked for two to three weeks to get all of the weeds removed and to address the culverts as well. Signature Landscaping commented that on Monday the tree replacement project will be

A. Maple Trees Root Barrier Proposal – Signature Landscape

Mr. Corrado commented that he reviewed the proposal and believes it was a repeat of the last bid. The board would like to see a fixed price proposal to be submitted. Signature landscape commented that it depending on the size of the root on the larger trees it is not recommended to remove the roots from as it could kill them. Ms. Burger commented that the proposal on the table is only for common area trees not for the trees in homeowner's yards. The proposal that was submitted will be declined and this can be readdress if there is a problem in the future.

B. New Forest, West Side, Culvert Repair

The board discussed the culvert issues. Mr. Corrado noted for the membership that there is a drainage culvert that is filled with dirt and about 50% blocked. These culverts need to be excavated out. Signature Landscaping is charging \$102.00 per yard to move dirt and there is about 300 yards of dirt that needs to be removed. Mr. Lissner believes that the rate that Signature landscaping is proposing for this project is too high. Mr. Lissner would like to have a few other bids from contractors. EBMC will send this project out for quote. This item will be tabled until the next board meeting.

6. 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 the officers will be allowed to ride around on the bikes for patrol. There was one use of force in January where a dog almost attacked an officer and he had to use pepper spray.

7. MAINTENANCE REPORT – Robert Whatley

Robert Whatley was not present at the board meeting to give a report, however Mr. Corrado gave a brief report. There were a large amount of fences that came down due to high winds that have been repaired. Fences and rails are being fixed as they are reported. If there are issues that residents see in regards to the fencing, please report them to EBMC. There are new dog stations that have been put up. Robert has been painting street lights and poles. Graffiti is being cleaned as it is found.

8. NEW BUSINESS

A. Insurance Presentation – James Gibson

James Gibson was present at the meeting to give a presentation to the board and membership and to answer questions on HOA insurance. There have been a lot of changes since 2013 mostly at the state level. His company manages over 300 Hoax's in Nevada, California and Texas. As a result of the 2007, downturn in the economy and housing crisis a pre-collection process was put in place in 2013. Then in 2015, crime insurance coverages were required by the HOA's. In 2017, super priority liens were put in place for HOA's. Currently there are required coverages for D&O policies being put in place that need to be there for security. Mr. Gibson believes that the Association should have a risk assessment done and to review the current coverages that are needed and the coverages that could be eliminated to reduce costs. The HOA policy is coming up for renewal in August 2018. Mr. Gibson would like to bring the Association's entire policy back to Nevada which will include underwriters who are familiar with Nevada. Mr. Poirier commented that he believes that there should be a

meeting that includes board members, the insurance agent and the Associations Attorney who can all be present at a meeting to discuss these items. Mr. Poirier volunteered to be on a subcommittee to review this subject. Mr. Gibson would like for the Board to sign a release for a broker change to move the policy from the existing company, which is in Minnesota, to Mr. Gibson's company so he can bid the project and move the policy back to Nevada.

MOTION: A motion was made by Bob Corrado and seconded by Jenna O'Neil to move the insurance brokerage to James Gibson at Balsiger Insurance. **MOTION CARRIED UNANIMOUSLY**

B. Wildlife Rehab Funding Opportunities

Mr. Corrado would like to leave this on the agenda but to table this until the next board meeting.

C. Mule Deer – Future Funding Project Update

This was not discussed.

D. Community Association – Buck A Door Donation

This is a lobbying outfit soliciting for donations and legislate for HOAs and homeowners within HOAs depending on the issue. James Gibson gave a brief explanation of the program. The program is asking the Association to donate a dollar per door, which will be \$1600 for Woodland Village. This money goes to the legislative action committee (LAC) to cover costs. The board asked if they could donate a smaller amount to the Buck A Door? Mr. Gibson commented that the Association could donate any amount they want to. Mr. Poirier asked if the LAC is representing the Association or the people who live within the Association who are not always on the same page? Mr. Gibson commented that the focus of the CAI is to educate homeowners also supports grassroots efforts who are homeowners who are not a part of LAC but follow the information. This item will be tabled until the next board meeting.

E. Street Tree Maintenance

Mr. Corrado commented that the board had Gayle Kern give a legal opinion on the street trees in front of homes. The end result suggested by Gayle Kern is that the Association is only responsible for and will continue to only prune for height and visibility on the street side of the tree only.

MOTION: A motion was made by Jenna O'Neil and seconded by Robert Lissner to adopt the tree policy as notated and suggested by Gayle Kern with the amendment that the pruning will only be on the street side for height and visibility. **MOTION CARRIED UNANIMOUSLY.** A notification will be sent out to the membership to notify homeowners of the policy.

F. Nevada Department of Wildlife Report

There was nothing to discuss at this time.

G. APS – Proposal

The board reviewed the proposal to replace three sections of sidewalks in order to prevent a tripping hazard. The board discussed whether or not they want to pay for something that is the county's responsibility to maintain. If someone falls and sues the Association it will cost more than if the Association pays for maintaining and repairing the sidewalk. Ms. Burger commented that there is a concern that repairing the sidewalks for the county will set a precedence. The board discussed getting a legal opinion from Gayle Kern before proceeding. The board agreed to have EBMC send a letter to the county with the addresses where the sidewalks need attention asking them to fix their property

H. Common Area Fence Staining – Sealed Bid(s)

The scope of work is still being written. This will be added to the agenda for the next board meeting.

I. Signature Landscape - Addendum for newly added Common Area

Bob Corrado commented that this is for the area on the back side of Briar and at Village 17 as this area is built out and residents are paying dues. This is now the Associations responsibility to maintain the area. The board would like to look at a plant pallet to get plants in areas that need it as there are funds that were already set aside for this project.

9. **UPDATE ON LITIGATION – Bob Corrado**

A litigation summary from counsel was received regarding foreclosures. This will be attached to the minutes.

10. **MEMBER'S FORUM – OPEN FORUM**

A. **Delores Atkins**

The homeowner asked what is included in the welcome package and when do you send it? EBMC commented that it is sent out once they are informed by the title company that escrow has closed, which is usually about 2 weeks after residents move in. Ms. Burger commented that she could send Ms. Atkins an email of what is included in the packets if she wanted to know.

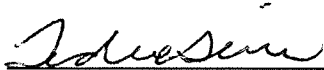
The next board meeting is tentatively scheduled for July 19th, 2018

11. **ADJOURNMENT**

MOTION: A motion was made by Bob Corrado and seconded by Robert Lissner to adjourn the meeting at 8: 48 p.m.

MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,



Tedra Gavin, Recording Secretary



Board of Directors