

WOODLAND VILLAGE HOMEOWNERS ASSOCIATION, INC  
BOARD OF DIRECTORS MEETING

Thursday, October 19, 2017  
Held at: 18705 Village Center Drive, Suite 103

**ORIGINAL**

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<b>Board Members Present:</b>	<b>Robert Lissner, Jenna O'Neil, Robert Corrado, Rob Poirier, Theresa Rucker</b>
<b>Board Members Absent:</b>	<b>None</b>
<b>EBMC:</b>	<b>Lori Burger, Community Manager, Rebeka Wiggins, Recording Secretary</b>
<b>Other:</b>	<b>None</b>
<b>Homeowners Present:</b>	<b>List on File with Management</b>

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**1. CALL MEETING TO ORDER**

Robert Corrado called the meeting to order at 7:02 p.m. The Board introduced Theresa Rucker who has been appointed by the Developer to the Woodland Village Homeowner's Association. This appointment is intended to replace Vanessa Porter who recently resigned.

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

No Homeowner's spoke during this time in the meeting.

**3. APPROVAL OF PREVIOUS MEETING MINUTES**

**A. Review and Approve August 24, 2017**

The meeting minutes were reviewed by the Board.

Motion: Robert Corrado made a motion to approve the August 24, 2017 minutes as written. The motion was seconded by Rob Poirier and unanimously approved.

**4. NEW BUSINESS**

**A. Board to Review and Approve – Fine Schedule**

Robert Corrado explained that the Board has met with the Association's attorney to restructure our fine schedule and fine policy. The Board reviewed the new policy and fine schedule as presented. There was some discussion regarding previous It was determined that first notices would be sent via regular US mail and subsequent notices would be certified. Several other issues with the policy was discussed. Lori Burger asked if they wanted Nuisances such as barking dogs, speeding and loud music issues added to the policy. It was the consensus of the Board that nuisances would be dealt with by the County. Robert Corrado recommended that Lori talk to Gayle regarding these issues. The instruction was for Management to send a nuisance letter and refer the Homeowner to the County for assistance. Nuisance issues will not be addressed in the new Violation and Fine Policy.

Motion: Robert Corrado made a motion to approve the Violation and Fine Policy pending legal review. The motion was seconded by Rob Poirier and unanimously approved.

**B. Appointment of Board Member to Replace – Vanessa Porter**

Theresa Rucker who was introduced at the beginning of this meeting was appointed by the Developer to replace Vanessa Pointer who resigned prior to this meeting.

**C. 2018 Budget**

The Board reviewed the 2018 Budget as presented. Robert Lissner was concerned about the cost of the fence stain and wanted to find some other savings to get the increase down to \$3. It was agreed that the Board would review the Budget over the next 48 hours to determine if additional savings can be found which would decrease the Assessment increase.

Motion: Robert Lissner made a motion to approve the 2018 Budget including a maximum \$5 increase pending the Boards review and possibly reduction in the increase. The motion was seconded by Robert Corrado and unanimously approved.

**D. Board to discuss/approve Signature Rock and DG Refresh Proposal**

Robert Corrado explained that Signature Landscapes has presented a proposal to refresh the rock and DG in noted areas throughout the property.

Motion: Robert Lissner made a motion to accept the proposal as presented by Signature Landscapes in the amount of \$4,052.00. The motion was seconded by Robert Corrado and unanimously approved.

**E. Board to discuss/approve Signature Tree/Plant Proposal**

The Board reviewed a proposal as presented by Signature Landscapes but decided to revisit the issue in Spring.

**F. Board to Review and Approve Reserve 2017 Update – Financial Update**

The Board reviewed the Reserve Financial Update as presented. Lori Burger stated that the study is only a Financial Update and they are due for a full study in 2018.

Motion: Robert Lissner made a motion to approve the Reserve Study Update as presented with the note that we had previously been substantially over funded. The motion was seconded by Theresa Rucker and unanimously approved.

**G. Maintenance Responsibility of Village Parkway Fencing**

Robert Corrado explained that originally, Lifestyle Homes has been responsible for maintaining the fencing along Village Parkway prior to entering the subdivision and they would like to pass that responsibility over to Woodland Village HOA. Lori Burger recommended that the fencing be added to the Reserve Study.

**H. Maple Trees and Trees that become too large.**

Robert Corrado stated that some of the street trees are starting to get too large. Robert Lissner stated that he had heard that Maple Trees like to run their roots along the surface. Rob Portier recommended that the Homeowner's install root barrier. The Board agreed that they would handle these trees on a first come first serve basis. Robert Lissner suggests that the Board take a look at the trees to see if and what needs to be done.

**I. Snow Removal and Options Available**

The Board reviewed the proposal as presented by Signature Landscapes for snow removal services.

Motion: Robert Corrado made a motion to approve the contract as presented by Signature Landscapes for snow removal services pending their acceptance of our conditions. The motion was seconded by Jenna O'Neil and unanimously approved.

**J. Lightning Recommendation, The Electrical Co.**

Robert Corrado stated that The Electric Co., the contractor that takes care of our lighting, recommends switching LED lights for cost savings overall although the cost of replacement bulbs is approximately \$3.50 higher. The Board also recommended that they switch from weekly patrols to bi-weekly patrols for cost savings.

Motion: Robert Corrado made a motion to instruct The Electric Co. to switch to LED lights as recommended and to reduce inspections to every other week. The motion was seconded by Robert Lissner and unanimously approved.

**K. Discussion of New Banking Relationship.**

Jenna O'Neil explained that she would like to change banks. It was determined that Wells Fargo Financial Services would be sufficient. Not change was recommended at this time.

**L. Wildlife Rehab Funding Opportunities**

Rob Portier stated that there are currently no local opportunities available for our funds. They are still working on budgetary numbers for local projects, but he will keep the Board posted when he received updates.

**M. Mule Deer.**

This issue was not discussed.

**N. Grating Off Large Pipes – Drainage Basins.**

Jenna explained that recently there was someone living in one of the larger drain pipes in the basins. She received a request to have the drains grated, to prevent this. Robert Corrado was concerned about debris getting caught in the grates. Robert Corrado agreed to take a look at the area.

**O. Signature Proposal for Parcel #087-664-07**

Robert Corrado explained that there is a parcel of land near Bear Lake Dr. and Puffin St. that is owned by the Association. We have received a request from a nearby Homeowner to have the weeds removed from the area. Signature Landscapes has presented a proposal to remove the weeds in the amount of \$669.00. Robert Corrado asked if R&B Maintenance might be able to complete this work at a cost savings to the Association. It was determined that they could.

Motion: Jenna O'Neil made a motion to instruct R&B Maintenance to remove the weeds from Parcel #087-664-07. The motion was seconded by Robert Corrado and unanimously approved.

**6. MEMBER'S FORUM – OPEN FORUM**

No Homeowner's spoke during this portion of the meeting.

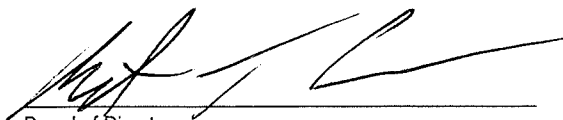
**7. ADJOURNMENT**

Rob Poirier made a motion to adjourn the meeting. The motion was seconded by Robert Corrado and unanimously approved. The meeting adjourned at 9:26 p.m.

Respectfully Submitted,

Rebeka Wiggins, Recording Secretary

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Board of Directors