

**WOODLAND VILLAGE**  
**BOARD OF DIRECTORS MEETING MINUTES**  
Tuesday, September 20, 2022  
Held via Zoom.com

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<b>Board Members Present:</b>	<b>Bob Corrado, Robert Lissner, Rebecca Marko, Greg Johnson, Mark Wilson</b>
<b>Board Members Absent:</b>	<b>None</b>
<b>EBMC:</b>	<b>Amy Tupper, Community Manager, Rebeka Whatley, Recording Secretary</b>
<b>Other:</b>	<b>Edwin Lyngar, Greg with Brightview, Katie Andrie, Clint Griffin</b>
<b>Homeowners Present:</b>	<b>List on File with Management</b>

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**I. CALL MEETING TO ORDER**

Bob Corrado called the meeting to order at 5:32 p.m.

**II. MEMBER'S FORUM – Agenda Items Only**

No Homeowner's spoke, no action was taken.

**III. COMMUNITY**

**A. Washoe County District 5 2022 Election – Introduction of Candidates (3 minutes each)**

Bob Corrado stated that they had sent invitations to the various District 5 candidates. Ed Lyngar gave a brief introduction of himself to the membership. He asked the Homeowners to visit his website at Edwin Lyngar.com and invited them to ask any questions regarding his campaign.

**IV. APPROVAL OF PREVIOUS MEETING MINUTES**

**1. Review and Approve July 19, 2022, Board Meeting Minutes**

The meeting minutes were reviewed by the Board.

Motion: Rebecca Marko made a motion to approve the July 19, 2022, minutes as written. The motion was seconded by Bob Corrado and unanimously approved.

**V. REPORTS**

**a. Brightview Landscape Report**

Greg with Brightview stated that they have been working on some irrigation issues around the Village Grill. They have done the last round of fertilizer for the season, and they have been working on pruning. He wanted to discuss the list of tree replacements that he received from Amy, he stated that he is concerned about this being a dry winter and that will not give any new trees very good odds of survival. They have been working on burying drip and dealing with weeds. They are planning to shut down the irrigation toward the end of October with one final good water before they shut it down, dependent on the weather.

**b. Security Report**

There was no one present at this meeting from Alert Security. Robert Lissner asked about the status of the modifications to the Alert Security manual. Amy reported that she believes that the manual is still being reviewed by the Board. Bob Lissner asked Amy to get this project moving forward.

**c. Maintenance Report**

Clint stated that maintenance is looking good and Brightview is doing a good job. They have been dealing with trimming of trees to accommodate the new school bus stops. He has added a few dog stations with trashcans. Bob Corrado added that Lifestyle Homes has added some solar lighting on the paths. Clint added he believes Alert Security is doing a better job of reporting lights out and he believes that they are doing a lot more effective patrol. Bob Lissner suggested that we ask Security to report the lights just once a week to avoid duplication. There was some discussion regarding a reduction of reported graffiti within the Community. Mark Wilson asked for Homeowner's to do their part in timely reporting because this does cost the HOA a lot of money.

**d. Manager's Report**

Amy stated that she has previously informed the Board, but she will let the Membership know that Washoe County has agreed to reimburse the HOA for all of the snowplow damage in the amount of \$7,360. Amy added that they agreed to pay for ½ the damage to the curb, but all of the irrigation and sod replacements.

**e. Review Status Litigation/Pending Legal Action**

Amy stated that the only litigation we currently have pending is for enforcement/compliance matters.

**f. Actions Taken by the Board of Directors Outside of a Meeting-To be included in the minutes of this meeting**

**1. Property Usage Rules – Previous Approved**

Amy explained that the Board had previously approved the Property Usage Rules and they needed to have the document re-approved so that it can be mailed out basically because we did not get them mailed out within 30 days as required. This is just to satisfy the requirement and not that no changes have been made to the document since it was previously approved, and now it will be mailed out.

**VI. FINANCIALS**

**a. Treasurer's Report**

Bob Lissner gave a brief financial report. He stated that we are operating within our budget. He expressed some concerns that costs are likely to go up by at least 9%, but we are in good shape for now. Mark Wilson asked the balance in the Mule Deer fund. Bob Lissner added that of the amount we have in the bank, approximately \$60,000 in is prepaid Assessments which basically means that if we spend that money, we are borrowing from future quarter. There was also some discussion regarding investing some of the Operating funds to potentially earn some interest, now that the banks are paying around 2%.

**b. Review and Acceptance of the Financials (June & July 2022)**

The financial report was reviewed by the Board.

Motion: Bob Corrado made a motion to accept the financial report for May & June 2022 as presented. The motion was seconded by Mark Wilson and unanimously approved.

**VII. OLD BUSINESS**

**a. Wildlife Space – Discussion to add reclaimed water service to space and planting for wildlife.**

There was no new discussion regarding this issue.

**b. Discussion regarding NDOW feedback, discussion regarding winter forage for animals.**

**1. Guest Speaker: Katie Andrie, Western Region Supervising Habitat Biologist**

Ms. Andrie explained that she replaced Mark Fries who had previously worked with Woodland Village to support some emergency stabilization work and seeding on Peterson Mountain. She stated that she had not previously been aware of the availability of this funding opportunity. Her understanding of this funding was that it is intended to support the mule deer herd on Peterson Mountain. There are opportunities available through 2025 for burn scar treatments. In addition, she discussed many other projects that they were currently working on. She also shared a display of areas that they are targeting for replanting as well as other options for feeding the deer during winter months. Bob Corrado explained how the only real requirement for our funds is that the funds need to be matched and the project needs to benefit the Mule Deer herd on the Peterson range. Bob Lissner asked a question about the collars and how they are transmitted. He added that they are concerned about the animals, any project with matching, dollar for dollar and or labor hour for dollar. We are looking for a project that might not happen without our funding. Ms. Andrie believed that she would definitely be able to find projects, but it is always complicated to get projects approved through BLM. Katie and Mark agreed to get together to discuss this issue next week.

**c. Committee formation/solicitations (ARC, Landscape, Community Outreach)**

**1. Resignation of Design Committee Member (Delores Atkins)**

Bob Corrado stated that Delores Atkins has resigned from the Design Committee. Rebecca Marko stated that she believes that they are just waiting for the Committees to be approved and she suggested that they put some type of solicitation for the Committees out on social media and she has a few volunteers that have reached out to her. There was some discussion that they had decided to combine the ARC and Landscape Committee into one Committee and then form the Community Outreach Committee. Rebecca Marko agreed to create a form so that Homeowner's can officially volunteer for the Committees. It was decided that a notice should be placed on social media as well as posting something on the website. Greg Johnson stated that he has already seen an improvement in the quality of the submittals with the new guidelines.

**d. Dog Park Enhancements**

Rebecca Marko shared a presentation of the proposed enhancements to the dog park. She started with an explanation that the dog park is a 5-acre detention pond and what was already existing. She explained that they had sent out a survey to the Homeowners to get a feel for what the priorities would be for the dog park. The number one response was for shade, followed by shade trees/vegetation, dog water station and then seating and tables were the top four. She continued, stating that the plan

is to build two shade structures similar to the ones designed/built by Peter Lissner at Tractor Park because the park is amazing. We are also looking at adding two tables with seating that will be scattered. There was also some interest in the creation of a walking path made with a permeable surface. Any trees or vegetation would have to be planted near where we already have irrigation, but planting might assist with erosion. There was interest in planting grass, but that will not be an option for various reasons. There were some ideas about creating an obstacle course but purchasing agility equipment would be very expensive. There has been an offer to add a box for sharing resources. She stated that her best guess to achieve all of our goals for the dog park is about \$30,000 but they are still working on final numbers. Peter Lissner is currently in discussion with Washoe County Parks, but Lifestyle Homes has committed to 2/3 of the cost for the enhancements Peter. Bob Lissner added that anything we do will require plans, which would require a landscape architect, the County is going to want to see them. So basically, the next step is to hire a landscape architect to get the plans drawn up. Amy added that any enhancements will need to be added to the Reserve Study for future replacement costs. There was additional discussion regarding maintenance costs for the enhancements.

**e. Violation & Fine Policy – Legal Revisions**

Amy explained that at the last Board Meeting, the board had approved an updated Violation and Fine Policy which was sent to legal and they had made some revisions so the Board needs to review and re-approve the policy so that it can be distributed.

Motion: Bob Corrado made a motion to approve the Violation and Fine Policy as revised by Legal to include NRS updates. The motion was seconded by Mark Wilson and unanimously approved.

**VIII. NEW BUSINESS**

**a. Addition of solar lights on walking paths – Association maintained.**

Bob Corrado explained that Lifestyle Homes has added some solar lights on the walking paths. Rebecca Marko explained that Washoe County is opposed to lighting in the parks because they are to be shut down at dark, but the City of Reno likes to add lighting. Bob Corrado stated that the HOA will provide maintenance on the lights. Mark Wilson asked how easily they will be to replace. Rebecca Marko stated that they are readily available and inexpensive. Amy asked how long, once fully charged, will the lights be illuminated. The discussion leaned toward the idea that it would depend on the time of year.

**b. Maintenance of Solar Lights on walking paths in Washoe County Parks.**

Bob Corrado explained that there has been a bit of an issue at the Village Center Park in that it is County owned. The vandals have gone a little crazy and basically destroyed most of the lights in the park. Lifestyle Homes has offered to replace the lights with solar lights, but then we will have to maintain them. He was not even sure that the HOA would even be allowed to take over the maintenance of the lights. Again, the issue is that the County is not in favor of lighting the parks at night. Bob Lissner stated that he believes there will be no funds available from Washoe County to either repair or maintain the lights if we want the park illuminated at night. Greg Johnson added that if it's a law, what is the County doing to enforce it? Mark Wilson thought that this issue could be postponed until the townhomes are built, then see what type of lighting might be needed.

**c. Maintenance of fence along Village Parkway**

Bob Corrado stated that there is a mile long fence along Village Parkway. The HOA does not own the fence, but it does provide some visual benefit when driving into Woodland Village. Lifestyle Homes has agreed to contribute to share in the cost of repairing the fence today, but in the future, the HOA will need to take responsibility. The property is owned by Washoe County, but they have no interest in maintaining the fence. Bob Corrado believes that the fence does benefit the Community because of the condition of the properties behind the fence. Rebecca Marko asked if they could have a fund raiser, collect any unused stain from Homeowner's and ask for assistance from Homeowners. Bob Lissner stated there are only 2 questions, is the HOA going to take care of that fence, and if we decided to take care of the fence, can we get into trouble for doing so. It might be a question for our attorney. The Board instructed Amy to obtain a legal opinion on this issue.

**d. 2023 Budget**

Amy Tupper presented a draft of the 2023 Budget for the Board to review. The draft included a \$3 per Homeowner per month increase to balance the budget. One of the main increases is due to the Reserve Study contribution requirement. Bob Lissner was concerned that the Reserve Study is quite conservative. Bob Lissner had some questions regarding the Reserve Study projections for 2023. Bob Lissner explained that with the amount of money we have in the bank right now, we can cover our costs for the next 10 years based on what we are currently spending. Bob Lissner added that \$3 per month per Quarter is about the same as the current inflation rate. Bob Corrado stated that if we end up with an excess amount of funds, we can forgive a quarter for all Homeowner's. There was some discussion about revisiting the issue of forgiving a quarter of Assessments for all Homeowners, possibly discuss this issue at the November Board Meeting.

Motion: Bob Lissner made a motion to accept the proposed 2023 Budget as presented with the understanding that the Board intends to revisit in June 2023 to discuss a potential Assessment adjustment/forgiveness. The motion was seconded by Greg Johnson and unanimously approved.

#### IX. NEXT MEETING DATE SCHEDULED

November 15, 2022

#### X. 2<sup>ND</sup> MEMBER'S FORUM

a. **Randall**

The homeowner asked about the fence maintenance along Village Parkway. He was concerned about the HOA taking on the responsibility of maintaining these fences. If these fences do not belong to the HOA, where does it end, will everyone want Woodland Village to take care of their fences as well. The Homeowner also expressed some concern about the speed bumps that will likely devalue our property as well. Rebecca Marko stated that they are not actually adding speed bumps, they are traffic chokes that are being added, either way they are not being added within Woodland Village.

b. **Louise Souffront**

The Homeowner was confused about the start time of the meeting. She believed that an email blast would be helpful. The Homeowner also claimed that she did not receive her emailed agenda.

#### XI. ADJOURNMENT

Bob Corrado made a motion to adjourn the meeting. It was seconded by Rebecca Marko and unanimously approved. The meeting adjourned at 8:53 p.m.

Respectfully Submitted,

*Rebeka Whatley*

Rebeka Whatley, Recording Secretary



Board of Directors