

**WOODLAND VILLAGE  
BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, MARCH 18<sup>TH</sup>, 2025**

**CALL TO ORDER, WELCOME AND INTRODUCTIONS, ROLL CALL, DETERMINATION OF QUORUM**

The meeting of the Woodland Village Board of Directors was called to order at 5:30 pm. A quorum was established with five (5) Board Members present.

**Board Members Present**

Robert Corrado  
Mark Wilson  
Robert Lissner  
Rebecca Marko  
Gregory Johnson

President  
Vice President  
Treasurer  
Director  
Secretary (joined @ 5:34pm)

**Management Present**

Amy Tupper  
Chrissy Perona

Community Manager, Associa Sierra North  
Associate Director, Associa Sierra North

**Owners Present**

On file

**HOMEOWNER FORUM** – None at this time

**COMMUNITY ANNOUNCEMENTS**

Guest Speaker: Lieutenant (Josh) Jenkins with the Washoe County Sheriffs Office was invited to speak to the Board and the membership regarding a project that involves Cold Springs area. Officer Jenkins is currently assigned as the director to the Northern Nevada Regional Intelligence Center, and they are in the process of establishing a real time center to collect data from cameras located in high crime areas. Officer Jenkins mentioned that the association could have their own camera at a cost of \$3,000. These cameras assist law enforcement in locating offenders when a crime has been reported a notification is sent out and cameras are viewed instantaneously using the description of the vehicles and/or involved to locate the perpetrator.

**MINUTES**

The board was supplied the meeting minutes from the January 21<sup>st</sup>, 2025 meeting minutes

**MOTION: B. Corrado made a motion to approve the meeting minutes. R. Marko seconded the motion. All was in favor.**

**FINANCIAL REPORT**

**Treasurers Report**

R. Lissner discussed the 2024 financials and stated the association had broken even with the assistance of the \$63,000 supplement that was taken from previous years surplus of funds. The collection fee incomes were way down but also the costs were down. It was noted that there had not been a contribution to the Mule Deer Fund but that would be worked out, and a couple of items that were mis-posted but have been corrected and the financials look good. According to the Balance Sheet the association has about a million and half dollars in the bank.

**Review and accept current unaudited financial reports:**

The November/December 2024 unaudited financial report was submitted for review.

**MOTION: R. Lissner made a motion to approve November & December 2024 financials as presented. G. Johnson seconded the motion. Discussion: R. Marko wanted to clarify that the money in bank that they are referring to was in reserves accounts that the association was required to keep per NRS. R. Corrado mentioned that reserves were to**

replace items that wear out or need replaced. R. Lissner also mentioned \$200,000 was in the Mule Deer Fund. Motion on the table stands. All was in favor.

## REPORTS

### Brightview Landscape

Not was in attendance, but Jacob Swift with Brightview provided a recap that management read; the recap included a map of the areas that crews were working on that included pruning of shrubs, ornamental grasses, lifting of trees, leaf abatement & pine needle clean-up.

**Alert Security – Not in attendance.** R. Marko mentioned she had received complaints of kids riding dirt bikes along the walking paths from Desert Lake to the middle school. Management to report to security and request they patrol by foot.

**Maintenance Report** – Clint Griffith (Onsite Maintenance) was in attendance. C. Griffith mentioned Brightview had a done a better job with leaves this season and he had been concentrating keeping the drainage areas cleared and he will pile things up and Brightview will pick it up. He had noted some streetlights were down due to the age and he was replacing them, repairing split rail fences due to vandalism and cleaning up graffiti.

### Manager Report

Executive session summary update: A. Tupper reported on the executive meetings held on February 12<sup>th</sup>, 2025 and March 12<sup>th</sup>, 2025 where the Board reviewed the collection status report from LKG (association attorneys), reviewed the enforcement status report from LKG. Reviewed 1 appeal for violation waiver request, reviewed 2 homeowners late fee waiver request. Reviewed the delinquency status report and 43 accounts were being prepared to be sent to LKG for collection from past due assessments and 45 accounts that will receive a Final Warning letter. The Board held 23 violations hearings for noncompliance related issues and at this time the Association had 309 violation records.

### Litigation/Pending Legal Action

No pending legal action against the association currently. Legal action taken against homeowners for enforcement only, currently one pending action (Case #CV21-00253). NOPA Binder available at office.

### Action taken outside of a meeting

Crum & Forster Specialty Insurance - Tractor Park policy – Approved via unanimous consent via email in the amount of \$989.

## OLD ASSOCIATION BUSINESS

### Dog Park Improvements

R. Corrado that he has some requests for additional bids out, but nothing new to report yet.

### Resource 1 – Full Site Reserve Study Proposal

A. Tupper noted that a full site study was due this year and a proposal was required, however, its still on hold until a decision on the common area (Juniper Village) has been decided.

## NEW ASSOCIATION BUSINESS

### Brightview Landscape – Deep Root Injections Ponderosa Pine Trees (\$3,854.30)

M. Wilson commented that based on the recent weather and the moisture he didn't think the trees needed it or appeared in distress. R. Corrado agreed and noted he had not seen a lot of insect action. A. Tupper noted the association did a similar treatment last year as preventative maintenance. R. Marko was curious about the benefits and wished she knew more about the treatment.

**R. Corrado made a motion that the proposal on-hold until they can inquire with Brightview at the next Board Meeting. M. Wilson seconded the motion. All in favor. Motion carried.**

**Cold Springs Family Center – Easter Egg Hunt (\$500)**

A. Tupper advised the Family Center requested a donation which is budgeted and matches previous years requests. R. Marko mentioned she volunteers and asked if she was allowed to vote. R. Corrado stated yes since she is not financially benefitting and the association donates every year, along with multiple events for a

**R. Corrado made a motion to approve the request in the amount of \$500. M. Wilson seconded the motion. Discussion: R. Lissner mentioned he will not vote as he runs the foundation that runs the Family Center R. Marko noted the event is April 19<sup>th</sup>, @ 10am (Saturday before Easter) and to check out the post on Facebook or the Family Center’s website. All in favor. Motion carried.**

**WCSO – Fusus Partnership – Safety Program**

R. Corrado mentioned this item is if the association wants to sponsor a camera that Lieutenant Jenkins had discussed earlier. R. Marko inquired if legal would need to be contacted if a camera was placed in the common areas. M. Wilson didn’t think legal would need to review since the program was with the Sheriff’s office. G. Johnson mentioned the association would just be a sponsor and would not be in control of the data. R. Corrado wanted to wait until there was more information.

**Next Board Meeting – May 18<sup>th</sup>, 2025**

**HOMEOWNER FORUM**

Louise Souffront stated she wanted to ask the officer why they didn’t want to put cameras focusing on the park, as she would think it provide safety. M. Wilson stated he thinks Officer Jenkins was just speaking in general because some parks have water features or pools and that it would preserve the publics privacy. L. Souffront liked the idea of being able to take a evening stroll and camera keeping an eye out. L. Souffront also wanted to thank the Board & R. Corrado that attended the public meeting with the water departments proposal for a water increase.

Robert Corrado spoke as a homeowner and provided background that Great Basin is looking to raise water rates, a jump of 60% over 3 years and to be on the look out for future additional meeting and hearing with Public Utilities Commission.

**ADJOURNMENT**

**MOTION: R. Corrado moved to adjourn the meeting at 6:46 PM. M. Wilson seconded; motion carried unanimously.**

Respectfully Submitted by:  
Amy Tupper  
Community Association Manager  
Associa Sierra North

Approved by:

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Board Member  
Woodland Village