

**WOODLAND VILLAGE  
BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, MAY 13<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

Community Manager, Associa Sierra North

**Owners Present**

On file

**HOMEOWNER FORUM** – Louise mentioned the proposed pickleball court next to the Cold Spring Family Center and that it was a good idea and thanked the Lissners.

**COMMUNITY ANNOUNCEMENTS**

R. Marko discussed the memorial garden in the Tractor Park that would be dedicated to the little girl (Izabella Loving) that recently lost her life in the community. Lifestyles Homes was donating a bench, the local girl scout troop would be donating a plaque, and a karma box dedicated to children's books and garden box are also part of the plan.

**MINUTES**

The board was supplied the meeting minutes from the December 19<sup>th</sup>, 2024, organizational meeting & the March 18<sup>th</sup>, 2025 board meeting minutes

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

**FINANCIAL REPORT**

**Treasurers Report**

R. Lissner mentioned it too early in the year to really know what's going on but at this point the association is looking good and currently on budget. There is currently \$750,000 in the bank for various repairs and about \$400,000 operational funds.

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

The January, February, March 2025 unaudited financial report was submitted for review.

**MOTION: R. Corrado made a motion to approve January, February & March 2025 financials as presented. M. Wilson seconded the motion. All was in favor.**

**REPORTS**

**Brightview Landscape**

Davis Goicoechea with Brightview was on the call. Davis introduced himself as the new account manager for the Woodland Village account. Davis mentioned they were finishing up with the homeowner street project, had a turf valve replaced

near Village Pkwy and Georgetown, they also recently received approval to replace a weeping valve by Huckleberry Ct. The Board inquired with Davis regarding the pine trees that had been noted of dying or being in distress. Davis mentioned there were lots of possible reasons, could be insects, or other stress factors like lack of water due to the dry winter we had. Talked about the benefits of deep root injections. B. Corrado asked Davis to stick around in case the Board had any questions on the proposals under “New Business”.

**Alert Security** – Aric Biggs was in attendance. A. Tupper discussed the accolade letter the Board sent to Alert regarding officer Alexa Dupont and her assisting a senior citizen that was out in the cold and had been reported to be kicked out of her daughter’s house. Aric appreciated the Board acknowledging the officer and that she did exactly what she was trained to do. Aric mentioned the rotating schedule of afternoon and overnight hours and he’s received zero complaints from the officer, as well as with the warmer weather they are starting to see more trailer activity. R. Marko mentioned she had been receiving a lot of complaints about kids on dirt bikes riding in the parks and that the officers should be reporting it to the Sheriffs office. Aric agreed and stated the officers should be doing it already. The Board also requested the officers take pictures of the kids if they are in the public area so they can be identified.

**Maintenance Report** – Not in attendance. A. Tupper advised the membership that Clint had recently repaired a couple of backflows which saves the association money, and we were receiving lots of fence board orders due to the time of year.

#### **Manager Report**

Executive session summary update: A. Tupper reported on the executive meetings held on April 09, 2025, since the last Board Meeting. The following topics were discussed: Held 5 rule violation hearings, reviewed one appeal to waive 60-Day Notice Fee in the amount of \$35.00, reviewed current Collection Status Report. There are 70 accounts currently at collections, there were 68 accounts at final warning to be considered for collection, reviewed covenant violation reports and there were currently 332 violation records that had been cited and/or being monitored since 2025, and reviewed Enforcement Status Report with attorney.

#### **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 available on request.

#### **Action taken outside of a meeting**

Stonegate Rezoning Appeal – R. Corrado discussed a letter he wrote on behalf of the association primarily concerning protection of water rights, and pricing of water rights and that any action might cause rate to skyrocket. R. Lissner mentioned it would and that it was going in front of Reno City Council on May 21st, 2025. R. Marko mentioned she believed they got denied by the planning commission but now are being heard by the city council. R. Corrado mentioned looking up the agenda and resubmitting the letter.

#### **OLD ASSOCIATION BUSINESS**

##### **Resource 1 – Full Site Reserve Study Proposal**

A Tupper mentioned the association was due for a Full Site study due to parcels (Tractor Park) and upcoming Juniper Village parcels that are listed under new business. A. Tupper noted that is the 4<sup>th</sup> out of 3 parcels from Juniper Village was added and the possible dog park improvements were added then a new full study would be required. M. Wilson asked if management could contact NRED to see if the full site study could be delayed including the remaining parcel in an effort to save the association from spending \$4,500 within a year period. A. Tupper mentioned that Resource 1 advised the NRS required a full study with each additional, but management would reach out to NRED and inquire if an extension would be required.

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

M. Wilson noted in his previous experience deep root injections don't take an effect until the following year and inquired with Brightview if it was immediate or what the reaction time would be. D. Goicoechea with Brightview noted it would be quicker than any other application, but not as quick as a spray when it comes to certain pests, like the pitch moth and asked M. Willson to elaborate. After discussing, it was determined that a ride along to look at the trees was required and M. Wilson and Brightview report back to the Board with their findings.

**R. Corrado made a motion to table the proposal for future review. M. Wilson seconded the motion. All was in favor.**

## **NEW ASSOCIATION BUSINESS**

### **Brightview Landscape – Dead Evergreens removal/Replacement (\$1,544.19)**

Brightview provided a proposal to remove two large pine trees off New Forest behind Cedar View Drive and replace with ornamental pear trees.

**M. Wilson made a motion to approve the proposal as presented. R. Corrado confirmed that they were not replacing with pine trees but with deciduous trees. R. Marko noted she is not in favor of the replacement species, ornamental pear and would prefer a different species and the main issue is the suckers. M. Wilson noted that the area they would be planted is very sloped which suckers would help but the Board could look at other options. R. Corrado seconded the motion. All in favor. Motion carried.**

### **Community Outreach Committee – Dolores Atkins**

R. Corrado noted that longtime homeowner/member had resigned because she was moving out of the association and was sorry to hear of her go. When he and R. Marko were going through old documents her name was all over the place and was sorry to see a long-time resident leave.

### **Parking Regulations/Motorized Vehicles on Pathways – Property Usage Rules**

R. Corrado mentioned the issue of residents using motorized vehicles on the association walking pathways and adding a rule to the Property Usage Rules. The Board reviewed the proposed rule and had discussed it. Specifically, the association could not specify a speed limit due to lack of radar but could propose a commonsense speed. G. Johnson mentioned they are called "walking paths" for a reason. The Board agreed with that but acknowledge they couldn't limit mobility assistance vehicles. The Board discussed the various issues with all motorized vehicles, including E-Bikes.

**R. Corrado made a motion to accept the proposed verbiage with the attention to add the word "safe" between "a responsible and prudent speed for conditions and adjacent users." R. Marko seconded the motion. A. Tupper mentioned if the Board wanted permission to run it past legal. Board agreed. A. Tupper advised when approved rules would need to be sent to membership and it would go into effect in 30 days.**

### **Billing Statements – Coupon/Email Delivery**

The Board had request management look into other options for assessment billing as the last quarterly statement cost the association \$5,700. A. Tupper mentioned that she had not received dollar number regarding the Board switching to coupon or email delivery for assessments but did provide the Board with information regarding the current contract with Associa that included the options they offered which was only coupon booklet, statement or monthly service fee. M. Wilson was not pleased with the options Associa offered and the cost associated with those options and felt Associa was overcharging. A. Tupper explained the options of doing quarterly billing statements vs. coupon booklets and then if the association didn't want to do either, then Associa charges a monthly fee per homeowner. So, a 3<sup>rd</sup> party option would be an additional charge on top of the monthly fee. However, Ed Maciel stated he would reach out to corporate to see if Associa could provide a 1 page/year coupon option. R. Lissner mentioned that in the previous year they had not been billed as much. A. Tupper advised she inquired, and it appears management did not bill for quarterly statement consistently therefore the Board was not used to seeing the cost of the statements. R. Lissner asked management to advise Ed that the "natives were restless". **Tabled until more information is received from Associa Corporate.**

#### **Fence Stain – 2 Buckets**

The Board discussed in previous years of the fence stain program that certain lots over a 11,000 sq. ft was receiving 2 (5) gallon buckets of stain; however, the Property Usage rules state that since all homeowners pay the same amount in dues that moving forward the next set of fence stain cycle homeowners will only receive 1 (5) gallon bucket regardless of the size of the lot. **Announcement only. No motion.**

#### **Common Area Turnover – Juniper Village, LLC.**

The Board discussed that the developer was ready to turn over 3 out of the 4 parcels associated with Juniper Village LLC, to the association as they were almost built out and homeowner were paying dues. The parcels include APN #556-191-01, #APN 556-191-21 & APN #556-041-12.

**M. Wilson made a motion to accept parcel # (556-19101, 556-191-21, 556-041-12). R. Corrado seconded the motion. R. Lissner abstained. All in favor. Motion carried.**

**Next Board Meeting – July 22<sup>nd</sup>, 2025**

#### **HOMEOWNER FORUM**

Rick @ Outpost Court asked about the motion lights on some of the mailboxes off the newer streets and wanted to know how to have those some motion lights on his street. R. Corrado noted they were developer installed and stated he would inquire. Rick also asked about getting a community dumpster. Discussion was had regarding issues with their past with volunteer dumpster days. R. Lissner mentioned that what's missing is leadership when it comes to organizing clean-up/dumpster days and that Lifestyle Homes Foundation would be willing to pay but needed an organizer. It was recommended that Rick reach out to management (A. Tupper) and provide contact information, and the Board would assist in organizing a community clean-up day. Rick agreed and said his other inquiry was regarding recommending plants for the areas, it was recommended to review the Design Handbook/Landscape Manual for recommendations for the local planting zone.

#### **ADJOURNMENT**

**MOTION: R. Corrado moved to adjourn the meeting at 7:47 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**