

**WOODLAND VILLAGE
BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, JANUARY 20TH, 2026**

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 5:31 pm. A quorum was established with four (4) Board Members present.

Board Members Present	Robert Corrado Rebecca Marko Robert Lissner Gregory Johnson	President Vice President Treasurer Director (joined at 5:56pm)
Board Members Absent	Louis Parker	Secretary
Management Present	Amy Tupper	Community Manager, Associa Sierra North
Owners Present	On file	

HOMEOWNER FORUM – No Comments at this time

COMMUNITY ANNOUNCEMENTS – None at this time

MINUTES

The board was supplied the meeting minutes from the November 11th, 2025 board meeting minutes

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

FINANCIAL REPORT

Treasurers Report

R. Lissner noted that the association was currently for the year and the association wasn't losing money compared to the budget but the financials are only done through November but at this point the association was healthy and the decision to not raise dues was the right decision and things look good. R. Corrado asked management to keep an eye on legal reimbursements because it appears backwards but the new GL codes should give a better idea moving forward. R. Lissner advised the membership that financials are available upon request. Management confirmed they were posted on TownSq.

Review and accept current unaudited financial reports:

The October & November 2025 unaudited financial report was submitted for review.

MOTION: R. Lissner made a motion to approve October & November 2025 financials as presented. R. Marko seconded the motion. All was in favor.

REPORTS

Brightview Landscape – Antonio Marin & Steven Sonsini were in attendance. A. Marin discussed the proposals he had provided regarding the Ash Tree and truck injections that would just be a pesticide or the crown work to remove diseased, broken or dead crossing branches. R. Lissner inquired what would happen if the association did nothing. A. Marin stated that eventually the crown becomes dense and heavy causing dead limbs and they get weighed down and starting breaking which causes open wounds that invite insects and funguses to attack the tree. R. Marko inquired if these were the same ash trees that were treated for borers last year. A. Marin confirmed they were treated in 2024 with truck injections which typically last 2 years, so he is trying to get ahead so there is no lapse in treatment. R. Corrado inquired if this was type of

pruning was outside of the contract scope of work. A. Marin confirmed it was due to the in-depth process of removing anything dead, broken, diseased or rubbing at the crown without over pruning. R. Lissner stated he didn't have enough information to approve a \$12,000 price tag. A. Marin mentioned he could get provide some references and mentioned Jenny Guzman from Noah's Park Tree Care for a 2nd opinion. R. Corrado stated that would be a good idea as its a lot of money and mentioned in previous management from Brightview that this wasn't brought up before it got so bad. R. Marko agreed that more research was required. R. Corrado they would table the proposal to the next meeting and inquired about the separate proposal for insecticide for the emerald ash borer. A. Marin confirmed that yes, the first proposal included treatment but the 2nd proposal for \$2,000 was for the treatment only. R. Marko asked if there was confirmation that the association trees had them because the past manager had advised it was not. A. Marin explained it was a different type of pest than a Emerald Ash but it was still a boring insect and offered to get a sample. R. Lissner asked when they would be able to do the pruning. A. Marin noted that it should be done prior to bud break so it depends on the weather. R. Corrado advised they can't wait to the next meeting, and they will discuss over email after additional research and additional opinions. S. Sonsini advised he was about to finish the quality site assessment for the month to send out. Currently the crew was working on pruning along Aquamarine and Rockland, leaf abatement was basically done with the exception of couple little areas. R. Corrado stated he had noticed leaves and debris still in the basins and drain ditches and asked if the crews could check it out. S. Sonsini confirmed he would.

Alert Security – Arick Biggs was in attendance. A. Biggs stated it had been fairly quiet for the holiday season compared to the prior year. The biggest issues the officers were seeing was speeding and passing slower vehicles. The other issue was the usual teenager activity. R. Corrado asked that security keep reporting, so the Sheriff's office is aware and keep monitoring the teenagers and chasing off when appropriate. R. Marko wanted to give a shout out to officer Alexa, as she had received nothing but compliments and when she sees her, she will wave and she waves back and she's well-loved in the community. A. Biggs agreed that she has been a great employee and would pass on the Boards comments.

Maintenance Report – Clint Griffith was in attendance. R. Corrado thanked Clint for the recent snow removal for being well done. C. Griffith explained everything was looking was good. The culverts down by Bear Lake Drive appears to be 90% corrected but believes there is a clog in the middle on the drain off Fiesta Ct., because both ends are cleared and was wondering if the pipe was the association or the counties. The other drain that has been an issue in the past is over at the end of Oakbrook he had cleared it prior to the snow and it looks good an flowing correctly. Clint had an idea of using a slit fence with t-posts to catch all the junk before it can get into the drain. R. Corrado agreed and advised Clint to come up with a solution. R. Lissner mentioned the area by Fiesta Court appeared to by County but 3' from the street its HOA and suggested calling the county to see what they say. R. Marko suggested called 311.

Manager Report: An executive session was held on November 12th and December 10th, 2025, and as well as January 14th, 2026, since the last board meeting. The following topics were discussed. There were 55 rule violation hearings. The board received one appeal to waive multiple late fees totaling \$75. The board agreed to waive one late fee in the amount of \$25. The board also approved the executive session meeting minutes for the prior meetings. They reviewed the current collection status report with the collection attorney. There are approximately 40 accounts currently at collections. There are 78 accounts at final warning due to be considered for collections. And the board also reviewed the Covenant violation report. There are currently 961 violation records that have been cited and or being monitored in the last 12-month period, and they also reviewed the enforcement status report with the attorney. R. Lissner inquired about the 961 violation records how many were being monitored vs. ongoing issues. A. Tupper stated probably more than 90% were being monitored only, and the remaining were open and in their correction period.

Litigation/Pending Legal Action

No pending legal action against the association currently. Legal action taken against homeowners for enforcement only, currently one property pending action (Case #CV21-00253) Woodland Village vs. Holbrook.

Action taken outside of a meeting

Brightview – Blight Correction (Deep Root Treatment) - \$2,760.22

R. Corrado explained that they approved this proposal for a deep root treatment for the aspens due to the fungus that was spread by wind and branches had been infected and it will blow onto other branches and eventually kill the tree, so the Board approved action taken outside of the meeting.

OLD ASSOCIATION BUSINESS

Updated Violation & Fine Policy

R. Corrado noted that they were looking into updating the Violation & Fine Policy due to NRS changes. Legal had presented a draft he had hoped to review at the last executive session but legal was not available and was inclined to table until they have a chance to review with legal. **R. Corrado made a motion to table until the next Board Meeting. G. Johnson seconded. All in favor. Motion carried.**

NEW ASSOCIATION BUSINESS

2025 Audit & Tax Proposal(s)

A. Tupper explained that Jackson & Jackson has been doing the associations audits & taxes for quite a while and has got behind on the audits and the last completed audit was from 2020. So she had reached out to other CPA's for proposals. So far out of 8, she has heard back from 6, 3 of which declined providing an estimate. However, prior to the Board Meeting she did end up hearing back from Jackson & Jackson right before the meeting that confirmed he would have everything completed by February 9th for 2021-2024 and provided a proposal for 2025. A. Tupper inquired how the Board would want to proceed and advised Associa was no longer suggesting Jackson & Jackson due to how behind he is with other associations as well. R. Marko inquired how management felt. A. Tupper explained she didn't have much experience with other CPA's, but the proposal received to from Hillburn & Lein ranged from \$7,000 to \$8,000 per year and Conler & Associates which ranged from \$10,000 to \$11,000 per year. R. Lissner asked what the price was with Jackson. A. Tupper advised the past approved proposals were \$4,500 for 2023, \$4,950 for 2024 and the proposal for 2025 was \$5,250. **R. Lissner made a motion the Board wait until February 9th to see if Jackson & Jackson provides the past due audits and if not, they will move on to another CPA. R. Corrado seconded the motion. All in favor. Motion carried.**

ICS Sweep vs. Money Market account

R. Lissner explained that the association has about \$400,000, \$360,000 currently in 2 different bank accounts and that is was over \$250,000 and they need to do something so about it as well as they weren't getting any interest. So he was proposing that the reserve checking account which was about \$130,000 be switched to another bank (Enterprise) that is affiliated with Associa and pays a 1.8% interest, it would be a money market account vs. a checking account. A. Tupper noted it was limited to 6 transactions a month and requires Board approval for each transaction. **R. Lissner made a motion to move the reserve checking account to Enterprise Bank. G. Johnson seconded the motion. All in favor. Motion carried.**

CDAR Maturity

R. Lissner explained the current CDAR which were about \$1 million, more or less were with First Citizens Bank and were earning around 3.5% and expiring in the next couple of weeks and he proposed to just leave them. R. Corrado stated it sounded good to him and to make a motion. **R. Lissner made a motion to keep the CDARs with First Citizen Bank based on confirmation from management on the current rates. G. Johnson seconded the motion. All in favor. Motion carried.**

Brightview – Ash Tree Injection and Crown Work vs. Ash Treatment proposal(s)

R. Corrado explained the Board had already discussed and the Board was going to seek outside counsel.

Next Board Meeting – March 17th, 2026 via Zoom

HOMEOWNER FORUM

T. Rucker stated about 10-15 years ago Birch trees were dying all around town and a UNR had people going around assessing trees and told them about a boar that required a certain product to kill them and maybe the Board could reach out to them to save some money because it was free of charge. R. Lissner asked if there was nay Board Member willing to call UNR and R. Marko volunteered to call the Cooperative Extension.

ADJOURNMENT

MOTION: R. Corrado moved to adjourn the meeting at 6:42pm. R. Marko seconded; motion carried unanimously.

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

Approved by:

Board Member
Woodland Village

DRAFT