

## RED CEDAR CANYON TOWNHOUSE ASSOCIATION NEWSLETTER

Winter 2019

The purpose of this newsletter is to improve communications among our neighbors and the board. We look forward to your feedback and welcome suggestions for newsletter topics.

### IN THIS EDITION

- **Update on Board Members**
- **Review Your Cities Management Online Profile**
- **Snow Removal Expectations**
- **New Committee Established: Architectural & Landscape**
- **Maintenance Request and Modification Requests: Know the Difference**
- **Reminders**

### UPDATE ON BOARD MEMBERS

A fully functioning board is essential for the health of any association. Our association works best when our members represent the interests of the entire community by serving on the board. Currently we have four members serving in the following roles and for the following terms:

- Kerry Geurkink, President, 1 year
- Bob Staebell, Vice President, 2 years
- Gretchen Trebnick, Secretary, 3 years
- John Maas, Member at Large, 1 year

We still have an opening for the treasurer position for three years. This is primarily an oversight role. Cities Management keeps records and pay bills, and the board as a whole oversees investments and approves actions by Cities.

Please consider serving in this role. Without adequate representation, one option that we may need to consider is to hire someone for this position, at expense to all association members.

### REVIEW YOUR CITIES MANAGEMENT ONLINE PROFILE

Please take a moment in the new year to review your online profile with Cities Management. It is essential that Cities and the board know how to contact you with up-to-date email address and phone numbers. You can do so by logging into your account at

<https://www.associaonline.com/locations/cities-management>

Not sure how to do this? Cities Management can help. Included in this newsletter is a reference sheet handed out at the last annual meeting. You can call them at 612-381-8600, and their call center will walk you through the steps.

Homeowners with an email address: **We ask that you provide your email address, rather than U.S. mail, as your primary communication contact.**

There are times when we need to contact you faster than can be expected by mail. In addition, there is a considerable expense in having Cities Management print and mail material to you.

### SNOW REMOVAL EXPECTATIONS

Our contract with Willow River includes the following detailed specifications on snow removal:

- 1" – 4"                      8 hours after cessation
- 4.1" – 8"                    12 hours after cessation
- 8.1" – 12"                  18 hours after cessation
- 12.1" +                      Best effort basis not to exceed 24 hours

The contract, including additional details, can be found on the Cities homeowner website under Community Information / Contracts.

### NEW COMMITTEE ESTABLISHED: ARCHITECTURAL & LANDSCAPE

Bob Staebell will chair this newly created committee. Thank you to the several homeowners who have stepped forward to serve. This committee will address standard architectural topics and will address our growing landscape tasks. This committee is expected to begin its work in late winter / early spring.

## **MAINTENANCE AND MODIFICATION REQUESTS: KNOW THE DIFFERENCE**

As the names imply, these are different types of requests.

**Maintenance requests** generally fall into the category of work requested by the homeowner that should be paid for by the association. Common requests include: removal of downed trees, removal and replacement of shrubs, identification of trees needing trimming, and the like. In some cases, the expense may be shared with the homeowner—for example, when the maintenance is within the walls of the home (such as replacement of exterior faucets).

**A modification request** is a request to modify a standard used in the association and is paid for by the homeowner. Homeowners assume all liabilities associated with any modification. Request for Architectural, Irrigation & Landscape Modification forms are available through Cities Management. Homeowners must complete the form and submit it through Cities for board approval. The board has 15 days to respond. The board considers the request and appreciates a clear explanation of the modification. An approval, denial or request for additional information is made based on consistency and potential future costs to the association.

Common requests include:

- Installation of invisible fencing,
- Removal and installation of a new patio,
- Landscape modifications, and
- Installation of a solar light tube.

If you are unclear about which approach to take, Cities can help you determine how to complete your request.

## **REMINDERS**

### ○ **Monthly Dues**

- Dues are now \$293.00 per month. If you pay your dues automatically, be sure to adjust the amount. Contact Cities for assistance (612-381-8600).

### ○ **Parking**

- Parking spaces are limited to the two stalls in your garage.
- No vehicle may be parked outside a garage for more than seven consecutive days without the express written consent of the board.
- During snow removal, any automobiles left outside of your garage may result in your home not receiving service.
- It is never OK to park in front of a fire hydrant.

### ○ **Pets**

- City ordinances require that all pets must be on a leash when outside.
- In addition, ordinances require owners to promptly remove excreta. Recent snow melt reveals that this is an ongoing problem. Please comply.

### ○ **Homeowner Directory**

- The homeowner directory can be found online at the Cities Management association website. This is the most current source of information for association member names, addresses, phone numbers and email addresses.
- By Wisconsin State Law, our association is prohibited from providing personal contact information to your neighbors without your affirmative consent. If you would like to share this information with your neighbors, please let Cities Management know when you update your profile.

### ○ **Watch your speed when driving in the lanes**

- Please be respectful of your neighbors when driving. Some of our homeowners have reported concerns about the speed of drivers.
- Use your turn signals, do not exceed 25 mph, and stop for people in crosswalks.
- Your neighbors may not always hear quiet cars nor can they move quickly on icy roads and sidewalks during the winter months.