

**Red Cedar Canyon Townhouse Association**  
**Executive Board Meeting: RE: Review of Finances, Misc.**  
**Monday, January 27, 2020, 2 pm**  
Hudson Bagel Shop

The executive meeting minutes are subject to review and approval by the board of directors (BOD) at the next meeting.

The executive BOD meeting of the RCC Townhome Association (RCCTH) was held to review finances and miscellaneous pending issues. The meeting was called to order at 2 pm by President Dave Preller (DP;); board members present were as follows: Ronald Urhammer (RU,) Treasurer; Gretchen Trebnick (GT,) Member-at-Large; Karen Mackesey (KM,) Secretary. Nadine Sands (NS,) Vice President, was absent. Miranda James (MJ,) Cities Management, was present.

The following agenda items were discussed:

1. Overtime for Cities Management

The Board noted we were unaware of the CM overtime expense for meetings. However, MJ is a vast source of knowledge not only on the day-to-day operations of RCCTH but also with the understanding of contracts, etc. The overtime we have paid is warranted on what she provides to the meetings and to the BOD with respect to insight and legalities. (Note, the OT expense is placed under the "General Administration" line item in the budget.)

2. Water Pipe Break

Unit 263's water pipe break was discussed. The BOD was unsatisfied with the adjuster's determination of not allowing the discovery and repair of the break to be covered (by waiving the deductible as they did in for a previous occurrence.) RU requested the adjuster meet with the BOD to explain the outcome. They informed CM it was not necessary. A new adjuster was requested as the original one never followed up on his call and he could not satisfactorily explain why the previous year's break was covered. Currently, the BOD is waiting on the denial letter from the insurance company for the final answer.

3. Landscaping

MJ received the prior notes from the Landscape Committee (L/S.) DP will send a note of appreciation to the L/S members for volunteering and their dedication in maintaining and improving RCCTH grounds. The BOD is currently requesting homeowners to sign up for and lead this committee through projects during the upcoming year.

A list of tagged shrubs slated to be replaced this year needs at least three bid quotes. Suggestions included Meadowlark, Willow River, Abrahamson and Sunrise. MJ was going to reach out for vendor quotes.

The DWC Corner Improvement project is set to commence in 2020. This tree project will enhance the entrance to this RCCTH street as well as replace absent trees we have lost over the prior years. The project involves Willow River (WR) planting 15 autumn maple blaze and 1 ginkgo tree. The expense has been approved and budgeted for under the "Trees and Shrub" account. The BOD will be the project manager on this activity. DP volunteered to be the lead contact person.

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4. Gutter Cleaning

RU requested a 'scope of work' be created for gutter cleaning. This will permit us to compare bids from different vendors. Currently, we have one bid from CM Maintenance (close to \$6000.) The BOD feels we can get a more reasonably priced bid.

5. Rubbish Billing

RU requested an audit of the Advanced Disposal waste/rubbish account. Per MJ, we are the third association to request an audit due to inaccurate and inconsistent billing. It would behoove us to get this audited in order to budget for the service more accurately.

6. Financials

RU reported out on the financials and upcoming year. The following topics were discussed and reviewed:

- a. The Pechacek roof repairs will be paid from the 2019 "Reserve Fund" (RF.)
- b. WR has a monthly expense of \$7280 which entails the "General Maintenance of Lawn and Snow" details. The yearly amount is \$87,360.
  - i. Anything above and beyond contracted work in the \$7280 monthly expense, such as mulch, edging, sanding, slush plowing is not contracted for is noted under "Grounds and Landscaping."
- c. Last year, ice dams significantly depleted the general maintenance fund. The BOD agreed to be diligent reviewing all ice dam maintenance requests (as also others) in order to stay within the allotted budget. Homeowners are encouraged to rake snow from their roof to hinder potential problems. Proper attic insulation also can alleviate potential issues.
- d. Review of the rubbish, snow maintenance and water expense followed. After discussing, the BOD agreed the budget should be redistributed to reflect a more accurate amount for the upcoming year. The "Rubbish" budget should be reduced by \$4,000. This amount can then be redistributed to "Snow Maintenance" for an additional \$1,000 and \$3,000 to "Water-Irrigation;" this action will be discussed further at an upcoming meeting.
- e. RU reminded the BOD of the upcoming need for asphalt project bids. This is the asphalt project presented, or foreseen needed, by the independent reserve study.
- f. In 2020, we are slated to add \$142,000 to the RF. Noted, we should see the RF increase by 1/12 every month or approximately \$11,600.
- g. Lastly, 2020 will be a very lean and tight year according to the prepared budget. It will be paramount we maintain an exactness to examining expenses and approving unforeseen, unplanned projects.

7. Property Taxes

GT brought up the last item of BOD discussion. GT spoke on inequities of property tax. This year, according to the city, there will be a total reassessment of all properties in the city. Starting in July, Bowmar, of Eau Claire, is performing the audit. The city stated the taxes are based on property value using surrounding sales and comps from the year. The current mill rate is \$21/\$1000 and it will be decreasing to \$17/\$1000 which still is exorbitantly high for the area. They city suggested she go to the open book meeting to protest afterwards with issues.

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GT suggested a proactive approach to help alleviate tax inequities. GT is composing a letter which will be sent to the city noting the absence of city amenities in RCCTH (private streets, lanes, etc.) and the similarity of unit sizes, etc. The BOD will preview the letter and as a group, sign it as a BOD. This will be sent to the city, the assessor and Hudson council member, Bill Alms, District 2, 612-850-0023.

At 4:10 pm. RU made a motion to adjourn the meeting. GT seconded the motion. DP adjourned the meeting at 4:10 pm.

Respectively submitted,

Karen M. Mackesey  
Red Cedar Canyon Townhomes, Secretary

DRAFT