

**Red Cedar Canyon Townhome Association  
Board Meeting: RE: Monthly Meeting  
Monday, March 20, 2023, 12:00 pm  
Teleconference - Zoom**

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

The Monthly BOD meeting of the RCC Townhouse Association (RCCTA) was held via Zoom. President Dave Preller (DP) called the meeting to order at 12:01 pm. Board members present: Dave Preller (DP,) Gretchen Trebnick (GT,) Vice President, Ron Urhammer (RU,) Treasurer, Wayne Wisner (WW,) Member at Large and Karen Mackesey (KM,) were present. Property Manager Matt Fee (MJF) was in attendance. No homeowners were in attendance.

**1. Approval of Meeting Minutes**

**KM motioned; RU seconded to approve the February 20, 2023, meeting minutes. Motion passed.**

**2. Agenda Approval**

**KM motioned; WW seconded to approve the March 20, 2023, agenda as written. Motion carried.**  
*(Agenda attached.)*

**3. President's Report**

Once Cory Rose Land Maintenance, (CR,) has performed **10 contractual saltings** for the year, each salting thereafter will be approved by the BOD on an individual basis. There will not be 'a blanket approval' for salting to continue the service.

A homeowner was inquiring as to the yard maintenance of common areas. The specific area will be reviewed during the spring walk around.

Another homeowner requested an update on the Sav-a-Tree bid for multiple tree removals. The BOD discussed this proposal on October 20, 2022, but chose to table the project until 2023. The BOD will review the bid and proposal during the upcoming months to determine feasibility.

**4. Treasurer's Report**

**RU presented the financial report.**

	<b>February 2023 Financials Reported Out on: <u>March 20, 2023</u></b>	<b>January 2023 Financials Reported Out on: <u>February 20, 2023</u></b>
Checking Account:	\$ 44,980	\$ 39,394
Savings Account:	\$ 2,079	\$ 1,079
Reserve Fund (net)	\$ 712,096	\$ 739,973
Reserve Fund (gross-w/insurance \$)	\$ 2,185,118	\$ 2,672,973

Expenses for the month were as planned. Two non-regular costs were \$1700 to Reserve Advisors, (RA,) for the reserve study analysis and charges of \$1,724.40 from the City of Hudson for RCCTA's private water hydrants.

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RU stated RA sent out the updated study. RU, GT and KM attended a March 6, 2023, meeting with one of the RA representatives; numbers, explanations and updates to the study were discussed. RU will have a printing service construct binders to be shared amongst the BOD and Manager. In the upcoming weeks, the BOD intends to review the study at length to understand projections and expectations of HOA responsibilities.

DP requested a simple spreadsheet to see where the reserve fund sits prior, during and after the roofing project. The intent is to provide the BOD and others with the ability to quickly view the sheet to get a snapshot of money levels during our two large 2023 projects, roof and asphaltting. This too, will be reviewed in-depth at a later date.

**DP motioned; KM seconded to approve the Treasurer's Report as presented. Motion passed.**

**5. Manager's Report**

Currently, **MJF is still working closely with CR on finalizing winter end snow plowing. In the next few weeks, attention will be towards spring cleanup and summer preparations.**

**Conversation with Brian Pechacek Roofing, (BP) has been ongoing.** BP has been very receptive and quick to answer questions regarding the soon-to-be roofing project. The estimated date of the shingling project will **start somewhere within the first couple of weeks in April. A second check for \$500k was written to BP.**

During the last month, there have been a **few more delinquencies in homeowner dues.** It is important all owners stay current on dues to avoid any additional fees. Typically, RCCTA is very responsible in timely, accurate payments. Again, **automatic payments can be established. There is a form on the website which can easily be filled out and returned to MJF.**

**6. Old Business**

The roofing project has already been addressed.

It was noted it is **getting late to call BP's insulation coordinator, Jeff Pizzi, (JP) for possible additional insulation. As mentioned before, at homeowner's expense, an owner can call JP to set up an insulation inspection.** If insulation is requested, it would be an opportune time to blow it in the roof area when the contractor can open up the actual area prior to new roofing. This is not required as it was only a suggestion from BP during the 2022 Annual Meeting. JP is coordinating this process with their insulator, only.

The BOD confirmed that **FPI Asphaltting will not start the blacktop project until after the shingling project is completed.**

**7. New Business**

**The Spring walk through will be May 18, 2023, at 9 am.** Hopefully all the snow will be gone and during this time we can see which shrubs need replacing, where ground cover has been disturbed, etc.

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The **BOD has requested Mark from Evergreen (EG,) at a BOD Monthly Meeting on May 16, 2023. This meeting will be at the bank, at 2 pm.** The BOD and EG will discuss potential improvements we can make and ways to reduce our water consumption and improve our hot spot usage. Between the HOA and EG, we need to work together to maintain our lawns, yet contain our costs. Further, EG will be instrumental in identifying sprinkler heads for the upcoming FPI asphaltting project.

RU took pictures of the mailbox areas and end of lane corners. **Post office personnel were notified of the need for them to keep their vehicles on the road, not on the lawn. Also, delivery vehicles, garbage trucks and possibly other vehicles, use the lawn, rather than the lane, to enter into and from the main streets.** They short cut through the lawn which causes constant dead areas and seeding expenses. Suggestions from FPI will be sought to possibly extend the corner/ends of the lanes (bevel out) to alleviate damage.

**Amur Maple Trees need to be trimmed this year.** MJF will get a bid from Sav-a-Tree (SAT.) Trimming of these trees is budgeted. It was **decided by the BOD that all the Amur Maples will be trimmed by SAT. There will be no 'special requests' or deviations. This is a HOA standard protocol to maintain consistency.**

**8. Homeowner Input**

There was no homeowner input.

**The April 17, 2023, monthly HOA meeting will be at 12:00 pm;** it will be held via Zoom. If a homeowner wants to attend, MJF is to be contacted. **DP motioned; RU seconded to adjourn the meeting. Motion passed. The meeting adjourned at 1:12 pm.**

Respectively submitted,

Karen M. Mackesey  
Red Cedar Canyon Townhouse Association, Secretary

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**RCCTA EXECUTIVE BOARD MEETING AGENDA**

**Type of Meeting: Regular Monthly Board**  
**Meeting Date: March 20, 2023**  
**Location: Zoom**  
**Call to Order: 12:00 pm**

- 1.0 Call to Order
- 2.0 Roll Call
- 3.0 Approval of Previous Meeting Minutes
- 4.0 Additions and Approval of Meeting Agenda
- 5.0 Reports
  - 5.1 President's Report
    - 1. Additional salt applications
    - 2. Trees
    - 3. Homeowner letter regarding common area maintenance
    - 4.
  - 5.2 Treasurer's Report
    - 1. Financial report out
    - 2.
  - 5.3 Manager's Report
    - 1. Updates
    - 2.
- 6.0 Old Business
  - 6.1. Hailstorm Damage Report: State Farm Settlement/Brian Pechacek Report
  - 6.2. Asphalt Project – Plan Going Forward for Phases 2 and 3
  - 6.3. Irrigation Contract for 2023
  - 6.4 Roof Vents
  - 6.5. Update Reserve Study Revision
- 7.0 New Business
- 8.0 Homeowner Input/Open Forum
- 9.0 Next Meeting Date and Time
- 10.0 Adjournment