

Red Cedar Canyon Townhome Association
Board Meeting: RE: Monthly Meeting
Monday, April 17, 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, and Karen Mackesey (KM,) Secretary were present. Wayne Wisner (WW,) Member at Large, was absent. Property Manager Matt Fee (MJF) was in attendance. No homeowners participated in the Zoom meeting.

1. Approval of Meeting Minutes

KM motioned; GT seconded to approve the March 20, 2023, meeting minutes. Motion passed.

2. Agenda Approval

GT motioned; RU seconded to approve the April 17, 2023, agenda as written. Motion carried. (Agenda attached.)

3. President's Report

The late season, heavy snow we received damaged numerous trees; to save costs, DP suggested we **perform all tree trimming and removals at one time; Save-a-Tree (SAT) can rebid the entire project which involves 2022 tree removal requests.** There are no replacement trees scheduled at this time. **KM motioned; GT seconded to approve the combination of both projects and allow SAT to remove the dead, dying and downed trees as well as clear out branches near roof lines. Motion carried.** MJF will request a revised bid from SAT.

In preparation for 2023 lawn maintenance, a **fertilizer application start date** was requested from SAT. With the cool weather, it **could be as late as end of May as soil must be a specific temperature.**

MJF will contact Meadowlark Landscaping (ML) to submit a **2023 mulch bid. Units 189 to 263** will receive **Western Red Cedar mulch.** The mulch policy can be found on the website under policies.

The BOD and MJF were reminded the **2024 Budget Planning Meeting will be September 27, 2023, 6 pm to 8 pm.** The BOD will discuss expenses, future projects, accuracy of this year's budget compared to actual, etc. From these projections, HOA dues will be projected. Additional meetings may be required.

Evergreen Irrigation (EG) has been requested to attend the May BOD Meeting. Discussion to include water usage, planning for the asphalt project, methods to curb water requirements, etc.

The **2023 Spring Walkaround will be completed on an individual basis by the BOD and MJF.** Each person notes areas of need and/or future requirements, each focusing on different elements. The group will discuss findings via a Zoom meeting, May 4, 2023, 6 pm.

DP will prepare information for the upcoming Spring Newsletter. It is important membership understands upcoming projects, delays due to weather, etc.

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Abrahamson's (shrubs, etc.) will walk the property to verify shrubs, bushes, etc. are thriving or have died. Abrahamson's offers a two-year warranty on all planting they perform. Understand, there is not a quick turnaround to replace shrubs. They will tentatively review plants in late May, depending on how far back the weather has pushed the growing season. Then they follow up with what they have in inventory versus what must be ordered, a list/invoice is submitted to MJF; the BOD reviews and determines how to proceed. Once approved, the nursery schedules us on their calendar.

Lastly, the **BOD is working towards resolving the tax issue with the State of Wisconsin. The RCCTA had \$17k removed from the checking account due to a tax levy.** This action was totally unforeseen. After much research, calling, investigating and paperwork, it appears the RCCTA was not filing a special 'tax exempt' form in 2020 and 2021 which relieves the HOA from being taxed.

Our CPA, Dave McCord is currently working towards resolution filing appropriate papers and speaking with the State of WI. RU called the State numerous times speaking with different people on ramifications and reasoning for this levy. He stated there is uncertainty if the State will remove the 'late penalties' for the filings, if/when the levy can be settled. The BOD is in communication with the CPA. Once resolved, the HOA will be notified. RU requested the CPA attend the May agenda.

4. Treasurer's Report

RU presented the financial report.

	March 2023 Financials Reported Out on: April 17, 2023	Feb 2023 Financials Reported Out on: March 20, 2023
Checking Account:	\$ 40,520	\$ 39,394
Savings Account:	\$ 3,079	\$ 2,079
Reserve Fund (Net)	\$ 748,026	\$ 712,096
Reserve Fund (gross-w/insurance \$)	\$ 1,701,048	\$ 2,185,118

The **checking account is \$17,188 lower than expected due to the tax levy** as it was being held by the State of WI. Again, he has been in contact with the CPA working towards resolution.

With respect to the insurance settlements for roofing, **Brian Pechacek Roofing (BP) has been paid one million dollars thus far. The check received from State Farm was \$1,953,022 which was net of the \$20k deductible. With BP being paid, there is \$953,022 remaining of insurance funds.** Upon receiving the settlement last year, the money has been invested in CDs. **KM motioned; DP seconded to approve the Treasurer's Report as presented. Motion passed.**

5. Manager's Report

MJF reviewed current concerns he has been notified of from residents. Much of his report has already been reviewed such as the tax levy, tree trimming/cutting, yard maintenance, etc. **MJF stated he has seen vole activity in particular areas. The BOD agreed he should contact the pest control service to eradicate the problem.**

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6. Old Business

The roofing and asphalt projects have been addressed. One item to note, there are **two compromised garage aprons not slated to be included in the asphalt project until another year; however, GT contact FPI Asphaltting. FPI said he can repair the two aprons when he is asphaltting the phase two area this summer.**

Lastly, Cory Rose Land Maintenance (CR) has been in contact with MJF with respect to repairing the **snowplow damage to the brick pillar/front of two units.** Yard areas and structures damaged by snowplowing will be charged to CR. Note, he will sod areas which were damaged by CR; yard areas dead due to winter kill will be seeded and paid for by the HOA.

7. New Business

The Spring Walk Around was discussed previously as well as the snow plowing damage.

The 2023 Annual Meeting will be held on Wednesday, September 20, 2023, at the Hudson High School. KM will contact administration to verify vacancy. The second choice will be September 19, 2023. A microphone and improved room set up will be requested.

A Zoom meeting will be held amongst the BOD and MJF to discuss 2023 Spring Walk Around concerns.

The BOD and MJF Budget Meeting is set for September 27, 2023.

8. Homeowner Input

There was no homeowner input.

The May 16, 2023, monthly BOD/HOA meeting will be 2 pm at the First National Community Bank. KM motioned; GT seconded to adjourn the meeting. Motion passed. The meeting adjourned at 1:15 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: April 17, 2023
Location: Zoom Meeting
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. Trees – trimming, cut backs, removal and quote suggests
 - 2. Yard Maintenance Plan – first application
 - 3. Budget Planning for 2024
 - 4. Irrigation – Evergreen at May meeting
 - 5. Spring Walk Around – moved up and summary call May 4, 2023
 - 6. Tax Levy Update
 - 7.
 - 5.2 Treasurer's Report
 - 1. Financial report out
 - 2.
 - 5.3 Manager's Report
 - 1. Updates
 - 2.
- 6.0 Old Business
 - 6.1. Roof Replacement
 - 6.2. Asphalt Project - address two aprons
 - 6.3. Reserve study - revision, spreadsheet update (discuss May 16, 2023)
 - 6.4. Snow Plow - damage and repair
- 7.0 New Business
 - 7.1 Spring Walk Around – May 18, 2023 changed to May 2, 2023; Zoom follow up May 4, 2023
 - 7.2 Annual Meeting Date – September 20, 2023 (back up date: September 19, 2023)
 - 7.3 Budget Workshop – September 27, 2023, 6 pm – 8 pm, location TBD
- 8.0 Homeowner Input/Open Forum
- 9.0 Next Meeting Date and Time – May 16, 2023, 2 pm, First National Community Bank
- 10.0 Adjournment