

Red Cedar Canyon Townhome Association
Board Meeting: RE: Monthly Meeting
Tuesday, October 11, 2022, 2 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 2:07 pm. Board members present: Dave Preller (DP,) Gretchen Trebnick (GT,) Vice President, Ronald Urhammer (RU,) Treasurer and Karen Mackesey (KM,) were present; Wayne Wisner (WW,) Member at Large was absent. Property Manager Matt Fee (MJF) was in attendance. No guests were in attendance.

1. Approval of Meeting Minutes

There were no minutes to approve.

2. Agenda Approval

KM motioned; RU seconded to approve the October Agenda as written. Motion carried. (*Agenda attached.*)

3. President's Report

The 2022 Annual Meeting was well attended; it was refreshing to see homeowners involved with the annual and be able to ask questions, especially to Brian Pechacek (BP) who will be reshingling all the roofs in 2023. Next year, a microphone will be utilized as well as closer seating.

Upon presenting the homeowner survey results, it appeared numerous people had issues on inputting answers; others had problems receiving the survey. **If owners are having difficulties receiving emails, etc. from MJF, the computer IT person can talk you through the steps needed to prevent emails being sent to the SPAM folder. MJF can provide owners the contact information to speak with the IT person.**

The **RCCTA data base, current emails, owners, mailing addresses, etc, is very important to keep up to date.** If you have changes, please contact MJF with updates to ensure you are receiving all transmissions, both electronically and by the post office. (Example: name, email, owner, address changes.)

Further, WW was assigned to continue to filter survey results. Since this was the first survey, and there were issues receiving and submitting it, the **BOD tentatively plans on creating more surveys so owners can voice concerns, prioritize what is of importance to them, etc.**

There was concern with the newly planted trees. Immediately after Sav-a-Tree (SAT) planted the trees, they were not looking healthy. As of current, however, the trees look much better; they will be evaluated this coming spring as there is a one-year warranty.

The BOD was presented with the proposal of electing to use MJF and Associates for the third year. His company has a yearly contract. **KM motioned; GT seconded to approve the hiring of MJF and Associates at the same price as last contract. Motion carried.**

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4. Treasurer's Report

The financial report was presented by RU. **Noted below are the financials for October's report out:**

	September Financials Reported Out on: October 11, 2022	August Financials As of: September 13, 2022
Checking Account:	\$ 6,694	\$ (1,817)
Savings Account:	\$ 79	\$ 10,079
Reserve Fund (net;)	\$ 695,781	\$ 701,671
Reserve Fund (gross-w/insurance \$)	\$ 2,648,803	\$ 2,654,693

The savings account had \$10k transferred out of and into the checking account as the HOA had higher than average month's expenses due to the late summer bills and garbage. The Reserve Fund (RF) dropped \$20k which was for the insurance deductible related to the hail damage.

RU stated he is using two numbers for the RF to give an actual amount of physical money in the account and also the amount which does not include the insurance money (as once the shingling starts, the account will decrease by the amount of the actual insurance payout.) **The \$20k deductible should be 'recouped' from the CD investment income as the insurance money was invested upon receiving the check;** the money was invested in order to earn more interest than if it sat idle in the Savings Account.

RU stated garbage was billed this month at \$6736. **Assuming this is the 'new' garbage collection fee, our yearly garbage costs for 2023 will be \$26,944. This is an increase of \$6,400 for 2023 (quarterly expenses were \$5,100 or \$20,400 per year for 2022.)**

KM motioned; RU seconded to approve the Treasurer's report as presented. Motion passed. RU stated he is cautious about the 2023 expenses. It appears many services, as well as vendors, are continuing to increase their billing.

5. Manager's Report

The two-story column vendor, Top Dawg (TD) finished up the units' repairs. MJF inspected the property and work; he stated TD returned to the site and took care of the issues. These repairs were necessary as the two-level townhome's pillars bases were crumbling and the top 'cap' was not protecting the base bricks from moisture. **Total expenditure for the 12 columns was \$13,740.**

MJF reiterated the **newly planted trees** were reviewed. He stated at the time, they **were looking much better than when initially planted. Again, we have a one-year warranty** and will review again in Spring.

He has again **contacted Abrahamson's to replace the dead, warrantied plants and shrubs which were noted during their walk-around.** The walk-around was a couple months ago and the BOD elected to replace the shrubs which were under warranty and wait on the others until another year.

He reported to the BOD he has received reports from homeowners requesting trimming for overgrown trees, for raising the tree canopy higher up and selectively pruning back dying branches. He did receive a

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bid from Save-a-Tree (SAT,) but the BOD has tabled the issue until next year.

Lastly, he informed the BOD there was a concern about privacy; **BOD reiterated that all homeowners should be mindful of others privacy. However, as stated in the 'Declaration of Covenants, Conditions, Restrictions and Easements, Article IV, Section 8' clarifies the 'Right of Enjoyment' to:**

**'Every Owner shall have a non-exclusive right and easements of enjoyment
in and to the Common Area.'**

Specifically, each owner does not have an exclusive right to the common areas adjacent to their unit.

6. Old Business

RU will contact BP to set up a sit-down meeting with the BOD to sign the upcoming 2023 Shingling Project. The BOD had stipulations concerning ensuring the entire project, as noted by the insurance adjustor, will be completed within the monies State Farm has allotted for the project. Also, the BOD needed clarification that landscaping and asphaltting will not be compromised without ramifications.

BOD tabled the asphalt discussion to the November Monthly Meeting.

7. New Business

The BOD reviewed the proposed **CR contract for lawn and snow. CR's bid was \$80,640 yearly, or \$6,720 per month.** This includes hedging trimming two times; this does not include lawn applications, nor does it include spraying for mulch bed weeds. In his contract, the BOD has requested timelines be noted to ensure hedges/shrubs are trimmed by a specific date. CR's increase was approximately \$10k per year.

The 2023 Sav-a-Tree (SAT) contract includes 4 lawn applications and spraying for mulch bed weeds 2 times. The BOD elected to include three more weed control applications at \$360 each time. The total price for SAT was \$7,800.

DP motioned; KM seconded to approve the CR contract for \$80,640 and the SAT contract for \$7,800, for a total of \$88,440. Motion approved unanimously. This is an increase of over \$13k from 2022.

MJF will obtain a bid from Meadowlark (ML) for the 2023 mulch contract.

8. Homeowner Input

There was no homeowner input.

The November 21, 2022, monthly HOA meeting will be at 2 pm; it will be held at the FNC Bank (First National Community Bank,) located at Exit 4, 744 Ryan Drive, Ste 100, Hudson, WI 54016. If necessary, a Zoom meeting will be called if the BOD is off location. **KM motioned; GT seconded to adjourn the meeting. Motion passed. Meeting adjourned at 3:56 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: October 11, 2022
Location: Zoom
Call to Order: 2 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. Recap of Annual Meeting
 - 2.
 - 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. Resident Survey Results
 - 6.4.
- 7.0 New Business
 - 7.1. Sav-a-Tree 2023 Proposal
 - 7.2. Management Company Contract 2023
 - 7.3.
- 8.0 Homeowner Input/Open Forum
- 9.0 Adjournment