

Red Cedar Canyon Townhouse Association (RCCTA)

Minutes

Monday, February 25, 2019– 2:00 – 3:30 PM

County Market Community Room

I. Preliminary matters

In attendance: Kerry Reis, President, Bob Staebell, Vice President, John Maas, Member at Large, Gretchen Trebnick, Secretary, Nicole Battles, Cities Management. Meeting notice sent to board members prior to meeting, agenda adopted at meeting. Minutes approved prior to meeting via email.

II. Agenda item

a. Old Business:

- i. Treasurer Report: attached to minutes. We have a continued vacancy on the board and are asking homeowners to consider serving our community in that capacity.
- ii. Tree Trimming: We received 2 bids for tree trimming. John Maas moved and Bob Staebell seconded the motion that we accept the lowest bidder and our previously established vendor, New Richmond Tree Service. It passed unanimously. The bid was for \$3671.40. The trimming should be completed by mid-April, weather permitting.
- iii. Caulking project: The Squeegee Squad intends to return this spring to complete townhomes that were not completed in the fall. If homeowners have any concerns, they should fill out a maintenance request form.
- iv. Painting garage doors: Kerry Reis moved, and John Maas seconded the motion that Cities manage the project for a 10% fee. The motion passed unanimously. Nicole Battles for Cities will be the project manager. The bid was for \$6720.00 and the vendor is JT Improvements. This is for 1/3 of the homes. Quality control evaluation will be done by the Architectural and Landscape Committee or other volunteers.
- v. Tree and shrub removal and replacement: This is under the auspices of the Architectural and Landscape Committee, with Bob Staebell as chair. Homeowners can submit maintenance requests for shrub replacement to Cities. These will be considered by the committee in addition to any previous requests.

- vi. Mulch: Nichole Battles will be getting mulch bids for 1/3 of the association. They will consider the cost of rock vs wood chip mulch.
- vii. Sign replacement: We are replacing the existing lane signs with unit numbers in 2019. Items that we are considering for criteria are: Maintenance-free, reflective, and compatible with the mailboxes. Nichole will be getting bids.
- viii. Dryer vent cleaning: This will occur Fall of 2019. Kerry Reis moved, and Gretchen Trebnick seconded that we accept the lowest bid from Home Place for \$2688 or \$24 per unit. This was passed unanimously.
- ix. Fire hydrant maintenance: The board has concerns re: the painting and flushing of the hydrants on our private lanes. The cost of city water also needs to be addressed because of recent substantial increases. Kerry Reis will contact the city representative, Bill Alms, with our associations concerns and arrange a meeting.
- x. Driveway/lane replacement: Cities will be starting to engage firms to discuss options of either an overlay or total lane replacement. This is a 3-phase project over a 6-year period. There are drainage concerns that need to be addressed. We also will be contacting the City of Hudson to see who their street vendor is.
- xi. Updating Reserve fund: Discussion centered on having this in place by the annual meeting.
- xii. Decisions the board made by email:
 - 1. 1/26/2019 #177651 hot tub was declined
 - 2. 2/11/2019 #1786082 radon mitigation approved
 - 3. 2/11/2019 Approval for the pushback of snow piles by Willow River for \$640.00
 - 4. 2/20/2019 Removal of snow from homeowners roof vents approved by Willow River for \$800.00
- xiii. Previous board members success: John Maas moved, and Bob Staebell seconded that we recognize the previous board for their fiduciary responsibility. It should be noted that they managed to be over \$50,000 in the black under budget. This was approved unanimously! A big thank you

b: New Business:

- i. Snow removal Vendor: The early feedback has been very good, especially considering the amount of snow that has accumulated. The staging of the snow removal equipment is a concern for some residents and the board is looking to address this concern by potentially using vacationing homeowner driveways, with advance approval. Homeowners need to recognize that vendors can and will use street parking to stage work done in the association. Nichole will reach out to Willow River to address the need to keep sidewalks cleared and to authorize the placement of snow piles beyond the areas designated at the end of the lanes (utilizing any open location).
- ii. Invoices approved:
 1. Pechachek General Contracting for soffit repairs at #135 West Canyon, #139 West Canyon, and #223 West Canyon \$1350.00
 2. Cities management for a roof pipe repair

III. Future agenda topics: Central storage by gazebo for RCC, Irrigation improvements and report from Architecture, Landscaping Committee.

IV. Adjourn at 3:35

Respectfully submitted, Gretchen Trebnick, Secretary



Balance Sheet - Operating

Red Cedar Canyon Townhouse Association Inc.

End Date: 01/31/2019

Date: 2/13/2019

Time: 6:24 pm

Page: 1

Assets

Cash

10-1116-000 BNC National Bank - Operating Checking \$49,914.36

Total Cash: \$49,914.36

Assessments Receivable

12-1300-000 Delinquencies Receivable 247.00

Total Assessments Receivable: \$247.00

Other Current Assets

14-1340-000 Prepaid Insurance 10,329.12

Total Other Current Assets: \$10,329.12

Total Assets: \$60,490.48

Liabilities & Equity

Current Liabilities

20-2110-000 Accounts Payable - Operating 3,426.90

20-2200-000 Prepaid Assessments 7,726.60

Total Current Liabilities: \$11,153.50

Member's Equity

30-3100-000 Prior Years Balance 53,108.50

Total Member's Equity: \$53,108.50

Net Income Gain / Loss (3,771.52)

(\$3,771.52)

Total Liabilities & Equity: \$60,490.48



Balance Sheet - Reserve
 Red Cedar Canyon Townhouse Association Inc.
 End Date: 01/31/2019

Date: 2/13/2019
 Time: 6:24 pm
 Page: 2

Assets			
Cash			
11-1000-004	BNC National Bank - MM	\$52,529.30	
11-1000-008	BNC National Bank - ICS	101,160.31	
11-2000-008	BNC National Bank - CDARS	200,000.00	
11-3000-750	Charles Schwab	250,542.62	
Total Cash:			\$604,232.23
Total Assets:			\$604,232.23
Liabilities & Equity			
Member's Equity			
31-3100-000	Fund Balance - Beginning of Year	585,161.18	
31-3490-000	Unrealized Gain (Loss)	7,311.57	
Total Member's Equity:			\$592,472.75
	Net Income Gain / Loss	11,759.48	
Total Liabilities & Equity:			\$11,759.48
			\$604,232.23