

Red Cedar Canyon Townhouse Association (RCCTA)
Board of Directors Meeting
Monday, July 22, 2019 2:00 pm
County Market Community Room

Preliminary Matters:

A. In attendance: Gretchen Trebnick (Secretary), John Maas (member at large), Jack Mortel (member at large) by teleconference, Miranda James (Cities Management)
Homeowners present: Nadine Sand, Pat Solem, Audrey Ichel, Dick and Pat Henderson, Keri Kennedy, Bob Staebell, Ron Urhammer, Judy Franck, Barb Starr, Maralee Anderson, Larry Williamson

B. Meeting notice was sent to board members prior to the meeting, agenda adopted via email. Approval of June 24, 2019 minutes unanimously. Currently, minutes will be in a draft form sent to homeowners and approved at the next board session in August.

Homeowners open session: 35 minutes

A. Nadine Sand 173WCD voiced 2 concerns:

1- She has a berm in the back of her home that is association property and the weeds are overgrown.

Action: The board asked Cities to contact Willow River to trim this area.

2- Expressed concern over the possibility of future asphalt replacement/ extension at the end of lanes. Nadine was advised that the asphalt replacement project is in the early planning stages and that we will be seeking residents input before any decisions are made.

B. Dick and Pat Henderson 87 DWC voiced 5 concerns:

1- asphalt repair / They were advised that this will be brought up at the annual meeting in September

2- tone of compliance letter / The board has sent out an apology notice for the tone of the letter sent and has rewritten the 1st violation notice.

3- snow removal piles / The extreme winter contributed to this and we are in ongoing discussion with Willow River re: this issue. Overall, we have received many compliments from residents re: the quality of their services

4- future storage shed / This has been a discussion item since 2008 and nothing has been decided. It's in the early formative stages and again will be communicated to residents as the process moves along.

5- survey / The reason for the survey was because of an addition of land purchased for \$1 from Hans Hagen and encroachment issues. This was communicated to residents at the 2018 annual meeting that it was an action item for 2019.

C. Larry Williamson WCD Larry had 5 concerns:

1- He would like invoice payments in the minutes

2- He would like to highlight owners responsibility in leasing

3- roof issues from 2013-2017 and action taken

4- roof leaks in 6 units/steps he thinks we should take

5- neighborhood signage and the status

Secretary's report:

The board is currently looking at 2 secretarial options:

- 1- Transcription service
- 2- Associa (Cities Management) providing us secretarial services

Treasurers Report:

John Maas gave a summary of RCCTA financial documents. The board approved unanimously. These are available to all homeowners to review on Cities website. We are currently looking for a treasurer to serve on the board. This position has been unfilled all of 2019.

Committee Reports:

A/L committee: Judy Franck

- 1- The board made a motion and unanimously accepted the committees recommendation to accept Willow Rivers bid of \$6680 for shrub replacement. This was a substantial reduction thanks to a negotiation with WR by Judy and John Maas. We are hoping to get these shrubs planted in the next 2 weeks.
- 2- A motion was made and accepted to send out 1st notices for fire pit violators. This is for both wood fire pits and propane fire pits as outlined in the covenants and is in compliance with the fire code for the City of Hudson.
Action: Miranda James will send out these notices
- 3- A request was put in for WR to do a fall walkthrough with the committee and give us a quote on trees. We have also received a quote from YTS.
- 4- Stump grinding- Discussion centered on when stump grinding is needed. The board felt that this is based on circumstances. One factor to consider is underground cables and irrigation.

Management Report:

Just a reminder to all residents that there is a wealth of information on Cities website if you have questions. You can also call Miranda James if you have specific questions. This is a healthier way to communicate as a community, rather than relying on hearsay and secondhand information from neighbors. We are receptive to you and want to keep communication channels open!

Unfinished business:

- 1- 203 WCD gutter completed
- 2- Irrigation Report:
The irrigation system has been updated by Natures Touch with Hunter Pro-HC Outdoor controllers that are paired with Hydrowise software on all 4 stations in the neighborhood. The controllers are now monitored with software that is connecting us to a weather station with a hot spot at each station to adjust our water output based on current and predicted weather. It also will send us notifications if there are faults in the irrigation system. A note to all residents that there is no longer a regular watering schedule as in the past, but one that is based on our water needs. This was approved by the board to be both environmentally conscious and to reduce our water bill with the City of Hudson. Our bills in the last few years have been \$18,000 annually and with this system, it is predicted that we can reduce our water bill by 50%. This investment was made from the reserve fund and was approximately \$4000. We are attempting to be responsible with residents dollars and cut costs where we can.
- 3- Window caulking project completed

4- Roofs:

Cities is going to send out a letter to the 6 homeowners that have filed maintenance requests for leaking roofs advising them of an upcoming inspection by Brian Pechachek and Built Strong Exteriors. They will advise the board of their findings, all part of the discovery process. We are trying to gather all the facts and will then be making a decision. John Maas and Gretchen Trebnick will personally contact all 6 owners and gather their narrative as well.

5-Survey: Approved and pending. Acknowledgement to John Maas for sourcing our original survey company and getting cost savings to RCCTA of approximately \$4000 over the original bid.

6-Lane signage:

We have a preliminary design from Graphic House for new lane signs. Barb Starr and Elliott Anderson contributed to the design process. The sign design is a bronze color with contrasting numbers and is made of cast aluminum on an aluminum post. The design is intended to be complimentary to the style of our neighborhood. There are considerations to also add a solar lighting option.

We have 1 more proposal that we are waiting for from Spectrum designs.

7- Seal coating will begin after September 1 and homeowners will be notified in advance in order to make arrangements to move cars from garages.

8- Exterior brick violation/repairs:

This is an ongoing discussion and will be tabled for a future time, but the main reason for removing attachments to the brick is that we are trying to preserve the exterior and prevent deterioration of the brick.

New business:

1- Maintenance requests:

This is a reminder to all residents that if they have concerns re: the exterior of their homes, they need to either fill out a maintenance form with Cities or place a call to our manager, Miranda James to make this request .

2-Asphalt project: John Maas summarized the preliminary findings for the asphalt replacement project. The board authorized a sample of the structure under the road bed with bore drillings. This found that we have an excellent base under the road.

We are waiting on a cost estimate in August 2019 when we will receive a bid on the base cost and variable add-ons. We will be looking at a phased 3 year plan with funds coming from the reserve fund. There will be an opportunity to find out more information re: this at the annual meeting.

3- Board resignations:

We have had 2 board resignations.

Keri Reis, our past president has resigned after over 5 years and many dedicated hours of service to our community! Thank you Keri for your outstanding commitment to RCCTA!

Bob Staebell has also resigned due to health reasons. He did an outstanding job leading the Architecture and Landscape committee. They are doing a fantastic job in serving all of our association! Thank you Bob!

These are volunteer unpaid board members who dedicate much of their personal time to us. We all need to be mindful of having respectful discourse in our discussions with each other even in times of heightened emotion. The board is trying to do the best for our community and will hear your questions or concerns, but please remember we are all neighbors. If you have question, reach out to Cities for clarification, or ask a board member, rather than relying on rumors, which are unproductive and generally inaccurate.

4- Board election:

We will be in need of board members to serve as of 1/1/2020. John Maas' term is ending on 9/30/19. Jack Mortell's term is ending 9/30/2019. The remaining board member is Gretchen Trebnick who is serving 2 more years. If anyone is interested in serving our community, please go to Cities website and fill out an application for board membership. There will be an election at the annual meeting. Please consider serving your community. We can not function with a board with less than 3 members!

5-Annual meeting:

The annual meeting is scheduled for 9/26/2019 at Woodland Hills. Time to be announced. Vendors will be available to speak to 1/2 hour before the meeting.

6-Budget: The budget for 2020 will be available approximately November 1.

7- Reserve study: As has been done in the past, the board is considering having a reserve study done to evaluate the needs of our community. This is recommended to be done every approximately every 3 years and will be critical with the upcoming asphalt project.

8-POA The attorney for the association has advised us that only homeowners are authorized to communicate to Cities unless a POA (power of attorney) is on file with Cities.

9-Landscaping: The board is looking at having a master landscape plan developed so that we have a "map" to go by in future plantings, rather than a piecemeal approach. Our community is now over 15 years old and we are trying to be proactive in meeting our landscape needs.

Adjoined at 4:00 pm

Respectfully submitted,

Gretchen Trebnick
Secretary RCCTA