

**Red Cedar Canyon Townhouse Association
Board Meeting – Initial Meeting of Officers
Thursday, October 21, 2019, 10 am
County Market Grocery Store**

The meeting minutes are subject to approval by the board of directors at the next meeting.

The meeting of the Red Cedar Canyon Townhouse Association was called to order by President Dave Preller at 2 pm, October 21, 2019, in the County Market meeting room. Present were Nadine Sands, Vice President; Gretchen Trebnick, Member at Large; Ronald Urhammer, Treasurer; Karen Mackesey, Secretary; Miranda James, Cities Management. Present in the audience: Doug Lamb (63 DWC,) Judy Frank (47 DWC,) Bob Staebell (51 DWC,) Audrey Ichel (41 DWC) and Laurie Asunna (255 WCD.)

Prior to the Presidents notes, GT motioned to add a.) old signage at RCC and b.) revision of satellite policy to the agenda. NS approved the proposal.

Minute notes from the September 11, 2019, annual meeting were motioned for approval by RU; seconded by GT; no discussion; meeting minutes approved.

New Business:

1. President's Report:

DP welcomed the board and those in attendance to the meeting. He reviewed the asphalt meeting the board attended that same day; reviewed the process of filling out maintenance requests, receiving policy information, etc. DP continued the meeting by requesting the other report outs.

2. Secretary's Report:

There were no changes to the meeting minutes for the prior Initial Executive Meeting held on October 10, 2019, which assigned board positions and finalized business needing attention. RU motioned to approve the minutes; NS seconded motion; no discussion; motion passed to approve the minutes.

3. Treasurer's Report:

RU noted RCC had \$58,135 cash on hand; \$682,584 in reserve. He stated there were areas on the report showing the HOA was both favorable and unfavorable to budget. He stated MJ and he would meet to discuss accounting details, history and information on the budget, expenses, revenue sources, etc, are to plan.

4. Manager's Report:

MJ reviewed ways homeowners can communicate with CM: they can either call with their concerns or e-mail to request information, attention, or other matters. The Manager's report can be found in its entirety on the CM website.

The HOA seeks to start a FB page limited to RCC Townhome members. NS motioned to limit the FB page to notices and information, while prohibiting businesses and political messages. GT seconded the motion; no discussion transpired; DP requested a vote; motion unanimously passed.

Old Business and/or Unfinished Business:

1. Flag Pole Policy:

The BOD discussed policy; currently, it is listed under the "Exterior Decorations/Ornaments Policy," and the details such as location, style of pole, etc, is not addressed under the current aforementioned policy.

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2. Firepit Policy:

Review took place on the firepit policy and whether it constituted a violation according to the city's regulations. At this time, the Board decided to review all details and deliver a mandate at a later date.

DP requested a vote from the Board to approve a modification of both policies, flag pole and firepit. The majority of the members voted to address these two policies at a later date after additional research and potential redrafting.

3. Violation Policy:

The violations procedure was accepted as is.

4. Ice Dams:

MJ sent the Board an informative PowerPoint presentation regarding ice dams: why, how, elimination of, etc. The Board discussed the homeowners' versus the Association's responsibilities. Policy currently states homeowners are to remove, and/or have the responsibility to remove (rake) the snow without damaging the roof. Willow River is also available to assist in raking the snow when their service is required and contracted (meaning hired) for those specifics. The Ice Dam policy stays as is written.

5. Stump Removal Misc:

RCC has a guideline for removing stumps. Currently, if stump is in mulch area, it is cut down and not dug out if no other landscaping is to be used at location. If the stump is in the lawn/grass area, the stump is cut down and removed.

At this time in the meeting, the Landscaping Committee reported out.

a. Landscaping Committee (L/C) Report:

Judy Frank, Landscaping Committee, stated they in fact requested a bid from Willow River (Nic) to remove stumps. Tree roots are not an issue (per Nic.) Stump removal is needed for the following areas: between 65/79, 190, 213, 255, 55 and 37. GT motioned to have Willow River remove the stumps; RU seconded the motion; no discussion; motion passed unanimously.

Secondly, GT motioned to have the stump at unit 255 removed and replaced with a shrub this season. NS seconded the motion; no discussion; motion passed.

It was suggested the Board should be able to inform the L/C what the objective and budget is for the upcoming year or projects; they need to act in an autonomous manner to manage and secure bids, etc.

GT motioned to authorize the L/C to secure three bids for shrubs; RU seconded the motion; discussions centered on having JF (L/C) gather the bids and decide; motion unanimously passed.

**Red Cedar Canyon Townhouse Association
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6. Satellite Dish Policy:

The policy was discussed to prevent future installation inaccuracies. A satellite dish must not be placed over the ice and water shield vent ridge; the homeowner is responsible for ensuring their satellite contractor installs it in the correct location. The dish must be placed 12 to 14 from the metal. GT motioned to amend the current Satellite Dish Policy to include the location from the metal, including 3 to 5 feet down the peak and to not have it placed over the ice and water shield on the vent ridge. NS seconded the motion; no discussion ensued; motion passed, unanimously.

7. Signage Update:

GT updated the members on new house number signage; approximately 29 posts will be reduced to 15 posts. It will clean up and reduce a 'cluttered' curb appeal. After receiving four bids, the vendor was chosen, and Willow River will be removing and replacing the signs.

8. Brick Policy:

The Board discussed the brick policy as it related to exterior ornamentation installation and removal. Each member had opinions regarding the purpose and ramifications of instituting the policy (that being to remove all ornamentation permeating the brick.) NS made a motion to change the date as it related to the deadline for removing items; RU seconded the motion; DP requested a Board vote; the vote was split; hence, DP stated the policy will be suspended until a future date to review the matter.

New Business:

1. Homeowner Issues:

- a. Gutter guards for Doug and Sherry Lamb (63 DWC) was presented to the Board. GT motioned to approve the request; KM seconded the motion; no further discussion occurred; motion passed of the homeowner installing gutter guards to their unit.

2. Roof Repair:

- a. Two unit roofs are being repaired by Brian Pechacek. RU motioned to pay up to \$700 per repair; NS seconded motion; board discussed the various issues with the vent ridge insulation and repair costs; DP requested vote from the Board; motion passed.

3. Upcoming Meetings:

- a. The next meeting is at County Market on November 18, 2019.
- b. There will be an upcoming Executive Board Meeting to discuss the budget.

GT motioned to adjourn the meeting; RU seconded the motion; motioned unanimously passed; meeting adjourned at 4:54 pm.

Respectively,

Karen Mackesey
Red Cedar Canyon Townhomes,