

**Red Cedar Canyon Townhome Association  
Board Meeting: RE: Monthly Meeting  
Thursday, February 22, 2024, 6:00 pm  
Zoom Teleconference**

The monthly meeting minutes are subject to review/approval by the board of directors (BOD) at the next meeting.

There was no Executive business prior to the BOD meeting.

The Monthly BOD meeting of the RCC Townhouse Association (RCCTA) was held via Zoom. Dave Preller (DP) called the meeting to order at 6:03 pm. Board members present: Karen Cullum (KC,) and Karen Mackesey (KM.) Property Manager, Matt Fee (MJF,) was present. There were no guests in attendance.

**1. Approval of Meeting Minutes**

**KM motioned/KC seconded to approve the January 22, 2024, meeting minutes. Motion passed.**

**2. Agenda Approval**

**KC motioned/KM seconded to approve the February agenda as written. Motion passed. (Agenda attached.)**

**3. President’s Report**

DP relayed to MJF that the State of Wisconsin Department of Financial Institutions (from Madison) sent the Annual Report Filing Notice. MJF stated this was just a reminder from State of Wisconsin, which they started a few years ago. The RCCTA accountant is already working on the paperwork/forms.

With warmer weather, DP suggested the handyman, GMH, could move up the retaining wall experiment regarding power washing. The intent is to see if, perchance, a good cleaning would remove aged, discoloration layers to a fresher, brighter color.

**4. Treasurer’s Report**

**KM the financial report.**

	<b>January 2024 Financials Reported Out on:</b>		<b>December 2023 Financials Reported Out on:</b>	
	<b>February 22, 2024</b>		<b>January 22, 2024</b>	
Checking Account:	\$	18,854	\$	14,884
Savings Account:	\$	13,085	\$	12,089
Reserve Fund (net)	\$	586,174	\$	573,000
Reserve Fund (gross-w/insurance \$)	\$	n/a anymore	\$	1,306,773

Monthly checks were written to our service contractors; Waste Management was paid \$5,572.22. The RF will no longer have insurance money temporarily added as all the insurance money has now been disbursed. **KC motioned/KM seconded to approve the Treasurer’s Report as presented. Motion passed.**

**5. Manager’s Report**

Sav-a-Tree finally sent an invoice. He surveyed the serviced areas; they trimmed trees, provided additional clearances, serviced the Pin Oaks and removed unhealthy trees. The total invoice was about \$7,100.

**MJF received one Architectural Modification Request from a homeowner requesting three previously removed trees be replaced. The BOD referred to the Tree Policy, which was adopted on May 20, 2023. (A portion of the Tree Policy is noted below:)**

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1. Trees deemed unhealthy, dying, or interfering with the structural maintenance or easement requirements (water, electrical, plumbing, etc.,) and which are located within the mulched area, the HOA will replace, at 100 percent, the identified tree with an approved planting and at the responsibility and cost of the HOA.

A. Homeowner may recommend the desired variety of tree.

B. Trees must be approved by the BOD in advance.

C. It is a priority that tree selections must not grow higher than the gutter or roof line to prevent future eaves/roof complications; width factors into the decision to ensure planting location does not contact unit.

D. BOD has final approval of the choice.

E. HOA will replace the tree at a reasonable, stated amount, which at the time of the initial policy, is up to \$500.

1) The subsidized amount of \$500 will be reviewed yearly to adjust for large changes in market prices.

2) \$500 is for the cost of the tree and installation.

F. If the owner's selection is greater than the \$500 subsidy, and if the owner still desires the selection, they can fund the remainder of the expense.

1.) Receipts must be submitted to the Manager for the subsidy amount.

**KM motioned/KC seconded to approve the request and that the HOA will spend up to \$500 per tree, which included purchase and installation and which abide by the Tree Policy specifics, especially on location of the newly planted trees. Motion passed.** MJF will notify the homeowners.

**6. Old Business**

KM contacted FPI Asphaltting to set up a future date to walk the remaining lanes of the HOA. FPI's professional opinion on the longevity or the urgency of the final repaving phase.

**7. New Business**

There was no New Business as it related to landscaping proposals as it dealt with edging or ground cover.

**8. Homeowner Input**

No one was present for homeowner input.

**The BOD will tentatively meet Tuesday, March 19, 2024, at 6 pm via Zoom. KM motioned/KC seconded to adjourn the meeting at 6:32 pm. Motion passed.**

Respectively submitted,

Karen M. Mackesey  
Red Cedar Canyon Townhouse Association, Treasurer

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**RCCTA EXECUTIVE BOARD MEETING AGENDA**

**Type of Meeting:** Regular, Monthly Board  
**Meeting Date:** February 22, 2024  
**Location:** Zoom  
**Call to Order:** 6:00 pm

Executive Session of Board: 6:00 – 6:15 pm (closed to guests)

- 1.0 Call to Order – 6:20 pm
- 2.0 Roll Call
- 3.0 Approval of Previous Meeting Minutes
- 4.0 Approval of Meeting Agenda
- 5.0 Reports
  - 5.1 President’s Report
    - 1. Retaining walls, plan moving forward
    - 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. Phase 3 Asphalt Project
  - 6.2 Mulch vs. Continuous Garden Growth alternative
  - 6.3
- 7.0 New Business
  - 7.1.
- 8.0 Homeowner Input/Open Forum
- 9.0 Next Meeting Date and Time – March 2024
- 10.0 Adjournment

Important Dates to Remember: