

Red Cedar Canyon Townhouse Association
Board Meeting: RE: Monthly Meeting
Monday, March 15, 2021, 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 teleconference due to COVID restrictions. President Dave Preller (DP) called the meeting to order at 2:11 pm. Board members present: Nadine Sands (NS,) Vice President; Ronald Urhammer (RU,) Treasurer; Gretchen Trebnick (GT,) Member-at-Large; Karen Mackesey (KM,) Secretary. The property manager, Matt Fee (MJF,) was also present. There were two homeowners attending the meeting: Stan Payne (SP) and Janet Quinto (JQ.)

1. Approval of Meeting Minutes

NS motioned; KM seconded to approve the February 15, 2021, minutes. Motion carried unanimously.

2. Agenda Approval

KM motioned; GT seconded to approve the March agenda as submitted with no additions. Motion carried.

3. Homeowner Requests

JQ attended the meeting to request the snow plowing contractor avoid a specific area to her lawn area. JQ requested the contractor avoid pushing snow and traveling into a specific landscaped portion of plants. MJF stated he would communicate the request to our contractor and note it in the records for future vendors.

Further, JQ requested, at her expense, the area be changed by removing all the old, worn out plants and replaced with a species more conducive to the area as well as being low maintenance. She will send a detailed plan to MJF to ensure compliance with acceptable plantings.

The second homeowner, SP, presented two items. The first was his investigation and package presentation for HOA mulch. After research into the topic, SP presented different types of hardwood mulch RCCTA could utilize rather than what currently is used. SP was in favor of a hardwood mulch for the following reasons:

- retains color longer than the currently used mulch.
- can purchase double shredded mulch which contains far less bulky chunks.
- hardwood mulch, amends, or assists in releasing nutrients to the soil upon decomposition which helps alleviate the hard, compacted layer beneath the surface which prevents proper water drainage.
- double shredded hardwood mulch is a step above our current Premium Cedar mulch.

The BOD added that if we were to change to a different type of mulch, the current mulch, especially where it has been compacted tightly, be removed. Also discussed how often mulch should be replaced if hardwood lasts longer.

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MJF already presented the proposal to the landscaping contractor to allow him to seek out bids as well as options and professional opinions. The second part of the proposal will be a bid price on removing the old, compacted mulch.

SP's second subject of topic was discussion on his Landscaping Request for his personal unit. The BOD will discuss and make a decision on the Request during the Manager's Report when presented by MJF.

4. President's Report

DP stated Justin Meyer, overall RCC Association BOD, reported there were some small, cosmetic damages to the base of RCCTA's cluster mailboxes. MJF inspected concerns and noted a discussion with Corey Rhodes (CR,) CR Yard Maintenance, about restricting power equipment to clear the area near the mailboxes; shovels must be utilized.

CR has started some of the lawn repair from plowing. The membership must keep in mind it is only mid-March and we could still receive snow in the upcoming weeks. CR will be active and onsite, no doubt, during the following month.

Lastly, DP addressed a BODs inquiry into recognizing homeowner marriages, get-wells, deaths, etc. The BOD discussed this personal issue and concluded our business matters will stay as such. This will prevent inadvertent exclusion and also, respect the privacy of all.

5. Treasurer's Report

RU presented the February Treasurer's report. He stated out of the \$209,000 in savings, he will be transferring approximately \$179k to a money market to gain interest. Further, this will be noted on the report under the Reserve Fund. Savings will capture the remaining \$30k. The following balances were noted for this month:

Checking Account:	\$ 8,781
Savings Account:	\$ 209,114
Reserve Fund:	\$ 319,560

RU stated MJF contacted Advanced Disposal to attempt to pinpoint an exact monthly statement. The most current statement he received stated approximately \$5,000 in charges. MJF contacted the vendor to determine if this is an advanced payment due to them, a monthly expense or some other type of charge. If it is a monthly charge, the budget would have to be amended as the HOA BOD presented a budget assuming it was quarterly.

The BOD discussed the need for homeowners to put their garbage service on hold during their winter travel months by personally contacting the vendor in order to save money on unused services. More information will roll out when a determination is made as to how much the HOA is being charged.

KM motioned; GT seconded to accept the Treasurer's report as presented. Motion unanimously passed.

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6. Manager's Report

MJF reported out on the monthly business. He noted someone asked about whether skylights were homeowner's responsibility. According, they are as skylights are considered a window.

One Landscape Modification was presented to the BOD. It noted the homeowner requested to rebuild the plant beds with compost, improve upon the sprinkler system to prevent overwatering, develop and present an improved plant/shrub layout and remove an Amur Maple Tree.

The BOD discussed the proposal at length, weighing each option against the long-term implications. **KM motioned; GT seconded to approve the plan as submitted excluding the removal of the shared Amur Maple Tree with the homeowner bearing all expenses. Motion passed.**

Sav-a-Tree is tentatively planned to complete the tree trimming, etc. by March 17, 2021. The vendor's supervisor and then MJF will walk to area to ensure all is complete as intended. While on site, limbs were cleared which diseased, encroaching upon dwellings, mowing areas, etc. Sav-a-Tree did not cut back the Amur Maples as short as the prior vendor. Their professional opinion is that it was excessive and does not benefit what the tree is to look like.

Lastly, he said the USPS office manager was contacted to inform them the mail carrier was not to drive on the mailbox cement platform. The concrete pad should not be parked on and the office manager will notify the employee.

7. Old Business

NS asked earlier if edging was going to be addressed in the near future. MJF stated we will review it during the spring walk around.

Secondly, the mulch alternative was discussed earlier during the meeting with decisions to be made at a later date once costs, benefits, etc. are investigated.

8. New Business

The only new business was the reminder of the spring walk around and a date for the beginning of the spring clean-up.

The April 19, 2021 monthly HOA meeting will be at 2 pm; it is undetermined whether it will be a Zoom teleconference or a TBD in-person meeting location. If owners would like to participate, MJF can be contacted for information. **KM motioned; RU seconded to adjourn the meeting. Motion passed. Meeting adjourned at 4:19 pm.**

Respectively submitted,

Karen M. Mackesey
Red Cedar Canyon Townhouse Association, Secretary