

**Red Cedar Canyon Townhouse Association
Board Meeting: RE: Monthly Meeting
Tuesday, April 19, 2022, 2 pm
First National Community Bank, Hudson**

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 at the First National Community Bank. President Dave Preller (DP) called the meeting to order at 2:02 pm. Board members present: Dave Preller (DP,) Gretchen Trebnick (GT,) Vice President, Ronald Urhammer (RU,) Treasurer and Karen Mackesey (KM,) Secretary, were in attendance. Wayne Wiser (WW,) Member-at-Large was absent. Property Manager Matt Fee (MJF) was in attendance. Two homeowners were present: Audrey Ichel (AI) and Judy Franck (JF.)

1. Approval of Meeting Minutes

KM motioned; RU seconded to approve the March 21, 2022, minutes with no changes. Motion carried unanimously.

2. Agenda Approval

KM motioned; GT seconded to approve the April agenda as submitted. Motion carried unanimously.

3. President's Report

Corey Rose (CR,) Land Management, and Lisa from Meadowlark Landscaping (ML,) walked the HOA reviewing lawn edging. **ML is establishing an estimate to be presented to replace or repair areas most in need. An estimate will be given for three different issues: removing edging where tree roots have pushed out the edging and replace it with mulch, replace edging which is cut/broken and reset edging buried in the lawn.** ML will meet with MJF to review areas and present an estimate. It is still unclear if she will be able to perform this project when she brings in the mulch.

ML presented the **Western Red Cedar mulch estimate for units 37 to 111 which is for \$8392.53.** Since delivery fees increased considerably for 2022, she will be dumping the mulch in piles and cleaning up afterwards. ML's plan is to replenish the mulch by June. **GT motioned; RU second to approve the mulch estimate. Motion carried.** The mulch replacement follows the Mulch Policy. This year, units 37 through 111 receives mulch. In 2021 it was 113-187, and in 2020 it was 189-263.

DP stated within the **next 10 days, weather dependent, spring cleanup would begin. After 14 days, the first fertilizer application should be completed.** Further, since the lawn irrigation is close to the surface, we are not able to adequately utilize aeration. Therefore, **MJF will get an estimate from CR for an application of gypsum.** Lastly, trees planted on West Canyon Blvd last year need to be closely observed during the next months to verify growth and see if they are still alive.

Motion detection lights were addressed. GT had GMH (handyman) install a motion detection light in the soffit of her garage. She purchased the bulb for approximately \$20-\$30. GMH installed the hardwire and additional motion sensor. When motion-activated, the light stays on for 12 minutes.

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Currently, there is nothing wrong with the existing lighting, but the **BOD discussed the benefits of additional lighting and the importance of safety.** During the last 12 months, an increase in criminal/mischievous activity has been noticed. Lane lighting is not viable. However, homeowners can prepare their own residence with additional precautions, such as motion detection lighting. (Which also assists with safety of their guests upon entering/leaving the units.)

The **BOD discussed utilizing GMH’s bid for \$180 per homeowner to install a soffit light.** It was brought up that if the HOA would pay the entire amount or supplement the cost, it would promote consistency, increase safety, ensure adequate installation. The one-time cost would include all the materials, bulb included, and labor. Many opinions were given and much debate occurred. Increased lighting would be a benefit for the entire HOA, it would provide more safety, if one contractor installed the system there would be consistency, etc. However, it was also noted that some owners would not use it, did not want it or already had it installed. Also, why wouldn’t owners install the system on their own as it promoted safety and security.

KM motioned to have the Property Manager send out a message to the HOA membership stating the concern/need for additional lighting to possibly deterred suspicious activity. The homeowner would have the option to have GMH install the system in the soffit for \$180 and the homeowner would be responsible for the entire cost. No modification form would be needed if they agreed to have GMH perform the work. RU seconded the motion. DP called the vote; motion passed, three approved, one opposed. Therefore, if the homeowner wants GMH to install the system and pay they for it, they are to notify MFJ. Owners wanting to contract the work on their own, must fill out a modification form and present it to MFJ. Note, motion detection lighting is not required, but suggested to help increase safety and security when activated.

At the next monthly meeting, the **inconsistency in lighting will be discussed.** It is evident there are different types of lighting which provide illumination, some more harsh and offensive than others. Lumens and colors of lighting will be discussed.

4. Treasurer’s Report

RU presented the financial report. He stated there was not many large bills, basically the regular expenses: property management fee, lawn/snow services, etc. There are three homeowners in arrears. Per MJF, letters were sent to the owners and at six months, a lien would be placed on the property.

Noted below are the financials for April’s report out:

	March Financials Reported Out on: <u>April 19, 2022</u>	February Financials Reported Out on: <u>March 21, 202</u>
Checking Account:	\$ 17,606	\$ 9,455
Savings Account:	\$ 10,075	\$ 10,074
Reserve Fund:	\$ 640,141	\$ 628,383

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Following up with last month's discuss on the City of Hudson's water and sewer billing, RU stated both he and GT went to the office of Kip Peters (KP,) City of Hudson's Utility Director, in attempt to understand how the city bills the HOA, what we receive for it, and how it is different than what the homeowners pay on a quarterly basis. Here is what is known:

1. **RCCTA HOA is billed quarterly** for our private fire hydrants. Quarterly, we are billed \$2,500, or **\$10,000 per year.**
 - a. According to conversations with the city, this cost is for the privilege of using (when needed) city water for fighting fires and the protection. It also compensates the city for capacity volumes required for the area's population.
2. **Each homeowner/unit in RCCTA, is also billed privately, for water and sewer.** This water rate is \$22.50 per quarter, per unit. **Total yearly paid by each homeowner is \$90.**
 - a. Coincidentally, the \$2,500 the HOA is billed, averages out to be 112 units x \$22.50 (or \$2,520 per quarter.)

The BOD does not understand why, as an HOA and a private resident, it appears we are getting 'double charged.' This has been routinely occurring for numerous years-since the inception of RCCTA. RU and GT presented 'deeding' over the hydrants to KP; he, KP, said he would not propose it to the city attorney as the city would lose \$10,000 in revenue/sales. They asked what if the hydrants were 'capped.' KP said it would not make a difference.

MJF will speak with an attorney to receive an informal opinion. Further, he has another association in Hudson, similar to RCCTA, of which is billed for quarterly HOA water. MJF will verify if their residents are also getting privately billed the \$22.50 per quarter.

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

5. Manager's Report

MJF presented the Manager's report. There were three workorders which GMH performed: resetting a keystone, repairing a gutter separation, garbage pickup and an addition of a downspout. There were two modifications presented which were addressed.

Accordingly, a homeowner reported there was an attempted car theft or break in on Wednesday night around 1:15 am. The perpetrators did not get anything. MJF stated he has been seeing activity in his other HOAs, also.

Lastly, the HOA received a note from the city stating one of the shut off valves needed repair. Repair on this valve (as it involves excavating a 14-foot hole) is a large cost. The authority initiating the memo stated the issue does not have to be repaired immediately as it has been like this for quite some time.

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6. Old Business

The Krumm gutters/downspout bid was reviewed. RU asked MJF to obtain at least two more bids. The current bid retrofits four units with an additional downspout to alleviate water runoff. Again, the BOD discussed where the downspout would be placed and how many linear feet of the gutter would be 'resloped.'

The homeowner's survey is still being modified.

7. New Business

The Spring Walk-Around will be May 3, 2022; it will involve MJF and the BOD. Rain date is the next day. RU stated the cracks on portions of the new asphalt will be reviewed; he is speculating it is from the frost; Ron Birch, asphalt contractor, will be retained for his opinion.

8. Homeowner Input

AI asked what will take place during the spring cleanup, specifically in homeowners' yards. MJF stated CR will blow out the leaves, vacuum the lawns and trim the grasses. AI asked if CR could give a 'heads up' when applying lawn applications. MJF stated he does when he can, but occasionally weather dictates he acts immediately and a notice is not provided in advance.

MJF added that pine needles will not be removed from under the trees. Sav-a-Tree stated that pine needles provide nourishment to the tree. Needles which are within the circumference of the tree will be left.

The May 16, 2022, monthly HOA meeting will be at 2 pm; it will be held at the FNC Bank (First National Community Bank,) located at Exit 4, 744 Ryan Drive, Ste 100, Hudson, WI 54016. **KM motioned; GT seconded to adjourn the meeting. Motion passed. Meeting adjourned at 3:40 pm.**

Respectively submitted,

Karen M. Mackesey
Red Cedar Canyon Townhouse Association, Secretary

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RCCTA EXECUTIVE BOARD MEETING AGENDA

Type of Meeting: Regular Monthly Board
Meeting Date: April 19, 2022
Location: First National Community Bank, Hudson
Call to Order: 2 pm

- 1.0 Call to Order
- 2.0 Roll Call
- 3.0 Approval of Previous Meeting Minutes
- 4.0 Additions and Approval of Meeting Agenda
- 5.0 Reports
 - 5.1 President's Report
 - 1. How this board operates- resident questions, meeting decorum
 - 2. Lawn maintenance plan for 2022
 - 3. Motion detection light for homeowners' garage entrances
 - 5.2 Treasurer's Report
 - 1. Financial report out
 - 2. Miscellaneous
 - 5.3 Manager's Report
 - 1. Architectural Work
 - 2. Landscape Work
 - 3. Miscellaneous Maintenance and Repair
- 6.0 Old Business
 - 6.1 Gutters and Downspouts
 - 6.2 Homeowner Survey
 - 6.3
- 7.0 New Business
 - 7.1 March – April landscape, lawn maintenance plan
 - 7.2 Meeting with CR and Meadowlark to discuss mulch, plastic mulch retainers, etc.
- 8.0 Homeowner Input
- 9.0 Adjournment