

**Red Cedar Canyon Townhouse Association
Board Meeting: RE: Monthly Meeting
Monday, August 22, 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 bank. President Dave Preller (DP) called the meeting to order at 2:13 pm. Board members present: Dave Preller (DP,) Gretchen Trebnick (GT,) Vice President, Ronald Urhammer (RU,) Treasurer and Karen Mackesey (KM,) Secretary. Wayne Wisner (WW,) Member at Large was absent. Property Manager Matt Fee (MJF) was in attendance. Doug Lamb (DL) and Janet Quinto (JQ,) homeowners, were present.

1. Approval of Meeting Minutes

KM motioned; GT seconded to approve the July 18, 2022, meeting minutes with minor grammatical improvements not affecting the intent of the minutes. Motion carried.

2. Agenda Approval

KM motioned; RU seconded to approve the August Agenda with no changes. Motion carried.
(Agenda attached.)

3. President's Report

DP noted Cities Management (CM) is the property management company for the overall Red Cedar Canyon Association, the 'umbrella HOA.' Dues are made twice a year to this HOA. Our townhome association, RCCTA, is managed by MJF; dues are paid monthly to this association. There are two different associations with two different property managers. Please note the distinction to ensure the checks go to the correct association's management company.

As a reminder, the Annual RCCTA Meeting will be held at the Hudson High School on September 13, 2022, 5 pm – 7 pm. There are two BOD members whose three-year terms are expiring. The two BOD members are DP (President) and KM (Secretary.) Both members have elected to run again. However, if anyone is interested in running for the BOD, a nomination form can be forwarded to MJF or KM. The HOA will also be taking nominations the night of the meeting. As a reminder, two positions are open this year, two positions (RU and GT) are open in the fall of 2023, and one position (WW) is open in the fall of 2024.

Review of the Annual Meeting preparations and tasks were presented and discussed. The outline of the meeting was presented to the BOD. DP will be discussing the Roof Insurance Project; not all information is known at this time and some is still being negotiated. He will also explain the Waiver Liability Form which was sent to homeowners and the reasoning behind it. The future asphalt project will be reviewed. There will be a time to ask questions during an open forum; there will be a time limit to questions.

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4. Treasurer's Report

The financial report was presented by RU.

Noted below are the financials for June's report out:

	July Financials Reported Out on: <u>August 22, 2022</u>	June Financials Reported Out on: <u>July 18, 2022</u>
Checking Account:	\$ 5,351	\$ 8,831
Savings Account:	\$ 10,078	\$ 10,077
Reserve Fund:	\$ 2,649,355*	\$ 674,196

***Note: the reserve fund increased due to the deposit of the insurance check of \$1,953,022, (this is after the \$20,000 deductible; the reserve fund, without the deposit was \$696,333.)**

Compared to the budget, the **HOA overspent roughly \$5K**. It should equalize out when all months are considered. **A large payment went to General Land Maintenance/Cory Rose (CR,) for sod.** CR replaces sod, at his expense, when his winter plowing damages the yard. However, dead lawn from winter kill, which is replaced with sod, is an HOA expense. The water pipe leak at #263 required a large amount of sod, also. In the future, the **BOD will not be using CR for HOA sod requests; we will procure a different contractor for sod.**

Another **larger than expected invoice was for Evergreen Irrigation (EG.) EG has continued updating broken, outdated and defective sprinkler heads. Further, Sav-a-Tree is currently being paid (contracted) for four lawn fertilizer applications.** The BOD removed the task from CR and, rightfully, has reduced his monthly payment for his monthly service as he is no longer responsible for, or performing applications.

All homeowner were up-to-date on monthly dues.

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

RU reported that both he and MJF reviewed 2023 monthly RCCTA dues. **With reservation, he stated his suggestion would be to not increase dues. The insurance payment for the roofs will alleviate a large burden, as noted on the prior reserve study as it pertained to the roof/shingle longevity.** The reserve study projected that the HOA should be replacing roofs in future years. The insurance check and subsequent replacement of roofs will quash this need.

The BOD discussed this suggestion of no due increase. KM disagreed and stated dues should increase to handle the inflationary increases seen in the last few months. However, the reserve fund has grown steadily, and the last 'large' projection was allocated for asphalt replacement. **The BOD agreed that there will be no increase, dependent on receiving the lawn maintenance contract for 2023 as that is the largest billing contractor.**

RU made a motion to discontinue the Royal Credit Union CD, earning \$47 per month and incurring a

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\$256 early termination fee, to a CD with PenFed, earning \$312 per month. GT seconded the motion. The BOD reviewed it would be a total of \$105,000 for 3 years, earning 3.2 percent rather than the .05 percent rate from Royal Credit Union. RU stated he is still waiting on approval from PenFed. **Motion was called. Motion approved, unanimously.**

5. Manager's Report

MJF stated that **DAWG Masonry will be starting on the repair on the two-story column September 18, 2022.** The columns have deteriorating brick bases and DAWG will be replacing (if necessary) and repairing brick, as well as installing a capstone.

There was a request by a homeowner to fulfill a prior request for a Flowering Crab tree. **GT motioned; DP seconded to replace/install the tree when the other three trees are replaced. Motion passed; 3 to 1; KM disagreed.,**

6. Old Business

WW will present the results of the HOA survey at the Annual Meeting which was done via the internet. Eighty people reviewed the survey, but only 48 submitted completed surveys.

KM updated the BOD with new information regarding the water line break at #263. She spoke with a contact at the City of Hudson. The issue was reviewed, along with prior history, theories, etc. The city contact said they have a working relationship with Zappas (water pipe repair contractor,) and will contact Gary Zappa to obtain more details and professional opinion. MJF has contacted an electrician and is waiting for response. The BOD is intent on resolving this issue to prevent the problem from reoccurring. The HOA has repaired and replaced the pipe (which involves excavation and landscaping rework) four times.

The HOA is waiting for Brian Pechacek (BP,) roofing contractor, to follow up with an overall project scope of the roofing project, answers on potential additional damages (sky lights and gutters) presented to the insurance adjustor and a contract for repair of all units.

KM motioned; GT seconded to put the September 2022 Gutter Rework Project on hold. The BOD discussed before we put any monies and rework into our existing gutters, we need to wait and see if the insurance will compensate for any of it. Secondly, it could be more prudent to wait for any type of gutter rework until the roof repair people complete the job. **Motion passed.**

7. New Business

GT motioned; KM seconded to approve having a Reserve Study completed in 2023 after roof rework was complete. The amount of the study would be approximately \$3,400; it would be an independent firm, preferably, the same firm as last time. DP suggested we let the homeowners vote on it at the Annual Meeting. Motion was called. **Motion passed; 3 to 1; DP disagreed.**

GT stated FPI Asphaltting (FPI) should come out this fall and prioritize and determine the lanes/driveways of those in greatest need; it would allow the BOD to make a determination on if and when an either one-phase or two-phase project should commence.

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GT stated a vendor company approached her and asked if the HOA would consider adding a 'vendor/contractor' page to our website. It would include potential repair people for homeowners to obtain household services from. The BOD all agreed the HOA would not add such a page to the website to avoid liability issues.

8. Homeowner Input

There was only one comment from the homeowners. JQ presented a handout to the BOD; she had photos of her lawn. She gave CR many positive reviews on his lawn mowing and was glad to see another vendor performing the lawn applications as it is important to have timely services to prevent weeds, etc. Further, **JQ she praised MJF and the BOD for obtaining good vendors.** Her investment in RCCTA is being protected.

JQ mentions the BOD and HOA needs to look to the future for sustainable landscaping. Water prices have drastically increased in the City of Hudson. It is only mindful of us as an HOA to find alternative means to provide similar aesthetics but with the future of the environment in mind, with respect to fuel, water, ecology, etc.

The October 17, 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.

The RCCTA Annual Meeting will be held September 13, 2022, 5 pm – 7 pm, Hudson High School. GT motioned; RU seconded to adjourn the meeting. Motion passed. Meeting adjourned at 3:52 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: August 22, 2022
Location: Zoom
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. Cities Management complaints regarding 'umbrella HOA dues' not being made
 - 3. Elections at the Annual Meeting – 2 BOD positions up
 - 4. Items for the Annual Meeting Agenda
 - 5.
 - 5.2 Treasurer's Report
 - 1. Financial report
 - 2. Dues for 2023
 - 3. Certificate of deposit rates; discontinuing one CD and entering a different CD
 - 4
 - 5.3 Manager's Report
 - 1. Report out
 - 2.
- 6.0 Old Business
 - 6.1. Homeowner Survey – update
 - 6.2 Waiver of Liability Form – update lawyer's opinions
 - 6.3. Report on water line repair at #263 from Zappa
 - 6.4 Report from State Farm on hail damage evaluation
 - 6.5. Gutter rework project – on hold
 - 6.6 Cement work for two -story columns – DAWG Masonry for repairs
- 7.0 New Business
 - 7.1 Reserve study discussion
 - 7.2 Vendor list for residents
 - 7.3 Annual Meeting – September 13, 2022, 5 – 7 pm, Hudson High School
- 8.0 Homeowner Input
- 9.0 Adjournment