

**Red Cedar Canyon Townhome Association**

**Board Meeting: RE: Monthly Meeting**

**Monday, June 19, 2023, 2 pm**

**First National Community Bank**

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 Townhome Association (RCCTA) was held at FNC Bank. President Dave Preller (DP) called the meeting to order at 12:02 pm. Board members present: Dave Preller (DP,) Gretchen Trebnick (GT,) Vice President, Ron Urhammer (RU,) Treasurer, Karen Mackesey (KM,) Secretary, and Karen Cullum (KC,) Member-at-Large (via Zoom) were present. Property Manager Matt Fee (MJF,) was in attendance. One homeowner was in attendance: Bob Stabel (BS.)

**1. Approval of Meeting Minutes**

**RU motioned; GT seconded to approve the May 16, 2023, meeting minutes and Tree Policy. Motion passed.**

**2. Agenda Approval**

**KM motioned; RU seconded to approve the June 19, 2023, agenda as written. Motion carried. (Agenda attached.)**

**3. President's Report**

Looking to the future, RCCTA should establish a **landscape plan**. A BOD meeting in early February 2024 is set up to brainstorm on the mission and goals of such a plan. Goals entail more drought tolerant plants and shrubs, water reduction methods, vegetation replacement ideas going forward, etc.

The BOD had a lengthy **common property discussion**. The BOD discussed and highlighted research and findings from documents (which are also at the St. Croix Government Center.) Pertinent criteria presented thus far:

- a. **Annexation** documents of all 'lots/dwellings' into the Association.
- b. A 21-year **precedence**.
- c. **Property taxes**: all homeowners pay the same amount for 'acreage' as noted on tax records.
- d. The **County Treasurer, City Appraiser and City Administration all said the Association is taxed with the understanding of common property**. All use the same documents found in the RCCTA's governing documents recorded at the county.
- e. **Bowmar Appraisal confirmed** the same conclusion.
  - a. **Bowmar stated if it was not common property**, whereas land/acreage taxes were not divided equally (all members of RCCTA essentially pay 1/112 of all land associated with RCCTA) then **taxes would have to be amended appropriately for previous years, which would mean going back to assess more back taxes to homeowners with 'more' land**.
  - b. In other words, if homeowners 'owned' the land within the 'lot lines,' those units sitting on a larger 'lot/lands' would pay significantly more and those with less 'acreage' associated with where their unit sits on the 'lot/land,' would pay much less.
- f. **Property Liability Insurance**: homeowners are not required to carry liability insurance outside of their unit; however, the HOA does carry insurance on the outside because it is our common area. Homeowners carry 'condo' insurance, or 'studs-in.'

By July, the BOD will have the information in publication format. This topic will be brought forth at the July meeting by a current homeowner.

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**4. Treasurer’s Report**

RU presented the financial report.

	<b>May 2023 Financials Reported Out on:</b>		April 2023 Financials Reported Out on:	
	<b>June 19, 2023</b>		<b>May 16, 2023</b>	
Checking Account:	\$	28,869	\$	37,079
Savings Account:	\$	5,080	\$	4,079
Reserve Fund (net)	\$	777,473	\$	763,547
Reserve Fund (gross-w/insurance \$)	\$	1,730,469	\$	1,716,570

The **State of Wisconsin mailed the HOA a check for \$16,853 (tax levy issue.)** A late fee and penalty were charged; they will not reduce either. The BOD discussed Dave McCord (CPA) must be contacted, suggesting he at least be partially responsible for not filing all state documents.

**Brian Pechacek (BP) has been paid a total of \$1.32 million** for the roof project: \$20k (initial deposit,) \$500k (start project,) \$500k (50 percent completion,) \$300k (\$200k will be paid in August for 75 percent completion.)

RU presented a spreadsheet of current interest-bearing accounts related to investments, especially the ones where the HOA received the initial insurance check. Currently, he is looking at a 15-month CD with a rate of 5.25 percent. He stated the HOA should be about \$50k better over a 2-year period due to the insurance check investments.

**KM motioned; GT seconded to approve the Treasurer’s report as present. Motion passed.**

**The BOD discussed how fortunate the HOA was when we switched insurance companies. Currently, we are with Cary Charlson, State Farm Insurance. Upon receiving proposals for insurance, the previous company’s proposed insurance deductible was 1.5 percent of the HOA evaluation, or approximately a \$525k deductible. If we had selected to go with our previous insurance carrier, the HOA would have paid a \$525k deductible or a possible \$4.6k assessment per homeowner. The current policy is a \$20k deductible per occurrence.**

**5. Manager’s Report**

The roofs are looking great; daily, BP has been cleaning up the site. As of late, more employees have been brought in, which is moving the project closer to completion.

MJF has had walk throughs with **concrete and brick contractors**. Bids on cement work (front entrance slabs and sidewalks) as well as brick contractors (repairing crumbling and damaged stones and lane retaining walls.)

MJF has been unsuccessful in contacting BP for **soffit repairs**; repairs are needed to prevent re-entry of rodents. The HOA has experienced rodent issues for quite a few years. Rather than repair the entire HOA, the BOD elects to repair soffits as they occur. The handyman is no longer performing this work, so the BOD is seeking other contractors.

**6. Old Business**

MJF covered the roofing progress in his report. RU spoke about roof payments to BP in the Treasurer’s report.

**Ron Birch, FPI Asphaltting (FPI,) will be on-site for an information ‘cul-de-sac’ meeting to briefly review the upcoming asphalt project; the BOD and FPI will answer questions and listen to concerns. The meeting will take place July 10, 2023, 6 pm, at the end of the cul-de-sac on Deerwood Court; bring a lawn chair, if desired. (A brief version of the meeting is attached; more Information is on the website.)**

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As with Phase I Asphaltting, FPI assesses each area's requirements with respect to drainage, snow plowing ease, deterioration control, etc. As noted with the older, original asphalt, snow and water cause extensive deterioration to the pavement. The BOD's goal is to prevent damage and erosion to the pavement from inclement weather which should diminish future lane/driveway repairs.

Irrigation has been running smoothly; Evergreen (EG) continues to monitor the system and how it is handling the drought conditions.

The Treasurer's Report already addressed the tax levy against RCCTA; the returned funds will be deposited back into the checking account whereas it was previously.

The HOA has is continuing to see **corners of lanes and areas near mailboxes being driven over**, preventing grass growth and leaving ruts in the lawns. Different methods of deterrents were discussed. Regarding the mailbox areas, the Hudson Post Office has been notified.

The BOD received **Abrahamson's proposal for removing dead shrubs and proposed new plantings. GT motioned; KM seconded to approve Abrahamson's roughly \$8k bid. Motioned passed.**

**7. New Business**

Mentioned previously, one BOD member resigned as they relocated. The BOD received one nomination for a homeowner to fill the rest of the term. Through emails and discussions, **GT motioned; RU seconded to nominate Karen Cullum (KC) to be appointed Member-at-Large and fill out the rest of the term. Motion unanimously passed.**

**8. Homeowner Input**

DP opened the meeting for homeowner input. BS requested his driveway apron be repaired. There has been an ongoing separation of the blacktop to the cement causing a visible gap. A BOD will investigate the issue and if necessary, request FPI to pull this apron ahead into Phase 2.

Further, BS stated there is a large hole on the lane which needs significant fill. The BOD stated we will ensure FPI has this concern on their list. Lastly, he requested one retaining wall block be replaced which was damaged during the roof project. BS said a leftover brick from another retaining wall being repaired would suffice.

Prior to closing the meeting, the following dates were noted:

<b>July 10, 2023</b>	-	<b>FPI and RCCTA Information Meeting</b>
<b>September 20, 2023</b>	-	<b>Annual Meeting</b>
<b>September 27, 2023</b>	-	<b>BOD Budget Meeting</b>

**July 17, 2023, is the next HOA Monthly Meeting. It will be at FNC Bank, 12 noon.** RU motioned; KM seconded to adjourn the meeting. Motion passed; meeting adjourned at 1:27 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:** June 19, 2023  
**Location:** FNC Bank  
**Call to Order:** 12:00 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. Common Area Position Statement update
    - 2. Landscape plan for RCCTA – future overall
    - 3.
  - 5.2 Treasurer's Report
    - 1. Stump grinding and leveling total cost (\$1400)
    - 2. Report out
    - 3.
  - 5.3 Manager's Report
    - 1. Updates
    - 2.
- 6.0 Old Business
  - 6.1. Roof repair and replacement
  - 6.2. Asphalt Project – New Apron Deterioration, etc.
  - 6.3 Irrigation update
  - 6.4 Tax filings update – levy for taxes (\$17k - \$31k)
  - 6.5 Shrubs, retaining wall repairs, Top Dawg concrete.
  - 6.6
- 7.0 New Business
  - 7.1
- 8.0 Open Forum/Homeowner Input
- 9.0 Next Meeting Date and Time
  - 9.1 July 17, 2023, 12:00 pm, FNC Bank conference room
- 10.0 Adjournment

**Important Dates to Remember:**

- 1. September 20, 2023, Annual RCCTA HOA Meeting, Hudson High School
- 2. Budget Planning for 2024, September 27, 2023, 6:00 pm

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**BLACKTOP PROJECT MEETING**

The RCCTA Board is inviting all homeowners on Monday, July 10 at 6:00 PM to an informative meeting regarding Phase 2 of our asphalt reconstruction. Here to present the plan, which is taking place in late July and early August is Ron Birch from FPI Paving Contractors. FPI completed Phase 1 of our overall plan to replace lanes. There will also be a time for Q and A. We are meeting at the end of Deerwood Ct by the cul-de-sac, weather permitting. Please bring a lawn chair to sit on. Units affected by Phase 2 are:

**Deerwood Ct**

*37, 39, 73, 75, 77, 79 (lane extension by 79) 101, 103 (lane extension by 103), 105, 107, 145, 147*

**West Canyon Drive**

*149, 151, 153, 155, 157, 159, 161, 163, 165, 167, 169, 171, 173 (lane extension by 173), 175, 177, 179*

There are also repairs being done on 117 DWC and 119 DWC, because of collapsed aprons. Additionally, we have patch and crack repairs on other lanes not scheduled for Phase 2.