

**Red Cedar Canyon Townhome Association
Annual Meeting Minutes
Tuesday, September 17, 2024, 6:00 pm
Christian Community Homes, Hudson – Community Room**

The Annual Meeting Minutes are subject to review and approval at the 2025 Annual Meeting.

The Annual Meeting of the Red Cedar Canyon Townhome Association (RCCTA) was held on Tuesday, September 17, 2024, at the Christian Community Home and Health Center. President Dave Preller (DP) called the meeting to order at 6:04 pm. Roll call of present Board members: Karen Cullum (KC,) Member at Large and Karen Mackesey (KM,) Treasurer/Acting Secretary. Matthew Fee (MJF,) Property Manager (PM) was present.

There were 22 homeowners present and 13 proxies for a total of 35. The required number for a quorum is 28.

1. Approval of Meeting Minutes

KM motioned; KC seconded to approve the Annual Meeting Minutes of September 20, 2023. Motion passed.

KM motioned; KC seconded to approve the Monthly Meeting Minutes of August 15, 2024. Motion passed.

2. President's Report

KM motioned; KC seconded to approve the Annual Meeting agenda. Motion passed. (Agenda attached.)

3. President's Report

Realtors' opinions of RCCTA have been highly favorable, noting RCCTA is an impressive HOA where proof is in the sales. The HOA is taken care of, the lane/driveway, landscaping improvements and repairs have made it popular with buyers. There is no resistance to the HOA rules, regulations and monthly fees when it comes to buyers searching for properties.

Over the past several years, we have made **changes to management and contractors.** Those changes have benefited RCCTA in improved irrigation, yard maintenance, lawn treatment applications, etc. Currently, we are in good financial position with over \$600k in the reserve fund.

State Farm Insurance sent their 2025 quote. When many WI/MN HOA's are receiving drastic increases in their quotes, or worse, being dropped, RCCTA received the quote which increased less than \$3k. As a reminder, the initial settlement for the roof/hail project was \$2,238k. The roofing contractor submitted an additional \$681k in supplements to the agency. Total project costs paid via insurance was \$2,919k.

One BOD position is up for election this year; two are still open from last year. Meetings have been streamlined to mostly Zoom, typically one hour long and the large projects have been completed. Currently, being on the BOD does not involve as much time as in prior, busier years.

The BOD acts on behalf of 112 homeowners, not just one. The intent is to be impartial and treat everyone equally. Therefore, DP reviewed the **process for homeowners when they have a concern:**

1. Contact the property manager (PM,) first.

- **Email preferred method of contact: matt@mifandassociates.net or office@mifandassociates.net.**

2. After a reasonable amount of time, if you receive no response, attend a BOD meeting.

3. If you do not want to attend a BOD meeting, send a note to the BOD.

Landscape Requests were briefly reviewed. If owners are planting flowers in the mulch area, landscape requests are not needed. However, if they elect to plant additional shrubs, bushes, trees, install privacy fences, etc., a landscape request must be filled out.

The handyman (GMH) is currently repairing/reinforcing quad units' outer soffit areas. The BOD prioritizes which units. He reinforces the soffit area by strengthening the inside of the overhang, with the mission of preventing rodent entries.

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Upcoming projects include completing the asphalt project. FPI will give us an appraisal in 2025.

Potential projects include replacing the HOA landscape edging. The plastic edging has outlived its life. We continue to 'assist' the edging by piecemealing sections, but much of the edging is over 15 years old. Currently, there are four homeowners (Doug Beland, Gretchin Trebnick, Karen Cullum, Patty Solem) who are interested in researching the project and making recommendations. KM suggested a Decision Matrix be used to impartially compare data on various edging solutions.

Other projects mentioned by homeowners were concrete improvement, gutter enlargement, changes to mulch coverage.

4. Treasurer's Report

KM presented the monthly financial report.

	August Financials Reported Out on:		July 2024 Financials Reported Out on:	
	<u>September 17, 2024</u>		<u>August 15, 2024</u>	
Checking Account:	\$	8,309	\$	14,426
Savings Account:	\$	20,094	\$	19,109
Reserve Fund (net)	\$	681,478	\$	667,667

The checking account was lower than anticipated due to a large bill for irrigation parts. **KM motioned/KC seconded to approve the Treasurer's Report as submitted; motion passed.**

KM reviewed the 2024 Budget per Category graph. (See attached.) Visually, it shows 37 percent of HOA dues go towards lawn, snow, irrigation contract, tree/shrub, mulch expenses. The reserve fund is 33 percent; the remaining is for utilities, insurance, building maintenance, PM, etc.

In 2023, \$285k was removed to pay for phase 2 asphaltting and \$18.8k was removed for retaining wall projects. Thus far, three CDs have matured in 2024 generating over \$18k in realized income. (This is equivalent to \$14/month in monthly dues which was avoided.) One more CD is maturing in 2024; there are five more maturing in the future.

At last year's Annual Meeting, the RF was \$822.8k, net of insurance money. From then to now, approximately \$303.8k was used for RF projects. As of today, the RF is \$681.5K.

5. New Business - Nomination of BOD Members

DP opened the **floor for nominations**; after exhausting all calls, there were **no nominations**. Prior to the meeting, **one nomination was received from Doug Beland (DB.)** One BOD position is up tonight, two positions remain unfilled from 2023. In 2025, DP and KM's BOD positions will be expiring.

Gene Hoff (GH) made a motion to elect DB and KC; KM seconded motion. The motion was discussed questioning the candidate's willingness to serve, expectations, other homeowners who might be interested. **KC stated she was unwilling to serve another three-year term. Marcia Preller (MP) volunteered to fulfill the position held by KC.**

GH made a motion to amend his original motion to that of: MP to take KC's position with three years remaining, DB would be elected to an unfilled position with two years remaining; KM seconded; motion carried. When four BOD members are present, the President would abstain from voting.

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The terms of positions after this meeting are as follows:

RCCTA BOD		
Position	Held By	Time Frame
1	DP	elected 2022 - expires 2025
2	KM	elected 2022 - expires 2025
3	DB	elected 2023 - expires 2026
4	vacant	elected 2023 - expires 2026
5	MP	elected 2024 - expires 2027
Exact duties are selected/assigned at later date		

6. New Business - Other

There was no new business to discuss.

7. Old Business

Sidewalk cement settling was brought up by Chad Crow (CC.) He mentioned the sidewalk to his front door foyer slab is not level and could pose a tripping hazard. He asked what the BOD was going to do with it. Per the BOD, they have not yet discussed it at a meeting as it was just recently brought to our attention. MJF stated it will be reviewed during the Fall Walk Around.

As stated before, **Crabapple trees will be addressed May 2025**; Sav-a-Tree (SAT) will be performing a fungus spraying to rid the trees of the 'apple scab' condition they have shown. After the treatment, MJF stated the trees should start to show drastic signs of improvement. The trees will be closely monitored during the months following to determine if the treatment has helped. If it does not, an action list will be formulated.

A reminder to the HOA, the **BOD will not remove healthy trees or shrubs**. If changes are desired in other areas, a Landscape Modification Request must be filled out and submitted. One comment was the shrubs/hedges need to be pruned from the inside and not just the outer perimeter and height.

KC motioned; KM seconded to adjourn the meeting. Motion carried. Meeting adjourned at 7:07 pm

Respectively submitted,

Karen M. Mackesey
Red Cedar Canyon Townhouse Association, Treasurer

RCCTA ANNUAL HOA MEETING

Type of Meeting: Annual HOA Meeting

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Tuesday, September 17, 2024, 6:00 pm
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Meeting Date: September 17, 2024
Location: Christian Community Homes and Service – Community Room
1320 Wisconsin Avenue
Hudson, WI 54016Zoom
Call to Order: 6:00 pm

- 1.0 Call to Order
- 2.0 Roll Call
- 3.0 Approval of Previous Meeting Minutes
- 4.0 Approval of Meeting Agenda
- 5.0 Reports
- 6.0 Old Business
- 7.0 New Business - Nominations
New Business - Other
- 8.0 Adjournment

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RCCTA 2024 Budget per Category

Homeowner Breakdown per Month of
Association Monthly HOA Dues
Dollar Amount and Percentage

Total 2024 Budget = \$416,640
2024 Monthly Dues = \$310

