

Minutes of the Red Cedar Canyon Townhouse Association Draft
Board of Directors Meeting, Thursday, November 29th, 2018

Hudson Public Library Room 216

- I. Preliminary Matters a. Call to order by President Kerry Geurkink at 3:35pm. John Maas, temporary secretary and Bob Staebell, Vice-President were present. Also present was Jesse Heinecke, Director of Community Management for Cities Management . b. Meeting notice was received by all. c. The agenda was adopted by unanimous consent d. The minutes of the October 30, 2018 were approved and published by unanimous consent via e-mail.
- II. Agenda Items a. Old business i. 2017 Audit Results received in July were reviewed and approved. Audit was conducted by Michael P Mullen CPA and is posted on the Cities web site. Motion by Maas, Second, Geurkink , Approved 3-0. ii. Violations policies: Cities was instructed to send notices regarding fire pits and ornamentation to units noted in tour by the Board. A review of pet policies was deferred to the December meeting. A discussion regarding noise issues related to a single lane was conducted and Cities was instructed to send notice to the unit. iii. Reserve Fund CD Investment is Completed through Schwab and company: 3 year @3.25% maturing 11/22/2021 5 year @3.55% maturing 11/21/2023 . CD's are with UBS and are laddered to be within the 250,000 insurance maximum. More details in December. iv. Treasurer Report: Banking and three last minute invoices on three approved projects ; Moved by Geurkink Second by Staebell, Approved 3-0. v. Board vacancies: Discussion on letter to residents on need for Secretary and Treasurer. vi. Gutter Cleaning project. One e-mail on dissatisfaction with service and one complaint on gutter screening not being cleaned. Cities instructed to follow up on the gutter screening issue. b. New Business i. 2019 Projects (See Attached list.) Moved by Maas Second by Staebell to approve Projects 1-8 and to carry over remainder for further discussion in December. Approved 3-0. ii. Expectations for Cities Management Services: Discussion with Jesse on the role of the manager and the range of Services provided. Our Assigned person is a portfolio manager and not a project manager. Cities has a full range of services a Board may choose to utilize and vendors that have been screened. More discussion to follow. January 2019 has been

suggested for a Townhome owner seminar on how to use the Cities web site for services. ii. Architectural Committee: The Committee will handle Architectural and Landscaping requests. Bob Staebell will serve as Board liaison to the Committee. iv. Meeting schedule for 2019: Cities was requested to check with County Market on the availability of space for the fourth Monday of each month at 3:00pm. The next meeting was Scheduled for December 20 with time and place to be determined by Cities (County Market Preferred) v. Review and response to outstanding maintenance: Discussion and Cities to respond. III. Future agenda: Brief Discussion and no action. IV. Meeting adjourned at 5:19pm.