

**Red Cedar Canyon Townhome Association  
Board Meeting: RE: Monthly Meeting  
Monday, July 15, 2024, 6:10 pm  
Zoom Teleconference**

The monthly meeting minutes are subject to review/approval by the board of directors (BOD) at the next meeting.

There was no Executive business prior to the BOD meeting.

The Monthly BOD meeting of RCC Townhome Association (RCCTA) was held in-via Zoom Teleconferencing. Dave Preller (DP) called the meeting to order at 6:10 pm. Board members present: Karen Mackesey (KM,) Treasurer/Secretary. Karen Cullum (KC,) Member-at-Large, was absent. Property Manager, Matt Fee (MJF,) present. No homeowners were present.

**1. Approval of Meeting Minutes**

**KM motioned/DP seconded to approve the June 15, 2024, meeting minutes. Motion passed.**

**2. Agenda Approval**

**KM motioned/DP seconded to approve the July agenda. Motion passed. (Agenda attached.)**

**3. President's Report**

DP asked if CR was informed of the contract language the **BOD would not agree upon regarding 'snow pushbacks.'** CR said he will again ask for it for the upcoming 2024/2025 contract. The BOD can reject his proposal and not renew the contract if there is no negotiation in good faith.

The BOD received an updated directory.

**CR submitted a bid of \$850 for sod.** Meadowlark Landscaping (ML,) did not submit a bid. **KM motioned/DP seconded to approve the CR bid for \$850. Motion passed.** MJF will notify CR and Evergreen Irrigation (EG.)

**4. Treasurer's Report**

**KM presented the financial report.**

|                    | June 2024 Financials<br>Reported Out on: |         | May 2024 Financials<br>Reported Out on: |         |
|--------------------|--|---------|---|---------|
|                    | <u>July 15, 2024</u>                     |         | <u>June 17, 2024</u>                    |         |
| Checking Account:  | \$                                       | 14,048  | \$                                      | 24,662  |
| Savings Account:   | \$                                       | 18,091  | \$                                      | 17,089  |
| Reserve Fund (net) | \$                                       | 653,838 | \$                                      | 639,937 |

KM noted a \$106k PenFed CD will be expiring in August; the bank was instructed not to renew. We are pursuing other rates. **KM motioned/DP seconded to approve the Treasurer's Report as submitted; motion passed.**

DP noted we need to be **vigilant on verifying garbage is only charging us four times per year.** Waste Management (WM) charges RCCTA quarterly, and it is typically \$6k plus.

**5. Manager's Report**

MJF recapped the **Sav-a-Tree (SAT) bid.** It was for trimming Amur Maples (reducing and shaping,) raising low canopies and clearing dead limbs. The submission was for \$3,856. DP motion/KM seconded to approve the bid and post it under the 5109 budgeted account, Grounds/Snow Non-Contract Miscellaneous; motion passed.

He mentioned he had numerous **messages about Crab Apple Trees dying.** SAT said they were not dying but had a mold disease. Since it cannot be done in 2024, SAT submitted a bid for 50 trees to be sprayed for mold during

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**May 2025 for approximately \$2,400. The BOD said it will be approved in the future with appropriate budget planning.**

**6. Old Business**

MJF reported on recent projects and if they were paid.

- Meadowlark (ML) completed the mulch. Vendor paid.
- GMH will be completing the soffit reinforcement by today. The invoice will be sent to MJF.
- GMH (repairperson) completed the gutter cleaning. Vendor paid.
- GMH completed the dryer vent inspection and removal/cleaning. Vendor paid.
- GMH completed the intake vent grate cleaning. Vendor paid.

**7. New Business**

The 3<sup>rd</sup> Monday in August will not work for the next BOD meeting. **The next monthly BOD meeting, Zoom, will be Wednesday, August 14, 2024. It will be at 6 pm.** Those wanting to participate need to contact MJF.

KM requested we start gathering 2024/2025 bids from our contractors. In the past, we typically could expect a slight increase in their services.

In CR's contract for the upcoming year, the BOD stated we will specifically note when he is to trim shrubs. It will read no later than May 15 and the fall trimming will be in August. This year's trimming was too late.

**Abrahamson's will continue to provide the HOA with their annual assessment on bushes/shrub. The BOD will use their list of healthy vs unhealthy bushes/shrubs to determine which plants will be replaced. If homeowners want additional or different plantings, they must fill use the on-line form to fill out a request for BOD approval. All expenses are the responsibility of the homeowner.**

The **Annual Meeting will be in September.** Typically, RCCTA has used Hudson High School for the meeting. One of our homeowners **suggested the Christian Community Home and Services, located at 1320 Wisconsin Street,** has a meeting room. KM will research the logistics of the facility and will report back to the BOD.

**The Annual Meeting will be Tuesday, September 17, 2024. The meeting will start at 6 pm and the doors will open at 5:30 pm. More information will be coming on details of which venue. To best serve the HOA, the number of active BOD members must be increased. Currently, we only have three BOD members. Major projects have been completed so the time involved has been reduced. The majority of meetings are Zoom. The Member-at-Large position, which is held by KC, will be up for election this year. That position, along with the two open positions are needing to be filled.**

**8. Homeowner Input/Open Forum**

There was no input.

**The next BOD meeting will be Wednesday, August 14, 2024, 6 pm, Zoom Teleconference;** if participation is desired, contact MJF. **KM motioned/DP seconded to adjourn the meeting. The meeting adjourned at 6:52 pm.**

Respectively submitted,

Karen M. Mackesey  
Red Cedar Canyon Townhouse Association, Treasurer

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**RCCTA EXECUTIVE BOARD MEETING AGENDA**

**Type of Meeting:** Regular Monthly Board

**Meeting Date:** July 15, 2024

**Location:** Zoom

**Call to Order:** 6:00 pm

Executive Session of Board: 6:00 – 6:10 pm (closed to guests)

- 1.0 Call to Order – 6:10 pm
- 2.0 Roll Call
- 3.0 Approval of Previous Meeting Minutes
- 4.0 Approval of Meeting Agenda
- 5.0 Reports
  - 5.1 President's Report
    - A. Sod Repair (between #37 and #45;) Bid \$850
    - B. Clause in CR contract for snow removal build up
    - C. Updated RCCTA Directory
  - 5.2 Treasurer's Report – Monthly Financials
  - 5.3 Manager's Report - MJF
- 6.0 Old Business
  - 6.1 Bids:
    - A. Mulch – Meadowlark: \$15,357.50
    - B. Soffit Reinforcement – GMH: \$1,360
    - C. Gutter Cleaning-GMH: \$1,745
    - D. Dryer Vent Grate Cleaning-GMH: \$1,232
    - E. Intake Vent Grate Cleaning-GMH: \$853
- 7.0 New Business
  - 7.1 Annual Meeting – September 16, 2024 ??
- 8.0 Homeowner Input/Open Forum
- 9.0 Next Meeting Date and Time – Monday, August 19, 2024 ?? (Zoom ??)
- 10.0 Adjournment

Important Dates to Remember:

Annual Meeting – tentatively Monday, September 16, 2024 ??