

RED OAK HILLS HOMES ASSOCIATION, INC.

Board Meeting Notes

Date: December 9, 2025

Time: 6:30pm – 8:00pm

Location: Monticello Library

Notes by: Tom Beckenbaugh

1. Call to Order: CR called the meeting to order at 6:32 pm.

2. Roll Call:

Present:

Caitlin Rethorst – President (CR)	Tom Beckenbaugh – Vice President (TB)	Christina Comiskey – Secretary (CC)	Tammy Shepherd - Treasurer (TSh)
Ray Chandler (RC)	David Leavitt (DL)	Matthew Myers (MM)	Megan Sheets (MS)
Tia Strait (TSt)			

3. Board-only Discussion: TSt moved to convene a closed session, seconded by TB. The motion carried unanimously. The Board met in closed session from approximately 6:30 to 7:00 pm to discuss matters permitted under K.S.A. 58-4612. No binding action was taken. At approximately 7:00pm TSt moved to end the closed session, seconded by DL. The motion carried unanimously and the open meeting resumed.

4. Resident Comments: Myra and Lin Schulze attended the meeting to explain their decision to install a replacement roof using shingles different from those approved by the Association, without first obtaining prior approval for the substitute material as required under their property’s deed restrictions. Other residents attended the meeting including Chris and Katie Allen, Brooke Baxter, Brad Griswold, Emilie Hall, Lou Nemeth, David Ragland, Tom Ransom, Pete and Debbie Sorn, and Gary Turner; additional residents were present but did not identify themselves. Several of the residents offered comments regarding current roofing requirements and enforcement. All residents except Lou Nemeth and Gary Turner departed following the Schulze presentation.

5. Officer Reports:

- a. President: CR noted that letters will be sent to ten Red Oak Hills property owners who are not currently members, inviting them to join the Association.

- b. Vice President:
 - i. Subcommittee to Consider Updates to the Roofing Specifications and Guidelines:
 - TB reported that seven residents responded to the questionnaire sent to the residents that had expressed interest in volunteering, and the Architectural Committee recommended that the respondents be appointed to serve on the subcommittee.
 - TB distributed a draft of Guiding Principles to serve as the foundation for the subcommittee's work. Board members were asked to review the draft and provide comments by email.
 - TB noted that the goal is to convene the subcommittee for an initial meeting in early 2026.
 - c. Secretary:
 - i. CC noted that an email will be sent to remind residents of the waste/ recycling services transition, and noted that signs will be posted at the entrances to remind residents about the container exchange dates.
 - ii. CC reported that the January newsletter "Did You Know" feature will remind residents that blocking sidewalks with parked vehicles is prohibited by City ordinance.
 - iii. CC shared that a resident requested the Association's assistance in asking the City to increase the street light illumination levels. MS volunteered to contact the newly elected Ward 4 City Council representative.
 - d. Treasurer:
 - i. Prior to the meeting TSh distributed a budget summary showing that 2025 expenses are within the budget.
 - ii. TSh noted that dues invoices were mailed to residents in early December and some payments have already been received.
6. Committee Reports:
- a. Architectural: TB reported that one roofing application has been processed since the November meeting.
 - b. Directory: MM reported the directory is ready for distribution. Copies will be placed in door hanger bags and delivered by Board members and other volunteers.
 - c. Family Programs and Social Events: No report.
 - d. Maintenance:
 - i. TSt noted that the sign company has completed refurbishment of four monument signs and that the large sign at 70th and Elmridge has been removed for refurbishment.
 - ii. TSt reported CityScapes Lawn & Landscape has been hired to handle remaining mowing, leaf removal, and other fall maintenance tasks.
 - iii. TSt also noted that the approach to contract lawn maintenance services for the 2026 season will be discussed at the January meeting.

- e. Website: MM noted that updates are being posted to the website as needed. TB suggested that a page be added to the website to document the work of the proposed roofing subcommittee. Board members supported this suggestion.
- f. Welcome: CR noted that there will be new resident on 68th Terrace later this month. MM offered to contact the new resident and deliver the Welcome Packet and the new Directory. TSh will send the new resident a 2026 dues invoice and advise them of the waste/recycling service provider transition.
- g. Restrictions Compliance: TB noted that after the trash/recycling service transition is complete that residents should be reminded of the requirements to store trash and recycling containers out of view.

Other Items: None.

- 7. The next meeting is scheduled for Tuesday, January 13, 2026 at 6:30 pm at the Monticello Library Second Floor meeting room.
- 8. The meeting adjourned at 8:00 pm.