

Tamarack Trails Community Services Association
Board Minutes May 15, 2018
6:30 pm - Clubhouse Community Room

Members present: Jean MacCubbin, Andy Owca, Ric Genthe, Antonio Galvan, Anne Rohr; also Lori Zunker (Property Manager).

Excused Absences: Howard Bellman and Pat Laubach.

Also Present: Janice Gratch (8 O.C), Steve Wilensky (8 O.C.), Deni Tucker (14 BB.), Nina Winston (15 Hemlock), Jim Nicklaus (96 O.C.), Bonnie Ackerman (17 O.C.), Brian Shore (86 O.C.), Mary and John Witte (7418 C.C.), Robert E. Torbeis (52 Milestone Rd), Randall Dunhan (7426 Framington Way), D. Gred Knapp & Leta Ann Knapp(7426 C.C.), Randall Finet (13 S.M.), Sharon Genthe (92 O.C.), George Meyer (201 Randolph), Susan Wagoner (133 P.R.), De Fuller (64 O.C.), Caryl Terrell (19 Red Maple), Kuma Kondun (93 O.C.), Ron and Dian Shaw (42 O.C.), Nino Amato (64 O.C), Alan Seeger (14 P.O.), Georgia Taylor (7347 T.L.), Laura Riske (2410 C.C), Gordon and Janet Rennschler, Rebecca and John Oaks (7426 C.C.), Rosanne Nietyski (7367 T.L.), Jack and Jodi Sweeney (46 O.C.), Lynne Clemens (7430 C.C.), Jan Haasl (54 O.C.), Don Haasl (54 O.C.), Toni Brown (11 O.C.), Judy Bluel (26 O.C.), Janet Hirsch (7311 C.C.)

6:30PM Meeting called to Order. President welcomed Anne Rohr who is filling in the remainder of the term left vacant by a board member, Linda Valhdieck.

- I. Approval of the BOD Minutes –
 - A. March 13, 2018
 - B. April 17, 2018

6:35PM Motion: Approval of Minutes as Amended. Andy/Ric. Passed

- II. Community Correspondence -
 - A. Music at Swimming Pool—Receipt of a letter requesting lowering the volume of music and/or prohibiting music at the pool.

Discussion on music and music volume: The time of music will be from 7:00AM-7:00PM. Lori will communicate this with the lifeguard's at the upcoming lifeguard meeting. Lori will supervise the process through the summer.

- B. 144 Pine Ridge, Railings

Discussion: The issue is the railing/flower wooden potted at the residence having been build with no ARB approval. ARB will work with the residence to resolve. There is a positive history of working with the resident so no concerns about resolving he issue or foreseen.

- III. Property Manager's Report, Questions and Clarification -
 - A. Highlights—Lori provided a written and verbal report.
 - a. IT updates added security as well as the ability to backup and search back in time. (See manager's report for a more detailed list).
 - b. There has been exploration on accounting software.
 - c. Update on Remodeling the Club House first floor. There are several bids being reviewed. Forth week of June is a possible start date for the remodel.
 - d. Pool, we are on target to open on schedule.
 - e. Landscaping is fully staffed.
 - f. Painting

1. A college student has been trained and is starting work on fences, light posts.
2. Another professional group will be working on the weekends.

B. Update on Meet & Greets.

Three meetings were held since new Property Manager was hired. The meetings went well and several residents volunteered to help on several special projects.

Residents at the meet and greet saw no issues with an outsourced painting crew coming in to do some of the work (trim, fences, light posts) on weekends.

Discussion: A resident brought up a concern about the quality of paint. The property manager clarified that the prepping was an issue in the past and not the quality of paint.

C. Update on first floor remodel/Bids (see above)

D. Summer Staffing Update (see above)

E. Listening Session Scheduled for May 30th

F. Budget Discussion for 2018 and 2019 is being done at the same time. In a sense, this year Management is doing double duty to getting us on track by doing the budget as well as bids. This way the budget will be a clearer reflection of budget plan.

Drainage Concerns: Property Manager has been working.

Lori has been working with city to assess the drainage issue. Jean M and Josh will also assist with this and work/report with MC.

IV. March Financial Report – Andy, Treasurer, provided the report.

A. Report Highlights--

Investment account had a loss last month.

There was not much spent outside of the reserve account. It is early in the year so we do not see anything in the report that is out of whack. As we get bids in on the major projects the monthly report will show us more.

Jane Hirsh pointed out line 50900 Building Maintenance Payroll. Andy expressed that there had been something that was misallocated and the issues will be corrected.

B. Update Audit/Taxes

Lori and Jean H. are pulling together the paper work to their visit. CPA is scheduled to be onsite on June 4th and 5th for their fieldwork. Members of Finance Committee will be available for question. Prudy will be available to them as well.

C. Preliminary work on 2019 Budget

Work will has started. Andy is the liaison with Finance Committee.

V. Committee Reports -

A. ARB – May 2 Minutes to Review

- a. 12 Pin Oak Trl—approval direct vent for gas fireplace, deferred the exterior gas line request to connect a grill.
- b. 21 Sugar Maple—Denied request to remove a healthy tree.

ARB has been working on a draft on the removal of trees. Once the draft is completed by ARB it will be presented the Maintenance Staff before a formal motion is made.

- c. ACTION: Temporary Appointment of Nancy Korda

8:00 PM Motion Ric/Andy. Appoint Nancy Korda (7412 C.C.) to ARB. Passed.

- d. ACTION: Approval of Security Light Neighborly Standards

8:08PM Motion: Andy/Ric To adopt three standards as presented for Tubular Sun Tunnels, Mini-Splits (Ductless HVAC units) and Security Lights to included in the book of standards

and uploaded to our community website where it can be downloaded by residents and included in The Good Life. Passed.

Mini-splits (Ductless HVAC units) --There will be a description and photographs in a book of standards that will inform residents who may be looking to fix an HVAC issue at their home.
Security Light Standards (Neighborly Standards) --Warm white lite specific bulb shape and have a motion sensor. The timer should be set to not stay on for more than five (5) minutes.

B. Amenities – No meeting held.

C. Finance – April 25, 2018 Minutes to Review

a. ACTION: Fund Transfer to Investment Account

8:12 PM No motion was made, but the Board agrees with the recommendation by the Finance committee, the scheduled Fund transfer to the Investment account will be delayed for one month, as major projects are in process.

b. June 6 Assessment Meeting Planned for the Club House.

Andy will be heading this meeting.

D. Garden – No Meeting held.

E. Human Resources – No meeting held.

F. Maintenance – May 1, 2018 Minutes to Review

a. *Resident Request Project*-- BOD wants to know what the plan is to roll out the Work Order Resident Request Process.

G. RAC – No Meeting Held.

H. Welcome – No Meeting held.

I. Nominations & Elections- No meeting held.

Ric will be forming a committee. He has met with Don Haasl and will have two people for board to approval to the Nominations & Elections Committee as dictated by our By-Laws.

VI. Old Business -

A. Review Office Hours for Pool Season-- Office Hour to be put in the Newsletter. 8:30-5:30 on Tuesdays or by appointment.

B. Update on Front Door Light and Doorbell—No discussion

C. Review and Comment Work Order Comment Cards--Lori will review the work orders for next meeting. Those that Lori has reviewed to date have been positive.

D. Review Parking Lot – no outstanding issues

E. Update on West Place II Plans and Workgroup Activities-- Janet Hirsh will schedule a meeting with the Workgroup to look into how to move forward with seeking information.

F. Update on Sauk Creek Restoration Project and Workgroup -- A.J. Nino Amato gave a history of his knowledge of the conservancy vs. the greenway definition. He reviews his understanding of the project and the potential impact the project may have. Mr. Amato provided a handout from the city presentation as additional background information.

Board acknowledges that the "Work Group Model" has worked in the past and the Board of Directors supports a similar Work Group being formed. The Board of Directors supports a meeting being organized and held here at the Club House that would include Mr. Skidmore to express Tamarack concerns and how the project impacts Tamarack specifically.

Residents expressed several concerns about security with this project. There was an expression for a possible need for a fence bordering Tamarack Trails. Concerns were also presented concerning the ecological impact including the removal of trees.

A.J. Nino Amato has had communications with our city council member.

Janet Hirsh shared with the BOD and Residents present how we might organize a Work Group from her experience with the on-going West Place Workgroup.

It was agreed that a meeting will be scheduled to form the work group and that the topic will be on the BOD agenda as a continuous topic.

7:25PM above section ended.

Board president asked and clarified several times that that the use of the Tamarack Email list is for the Association and Board use only.

G. Update Archiving Procedures – No discussion.

VII. New Business -

A. ACTION: Board Liaison to ARB

8:33 PM Motion: Andy/Rick. Appoint BOD Liaisons-- Anne Rohr to ARB and Ric to Nominations & Elections. Passed.

B. Items for Next Good Life (ARB Neighborly Standards for Trash/Recycling Containers, Service Survey with Updated 2018 figures, Volunteers for Contractor Referrals, Security Light Neighborly Standards.

VIII. Review Board Calendar -

A. Set Annual Meeting Date (Mon 10/22)—Lori will work on a contract.

8:22 PM Motion Ric/Bonnie To set the Annual Meeting for Monday October 22, 2018.

B. Set Budget Hearing Date with FC

Discussion: Andy will let FC know that we have set the annual meeting date.

C. Reschedule a Listening Session to May 30, 2018.

IX. Adjourn for Executive Session—MOTION to go into Executive session at 8:37PM Ric/Andy. Passed

X. Adjourn – MOTION to end Executive session and adjourn the BOD meeting at 9:15PM Rick/Andy. Passed.

Reminders: BOD Meeting: June 19, 2018