

Tamarack Trails Community Services Association
Board Minutes
Tuesday, September 17, 2019
6:30 pm - Clubhouse Community Room

Present: George Meyer, Janet Hirsch, Jean MacCubbin, Howard Bellman, Amy Kell, Dean Ryerson

Absent: Anne Rohr, Lori Zunker, Property Manager

Also, Present: Rich Vernier, Maintenance Supervisor, Sharon Genthe, Georgia Taylor, Eve Siegel, Rosemary Stenback, John & Becky Oaks, Anne Riceman, Jayne Meyer, Charlotte Woolf, Joanne Eissfeldt, Sue Rapa, Maria Nagel, Ingrid Reis-Glass, Randy Finet, Nancy Korda, George Jesien.

- I. Welcome and Introductions—MacCubbin noted a quorum present and made announcements about absences and upcoming meetings. Rich Vernier, newly hired Maintenance Supervisor, was introduced, and he spoke on his experience, when hired and work being involved to date.

- II. Approval of BOD Minutes –**
 - A. 2019-08-20 BOD Minutes—MOTION Hirsch/Meyer to approve. Passed.
 - B. 2019-08-28 BOD Minutes—MOTION Hirsch/Ryerson to approve with typos so noted. Passed.

- III. Community Correspondence -
 - A. 72 Oak Creek Trl—deck/patio assessment appeal— [Background—concrete patio replaced deck late 2018, was told assessment would be less 2019 and forward.] MOTION Bellman/Kell to pay by check to owner, 72 OC, \$252 overpayment for the 12 months of 2019 assessment without setting a precedent. Passed 4-2 with Hirsch/Meyer voting no.
 - B. Richard Swanson (email)—budget detail/pool items requests. Discussion followed on extent of resident requests, communicating with resident on need for information; Hirsch agreed to follow up with resident.
 - C. 7316 Cedar Creek—MacCubbin received a note regarding disappointment on need for painting trim and fencing and overdue trimming. Will follow up with resident on Phase schedule, etc.
 - D. Eve Siegel—Questioned policies on guns on property. Hirsch will review the issue in Employee Handbook.

- IV. Property Manager's Report, **Questions and Clarification** -See Property Manager's report attached.
 - A. Vandalism in Parking lot—MOTION Ryerson/Bellman to refer to Maintenance Committee issue of placing cameras in the parking lot. Passed.

- V. August Financial Report – Hirsch noted that Jean Hilgers reported that the report circulated did not reflect the Auditor's year-end figures; an updated report will be available at the October meeting. In addition, some line item titles may need to

be revised.

VI. Committee Reports –

A. ARB – Review Meeting Minutes of 2019-09-04

- a) Other Requests: 19 Oak Creek, Sybil Letzing – new deck; 38 Oak Creek, George Jesien & Pamela Jesien Toby – deck expansion; 7421 Cedar Creek, Anne Riceman – railing; Garden Committee, Nancy Korda – leaf storage structure. Discussion on Letzing new deck—Hirsch noted in the past office notified neighbors, not applicant, of pending ARB requests so that neighbors could attend meeting where item will be on the agenda. Consensus was that there should be a form letter noting such pending actions. Discussion on Jesien deck and responsibility for costs. Staff and contractor will work on estimating amount owner's responsibility. Rotted wood will be taken care of. MOTION Ryerson/Hirsch to refer to Maintenance Committee on who pays for what, as some policies are ambiguous, and have ARB letters to residents note when there will be changes in assessment. Passed.

- b) Appointment of Izzy Popic—MOTION Meyer/Hirsch to appoint Izzy Popic to the ARB. Passed.

B. Amenities – No meeting held.

C. Finance – Review Meeting Minutes of 2019-08-28

- a. Motion to recommend extending Auditor's contract for 2 more years (see July minutes). Noted that the contract in place has not expired; there is need to review contract prior to expiration in 2020.

D. Garden – Review 2019-09-13 Meeting.

- a. Meeting and Annual Potluck held; minutes not available.

E. Human Resources – Review 2019-09-06 Minutes.

- a. Overtime; walkie talkies v. cell phone reimbursement; education budget
b. Update Employee Handbook re: paychecks and PayChex processing.

F. Maintenance – Review Meeting Minutes of 2019-08-26 and 2019-09-10.

- a. No motions/recommendations to the Board.
b. Additional discussion followed regarding the recent deck/patio inventory and comparison of information in the assessment spreadsheet. MOTION Meyer/ Ryerson propose a strategy to notify owners, develop an 'open book' procedure and update spreadsheet such that they are up-to-date; create a subcommittee of president, and a member from staff, MC, BOD and FC. Passed. Suggested to first notify owners where decks/patios are currently NOT being assessed.

G. RAC – Minutes of meeting held 2019-08-12 and 2019-09-09.

a. Upcoming events—Preparation for New Resident Reception, Oct. 10.

H. Welcome – Review Meeting Minutes of 2019-09-09.

a. Upcoming events—New Resident Reception, Oct. 10th

I. Nominations & Elections—Met 2019-08-21. Bellman reported that committee is following schedule which mirrors bylaws and created once annual meeting date is known; noted due date for nominations is today. Hirsch added 4 seats are open; Ryerson and Kell are running.

VII. Old Business -

- A. Update on Capri Senior Communities—Hirsch reported the developer representatives asked to present at annual meeting. We don't typically have such items on that agenda.
- B. Update on Sauk Creek Restoration and City Watershed Studies (2020+)—Meyer reported that there is a position paper forthcoming and noted the City sponsored walking tour in this watershed on September 27.
- C. Update on Listening Session Held—Ryerson/Bellman reported a good turn out; approximately 27 in attendance. Concerns about assessments and ability to remain in Tamarack due to increased costs.
- D. Update on JBAM Driveway, updated Exhibit D—MacCubbin had received document via attorneys with updated Exhibit D and attached to agreement. The City Engineering requested that the pre-development water calculations table be included in this document. MOTION Hirsch/MacCubbin to approve updated Exhibit D into the agreement. Passed.

VIII. New Business – Brief reports on the following: Reserve Study; Budget Preparations—update assessment spreadsheet—decks/patios, etc.; Good Life Articles/Email Alerts— BOD communications;

IX. Review Board Calendar -

a. Confirm BOD members at New Resident Reception 10/10. All available except Kell. MacCubbin will pass on to Welcome Committee.

X. Adjourn for Executive Session—MOTION Bellman/Kell to adjourn and go into Executive session at 8:35 pm. Passed.

XI. Adjourn—MOTION Ryerson/Hirsch to adjourn at 9:30 pm. Passed

Attach Manager's Report