

Tamarack Trails Community Services Association
Board Minutes Final-Approved
Tuesday, March 24, 2020

6:30 pm – Conference Call due to corona virus concerns.

Present via phone: Janet Hirsch, Bob Jacobs, Amy Kell, George Meyer, Dean Ryerson, Anne Rohr, Larry White, Property Manager Daryl Larson

Also present via phone: Tricia Gavin, Sharon Genthe

- I. Welcome and Introductions by Janet Hirsch, President.
- II. The BOD minutes of February 25, 2020 were unanimously approved as distributed. Ryerson/Kell.
- III. Community Correspondence: None
- IV. Property Manager's Report from Daryl Larson.
 - A. Concrete-Dwellings- It was confirmed that the Affordable Concrete bid is for projects that were not completed in 2019 using reserve funds that were budgeted for 2019. George pointed out that some projects which were not completed in 2019 will be done with carryover funds from last year.
 - B. 7421 Cedar Creek (Anne Riceman) Deck- It is considered a safety as it has broken deck boards and is hazardous. Bob Jacobs, former chair of the ARB, concurred. The Maintenance Committee recommended approval of the contract submitted by Northstar Contracting. The work will be done in late May or early June. This work is being contracted out because of lack of Tamarack staff.
- V. February 2020 Financial Statement
 - A. Treasurer, George Meyer, reported that the Tamarack investment fund has lost value due to the effect of Covid-19 on the stock market. The fund has lost approximately \$84,000 or 30% of value. The value on March 23rd is approximately \$450,000. George, Daryl and Prudy Stewart, Finance Committee Chair, will talk with Dave Ellestad of US Bank for more details and will also review the loss in relation to expenses planned for 2020. George clarified that this drop in the investment account should not affect projects which have been budgeted for 2020; expenditures for those projects are covered by the 2020 assessments to owners.
 - B. Asphalt Contract for Cedar Creek- MOTION: to approve the Poblocki contract for asphalt as stated in the documents provided conditional on the property manager and treasurer consulting with our investment advisor to determine if there are significant negative implications to our investment account by going forward with this contract. If the answer is "no", the contract will go forward as approved tonight. Meyer/Rohr. Approved unanimously.
- VI. Committee Reports
 - A. Architectural Review Board-No meeting.
 - B. Amenities-No meeting.
 - C. Garden-Review minutes of March 17, 2020.

1. The Garden Committee plans to raise fees by 20% as funds are low going into the season. They plan to revise and send out forms soon to all Tamarack residents. They will not buy compost this year.
 2. Garden Fees- MOTION: to approve the increase in garden plot fees as recommended by the Garden Committee and that we remind the Committee that the fees and changes need to be approved by the Board in the future prior to the distribution of the application forms. Ryerson/Meyer. Approved unanimously.
- D. Finance-No meeting.
- E. Human Resources-No meeting.
- F. Maintenance-Review minutes of March 310, 2020.
1. MOTION: to approve Robert Prugh as a new member. Jacobs/Ryerson. Approved unanimously.
 2. Bids for Rock Walls- Moved to April board meeting pending receipt of bids.
- G. Resident Activities Committee-No meeting.
- H. Welcoming-No meeting.

VII. Old Business

- A. Painting Contract for Dwellings on Bayberry- MOTION: to approve the bid from Viktor's Painting LLC for painting on Bayberry Trail. Kell/Ryerson Approved unanimously. Meyer confirmed that this is an operating expense.
- B. 17 Oak Creek Trail (Bonnie Ackerman) Reimbursement Request.
 1. MOTION: To approve a reimbursement of \$750 for expenses incurred for the installation of a sump pump and other repairs. Meyer/Jacobs. Approved unanimously.
 2. MOTION: To ask the Maintenance Committee to review the reimbursement policy relative to such matters and to bring their recommendations back to the Board by the May or June board meeting. Ryerson/Kell. Approved unanimously.

Considerations for the review may include: issues of fairness and consistency, liability, fiscal implications, what has happened in the past?, what is happening now?, what may happen in the future?

- C. By-law revision request from Resident Activities Committee to eliminate their term limits. This will be moved to the April board meeting.

VIII. New Business

- A. Next board meeting-April 28, 2020.
- B. Covid-19- Daryl received a boiler plate letter regarding association responses to the virus. A document will be sent to unit owners and staff to reassure them and to let them know how we are handling this issue and our expectations going forward. It is important that we provide staff with a safe working environment. Meyer will forward information regarding proposed government programs.
- C. Virtual meetings- Zoom or "Go to Meeting" will be considered for the April meeting and committee meetings.

IX. Adjourn

April 28, 2020

Manager's Report to Board/ April 28, 2020

Bruce Company/Mulching: All mulching has been completed 2020 and Angie received many compliments. MC committee, Angie and I are recommending the proposal for approval from Bruce company on the two Rock Wall.

Landscape Staffing: We have hired back TJ from last season as one of our full-time seasonal help and have received several resumes for part-time summer seasonal landscaping help for this coming spring/summer season.

Maintenance Staff: We are now complete and have a full maintenance staff. Our new maintenance specialist is Dan Fredericks, he comes with over 10 years of carpentry experience and will be a good addition to the maintenance department. Gene Moeller is also in the process of studying and will be taking his on-line Dwellers Contractor license certification.

Projects for 2020: RFPs were returned to us for 2020 concrete replacement projects from Angels and Affordable. MC committee, Gene and I are recommending that we contract with Angels for the concrete repairs and or replacements. We will continue to prioritize "phase work" of the Association over individual requests. We have just received one proposal on the clubhouse deck repairs and membrane repair.. We will forward on to the MC committee for May's discussion.

Concrete: Affordable Concrete has completed the repairs and replacements of all concrete that was originally scheduled and approved for 2019.

Painting: Viktor's Painting is currently painting the exteriors on Bayberry Trail. Attached are the other proposals for Phase III that the MC committee and I are recommending moving forward to be approved for 2020 with-in our approved budget of \$50,250.

Deck: We have signed the contract for the deck replacement at 7421 Cedar Creek with NorthStar Contracting and they have scheduled this work for the third week of May 2020. Gene has begun and is in process of all decks that will need to be done in 2020 and should have a more accurate report for you at May's meeting.

Tennis Court: Attached is the proposal for the repairs to the tennis court, they will not be sealing it only making repairs.

Communication/Newsletter: Jean and I continue to answer any questions or concerns daily when owners call, drop in or email us. We also have sent out communication to owners by email on any important matters that may come up in between board meetings. We will also be sending out the April/May 2020 Good Life newsletter to all owners on Thursday, April 30, 2020. Janet and I have kept in communication with each other weekly or sometimes daily by phone and email on any other items that may occur in between board meetings.

Roof & Pool Inspections: Roof inspections that were recommended for this year are not necessary as we previously had them inspected last year by a roofing company and insurance company to date. They did not find any roofs that were in any need of repairs and or replacements. We will continue to monitor all roofs on a case by case basis going forward.

Pool inspection, Jean and I have Neuman Pools coming out in early May to inspect the entire structure of the pool. They will provide us with their professional expertise on what the structure will need and if we can make repairs that would be sufficiently sound for the next 5-8 years verses an entire replacement over-haul of the pool.

Unfortunately to date the Public Health – Madison & Dane County (PHMDC), all public pools are indefinitely closed until further notice. We do not have any updates to date on the re-opening of the public pools. We will continue to monitor this closely and communicate to the Board once we have any updates.

Thank you!

Daryl Larson, CMCA
Association Manager