

Tamarack Trails Community Services Association, Inc.
Board Minutes-Approved
April 28, 2020
6:30 pm –ZOOM meeting

Board members online: Janet Hirsch, Amy Kell, George Meyer, Bob Jacobs, Dean Ryerson, Larry White, Anne Rohr, and Association Manager Daryl Larson.

Residents online: Bonnie Ackerman, Judy Bluel, Donna Duffy, Christina Finet, Rise Futterer, George Jesien, Cliff Mason, Jean MacCubbin, Jayne Meyer, Andy Policano, Barb Schuler, Ron Schuler, Brian Shore, James Steinbach, Rosemary Stenback, Nina Winston, db, Galaxy S8.

- I. Welcome & introductions. President Hirsch thanked Dean Ryerson for setting up the ZOOM meeting. He briefly explained usage guidelines such as mute, the chat room, etc.
- II. The board minutes of March 24, 2020 were approved unanimously, as submitted. Jacobs, Kell.
- III. Community Correspondence
 - A. 7332 Cedar Creek Trail-The Association Manager received a complaint from a resident regarding people cutting through his yard and walking over the concrete patio. There was a discussion regarding the complaints.
 1. The board noted that it is not appropriate to use an individual patio as a walkway. A notice will be put in the Good Life asking all residents to show community awareness and to respect the close proximity of our homes.
 2. In May 2019, the board approved the installation of signs to discourage people from walking between 7330 and 7332 Cedar Creek. The board will not approve the request to install fencing. This area is common property, not private property.
 - B. George Meyer noted that he was informed by Nino Amato that the city has a group of volunteers removing only downed trees from the conservancy area in the next few weeks. This was not a sign of the city moving forward without further hearings.
- IV. Property Manager's Report (attached at the end of this report) Highlights:
 - A. Blow-in mulching by Bruce Company has been completed.
 - B. Staffing: Hired TJ back for seasonal landscaping. New maintenance staff, Dan Fredericks, will start next week.
 - C. Daryl explained that we must follow city and county guidelines for public pools and tennis courts which are indefinitely closed until further notice. Pool cleaning by TT staff and inspection of the pool by Neumann Pools is ongoing at this time; we hope to be ready when we are notified of possible opening dates.
- V. March 2020 Financial Report, Treasurer George Meyer
 - A. Meyer reported that the format of the monthly report will be revised 1) to add the column of % used thus far, and 2) to include "carryover" money from 2019, which includes \$37,000 for drainage.
 - B. It was noted that there is over \$400,000 in our checking and low-interest savings accounts. This includes income which was not spent in 2019. Meyer and the Finance Committee will review options which would provide secure, positive returns.
 - C. The annual process to transfer year-end money into the Reserve Fund will be reviewed.

VI. Committee Reports

- A. Architectural Review Board (ARB) – No meeting.
- B. Amenities – No meeting.
- C. Garden – No meeting.
- D. Finance – Minutes of April 15, 2020 were reviewed.
 - 1. The committee met with David Ellestad, US Bank, to discuss our investment fund. It was determined that we will be able to meet our targets. The 30-year spreadsheet indicates that our first withdrawal from the fund is planned for 2029 for the pool.
- E. Human Resources-No meeting.
- F. Maintenance-Minutes of April 14, 2020 were reviewed.
 - 1. Proposals:
 - a. The revised proposal from Viktor's Painting, LLC in the amount of \$42,752 was unanimously approved. White/Ryerson. This is a revision of the proposal submitted by the Maintenance Committee and includes: \$16,547 for Bayberry approved at the March 2020 board meeting and \$26,205 for Red Maple. If the budget allows, work by Tamarack staff may continue on Grey Birch.
 - b. The proposal from Angel's Concrete, Inc. in the amount of \$9,685 to replace 15 sidewalks and stoops was unanimously accepted. White/Kell.
 - c. The proposal from Midwest Sealcoat, LLC to clean, repair and repaint the tennis courts in the amount of \$5850 was unanimously accepted, Meyer/Ryerson.
 - d. The proposal from The Bruce Company in the amount of \$8,925.30 for the deconstruction and stacking of walls at 7411 Tree Lane and 5 Honey Locust was unanimously approved. White/Jacobs. The air conditioner units will need to be disconnected and moved before the work begins. This will be an additional cost of approximately \$200 each to Tamarack. The Association Manager will notify the residents that they will be without air conditioning during this work.
- G. Resident Activity Committee-No meeting.
- H. Welcome Committee-No meeting.

VII. Old Business

- A. By-law Revision regarding the elimination of term limits for Resident Activity Committee members. This revision was rejected by a roll-call vote. No: Hirsch, Jacobs, Kell, Rohr; Yes: Meyer, Ryerson. Recused: White

VIII. New Business

- A. 2020 Recreation Policies will be reviewed at the May 2020 meeting. It was noted that the pool will not open on Memorial Day weekend due to restrictions from Public Health Madison & Dane County. Their guidelines will need to be incorporated into the policies.
- B. Board Calendar: Next meeting-May 26, 2020.

IX. Adjourn to Executive Session-8:05pm

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