

## **Tamarack Trails Community Services Association, Inc.**

Board Minutes, Special Meeting-Approved

August 5, 2021: 6:30 pm

Upper-Level Meeting Room, Club House and Via Zoom

Board Members Present: Janet Hirsch, Bob Jacobs, Amy Kell (via Zoom), George Meyer, Dean Ryerson, James Steinbach, Larry White.

Others Present: Property Manager Daryl Larson, Tamarack Trails Residents in person: Judy Bluel, Don Haasl, Wayne Koska, Eileen Kramer, George Jesien, Jean MacCubbin, Jayne Meyer, Jim Munhofen, David Reed, Anne Rohr, Paul Skidmore, Caryl Terrell, Mary Young, Janet Zimmerman; via Zoom: Bonnie Ackerman, Sandy Drew, Barbara Hughes, Georgiana Koska, William Probst, Jan Robertson, Barbara Schuler, Eve Siegel, Pamela Toby, Jim Waeffler, Melinda Young, and MJL, [jwponfonwis@aol.com](mailto:jwponfonwis@aol.com), 608-333-5043.

- I. Welcome and Introductions – Board President Janet Hirsch called the meeting to order at 6:32 pm and welcomed all participants to the meeting. Following Board of Director introductions, she stated that the purpose of the meeting was to consider bid proposals for work on the main swale located just north of the Tamarack Trails clubhouse.
- II. Project Overview and Bid Proposals – Jayne Meyer, Chairperson of the Maintenance Committee, explained the purpose for the project and outlined details of two bid proposals being considered. She indicated that the project was necessary due to drainage, potential flooding of homes adjacent to the swale, and erosion.
  - a. The first, from David J. Frank Landscape Contracting, detailed a bioswale approach involving but not limited to excavation and disposal of existing soil, drainage and soil preparation, extensive planting, and turf renovation. This proposal is designed to move water into the channel in different ways, through plant transpiration, absorption into specially engineered soils, and through a drain tile pipe. The cost for this proposal: \$219,890.
  - b. The other bid from The Bruce Company, proposed construction of a rock bed that involved but was not limited to excavation and grading, installation of boulders and cobblestones, some planting and seeding. This proposal is designed to move water out fast by moving it over an impervious cobblestone and rock channel. The cost for this proposal: \$242,100.
- III. Financial Considerations – Board member and Treasurer George Meyer outlined financial considerations that were developed in consultation with Finance Committee Chairperson Prudy Stewart. Funds are available in the Association's Money Market account, Contingency Fund, and Drainage account to cover the costs of the project. He emphasized that no reserve investment account funds would be utilized. However, some projects would be delayed until 2022 under this financing plan.
- IV. Participant questions and comments – Participants were invited to provide comments and to ask questions. Comments included but are not limited to: the urgency for the project, support for the bio-swale proposal, the need for more resident input including a tour of the swale and presentations by the contractors, concerns about the flow of the water and the speed of that flow, a suggestion that engineering data be considered, the extra work involving maintenance and plantings could be a challenge for staff and involve additional post-project completion costs, impact of the project on the Association's budget and financial status, and other drainage problems throughout the Association.
- V. The following questions that surfaced from participants were addressed:

- a. Why weren't the contractors present for this meeting? The contractors provided in-person presentations and documentation to members of the Board and Maintenance Committee in an open meeting. Contractors also visited the site on at least two occasions and conferred with staff and board and committee members.
  - b. What is the width of the swale under the proposals? The proposed bio-swale width is approximately 6 ft; the rock channel proposal width would vary.
  - c. Why is the payment not spread over two years? Payments are due in one year as specified in the bid proposals.
  - d. What guarantees are provided in the proposals? Given the uncertainties related to rainfall and related unknowns, guarantees are limited to workmanship and plantings for one year.
  - e. Why not delay such an expensive decision? The erosion problem continues, and costs will likely increase in the future. The Association is in a financial position to proceed now.
  - f. Was an engineering study completed? Data from an engineering study of the swale was provided to the contractors.
  - g. Will there be standing pools of water? This is unlikely given the design of both the bio-swale and the rock channel proposals.
  - h. How will the plantings be maintained and what costs will be incurred through the maintenance? Current staff will oversee the maintenance of the plantings. The Property Manager will work with the Grounds Supervisor to monitor the work.
  - i. Why were only 2 proposals secured? Other firms were contacted and for various reasons declined to submit bids.
  - j. What about other drainage issues throughout the Association? The Maintenance Committee monitors such issues and has plans for several areas. Some issues have been handled, such as near the cemetery.
- VI. Board Discussion and Action – Board members raised questions and discussed the proposals.
- a. A motion was made by Meyer, seconded by Jacobs, to initiate contract discussions with the David J. Frank Landscape Contracting for project completion this year with the following contingencies to be completed prior to signing a contract: 1. The contract will be reviewed by legal counsel. 2. An engineering review will be completed. 3. The City Engineer will be consulted for an opinion. 4. A swale tour and proposal presentation of the bio-swale proposal will be provided to residents. 5. On-going maintenance issues and costs will be explored with a company utilizing a bio-swale (American Family). On a roll call vote, Board members Meyer, White, Jacobs, Steinbach, Ryerson, and Hirsch voted yes; Board member Kell voted no. The motion carried.
- VII. Adjournment – A motion was made by Jacobs, seconded by White, to adjourn the meeting. The motion carried. Time: 8:05 pm

Dean Ryerson  
Secretary