

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

Board Minutes

February 22, 2022, at 6:30 pm

Via Zoom

Board Members Present: Janet Hirsch, Bob Jacobs, George Meyer, Dean Ryerson, Paul Skidmore, James Steinbach, Larry White.

Others Present: Property Manager Daryl Larson, Bonnie Ackerman, Judy Bluel, Donna Duffey, Christina Finet, Rise Futterer, Tricia Gavin, Sharon Genthe, Don Haasl, Leta Ann Knapp, Kamu Kanduri, Nancy Korda, Eileen Kramer, Jean MacCubbin, Jayne Meyer, John/Becky Oaks, Carol Prugh, Ron/Barb Schuler, Rosemary Stenback, and Charlotte Woolf.

Welcome and Introductions: Board President Ryerson called the meeting to order at 6:30 pm and welcomed all participants to the meeting. Ryerson stated that the board will continue to meet via Zoom for the time being to maximize participation until hybrid Zooms or in-person meetings are feasible.

- I. **Approval of Board Minutes:** A motion was made by Jacobs, seconded by Steinbach, to approve the minutes from the January 25, 2022 open board meeting. Hirsch pointed out that some resident names were misspelled. The motion carried as amended. A motion was made by White, seconded by Steinbach, to approve the January 25, 2022 closed board meeting minutes. White noted that there was no formal motion for adjournment because the Zoom call timed out. The motion carried as amended.
- II. **Community Correspondence:** There was none.
- III. **Public Comments:** Ryerson noted that the agenda now has a section for public comments. Residents wishing to comment should use the chat box or turn on their video which Jacobs will monitor. MacCubbin and Finet both noted that they may comment during the ARB committee report.
- IV. **Property Manager's Report:** Property Manager Larson's report for January is attached to these minutes. Larson explained why paths were not broomed today and said they would be broomed tomorrow. He explained that vaccinated residents will not have to wear masks in the office after March 1<sup>st</sup> but should still practice social distancing. Meyer suggested recruitment posting on MATC's campus. In response to a chat room question, Larson clarified that in-unit billable work will be limited due to staff workload, but staff are fully vaccinated and when they enter units it will be up to individual staff and residents to agree on precautions.
- V. **Financial Report:** December and January financial reports are not yet available. Larson sent the year-end report to Meyer and the chair of the Finance Committee (FC) and the Committee will be reviewing it. The FC will provide the Board with information the final

surplus from 2021 and will recommend disposition of the surplus to the board at the March meeting. Meyer commented on recent market decline and noted that our investment balance is still above the expected level. Having taken some funds out for the swale prior to the decline reduced the recent loses in the amount. Larson clarified that the February financial report should also be available by the March board meeting.

**VI. Committee Reports:**

- A. Architectural Review Board (ARB): Ryerson announced that Jacobs will become the ARB liaison beginning in March. Meyer reviewed minutes of the 2/9/22 meeting and thanked the ARB for its diligent work reviewing the Book of Standards (BOS).

Finet outlined the considerable work of MacCubbin, Hughes, Popic and Maddox in reviewing and proposing changes to the BOS. MacCubbin explained the proposed changes in the checklist forms (standard and expedited). Jacobs asked if the forms should be included in new residents' welcome packages. Hirsch opposed inclusion because the package is large enough. The checklists will be available on the TT website. White and Steinbach asked about the prohibition of encroachments on the checklist in light of current efforts to clarify our policy. Ryerson stated that a workgroup has been formed to look at the encroachment issue, but has not met.

Ryerson asked when final BOS change proposals would be available for board review. MacCubbin indicated they should be available by the May or June board meeting. Ryerson suggested any changes affecting other committees should be sent to the chairs for their review as well. Hirsch pointed out that the board should receive sections to review as they are available because of the volume of the document and some may require resident review as well. MacCubbin indicated that before the May board meeting there is a placeholder for a public meeting to take comment on the revised BOS. Finet explained that they have already met with the Maintenance Committee and MacCubbin is working with Jacobs and White to coordinate with their policy review.

Finet discussed the density calculation sheet. Remaining issues include whether to count deck stairway footprint and the treatment of one structure over another. Hirsch moved to return the document to the ARB to answer these questions. Meyer suggested the ARB propose a resolution two weeks before the March board meeting so the board can discuss it then. Meyer asked if the city assessor's website was up to date and MacCubbin indicated that the city website was brought up to date when the city implemented a stormwater fee. Korda stated that common sense and the building footprint should be deciding factors for a density calculation. Hirsch withdrew her motion.

Meyer moved to approve the two proposed checklist forms with the caveat that they be updated if our policy changes. Ryerson suggested to hold approval of the

forms until density questions are answered. Hirsh asked why the ARB approved the deck change at 7426 Cedar Creek if the density was already over 60%. Finet responded that the density change was minor, the expense to rebuild railings around existing notches was higher and the change would make it more consistent with other decks in Tamarack. Meyer added that the original deck notches were made to accommodate two trees that are no longer there. Hirsch asked who was responsible for the city permit at Millstone and Larson indicated it is Tamarack.

- B. Amenities Committee: No January meeting.
- C. Garden Committee: No January meeting.
- D. Finance Committee: No January meeting
- E. Human Resources Committee: No January meeting.
- F. Maintenance Committee (MC): Hirsch briefly reviewed the minutes of 2/8/22 meeting. A list of 2021 MC decisions was provided to the board. Hirsch was opposed to the proposal to add up to three "at-large" members to the core group of the Neighbors for a Greener Tamarack workgroup (NGT) because it would dilute the principle of equal representation from all seven phases. Meyer moved to approve the NGT charter, Steinbach seconded, and the motion was defeated 3 to 4 ("first" motion). Hirsch moved to approve the charter without the three additional members, Steinbach seconded, and the motion carried 5 to 2 ("second motion"). Following a discussion of the difference between a workgroup and committee, Steinbach moved to reconsider the second motion, Jacobs seconded, and the motion carried 6 to 1 with Hirsch opposing. Steinbach moved to approve the second motion, Jacobs seconded, and the motion was defeated 5 to 2 with Hirsch and Skidmore voting aye. Steinbach moved to approve the NGT charter as written with up to three additional members, Meyer seconded, and the motion passed 5 to 2 with Hirsch and Skidmore opposing.

Hirsch moved to approve the contract with Newman Concrete Lifting, Meyer seconded, and the motion carried unanimously. Hirsch moved to approve the contract with Poblocki Paving, Skidmore seconded. Meyer requested a total for the paving components and Larson stated that it is \$125,750. Jacobs asked if restriping the clubhouse parking to allow a counterclockwise approach had been considered and Hirsch stated that we would lose one parking space if we did that. The motion passed unanimously. Hirsch corrected 2013 to 2023 in Section VII(c) of the MC minutes. Hirsch also indicated that the city has grant money available in connection with the Pheasant Branch project and the MC will investigate if the swale project might qualify.

G. Resident Activities Committee: Steinbach reviewed the minutes from the 2/9/22 meeting and encouraged all to review the list of planned events for 2022. He clarified that the "Fall Welcome Party" is the new resident's reception.

H. Welcoming Committee: No January meeting.

**VII. Old Business:**

A. Board of Directors Code of Ethics: Jacobs moved to approve the revised code of ethics and Skidmore seconded. Steinbach clarified that the proposed changes included addition of the last sentence to #8 and all of #9 to the "should" list and addition of "intentionally" to #7 of the "should not" list. Ryerson clarified that this document will be available to all residents. The motion carried unanimously.

B. Board Goals and Priorities:

- Communications: Steinbach reported that at the next board meeting they will propose setting up two workgroups to develop as good a plan for communications as is now the practice for finance and maintenance committees.
- Policies: Jacobs and White reported that they have identified some potential changes to policies, but need to discuss the changes with affected committees before proposing them to the board.
- Bylaws and Declaration: Meyers and Skidmore have nothing to report yet, but they are meeting later this week and should have something to report by the March meeting.
- Committee Roles and Responsibilities: Ryerson reported that he has met with the majority of committee chairs. He noted that we will now send draft board minutes to committee chairs prior to formal approval so they are aware of board action before their next committee meetings. Board liaisons will pass on any corrections to their committee chairs.
- HOA Legislation: Ryerson described the legislation and Tamarack's proposed letter opposing the legislation. Hirsch suggested that we need to add an estimate of Tamarack's extra cost if the legislation passes. Steinbach will estimate costs and provide language to Ryerson so the letter can be provided to appropriate legislators and the Governor.

C. Survey: White reported that Genthe is joining Haasl and him to work on a proposed survey instrument that should be ready for board review by March.

**VIII. New Business:** None

**IX. Community Reports and Other Business:**

- A. Strengthening Ties: Skidmore reported on recent activities. The emphasis continues to be on security.
- B. Sauk Creek Greenway: G. Meyer suggested this topic be combined with the Pheasant Branch Watershed project. J. Meyer reported that the utilities and city property line are marked from Tree Lane to the swale. If their property line is correct, it will cut off much of what some units now consider their back yard.
- C. Pheasant Branch Watershed: The public hearing was held on 2/10/22 and about one third of the attendees were from Tamarack. The responses to audience questions about the details and timeframe were vague.
- D. Upcoming Meetings: Hirsch added that there are two upcoming community meetings that may be of interest. One is the alder's community conversation on redistricting on Thursday, February 24. The second is a meeting on Madison Metro that Walnut Grove has set up for April 6.

X. **Adjournment.**

- A. A motion was made by Meyer, seconded by Skidmore, to adjourn the meeting. The motion carried at 8:06 pm.
- B. The next regular meeting of the Board of Directors will be held on Tuesday, March 22, 2022, at 6:30 pm.

Larry White  
Secretary