

**TAMARACK TRAILS  
FINANCE COMMITTEE MEETING MINUTES  
WEDNESDAY, JUNE 21, 2023**

**In Attendance:** Committee Members: Tom Ferris, Dave Larson, Bill Probst, Larry White (Tamarack Treasurer); Board Liaison: George Jesien; Association Manager: Stacey Haberman; Absent: George Meyer, Jane Vaske.

**1. Meeting Minutes Approval**

The minutes from the May 17, 2023, meeting were approved as written.

**2. Unaudited April and May 2023 Financial Reports**

Comments regarding the Unaudited April and May 2023 Financial Reports:

- a. April Account #64100, Clubhouse Amenities – Painting of second floor of clubhouse.
- b. April Account #70500, Asphalt – First payment for 1/3 of 2023 contract. This is for the first phase of Oak Creek.
- c. April Account #71300, Water Mains – Hydrant replaced on Oak Creek.
- d. April Account #73350, Painting – Half of 2023 painting contract.
- e. May Account #73500, Wood Repair – Bulk order of Palite composite boards for general wood repair.
- f. Other accounts appear to be reasonable when compared to 2022.
- g. The statements reflect the 2022 audit entries.

Based on the 2022 audit report and the Unaudited May 2023 income statements, the Reserve Fund Balance is estimated to be approximately \$761,400, an increase of \$40,500 from the March 31, 2023, balance. The balance consists of the US Bank investment balance of \$520,650 and cash and other net assets estimated as \$240,750. The US bank investment balance reflects a decrease of \$7,150. The unspent carryover of 2022 budgeted spending for unit chimney caps and the swimming pool amounting to \$131,100, reduces this undesignated reserve fund balance to \$630,100.

Related to the reserve fund, the 30-year spreadsheet used to develop the 2023 reserve budget showed that the minimum reserve balance as of December 31, 2022, should have been \$538,400. By the end of 2023, the minimum balance should be \$551,900. While the May 31, 2023, balance is above the minimum balance as of December 31, 2023, this balance reflects less than 25% of the budgeted 2023 Reserve Fund spending compared to over 40% of the 2023 reserve assessments for the same period.

**3. Edward Jones Investments**

**a. T-Bills Reinvestment Status Report**

Stacey reported that the 6-month treasury bills with a maturity date of June 1, 2023, were reinvested in 3-month CDs and 6-month CDs at Edward Jones. Since CD rates were higher

than T-Bill rates, the decision was made to switch to CDs. The 3-month and 6-month CDs are both valued at \$69,000.

**b. Operating Funds or Reserve Funds**

At the May meeting, we briefly discussed whether the Edward Jones investments should be transferred to the reserve fund since they represent excess operating earnings over the years. We continued our discussion as well as discussing how much operating cash is needed. According to the Tamarack Trails Accounting Policies and Procedures Manual, the current target for the operating fund is one month of general operating expenses. We deferred any decisions to our July meeting.

**4. 2024 Budget Process Update**

Budget Committee members assisting Stacey with developing the 2024 budget are: Tom Ferris, Larry White, George Meyer, George Jesien, Prudy Stewart, and Don Haasl. Jane and Arnie Vaske have volunteered to help Larry with the assessment spreadsheet.

Stacey reported on the following changes that we are making to this year's budget process, prior to our budget committee meetings:

- a. Stacey will meet individually with the maintenance, amenities, and HR committee chairs.
- b. Stacey will also meet individually with Rollie and Angie. The two supervisors will not be meeting with the budget committee this year. They will give their input to Stacey in the individual meetings they have with her.
- c. Stacey will then meet with the maintenance, amenities, and HR committees to discuss budget proposals and get input from the entire committee.

We then reviewed the current budget meeting schedule which is attached.

**5. Association Manager's Report**

Stacey discussed the following topics:

- a. Swimming pool - the temporary fix to the cracks at the start of the deep end to get us through this season appear to be working. The leak that we thought we had turned out to be a problem with the pump. A simple adjustment to the valves corrected the problem. Also, we were warned about having the pool water being too hot. A sign on the boiler states that the temperature for a pool should be between 80-82 degrees. The next step is to get options and cost estimates for making permanent repairs for 2024. Stacey informed us that options for more permanent fixes won't be available until the end of the pool season. Stacey also let us know that our new maintenance supervisor has pool experience and that Stacey and Rollie were making sure everything related to pool maintenance now gets documented.
- b. We are looking to hire an additional maintenance staff person.
- c. Stacey updated us on the wood rot problem at 9 Mountain Ash. The owner got a bid for the replacement of a number of windows. However, when asked, the contractor stated

that they found no wood rot. Rollie and Stacey will continue to make sure that before any new windows are installed that the wood rot problems are resolved.

- d. The painting contract for part of Oak Creek Trail is complete. Since we saved a lot of money by renegotiating the contract, Stacey and the maintenance committee will decide whether to add more units on Oak Creek or to shift the cost savings to other reserve projects. During the painting, more wood rot was found. All wood rot problems that the painters found have been taken care of.
- e. Asphalt work on a portion of Oak Creek will be started in mid or the end of July.

**6. Other**

Next Meeting – July 19, 2023 @ 3pm.

APPROVED