

Tamarack Trails Community Services Association, Inc.
Board Meeting Tuesday, June 27, 2023

Meeting convened at 6:30 pm

Present:

- Board members: Dean Ryerson, President; Bob Jacobs, Vice-President; Larry White, Treasurer; James Steinbach, Secretary; George Jesien, Jayne Meyer, Paul Skidmore.
- Association Manager: Stacey Haberman
- Residents: (26; 16 in person, 10 on Zoom): Bonnie Ackerman, Judy Bluel, Tom Ferris, Christina Finet, Joan Foster, Sharon Genthe, Don Haasl, Janet Hirsch, Barb Hughes, Leta Knapp, Wayne Koska, Jean MacCubbin, Maria Nagel, Jim Waeffler, Julia Pierstorff, Isabella Popic, Carol Prugh, Sue Rapa, Anne Rohr, Larry Sallee, Brian Shore, Georgia Taylor, Belinda Thomas, Pam Tobey, Ginny White, Charlotte Woolf.

Dean Ryerson, President, welcomed participating residents and requested that comments be brief and related to business at hand. Ryerson also noted that the agenda needed correction.

I. **MOTION** to approve Board minutes of 05-23-23 (BJ/JM) **PASSED**

II. Community Correspondence

A. Residents had comments about the new speedbumps on Westfield Rd.

- People appreciate the speedbumps and wish they had continued into the Tamarack area as we have many walkers and elderly people. Traffic speed is worse on either side of the speed bumps and it's harder to cross the street. Can Tamarack ask for speedbumps?
- Paul Skidmore noted that in the past traffic engineers solicited input before acting. They listen to individuals but not necessarily to neighborhoods.
- It was noted that in the past the city needed X% of residents to approve. Paul says things have changed.
- A model letter was suggested. Discussion about whether this is useful.
- Jean MacCubbin noted it's helpful to suggest placement of the speedbumps.
- General Board agreement this isn't a Board issue and residents should be encouraged to contact the city. Dean requested a summary of this issue in The Good Life.

B. Several residents asked if the Board did its due diligence for resident review of the Book of Standards. Dean Ryerson reviewed the process.

III. Association Manager's Report – Stacey Haberman

- A. Tamarack Trails Community Directory has been updated. Updated copies are available for pick-up in the office.

B. Staffing:

- We have 4 full-time short-term employees working with Angie on grounds work.
- Our new Maintenance Superintendent joined our Team on June 5th. His name is Rollie Remhof. He is already a great asset to our team. Work orders are being completed and documented in a very efficient manner.
- We are currently working on the Lifeguard schedule for July.

C. May Work Order Reports:

- Grounds:
 - Completed Work Orders: 21
 - New / Requested / Assigned / Scheduled: 6
 - Maintenance:
 - Completed Work Orders: 38
 - New / Requested / Assigned / Scheduled: 19
- All work orders are tracked using AppFolio. If you need a work order you can enter it yourself, or let the office know and we will enter it for you.

D. Maintenance:

- Exterior painting is completed on Oak Creek Trail. Staff replaced rotted wood.
- New garage doors have been installed in the maintenance /grounds buildings.
- Poblocki Paving: Estimated Oak Creek start date is the middle of July. The office will send out maps of the schedule.
- Quote received for repairs of clubhouse parking lot, still waiting on quote for Pin Oak.
- Newman concrete Lifting and Affordable Concrete will be scheduled to come prior to Poblocki.
- 9 Mountain Ash: Quotes received from Hein's Contracting to replace the windows, also received a quote to replace the siding. They are going to get us more information regarding wood rot and their ability to take this part of the job.
- Fish Window Cleaning: 46 residents signed up. Window cleaning will be in the last week of June.
- Pool: Short term fix was completed on Thursday, May 18th by Badger Swim Pools. Temp is now stable in the pool. In the last couple of weeks there has been an issue with the pH indicator alarm going off. Badger Swim Pools will be here next week to look.
- The elevator in the Clubhouse has been repaired.
- Several contractors are looking at some decks. We are waiting for quotes.
- The bike racks by the courts are unstable. One was removed, the other will either be stabilized or replaced.

E. Landscaping:

- Greenscapes has not mowed for the last 3 weeks because it's so dry.
- Spring clean-up of the swale has been completed.
- Stump grinding was completed.

- Large Bur Oak Trees on Oak Creek Trail have been treated for spongy moth.

IV. Financial Report – Larry White, Treasurer

- No unusual expenses.
- The Reserve Fund Balance is estimated to be approximately \$761,400, an increase of \$40,500 from the March 31, 2023, balance.

V. Committee Reports (The Board may or may not act on items noted in meeting minutes.)

A. Architectural Review Board – Bob Jacobs, Board Liaison

- Brief update on meetings.

B. Amenities – Larry White, Board Liaison

- **MOTION** that the Board adopt a proposal of the Amenities Committee to charge non-residents \$3 each for participating in ongoing Tamarack activities, effective August 1. (LW/BJ)
 - The current system when an activity has 1 or more non-resident participants is to charge all participants \$1, both residents and non-residents alike.
 - Those in favor of the change noted that it's reasonable to ask non-residents to help support the Clubhouse, while residents have already done so with HOA fees. Unlike the pool or courts which can be used for multiple purposes, Clubhouse use means no other activity can take place. The fees are in lieu of the standard \$40 charge.
 - Those opposed noted that it's not welcoming to charge our guests; that it would be better to phase it in over several years; and there was no procedure described for collecting fees. Stacey Haberman said it would be managed on the honor system.
 - The motion was **PASSED** by a voted of 4 yes, 2 no, 1 abstention.

C. Garden – No meeting

D. Finance – George Jesien, Board Liaison and Larry White, Treasurer.

- 2024 Budget Preparation Process:
 - The Budget Team consists of Stacey Haberman (Association Manager), Tom Ferris (Finance Committee Chair), Larry White (Treasurer), George Jesien (Board liaison to the Finance Committee), Don Haasl, George Meyer and Prudy Stewart.
 - The team will spend August and September meeting in closed session with committee chairs to develop the 2024 budget. There will be an open meeting for all residents in mid-October to present the draft budget and gather resident comments. Subsequently, the draft budget will be presented to the Board of Directors at its October 24 meeting. The budget will then be presented at Tamarack's Annual Meeting and the finalized budget will be presented to the Board of Directors for approval at its November 28 meeting.

E. Maintenance – Jayne Meyer, Board Liaison

- MOTION to approve the Neighbors for a Greener Tamarack request to apply for Dane County Funding for free native plants. JM/PS. **PASSED.**

F. Resident Activities Committee – James Steinbach, Board Liaison

- The RAC expressed appreciation for Board support.
 - June Pool Potluck was a great success.
 - Too Sick Charlie will perform poolside on July 13, from 6:30-7:30.
 - The Fall breakfast will be September 10.
 - If there are funds remaining in the budget, the RAC recommends buying a grill. Currently residents bring their grill to events. Should this be shared with Amenities?
- Jayne Meyer has a recording of a CAI presentation on engaging residents.

G. Welcome – No meeting.

H. Human Resources –

- Dean Ryerson noted there was an HR meeting on June 15, 2023. Minutes were provided only to Board members due to confidential information.
 - Jayne Meyer raised concerns about creating a Landscaping office in Landscaping shed. Her principal issues were:
 - We had held back on some owner projects due to unknown costs and these should be a priority.
 - We are trying to create a cohesive work group and splitting people up seems to separate people.
 - There may be city and state code issues involved.
 - **MOTION** to defer work on the landscaping office until we have more information. JM/PS **PASSED**
 - Before passage there was considerable discussion:
 - Dean Ryerson: The Landscape Supervisor is working in a tight space.
 - Jayne Meyer: The item wasn't on the agenda and work has started.
 - Paul Skidmore: I'm not necessarily opposed but I'm concerned about the process. I might be able to contribute re city permits etc.
 - Dean Ryerson: This was a staff issue under the purview of the Association Manager and within her spending authority.

I. Nominations and Elections – Dean Ryerson

- Tamarack bylaws require that a committee be formed 12 weeks before the annual meeting. By consensus, the Board approved forming a committee.

J. Solar Panel Ad Hoc Committee – No meeting notes submitted.

VI. Unfinished Business

A. Board Goals for 2023 – Dean Ryerson

- Survey of residents
 - Larry White reported there is a draft survey.
- Web Site – George Jesien
 - Held both in person and Zoom focus groups, very useful.
 - Overall summary is that the web site needs work.
- Tamarack Foundation
 - Considering options
- Board roles and responsibilities
 - Considering responsibilities
- 50th Anniversary 2024
 - We need volunteers, please let us know.
- Resident participation
 - Why such low interest? We need to improve this.
 - James Steinbach suggested a special meeting. Dean suggested adding to the upcoming July 20 meeting.
- Association long range goals
 - For example, a Tamarack long range “forestry” plan. Need a group to submit a long-range plan by the end of 2024.
 - Don Haasl led a similar process in 2009 and was asked to consider taking a lead role again.
 - We need volunteers, please let us know.
- Policy revisions – Bob Jacobs, Vice-president and Larry White, Treasurer
 - (See attached for full text.)
 - For the most part, these are grammatical corrections and date changes and do not need resident notice.
 - Policy 1-100 Regarding the Establishment of Policy Resolutions.
 - Added paragraph #2: When an amendment to an existing Resolution is proposed, residents must be given thirty (30) days’ notice before the Board meeting at which the amendment(s) will be considered IF the proposed amendment includes substantive changes to current practices which could impact residents.
 - Jayne Meyer suggested that all changes should be presented to the community. “Substantive” is too subjective.
 - Larry and Bob pointed out that the existing policy does not require the Board to consult with residents at all. This change is more restrictive of unilateral Board authority.
 - George Jesien asks if we can do it faster, do we really need 30 days? Dean responds we need 30 days for substantive issues.
 - Dean noted that #5 allows for quick action if needed.

- Resident comments:
 - Residents should see changes, not just be told about them.
 - Why are we adding definitions? They're in the "Declarations" already.
 - The agenda did not indicate that a vote may or may not happen, so I didn't ask for copies.
- **MOTION** that Board adopt changes. LW/GJ **PASSED**
- Policy 1-101 Regarding the Regulation of Pets and Animals that Do Work For or Perform Tasks For Individuals With Disabilities and Emotional Support Animals.
 - Board review was requested of the dollar amount and dog/cat restrictions.
 - Pet language related to dogs and cats but does not mention other animals.
 - Jayne Meyer suggested remove the \$50 number and be responsive to the specific situation. This might be worth further consideration.
 - No action taken.
- Policy 1-102 Regarding Vehicles and Other Large Equipment Kept In Community.
 - **MOTION.** GM/LW **PASSED**
 - Resident suggestion: Just call the manager, "Manager" not "Association Manager".
- Policy 1-103 Regarding Signs.
 - Strike "advertising a lot for sale". **MOTION** BJ/GJ **PASSED**
- Policy 1-104 Regarding Community Nuisance Control.
 - **MOTION** to adopt change referring to "Association Manager" LW/BJ **PASSED**
- Policy 1-105 Regarding Penalties for Violation of Policy Resolution.
 - **MOTION** to adopt minor changes in language BJ/LW **PASSED**
- James Steinbach suggested all materials be available by email or at the office.

VII. New Business

VIII. Community Reports & Other Business

IX. **MOTION** to adjourn BJ/LW **PASSED** 8:05 pm

X. Next board meeting: Tuesday, July 25, 2023.

Following adjournment the Board will convene in executive/closed session for the purpose of discussing an employee evaluation.

APPROVED