

**Tamarack Trails Community Services Association, Inc.**  
**Board Minutes from Tuesday, November 21, 6:30 pm**

---

Open 6:30

Present:

Board members: Dean Ryerson, President; Bob Jacobs, Vice-President; Larry White, Treasurer; James Steinbach, Secretary; Jayne Meyer, George Jesien. Paul Skidmore was excused.

Association Manager: Stacey Haberman

Residents: 25; 14 in-person, 11 Zoom

**A. Approval of Board Minutes 10-24-23 BJ/GL PASSED**

**B. Community Correspondence**

- I. Concerns were raised about the cost of furniture proposed for the Clubhouse. It was also suggested that it is inappropriate to use assessment funds for the 50th anniversary events. Instead, funds should be raised voluntarily. Concerns were also raised about the 10% Average Monthly Assessment (AMA) since there is not yet a decision on the pool. It was suggested to reduce the increase to 7% for 2024 until here's a written proposal for pool and adjust assessments accordingly. It was noted that continued steep increases could force some residents to leave, who may be replaced by more privileged people.
- II. Dave Larson gave an update on the Solar Task Force, which is working with 3 vendors and hopes to present findings early next year.
- III. Ellen Foley gave an update on city plans for the Greenway, which include the possibility of a mile-long north-south lit bike path running along the creek and up to six east-west bike paths crisscrossing the creek area. One proposal indicated access through the Swale, which is Tamarack property; as well as access on the edge of Walnut Grove Park close to Tamarack homes. All of this is preliminary and under discussion.

**C. Association Manager's Report - Stacey Haberman**

- I. October Work Order Reports:
  - o Grounds: Completed Work Orders: 11. New/Requested/Assigned/Scheduled: 15
  - o Maintenance: Completed Work Orders: 30. New/Requested/Assigned/Scheduled: 47
- II. Landscape preparations for winter, including snow removal plans, are well underway.
- III. There has been very positive feedback about Greenscapes.
- IV. The Board needs to review the Amenities Committee proposal for new furniture in upper level of clubhouse. The \$4,011.11 exceeds Stacey's approval authority.
- V. There is an interview set up for next week 11/22 for a potential full-time maintenance technician.
- VI. David J Frank has performed the required end of season maintenance. They elected not to cut down the perennials this season; allowing perennials to remain in the bioswale through the

winter will promote ecological resilience, enhance biodiversity, and support the overall health of the landscape.

VII. Viktor's Painting has completed the remaining painting on Oak Creek Trail Units 81-97.

VIII. Tree removal proposal from Stephenson Tree care has been approved by MC, proposal attached for BOD approval \$5,110.00.

**D. Financial Report- October 2023 - Treasurer Larry White**

I. October actuals were not yet available.

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

**I. Architectural Review Board – Bob Jacobs, Board Liaison**

- a. The revised resident/association responsibility chart is in progress.
- b. The next Board will consider developing consequences for violations of ARB standards. This is a complicated social, legal and record keeping issue.
- c. The committee thanks Christina Finet for her work.
- d. Jean MacCubbin is rewriting a "letter of solar panel installation" for Tamarack records.

**a. Amenities Committee – Larry White, Board Liaison**

- a. MOTION: To approve the proposal for Phase 2 Benches. LW/BJ PASSED
- b. MOTION: To approve the invoice for \$4,000 purchase of furniture for the upstairs Clubhouse. LW/BJ FAILED with LW abstaining.
- c. Jayne Meyer noted that a proposal for placing a rain barrel near the Clubhouse needs review by Amenities, ARB and Maintenance. The barrel is needed because there are no available faucets. It could also be an educational opportunity.

**b. Garden – No Meeting**

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

- a. MOTION: The Finance Committee recommends approving a budget for 2024 that was previously recommended to the Board in October with the following changes: LW/BJ APPROVED
  - I. Add \$7,900 to various operating and reserve accounts for increases in staff payroll and health and dental premiums.
  - II. Add \$2,000 to Account 52500, Board Expenses, for 50th anniversary events.
  - III. Subtract \$2,000 from Account 54000, Legal/Professional Fees, for the above addition to Account 52500.
  - IV. Add \$3,800 to Account 62100, Trash Collection, for estimated impact of renewing trash collection contract.
  - V. Switch \$19,800 from Account 71100 to Account 73150, for concrete work other than Oak Creek.
  - VI. Add \$7,500 to Account 73300, Dwelling Gutters, to address gutter problems on ten units.
- b. AMENDMENT: Remove Anniversary expenses from the budget. JM/DR. NOT PASSED 3-3

- I. There was discussion about the importance of reducing expenses over the next few years.
  - c. MOTION: Prepay the cost of 2024 Reserve Study in 2023 (\$7,500, saving \$950.00). GJ/JM. PASSED.
  - d. MOTION: The CDs in Edward Jones maturing in December 2023 should be reinvested in 3-month treasury bills or CDs, whichever is more advantageous at the time. GJ/JM PASSED
- d. **Maintenance** –Jayne Meyer, Board Liaison
  - a. MOTION: Approval of new committee member Janet Hirsch. JM/BJ. PASSED
  - b. MOTION: Approval of contract from Viktor’s Painting for snow removal at \$50/hr. JM/GJ PASSED
  - c. MOTION Approval of contract from Stephenson Tree Service for tree removal. JM/GJ PASSED
  - d. MOTION: Approve a resident questionnaire to go out regarding the pool JM/BJ
    - I. AMENDMENT: Include a brief paragraph describing each of the 3 proposed styles, approximate cost of each style, and related questions to those. JS/JM PASSED
      - Discussion about the balance of open-ended vs multiple choice questions, and inclusion of information about the current proposals.
    - II. It was suggested that a down-payment might buy us more time for research.
- e. **Resident Activities Committee** – James Steinbach, Board Liaison
  - i. The November Tam Talks with Keith Findley was well attended.
  - ii. The Holiday Party is December 6
  - iii. MOTION: Approval of New Members: Dee Seyfarth and Gillian Sender. JS/BJ.PASSED
- f. **Welcome Committee** – No Meeting
- g. **Human Resources** – Dean Ryerson, Chair
  - i. In executive session, the Board approved the Tamarack HR staff salary and benefits plan and the carriers for dental and health benefits, while looking into possible cost reductions.
  - ii. MOTION: Approve Dean Ryerson’s continued membership on the HR committee. GJ/BJ PASSED
  - iii. The newly elected Board will review the Tamarack organization chart.
  - iv. Ryerson also noted that the HR committee is exploring different ways of attracting staff; for example, working with refugee communities.
- h. **Nominations and Elections** – Dean Ryerson
  - i. The committee had no recommended changes.

**F. Unfinished Business**

- a. **Board Goals for 2023** – Dean Ryerson
  - i. Communications – Wayne Koska, committee chair
    - a. The committee met with the web manager to discuss changes to home page and log in pages, templates for how to make modifications to web site errors and documents.

- b. The committee is looking for current errors, outdated docs, and getting clarification from committee chairs.
    - c. In January the committee will present options.
  - ii. Proposed ordinance relating to alleged encroachments on city owned property adjacent to greenways.
    - d. In closed session the Board authorized engaging legal counsel for initial review and authorized a survey of the affected units.
    - e. Jayne Meyer noted that the City Council is expected to pass the ordinance.
    - f. The proposed bike path keeps shifting and could be in the back yards of some properties. The Association might want to weigh in, especially to make sure they don't use our property as an access route to a central bike path.
    - g. Some of the property may be common land and some resident owned. This causes complications and requires coordination of all involved.
    - h. Ellen Foley expressed gratitude for the Board's involvement and noted there are other areas in Tamarack that could be affected in the future.
  - iii. Association's 50th Anniversary
    - a. Residents are encouraged to volunteer.
  - iv. Resident Survey
    - a. If residents have comments or questions, contact Stacey Haberman
  - v. Policy updates
    - a. MOTION: Adopt policy IV-401 as presented by the ARB. BJ/JS PASSED
    - b. MOTION: IV-402 be renumbered with the clarifications noted, and placed in section V of policies since it is primarily concerned with Maintenance. BJ/JS PASSED AS AMENDED
      - I. AMENDMENT: Strike reference to ARB from the revised policy. JM/BJ
      - II. Section V will be reviewed by the new Board.
    - c. MOTION: Adopt policy IV-403 as updated. BJ/JS. PASSED

**G. New Business**

- i. Review of Annual Meeting October 26, 2023.
  - a. Send comments to James Steinbach
- ii. Discussion of 2024 Board Member Orientation Topics.
  - b. The December 7 orientation is open to all residents and suggestions for topics are invited.
- iii. Determine Date for December Staff Holiday Luncheon.
  - c. The Board approved bonuses for staff.
- iv. Thank you to committee and Board members that that have completed their terms.

**H. Community Reports & Other Business**

**I. Adjourn 8:35 BJ/LW**

**Next board meeting: Tuesday, December 19, 2023** (Office is closed on 12/26/23)