

Tamarack Trails Community Services Association

Architectural Review Board Meeting

May 8, 2024 Minutes **APPROVED**

1. Confirm Quorum: P. Maddox, I. Popic, J. MacCubbin, B. Hughes, D. Chritton, B. Karabis, E. Siegel, S. Haberman
2. Additions to Agenda: Discuss with new ARB members what is involved with being the contact with owners re: their approved projects
3. Approval of Minutes of April 15, 2024:
Motion to approve Minutes (MacCubbin, Hughes) **APPROVED**
4. Resident Requests -requests and related documents sent to ARB prior to this meeting:
 - a. **17 Mountain Ash Tr** – David/ Kim Kaminski. Replace two triple pane windows in back of unit, facing east. Photos and documents received. **Motion** to Approve (Popic, Siegel) replacement of two windows as indicated on rear of unit’s main level, in conjunction with replacement of structural boards showing wood rot on same wall. Heins Construction is contractor, Tamarack Maintenance staff and Manager will work with owners and contractor. Trim to be compliant with TTCSA’s Book of Standards. Note: TTCSA pays a portion of cost for structural repair; owner is responsible for remainder. Popic will be ARB contact.
APPROVED
 - b. **207 Randolph** – Gilbert/ Ketchum. Replace patio door unit due to leakage. Documents received, Genesis Exteriors will be contractor. Motion (Hughes, Popic) to Approve as submitted, using full frame replacement sliding panel unit, Genesis contractor, same for same item. Karabis as ARB contact. **APPROVED**
 - c. **201 Westfield** – Kempinen. Request for approval of two Vellux sun tunnels, as shown in submitted aerial photos, documents received. Motion (Siegel, Hughes) to approve installation of two Vellux sun tubes (one 10” diameter, one 14” diameter), work to be done by John Kokette. MacCubbin as ARB contact.
APPROVED
 - d. **38 Oak Creek Tr** – Jessien. Request to install an approved rain barrel, documents received, TTCSA maintenance staff to install. Motion (MacCubbin, Popic) to Approve rain barrel as shown. Maddox as ARB contact. **APPROVED**

5. Chair's Report

- a. All-Chairs Meeting was held on April 17. Association President asked for clarification from chairs on their functions, record keeping, etc. There are variations in procedures, goals, success of projects. Suggested better communication to Owners, announcements of meetings, clear agendas and Minutes from standard as well as ad hoc / temporary committees.
- b. Project Letters sent following April meeting:
 - 57 Oak Creek Trail – request was Deferred, asked for more information from Concrete contractor.
 - 201 Randolph – approval for deck modification

6. Ongoing Business

- a. Updates from Walkaround teams
 - Chritton & Popic completed their routes, MacCubbin & Karabis approximately 2/3 completed. Maddox & Siegel 1/3 completed. Maddox/Finet completed. Maddox/Larson completed. Maddox/Shore scheduled 5/11.
 - Concerns from walkaround noted: rodent access into buildings because of damage to sill plates and base trim; damage to trim from birds; clouded window panels; clogged dryer vents; wood railings and fences in need of repair; decks with wood rot. Question of Radon seeping from one unit to adjoining units. Concern re: pest control, various opinions of owners on preferred methods. Record keeping of data needs to be entered on Excel forms (Popic may do this) followed by data compilation into final report by Hughes.
- b. June Good Life topics
 - Importance of clearing debris from dryer vents to minimize fire hazard and increase efficiency of operation; reduce clutter around buildings; suggest that unit owner walk the perimeter of their unit to observe and note any concerns.

7. Old business

Rebuild of Whites' deck is in process.

8. Motion to Adjourn (MacCubbin, Popic) Adjourned at 5:12PM

Schedule of ARB Meetings:

June 12, July 10, August 14, Sept 11, October 9, Nov 13, no Meeting in December.

Meetings are currently held at 4PM on the second Wednesday each month at the Club House.