

FINAL
Tamarack Trails Community Services Association
Architecture Review Board Meeting
Clubhouse; 4:30 pm
November 12, 2025 Minutes

1. **Confirm Quorum:** J. MacCubbin, B. Hughes, H. Rydberg; B. Karabis (by Zoom); J. Hirsch (BoD liaison). Absent: I. Popic; D. Chritton.
2. **Additions/Changes to the Agenda:** House number placement and style: see 10 below.
3. **Approval of Minutes from September 10, 2025 as distributed: MOTION TO APPROVE** (Rydberg, Karabis): **MOTION APPROVED.**
4. **Resident Requests**—Requests and related documents sent to ARB members prior to this meeting:
 - a. **64 Oak Creek Trl (Gabe Rotberg & Federova): MOTION** (Hughes, Rydberg) **TO APPROVE** the request to install Marvin Ultratex full replacements of 4 patio doors and 9 windows-total on all levels of unit. Unit owners to work with staff on wood rot, trim replacement, etc. All debris will be removed from site; any landscaping repairs will be done at owner’s expense. **MOTION APPROVED.** Rydberg to be ARB liaison.
 - b. **1 Winterberry Trl (Busse): MOTION** (Hughes, Karabis) **TO APPROVE** the request for replacement of one fixed pane window; installation of POLARIS ULTRAWELD Ultimate2 triple pane WINDOW to be installed by Heins Contracting. The unit owner acknowledges that any work replacing rotted wood will be separately billed by Tamarack. **MOTION APPROVED.** Popic/_____ to be ARB liaison.
 - c. **24 Bayberry Trl (Pritchett): MOTION** (Karabis, Rydberg) **TO APPROVE** the request for replacement of one 3-pane window; Anderson ACCLAIM Window to be installed by Waunakee Remodeling. The unit owner acknowledges that any work replacing rotted wood will be separately billed by Tamarack. **MOTION APPROVED.** Popic/Rydberg to be ARB liaison.
5. **Chair’s Report—MacCubbin:**
 - a. Project letters sent following October 8, 2025 meeting: 5 Sugar Maple Trail (DeBruin).
 - b. Annual Meeting Committee Sign-up Interest Sheets: no one signed up. ARB will need 2 new members for 2026.
 - c. Officer Elections at January 14 Meeting: MacCubbin & Karabis are willing to serve as co-chairs. Hughes is willing to continue serving as secretary.
 - d. Status of Lighting Around Pool: They have been installed and look wonderful.

- e. Door Color Choices, Sherwin Williams (see HOA Color Archive: <https://www.sherwin-williams.com/homeowners/color/find-and-explore-colors/hoa>) : After discussion, the ARB will explain that if any unit owner wants a color not on the “approved: list, they can come to the ARB for review & potential approval.
- 6. Association Manager’s Report** (S. Haberman not present): The pool lights have been installed.
- 7. Liaison Report** (Hirsch): The Tamarack Trails bylaws, etc. topic will be addressed at a future BoD meeting.
- 8. Ongoing Business**
- a. Topics for future Good Life newsletters: Door color, for the January issue.
 - b. Spring Walk-Around Results discussion: Applause to Popic for assembling the list. **MOTION** (Rydberg, Hughes) **TO FORWARD** the list to the Maintenance Committee and the BoD, with note that if there are any questions, contact an ARB chairperson. **MOTION APPROVED.**
 - c. Reminder that the November BoD meeting date will be 11/18. In the absence of both MacCubbin & Popic, Hughes will route draft minutes to Hirsch also, for review/revision. The December BoD meeting date will be !2/30.
 - d. Review Tentative ARB Meeting Dates for 2026: After discussion, the April meeting will be held on April 15. Hughes will be absent for the March meeting.
- 9. Old Business**
- a. Member reports on completion of approved projects; updates on any in-progress projects or projects not started: none.
 - b. Member reports on complaints received or observed relevant to the ARB functions and policies set forth in the Book of Standards: none.
- 10. New Business:** Unit number placement and font style are inconsistent, and placement of some is difficult to see. MacCubbin will check with the fire department about placement requirements. Rydberg will research font style for uniformity.
- 11. MOTION TO ADJOURN** (Karabis, Rydberg): **APPROVED** at 5:40 pm.

CALENDAR of 2026 MEETINGS

January 14 (Requests due 14 days prior to meeting.).

Meetings are currently held at 4:30 pm on the **second Wednesday of every month** at the Clubhouse. **No meeting held in December.**

Submitted by B. Hughes