

Forest Knoll Homeowner Association
Board Meeting MINUTES
October 18, 2021 Time: 5:00 PM on Zoom

Board Members: Ellie Behrens, Ken Dick, Jennifer Gifford, and Kirsten Haefner
Property Management: Jeff True

- 1) Review September's Minutes – Reviewed and Approved.
- 2) Review Financial Report – Unable to review at this time. However, the report will be emailed out this week to board members.

Financial Update

- A) Autopay system charges:
 - a. Refunded or why not included in management fee – Jeff will investigate this when he is back in the office.

OLD BUSINESS:

Buildings

- A) Siding Updates:
 - a. Contact Elite Exteriors – No update.
 - b. Larsen's Payment – No Update.
- B) Door colors:
 - a. No return call from Adam Hewitt regarding painting/matching the colors.
- C) Concrete Issues:
 - a. Homeowner foundation: there has been no response to our request for pictures, therefore, we are considering the compliant resolved.
 - b. Patio/Step repairs - Benike could do this Spring of 2022.
- D) Utilities:
 - a. Water and Sewer is still high but lower than last month.
 - b. Jeff will investigate if the increased cost is due to a single building or not.
- E) Fall roof assessments have not gotten lined up yet despite reaching out to our vender. Swigert's will be contacted.

Maintenance

- A) No parking signs are ready to be placed, Gopher One has marked the property. We expected it to be completed in the next 2 weeks.
- B) Recommended that we remove the downspouts in the winter and return them in the summer. However, concern is that some driveways have a risk of further damage without the plastic expandable downspouts.

DECISION: Plastic downspouts will be placed on shared driveways where it is necessary to prevent further damage to the driveway.

Streets

A) Seal Coating:

- a. Rochester Service Co. we have not heard anything back and voicemail is full, so we are unable to leave messages. We have not heard anything from M&M. Benike (no formal bid completed) can do it but not until Spring 2022.

APPROVED: We would like Rochester Service Co. to come and repair the two potholes. Total cost of \$1380.

Landscape/Property

A) Missing Tree:

- a. Bid obtained from Whiting's regarding tree replacement? No bid yet.
- b. Bid obtained from Olson's or Wood Tick to grind stump? Maier will provide a bid later this week.

APPROVED: Certified letter be sent to homeowner for cost of stump removal and tree replacement. If not paid, in full, within 10 business days upon receipt of letter then lien will be placed on the property.

B) Lawn Care:

- a. No conversation has happened with Ean at this time. Important to discuss the need for aggressive evergreen trimming.

C) Landscaping:

- a. Obtained gift card to send to Chris and his crew as an apology for the way he and his team was treated by our homeowners.

APPROVED: A fine of \$250, doubling with each violation, to any homeowner that is verbally aggressive or confrontational with any of our contractors. Aggressive and/or confrontational is defined in the eye of the contractor. All complaints or issues with a contractor need to be brought to Jeff and/or the board members.

Miscellaneous

A) Annual Meeting:

- a. Tentatively planned for December 6th @ 6pm
- b. Reservations made at La Quinta.

B) Winter Letter

- a. Major projects and financial costs – homeowners will need to vote on how we proceed.
- b. Reminders: Parking, Exteriors, other rules to review?

NEW BUSINESS:

- A) Disruptive Homeowner – Discussed. Continue to encourage homeowner to be in contact with law enforcement as needed.
- B) Homeowner Roof Leak Issue:
 - a. Repairs completed? Yes, pictures on file. Total cost was approved to not exceed \$2455. Total for repairs? No bill has been sent yet.
- C) Keypads for Utility Rooms – are unnecessary. Board members have access to these rooms with a key. Maintenance notes that at least one door does not have a lock.

APPROVED: We approved that a lock be added to any utility room that does not have a lock.

- D) Utility Rooms have been prepared for winter.
- E) Maintenance of the new landscaping (Ellie) – what is expectation for homeowner? Do the hydrangeas need to be cut down like the day lilies? Jeff will discuss with Chris and get back to us.

Homeowner Updates:

- a. Closing date for Schumard property that sold? –November. Jeff is aware of this property closing.

Homeowner Compliance:

- b. Homeowner has painted their front door a different color than the buildings assigned color. Jeff will be sending a letter noting that they are not in compliance. He will note that we will let them know the color it needs to be repainted once our color matching is completed.

Paramark Concerns: None noted.

Board/Homeowner Concerns:

- a. Elections at annual meeting: We are currently short one board member. Kirsten is up for re-election this year.

Next Meeting will be Nov 15th at 5pm Paramark Conference Room