

**Forest Knoll Homeowner Association
Board Meeting Minutes
June 20, 2022 at Paramark**

/Board Members: Brent Gessner (absent), Ellie Behrens, Ken Dick, Jennifer Gifford, and Kirsten Haefner

Property Management: Jeff True

Reviewed April Minutes: Approved.

Reviewed Financial Report April: Approved.

Old Business:

Buildings

Siding Updates: Priority Construction will complete the repairs to siding on June 27, 2022.

Seal Coating

Reviewed final estimate. Work will be done mid-August. We discussed the importance of timely notifications for homeowners as the seal coating and repairs will require homeowners to park off the property for at least one day.

Doors

Reviewed. Frame painting will cost the association \$60/unit. Door painting will cost homeowner \$125 (homeowners are not required to have their door repainted). We will do door frame painting on the East side this year and hope to do the West side next year.

Landscaping

Reviewed. Bid for building on Emory/Scarlet is \$19,901.50. Whittings will begin landscaping on 7/20/2022. We discussed the need to notify homeowners that all personal property that is in the current landscaping will need to be removed no later than 7/19/2022 so that the project can start early morning on 7/20/2022.

Ash Trees

All Ash trees have been removed from the property. Replacement trees will be coming mid-August.

Roof Inspections

Gary Kline inspected our roofs this past week. We are waiting on a report of needed repairs. No word from Gary Kline's son who did the inspection. We have now asked Jeff to reach out to Swigert's. He will also check with Priority Construction as they will be on the property anyway.

Masonry

We have asked Jeff for bids for masonry work that needs to be completed.

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Power washing

Jeff has worked with Pine Island Power Washing. He will look to see if we can get a group discount for homeowners wanting to get their unit cleaned.

Roof leak policy

Reviewed and updated. Homeowners will be responsible for damage due to leaks resulting from their dryer vents not being cleaned regularly. See policy for specific frequency of recommended cleaning.

Website

All updates have been made.

Taxes

Board President, Kirsten, signed today.

NEW BUSINESS

1. Assessment/Discussion: We discussed the current costs involved with summer projects as well as large projects coming up in the next 8-10 years. We are currently looking at \$98,400 of repairs or upgrades to the property to be completed this summer including seal coating roads, road repairs, removal and replacement of ash trees, and new landscaping for Scarlet/Emory building.

Cost estimates by project

Seal Coating, Road Repairs, 5 driveways	\$58,000
Landscaping (Scarlett/Emory)	\$19,900
Ash tree removal	\$2,500
Ash tree replacement	\$6,000
Door frame and door repainting	\$12,000

PLAN:

Complete seal coating and road repairs

Complete landscaping (Scarlett/Emory)

Complete Ash tree removal

Complete Ash tree replacement (-2 trees)

Cover cost of door frame painting for East side this year, and hopefully West side next year.

Total cost: ~\$88,000

Assessment to homeowners: \$950.00 = \$64,600

Money from reserves: \$23,400

2. Repairs to No Parking Sign: Completed on the west side. Homeowner was charged for cost of repairs and fined for violation of parking in a Fire Lane.

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3. Sprinklers: Green Lawn care needs to be contacted to make sure our system is up and running
4. Maintenance:
 - a. Discussed not using Round-up product on the property
 - b. Discussed need to repair one remaining street sign.
 - c. Repair needed on downspout between units on Sawtooth
 - d. Need replacement of missing eves
 - e. The board is requesting the maintenance keep a log of their activities and projects on the property for the board to review at least once monthly at our meetings.
5. Request to find out if parts are available for missing light post on Scarlett/Emory damaged by snow plowing 2 years ago.

Homeowner updates: none noted.

Homeowner Compliance: Please make sure that you have accurate information in the Auto Pay system so that your payments are made on time.

Paramark Concerns: none noted.

Board/Homeowner Concerns: none noted.

Next Meeting will be July 18th at 5pm at Paramark.