

## *Forest Knoll Homeowner Association*

### *Board Meeting Minutes*

*July 18, 2022, Paramark Conference Room*

Board Members: Ellie Behrens, Ken Dick, Jennifer Gifford, and Kirsten Haefner

Homeowner in Attendance: Emily Thompson

Property Management: Jeff True

- 1) Approved June Meeting Minutes
  - a. Updates to Woodtick bid to \$3420.00
  - b. Cleaning of Dryer vents should happen no less than every 3 years
- 2) Approved Financial Report: June
- 3) Old Business:
  - A) Siding Updates:
  - B) Priority Construction:
    - a. Materials were on back order with installation expected now this week or next.
  - C) Seal Coating: Rochester Service Co
    - a. Homeowners should expect at least overnight displacement
    - b. Work will be conducted in a phased approach
    - c. Work to begin mid to late august
    - d. Requested final bid for approval: Driveways on Scarlett were not listed on the final bid, but parking pads were incorrectly listed
  - D) Door colors:
    - a. Reviewed the bid- All frames would be an estimated \$4,000
    - b. Moving forward with East side door frames being painted this year, plan for next year to paint west side door frames
  - E) Roof Issues:
    - a. No information or bids were received from Gary Klein
    - b. Priority Construction and Schwikert's to look at
    - c. Emily Thompson showed video of hail and has agreed to share for insurance purposes if needed
    - d. New leak on roof over garage at 189 Bluejack
  - F) Landscaping:
    - a. Chris is due out Thursday this week to begin landscaping on this building
    - b. Jeff to email homeowners to have personal items and décor removed for the landscaping area so that Whitings can work
  - G) Masonry:
    - a. No progress on getting masonry work completed
    - b. Those who were approached stated our projects were too small
  - H) Power washing Buildings:

- a. Awaiting on bids
  - b. Discussed which buildings would be power washed and at what cost
  - c. Board discussed completing all North facing buildings, and not just the East side's north facing
- I) Review Updated Roof Policy
- a. Dryer Vent cleaning addendum has not been added
  - b. The need to have vents cleaned every 3 years, or damage caused to the roof or interior due to improperly maintained dryer vents (aka plugged with lint) will result in damages to be paid by the homeowner instead of the association
- J) Ash Trees on Property Line:
- a. Jeff to follow up with the city
- K) Lawn Care:
- a. Meeting to be sent up with Ean
  - b. Winter damages were never repaired
  - c. Issues with areas being missed, and using large rider mowers between landscaping and trees
    - i. Tree damaged by a lawnmower
- L) Maintenance:
- a. Missing eaves some have been replaced. Not all.
  - b. Trunk leaves have been trimmed and look a lot better
  - c. Discussed task logs again. Were not provided. Board expressed wanting to see these going forward from the maintenance team
- M) Light post on Emory/Scarlett:
- a. No progress made on having the light replaced
- 4) New Business:
- a. Flow Meters:
    - i. Need to be checked this year yet
    - ii. Sprinkler system issues: continue to not be fully functional even though it is now July.
  - b. Emily Thompson present at the meeting
    - i. Expressed appreciation for improved understanding as to how the Board runs and Paramark's role in our association
    - ii. Expressed wanting the Board to find opportunities for community involvement
      - 1. Dog park
      - 2. Homeowner Garden
      - 3. Board discussed many concerns that would be involved in pursuing either project. But encouraged her to find others who are equally interested and possibly form a subcommittee to determine feasibility and work with the Board in the possible implementation of such projects moving forward.
      - 4. The Board shared their appreciation for her attendance at the meeting.
- 5) Homeowner Updates:
- 6) Homeowner Compliance:

- 7) Paramark Concerns:
- 8) Board/Homeowner Concerns:

The next meeting will be August 15<sup>th</sup>, 5 pm in the Paramark conference room