

**Forest Knoll Homeowner Association  
Board Meeting Minutes  
July 19, 2021 Time: 5:00 PM at Paramark**

Board Members: Ken Dick, Jennifer Gifford, and Kirsten Haefner  
Property Management: Tina Schmitt and Jeff Turner

1. Review June's Minutes.
2. Reviewed financial report – Approved.
3. Old Business:

Buildings

- a. Elite Exterior is planning to do the siding repairs. Tina is going to meet with her contact, Roy, to discuss issues with matching new siding colors with existing siding.
- b. Front door painting. Plan is to match paint colors. Tina has been in contact with Adam H. who did our front door painting several years ago. Tabled discussion on whether homeowners or association will be responsible for doing the painting.

Streets

- a. Seal Coating bids have been requested from M&M and S&L.
- b. Summer Letter – follow up: Dog owners with damaged to yards were to have made efforts to repair damage by mid-July. If repairs have not been made, we have asked that a second letter be sent. If no action is taken by August 1<sup>st</sup>, then our lawn company will make needed repairs and homeowners will be charged for the repairs.

Lawn Care

- a. Edging – we have not received a bid for doing lawn edging on our property.
- b. Damage to tree by lawn mowing has not been repaired.
- c. Sprinkler company and Tina met to discuss concerns with East side.

Property Miscellaneous

- a. 3 Skunks have been relocated from the property.
- b. Our backflow prevention has been tested and passed.

Maintenance

- a. Paramark started as our maintenance provider on July 1, 2021.
- b. They have done extensive work on killing weeds. Plan is to continue to address weeds as needed.

4. New Business:

Maintenance

- a. White downspouts have been ordered for needed repairs. They have also tried to find almond downspouts but will need to special order these downspouts. Plan is to begin repairs as soon as materials are here.
- b. "No Parking" signs will be installed when they arrive. Plan is to lower signs so they are less damaged by wind and easier to see.

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- c. Front door kickboard painting will start on the East side working building by building. This will be completed only as time allows.
  
- 5. Homeowner Update:
  - a. Homeowner on Blue Jack has concerns about cracks in floor, shingles, and siding. We have requested pictures. Shingles on the building were repaired last year.
  - b. Homeowner on Scarlet notes concern about patio sinking. Tina will look into needed repair.
  
- 6. Homeowner Compliance:
  - a. Three homeowners owe pet fees \$5 each.
  
- 7. Paramark Concerns: None noted.
  
- 8. Board/Homeowner Concerns:
  - a. Change in monthly board meeting day to start in September. Confirmation of change to be discussed at next month's meeting.

**Next Meeting will be August 16<sup>th</sup> at 5pm at Paramark.**