

## *Forest Knoll*

### *Homeowner Association Board Meeting Minutes*

*June 18, 2018, 5:00 p.m.*

Board Members Present: Ellie Behrens, Kirsten Haefner, and Maria Campbell

Management Present: Adam Wiesner

- 1.) May's minutes were reviewed and approved.
- 2.) Financial Report:
  - a.) Homeowner with Lien – Update: No answer from homeowner despite multiple attempts.
  - b.) ProScape winter billing: The first part of the bill was paid. The board decided to go ahead and pay the full amount due for winter snow removal to save 5%.
  - c.) Upcoming CD renewal due: Board approved liquidating the CD to offset the cost of the snow removal in the budget, pay for landscaping, and upcoming road repairs.
- 3.) Old Business:
  - a.) Townhome Maintenance Person: Jack's last day will be June 27<sup>th</sup> and Matt's first day will be June 28<sup>th</sup>. Matt will be given a Paramark email.
  - b.) Spring/Summer Letter: Adam will be sending this out in the next week. As we are still awaiting a list of driveways to repair, the letter will state that there is more information to come for those homeowners affected.
  - c.) ProScape Lawn Care: Due to the poor mowing quality, lawn scalping, and increase of weeds etc., ProScape has been put on probation by the Board. They will have another 2-3 mows to prove that they are up to the task. If their quality does not improve the Board is ready to change vendors.
  - d.) Driveways/Road Repairs – Elcor assessment for 2018: Elcor will return to repair poor quality repairs from 2017. Upon the completion of these repairs they will be paid the amount owed from 2017. For 2018, the proposal is to seal 7 driveways, ranked as the worst, and replace a full driveway, at 5020 Schumard, for the 2018 season. For now, the Board has decided to not have the cracks in the roads filled.
  - e.) Sprinklers – are they working: Adam to contact Greenlawn Care and have sprinkler heads checked as some have been reported to not be functioning.
  - f.) Woodtick – clean up ponds: Woodtick to be contacted to come out and mow around the ponds. Will discuss if they are able to do help remove debris from the water.
  - g.) Greg's Lawn Care: Greg's Lawn Care is demanding their full monthly fee be paid. The Board is concerned as only one mow occurred and it was of very poor quality. During this mow damage was done to multiple trees throughout the complex. Greg's Lawn Care send a letter to Adam stating that they would repair damage and replace any trees that died due to the damage. None of the repairs have occurred to date. The Board discussed options. Adam is to firmly discuss with Greg's the possible need for

lawyers to become involved to resolve these issues. Adam is to keep the board apprised on Greg's response.

- h.) Spring Walkthrough Follow up: Adam has requested bids from different vendors to complete landscaping needs on Cherrybark, adding additional plants along the ridgeline off Emory, and replacement of dead plants throughout the complex.

4.) New Business:

- a) Homeowner Updates: None
- b) Homeowner Compliance: No issues

5.) Concerns from Paramark: None

6.) Board/Homeowner Concerns: None

7.) Next Meeting – July 16<sup>th</sup>, 2018, 5pm @ Paramark