

Forest Lane Condos HOA

Board Meeting: June 2, 2021

Attendees: Dan Edstrom (for Sarah Barthels), Susanna Lienhard; Forrest Scruggs, RealtyOne

Meeting Called to Order: 6:01 p.m, June 2, 2021

Approval of last meeting's minutes postponed until next meeting - copy of minutes not available.

Property Management report:

Cost of insurance keeps climbing. Traveller's proposal was \$14,000. They have been dropped. Initial payment of \$3,162.91 paid to Staley Insurance Company, a "broker." Staley will pay the remainder of the year. Staley will find a new company. An inspector will check on the various systems (boiler, etc.). We'll be notified of the date and arrangements will be made to let the inspector onto the premises. Worst case is to let the inspector have the code.

Once insurance carrier is identified, contact info will be published on the website if mortgagees need proof of insurance.

Snow Removal cost was above normal in April due to above-normal spring snowfall.

Reserves are \$15,183.52.

Open Issues:

Inquiry re removal of limbs from tree on north walkway to alley resting on garage. No information regarding any work done. Susanna will follow up.

Bid for mulch from B&E was for \$725, per Forrest's email. Dan and Susanna recalled board members responding that B&E should go ahead given a truck would be needed to get it ourselves (cubic yardage) and not having the time to spread it ourselves. Forrest will contact B&E again, review quoted amount, and authorize to get it done with notice to Board.

New Business:

A few weeks ago Dan noticed that the origin of the water pooling by #810 wall appears to be "Back drainage" - a reverse slope back to the building possibly due to the sprinkler and/or gutter downspout extensions not far enough from the building. They should be 3-4 feet out. With the gutter and downspout work from last year these should be properly in place. Susanna will check.

Meeting Adjourned at 6:30 p.m.

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HOA Meeting March 03, 2021

Attendees: Jillian Baumer, Sarah Barthel, Susanna Leinhard, Forrest Scruggs,

Meeting call to order at 6:09 03/03/2021

Recap Previous Nov 2020

- Nov 11, 2020 minutes are approved

Property management report:

- Everyone is up to date on the dues and special assessment

Open Issues:

- Sink in the laundry room is in bad shape
 - Still looking into bids if we want to move forward or not with the fix
 - Cady plumbing quote would be re-piping of the drain line unsure of how invasive work would be. Want to wait on work until more work would be done
 - Next steps would be to homeowners and tenants to ensure lint trap is cleaned consistently and then to have a quarterly deep clean with draino
- Want to have more notice on when things are going on around the complex. Some sort of email chain or contact list or process to send out an email/notification
 - **ACTIONS:** Meeting minutes to be posted to the site in draft mode to be formally approved at the next meeting with all contact information
 - **ACTIONS:** Any larger projects a meeting notice to the tenants and owners will be sent.
- Any edits to the landscaping, planting, painting, or any outdoor feature that is visible should be approved by the board ahead of time any work being done
- Planters above unit 822 are draining water into the brick and draining down
 - Going forward the ask is to not use the planters as the soil below is sloping down towards the foundation so should not be used anymore
- Yard Area/Sprinkler Blow Out
 - Want to keep an eye on when the sprinkler will be turned on – pending weather
 - Want to discuss setting it a certain time to schedule a gutter cleaning and sprinkler blow out for next year.

New Business

- Spring Clean Up
 - TBD Date
 - To do items: add more mulch to the front
 - ACTIONS:**
 - Forrest to get a bid from landscaping company to do mulch
 - Pending cost decide if we pay or do it ourselves
 - Laundry room clean up

- Storage is neat nothing outside of the units
- Potential broken branch over the garages need to look at the status and see if we can remove

Ongoing Maintenance:

- Boiler and sprinkler backflow 2 checks per year
- Fall clean up TBD
- Spring clean up TBD

Meeting adjourned 6:38PM

Resources:

Next Meeting – June 02, 2021 board conference call 6pm

Lock Box Code: 2678

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