

MEETING OF THE BOARD OF DIRECTORS
Northwest Forest Improvement Association
Meeting Minutes

Date: June 12, 2025

Time: 6:00 p.m.

Location: Northwest Forest Recreation Area

I. CALL TO ORDER

President Kyle Knipple called the meeting to order at 6:04 p.m.

II. ROLL CALL OF OFFICERS

- Present: Kyle Knipple, Adam Jacobs, Keri Praznik, Leisa Stokes, Howard Rusche
- Absent: Kevin Roach, Trey Hart

III. RESIDENTS PRESENT

- Daniel Holmes, Amanda Conway

IV. PUBLIC COMMENTS

- None

V. APPROVAL OF MINUTES OF THE REGULAR MEETING

Motion by Adam Jacobs seconded by Howard Rusche to approve the minutes of the regular meeting of April 14, 2026. Motion carried at 6:07 p.m.

VI. ADMINISTRATIVE, FINANCIAL AND BOARD REPORTS VIA KERI PRAZNIK, TREASURER.

A. DUES AND FEES

- Unpaid dues as of 5/31/2025: \$59,101.13
- 90 days or more behind: \$ 57,013.52
- Account receivable balance: \$60,488.09

B. TOTAL EXPENSES INCURRED YTD: \$ 52,557.25, including but not limited to:

- Operating expenses
- Christmas Supplies
- Repairs & maintenance
- Lawn maintenance
- Green space improvement
- Legal fees
- Lighting
- Pool maintenance/service
- County taxes

C. CURRENT BALANCE

- \$ 98,857.63 as of 5/31/2025

D. Motion by Howard Rusche seconded by Adam Jacobs to accept treasurer's report.
Motion carried at 6:23 p.m.

VII. OLD BUSINESS

A. Improvement Project Schedule and Updates

- Completed Work
 - Forty-five loads of dirt were delivered and flattened. Stumps were removed. Grading is complete. An engineer walked the area and confirmed proper drainage and no red flags. Services paid thus far are \$19,276.
- Work in Progress
 - Fence lines around trees to be cleaned
 - Fence to be erected
 - Possible hydro-seeding or sodding of the area
 - Once grass is growing, discuss further improvements including but not limited to possible walkways, park benches
 - Vendors will be sought for the above projects

VIII. NEW BUSINESS

A. Collections Efforts

- The Board will review with our property management firm what additional means we may implement to collect dues in arrears and all past due amounts. Possible solutions include credit reporting, liens, interest applied to outstanding balances.

B. Pool Services Vendor

- Parks and Recreation Supervisor Amanda Conway and President Kyle Knupple presented the results of their interview with H2O Pool Services.
 - H2O is a local business with multiple contracts for large commercial pools.
 - They are certified to manage commercial pools and would bring our pool and recreation area into compliance with all recognized safety standards.
 - They would manage pool chemicals.
 - Their rates are the same as our current vendor, and they intend to offer one month free to prove themselves.
 - Motion by Kyle Knupple to switch our pool vendor to H2O Pool Services effective immediately. Seconded by Howard Rusche. Motion carried at 6:44 p.m.
 - Kyle Knupple will cancel services with current vendor Crocodile Pool Services and set up services with H2O Pool Services.

C. Recreation Area Needs

- New life ring is needed. Amanda Conway will work with H2O to procure a new ring that is compliant with safety regulations.
- New pool lights are needed. Amanda Conway will work with H2O to procure new LED lights.
- Three new lights are needed for the basketball court and will be purchased at a cost of \$88 per light.

D. Litigation Discussion

- Moved to executive session after regular meeting adjourned

IX. COMMENTS FROM BOARD MEMBERS

- Howard Rusche reported that residents are using our greenbelt area for parking purposes. It was decided that no parking signs will be erected and that further parking in this area could incur fines and/or towing as this is private property and not community property.
- Adam Jacobs brought forth discussion of potential new power lines on Tram Road. It was decided that the Board would pursue more information from the Public Utility Commission.

X. ADJOURNMENT

The meeting adjourned at 7:05 p.m. The Board moved to Executive Session

PREPARED BY: Leisa Stokes, Secretary