



# COLONIAL FOREST HOMEOWNER'S ASSOCIATION

## BOARD OF DIRECTORS MEETING

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**Street Lighting:** As was reported in the June minutes, “There are many dark areas around the campus which is a security concern. There are seven street lights throughout the complex, plus one outside the main gate for a total of eight. The current street lights do not illuminate a very large area so Josh Dreyer looked into possible options. The existing poles are cast fiberglass and putting a new top could be costly. New LED lights would produce more light but cannot be angled downward. Josh took the action to get two bids: 1) to replace existing poles and lights with more conventional street lights; and 2) retro fitting what we currently have with the best possible option.”

Josh reported on the two bids and it would cost prohibitive to replace existing poles and lights. However, replacing existing light bulbs with new LED bulbs is within budget. For security purposes, Josh moved to replace the existing pole light lamps with LED lamps. Leona seconded and all approved.

**Parking by Outgoing Mailbox:** From time to time there are cars parking in front of the outgoing U. S. Mailbox, which limits access for residents and the postal carrier. A section of curb directly in front of the mailbox will be painted yellow so that cars can temporarily pull over to access the mailbox.

**Reserve Study:** A condominium reserve study is a document that is prepared by a reserve study professional organization that estimates the useful life, replacement schedule and replacement cost of building components that comprise the condominium complex. It provides a budget planning tool in terms of current reserve funds and a funding plan to offset anticipated future major common area expenditures. The study attempts to cover items that makes up the condo complex, such as roofing, plumbing, siding, etc. A reserve study will be performed in Colonial Forest starting this year and possibly extending into 2020.

**Front Gates:** New operators (the box with the arm that opens and closes the gate) were installed on the incoming and outgoing gates. The previous operators were installed in 1997 and were chronically malfunctioning. In addition, the pedestrian gate at the front entrance has been updated with new hinges and locking mechanism. Previously it was extremely hard to open. The same key will fit the new lock as well as the other two pedestrian gate locks. **Please be aware that you need to lock the gate with your key when you enter and exit. It does not automatically lock when you close it.**

### **COMPLETED ACTION ITEMS:**

1. 9-1 moisture in 2 different walls
2. Street lights out buildings 19 – 23
3. Tree removal along south border
4. 9-5 roof leaking unto deck
5. 8-2 water main
6. 8 -2 interior repairs
7. 16-2 and 16-4 cement walkway installation
8. 16-6 sidewalk trip hazard—tree removed and new sections of concrete poured
9. Bldg 9 – remove pavers and lay concrete
10. 26-3 Deck support rotted and pillar sinking
11. 3-1 leak in bathroom ceiling fan

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## PENDING ACTION ITEMS:

1. Bldgs 1,7,21 replace railroad tie steps with concrete – Rescheduled July 2019
2. Bldg 15 – add a cement walkway – Michael rescheduled June 2019
3. Bldg 23 – add a cement walkway – Michael rescheduled June 2019
4. 6-2 door by garage threshold needs rotted wood repair – originally scheduled July 2018
5. 6-4 repair door frame at Garage – originally scheduled August 2018
6. 7-1 sidewalk installation – scheduled July 2019
7. 26-1 replace railroad ties with cement – rescheduled June 2019
  
8. 26-2 front porch repair – scheduled May 2019
9. 16-1 beam to deck needs raised. Wood rot repair. – scheduled June 2019
10. Building 21 railing needs to be painted black – scheduled June 2019
11. 17-5 porch repair needed – scheduled June 2019 working on it
12. Building 1 cut gutter lid – scheduled with Dave June 2019
13. 13-6 deck support rotted – scheduled September 2019
14. 19-2 add plants – scheduled October 2019
15. 15-4,5,6 new circuit electrical panel needed – scheduled October 2019 working on it.

## Next Board Meeting:

Tentatively scheduled  
for January 13, 2020  
@ 6:00 p.m.

Respectfully submitted,

Marie Alba  
Secretary

The *COLONIAL FOREST HOMEOWNER'S ASSOCIATION BOARD OF DIRECTORS* can be reached as follows:

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**Suggestion box:** At the campus office (Building 15, Unit 6)

**Reminder:** The grounds crew will replace light bulbs and repair doorbells. Just submit a work request via *[colonialforest.net](http://www.colonialforest.net)* or fill out a paper request form located at the office suggestion box.