

# COLONIAL FOREST HOMEOWNER'S ASSOCIATION

## BOARD OF DIRECTORS MEETING

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**Please check off after reading.** Building # \_\_\_\_\_ Unit #                                
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## Monthly Board Meeting

### May 8, 2017

**BOARD MEMBERS PRESENT:** Marie Alba, Carolyn Hagerhjelm, John Halvorsen, Rick Krekel, Val Krzyzaniak, Ken Pratt, Kimberly Shelton  
**TARGA MANAGEMENT:** Mark Pierovich  
**BOARD MEMBERS ABSENT:** None

**Approval of Previous Documents**

Val moved to approve the Board meeting minutes of April 12, 2017; Rick seconded and all approved.

**Financial Reports**

Marie moved to approve the April 30, 2017 financial reports; Val seconded and all approved.

**Grounds Report - attached.**

**Colonial Forest Web Site**

The committee met on May 8<sup>th</sup> and work continues on fixes and improvements.

**Puget Sound Energy (PSE) Air Sealing Program**

There is no new information. PSE has not yet responded to the contractor.

**Re-Siding Project**

Building 20 is complete except for a few “punch list” items. Work on Building 8 should complete around May 10<sup>th</sup> and the Board will notify owners regarding their list of items to be addressed. Construction on Building 22 is scheduled to begin on or around May 10<sup>th</sup>.

**Asphalt Repairs**

Two companies submitted bids and winning bid for the total project was from A. C. Moate. In order to stay within the 2017 budget, Mark at Targa asked A. C. Moate to split their bid such that it would cover as much work as possible while staying within this year’s budget. Val moved to accept the bid, John seconded and all approved. The remainder of the repairs will be performed in 2018.

**Sidewalks, Stairs and Railings**

Many but not all sidewalks and railings are installed. **Again, please use extreme caution in these areas until all construction is complete.**

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## Beauty Bark

To stay within budget, beauty bark will be applied to the campus in two phases: 1) common flower beds in 2017; and 2) limited common flower beds in 2018.

## Building Inspections

All buildings will be inspected between now and May 31<sup>st</sup>. The Board will mainly focus on three things: 1) clutter; 2) safety; and 3) appearance that could affect resale value for you and/or your neighbors. A couple examples of this would be unpainted porches and/or rusty railings. It is important that we all do our part to maintain home values as much as possible.

## Sign for SW Pedestrian Gate

There are three pedestrian gates in the complex and the SW gate is the only one that does not close automatically with a spring mechanism. A sign telling residents to manually lock the gate upon entry and exit was just delivered and will be installed on the SW gate shortly.

## Action Items

Completed	Pending
4-6 roof repair	Sidewalks/steps/railings: Bldg 6 front, between 11 & 13, between 14 & 9, 21-6, between 18 & 22
11-6 drains under deck	Re-siding: Bldgs 8, 20, & 22
11-6 grass drainage issue	21-1 sidewalk repair & lighting issue
16-2 water main repair	Bldg 21 grass drainage
17-6 porch roof leak	Bldg 27 sink hole (A. C. Moate patched asphalt, borders need to be sealed)
Sidewalks: 2-6, 4-6, 9-1, 9-6, 11 & 13 (front), 15-6	19-6 attic venting
Railings: 2-6, 9-1, 9-6, 15-6, 25 (west end)	13-1 sewer line (camera in July—Acclaim Plumbing)
	27-6 pipe leak

## Next Board Meeting:

Scheduled for  
June 12, 2017

Respectfully submitted,

Marie Alba  
Secretary

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

**Website:** <http://www.colonialforest.net>

**Email:** Ken Pratt (President/Grounds Mgr): [contactus@colonialforest.net](mailto:contactus@colonialforest.net)  
Mark Pierovich (Targa offsite Mgr): [mark@targarealestate.com](mailto:mark@targarealestate.com)

**Phone:** Mark Pierovich (Targa offsite Mgr) 253-754-6049

**Suggestion box at the campus office (Building 15, Unit 6).**

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