COLONIAL FOREST HOMEOWNER'S ASSOCIATION BOARD OF DIRECTORS MEETING

Please replace after reading

 Please check off after reading.
 Building # ______
 Unit # ______

Monthly Board Meeting June 8, 2020

BOARD MEMBERS PRESENT: Marie Alba, Josh Dreyer, Jon Farrington, Val Krzyzaniak, Jess

Salazar, Patricia Ward

TARGA MANAGEMENT: Mark Pierovich

<u>Approval of Previous Documents</u>: Jess moved to approve the Board meeting minutes of May 11, 2020; Jon seconded and all approved.

<u>Financial Reports:</u> After review, Marie moved to approve the May 31, 2020 financial report; Jess seconded and all approved.

Grounds Report: No written report this month. The two summer employees from last year, Zach and Daniel, started in late May and will work until the end of September.

Board Opening: If anyone is interested in filling the open Board position until February 2021, please contact Mark Pierovich at Targa. Mark's phone is 253-754-6049 and his email is *mark@targarealestate.com*. The Board consists of seven homeowners, and terms are staggered. Elections to fill any open positions are held each February at the annual homeowners meeting.

<u>Truck</u>: Jon and Ted are looking for a replacement truck but there is not a good selection. A couple weeks ago the starter broke on the truck and Ted was able to replace it himself, saving the Association a large repair bill and the inconvenience of being without a truck for several days.

<u>Building Inspections Update</u>: Previous minutes indicated that the Board will inspect all buildings in May or early June. However, due to COVID-19 impacts, Jess moved to delay inspections until 2021; Patricia seconded and all approved. Inspections will be performed earlier in 2021, around March timeframe.

Residents are still encouraged to concentrate on maintaining outside appearance. Please remove clutter from decks and porches, clean up Resident Gardens, and remove all pots from common areas such as sidewalks and flower beds. Just a reminder that the Rules & Regulations allow up to four planters or pots per deck side or porch. Planters and pots should not be located in common areas such as along sidewalks, driveways or flower beds.

Re-Siding Project: The re-siding of Buildings 6 and 26 is now complete. Residents of both buildings should submit a list of any issues immediately to Mark Pierovich at Targa. Mark's contact information is at the bottom of these minutes.

COMPLETED ACTION ITEMS:

- 1. 11-2 pipe leak in garage
- 2. 15-5 water line repair
- 3. Bldgs 6 and 26 install new siding

COLONIAL FOREST HOMEOWNER'S ASSOCIATION BOARD OF DIRECTORS MEETING

- 4. 18-1 roof leak
- 5. 23-5 chimney leak
- 6. 23-5 roof leak
- 7. Bldg 16 2 electrical service
- 8. Bldg 5-5 roof valley repair
- 9. Bldg 2 & 3 Water valve replacements
- 10. Bldg 27 roof repair
- 11. Stop sign replacement
- 12. 6-6 change light, garage door trim, rot on porch
- 13. Clean gutters buildings 4 & 27

PENDING ACTION ITEMS:

- 1. Multiple bldgs: replace railroad tie steps with concrete
- 2. Raise 16-1 beam to deck. Wood rot repair.
- 3. 13-6 deck support rotted
- 4. 12-1 sidewalk trip hazard
- 5. Install motion light in open space by buildings 12 & 14
- 6. 25-1 concrete path
- 7. 23-1, 23-6, 12-4, 12-2, 14-4, 19-1, 21-2, 19-5, 21-6, 14-2 dryer vent repairs
- 8. 3-1 wood rot repair on garage
- 9. 3-1 garage drainage issue
- 10. 15-1 structural beam under 15-1 deck was never painted white after replaced.

Next Board Meeting:

Scheduled for July 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:

Website: http://www.colonialforest.net

Email: Jon Farrington (President): contactus@colonialforest.net

Mark Pierovich (Targa offsite Mgr): mark@targarealestate.com

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

Targa after-hours emergency number: 253-815-0393

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

<u>Reminder</u>: The grounds crew will replace light bulbs and repair doorbells. Just submit a work request via *colonialforest.net* or fill out a paper request form located at the office suggestion box.