

**COLONIAL FOREST HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING**

**Monthly Board Meeting
April 11, 2022**

BOARD MEMBERS PRESENT: Ken Pratt (President), Jess Salazar (Vice President), Val Krzyzaniak (Treasurer), Marie Alba (Secretary), Joe Conner (At Large), John Warfel (At Large)

BOARD MEMBERS ABSENT: Jon Farrington (At Large)

TARGA MANAGEMENT: Mark Pierovich

Approval of Previous Minutes: Jess Salazar moved to approve the meeting minutes of March 14, 2022; Val Krzyzaniak seconded and all approved.

Financial Report: Attached. Val Krzyzaniak moved to approve the March 31, 2022 financial report; John Warfel seconded and all approved.

Grounds Report: Attached. Russ installed a new dead bolt on the office door that operates with digital lock. As stated in the March minutes, Jess Salazar is actively trying to sell the 36" mower.

Colonial Forest Website: Currently there are three options on the "Contact Us" tab: 1) Contact Colonial Forest HOA; 2) Contact Colonial Forest Maintenance; and 3) Contact Targa Real Estate. In order to streamline communication, the Contact Colonial Forest HOA selection will be removed.

Residents should use the Contact Colonial Forest Maintenance selection for all grounds and maintenance requests such as trimming bushes, sprinkler or gate issues, light bulbs, etc. Please use the Contact Targa Real Estate option for violations, crime, Rules & Regulations questions, etc.

Blocking Access: As reported in the March minutes, several months ago a vehicle drove across the lawn between Buildings 11 & 13, causing lawn damage. There is a curb at the south end of Building 11 but there is a small section that has no curb. A similar scenario exists between Buildings 18 & 22. The Board decided to place a couple boulders at each location to block lawn access.

Federal Way Police Department (FWPD): Ken Pratt and Mark Pierovich met with the FWPD to discuss options to create a safer environment for residents. FWPD provided several safety handouts and Ken filed a "No Trespass Letter" with FWPD that authorizes them to take appropriate enforcement action against those who would loiter or engage in illegal activity in Colonial Forest.

The filing of this letter goes hand in hand with Colonial Forest residents reporting any and all suspicious behavior by persons who do not belong on the property. This includes cars that were burglarized when unintentionally left unlocked, theft of any kind, strangers ringing doorbells, and suspicious behavior captured on video doorbells. Please report ALL suspicious activity to either 911 (if appropriate), or 253-835-2121 for non-emergencies. This cooperation with the FWPD will create a safer environment for residents.

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Next Board Meeting:

Scheduled for
May 9, 2022
@ 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: 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)

Reminder: 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.

**GROUNDS REPORT
STAFF SUMMARY
MONTH OF: MARCH 2022**

From Russ:

1. Cleaned up after rain/flooding
2. Zach is off on Wednesday. I'm using most of this day to make equipment repairs.
3. Bldgs. 1, 3, 4, 6, 7 have column issues.
4. Planted tree dominated by the Halverson
5. Myself, Zach and Jess walked the campus to identify "low hanging fruit" which we can address.
6. Created the "Labor Forecast" Jess requested
7. Worked on stairs at B8 U1
8. Still working on irrigation manuals as time allows
9. Jess suggested we mulch the grass to save labor hours. Problem is that this approach is too successful. If we do this we will need to mow the lawn twice a week.

HOMEOWNER REQUESTS:

Date	Bldg.	Unit	Request	Completed
02	8	1	2 x 6 in the NE corner of the deck need to be raised and supported	
04	21	6	Please repaired the huge pot hole	21
	2	1	1) S. rear deck column damaged 2) Gutter is plugged 3) Address numbers are not visible anymore	22

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	8	1	The deck in NE conrer needs support	18
	8	6	Please remove tree. Jess: We should have Rob@Top Notch complete this project.	
7	16	5	Please lay down a grey rock cover on the back bed	18
09	15	2	There's a bush that looks dead by our garage	22
10	23	5	Replanted a tree donated the Halversons to 328 th .	14
17		1	Install railings on walkway stairs (M. Daniels)	?
18	1	6	Water leak from the roof. Staff discovered the flashing filled with pine needles along with the valley on the roof.	21
	24	1	Please re-center column onto base	17
25	23	5	We have three porch lights in our building.	28