

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

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**Monthly Board Meeting
June 12, 2017**

BOARD MEMBERS PRESENT: Marie Alba, Carolyn Hagerhjelm, Rick Krekel, Val Krzyzaniak, Ken Pratt, Kimberly Shelton
TARGA MANAGEMENT: Mark Pierovich
BOARD MEMBERS ABSENT: John Halvorsen

Approval of Previous Documents

Val moved to approve the Board meeting minutes of May 8, 2017; Kimberly seconded and all approved.

Financial Reports

Creation of a second reserve bank account is in work. Val moved to approve the May 31, 2017 financial reports; Rick seconded and all approved.

Grounds Report (attached)

Colonial Forest Web Site

The web site is still in work and updates are ongoing. Recent changes include a link on the home page to units that are for sale in Colonial Forest, and a map of the area.

Common Area Flower Beds

Recently a couple Board members and Targa walked the campus with a landscape company to get a quote for cleaning up common area flower beds and getting them ready for beauty bark. Flower beds against any building are not in scope at this time. Our maintenance crew will continue to focus on flower beds adjacent to buildings, resident gardens excluded. Carolyn moved to accept the landscape bid; Marie seconded and all approved.

Beauty Bark

Bark will be spread in two phases: 1) common area flower beds in 2017; 2) flower beds adjacent to buildings in 2018. The addition of beauty bark will not only help beautify the campus, it helps control

COLONIAL FOREST HOMEOWNER'S ASSOCIATION BOARD OF DIRECTORS MEETING

weeds. Kimberly moved to purchase 100 yards of beauty bark and have it blown into common areas; Rick seconded and all approved.

Asphalt Repairs

Repairs were made throughout the complex in early June by A. C. Moate. The remainder of the repairs will be performed in 2018.

Re-Siding Project

- Building 20: Complete and the final walk through will be performed shortly.
- Building 8: Siding is complete and residents submitted their “punch list” of items to be corrected. The contractor, Michael Daniels, will make those corrections soon.
- Building 22: Initially the wrong color siding was delivered but that has been corrected and the building should be complete in the next week or so.

Sidewalks, Stairs and Railings

There are still a few railroad tie stairs that are not yet replaced. The contractor will complete them soon but in the meantime, **please use extreme caution in these areas until all construction is complete.**

Building Inspections

The Board inspected all buildings in May. The main focus was 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. Marie moved to approve the letters to those owners who need to take action; Carolyn seconded and all approved. The letters will be sent in June.

Fascia Boards

For those units with decks, there is an 8” wide white board just under the deck that is called a fascia board. Since this board is not structural, it has always been the owner’s responsibility to maintain. Since the fascia board is directly above the structural beam, which is the Association’s responsibility to maintain, the Board decided that the Association will assume maintenance of the fascia boards. Owners still have total responsibility for maintenance and repair of the non-structural portions of decks, porches, railings, doors, door frames, etc.

Annual Picnic

This year’s annual picnic will be held in conjunction with “National Night Out” on the evening of Tuesday, August 1st, starting at 6:00 p.m. More information will follow—save the date!

COLONIAL FOREST HOMEOWNER'S ASSOCIATION BOARD OF DIRECTORS MEETING

Action Items

Completed	Pending
10-1 loose siding Multiple faucet leaks Asphalt repairs Bldg 27 sink hole (borders sealed)	Sidewalks/steps/railings: Bldg 6 front, between 11 & 13, between 14 & 9, 21-6 Re-siding: Bldgs 8, 20, & 22 21-1 sidewalk repair & lighting issue 11-6 grass drainage Bldg 21 grass drainage 19-6 attic venting 13-1 sewer line (camera in July—Acclaim Plumbing) 27-6 pipe leak

Next Board Meeting:

Scheduled for
July 10, 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*

Mark Pierovich (Targa offsite Mgr): *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* or fill out a paper request form located at the office suggestion box.