

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

**Monthly Board Meeting
March 14, 2022**

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

BOARD MEMBERS ABSENT: Jon Farrington (President)

TARGA MANAGEMENT: Mark Pierovich

New Board Member and Positions: At the 2022 Annual Meeting there were seven Board openings, which were open to any interested residents. Joe Conner expressed a desire to run for the Board, and six of the seven current Board members decided to run again. There were no other interested residents. Since there was no quorum, elections could not be held. Thus, the seven interested parties comprise the new 2022 Board. Please welcome Joe Conner to the Board. And many thanks to Patricia Alexander for her three years on the Board and her service to the Colonial Forest community.

2022 Colonial Forest Board:

Ken Pratt	President
Jess Salazar	Vice President / Grounds Liaison
Val Krzyzaniak	Treasurer / Webmaster
Marie Alba	Secretary
Joe Conner	At Large
Jon Farrington	At Large
John Warfel	At Large

Homeowner Forum

A few residents attended the first part of the meeting. One resident is concerned about the lack of parking on the east side of the complex. Residents along 324th and 2nd Place South are parking on the street instead of by their garage. This greatly reduces visitor parking, especially evenings and weekends. The Rules & Regulations (Rule 9) state that residents should park in their assigned parking spaces:

Owners and anyone residing with the owner shall park in the areas that are exclusive to their unit as described in 9.c. All other parking areas, e.g., adjacent to buildings, or any area along street curbing that is not painted yellow, may be utilized by guests, visitors, and workmen on a first-come-first served basis. These areas may also be used by owners and residents, but only when they have fully utilized all exclusive parking, as described in 9.c, with their unit.

Please park in your assigned parking spaces and not on the street.

Another resident gave an update on the status of the empty 6-acre lot across 328th (formerly Bally's). A decision will be made by August to determine if it will be zoned as office park or multi-family.

We thank these residents for their participation.

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Board Session

Approval of Previous Minutes: Ken Pratt moved to approve the meeting minutes of January 10, 2022; Jess Salazar seconded and all approved.

Financial Report: Attached. Ken Pratt moved to approve the February 28, 2022 financial report; Marie Alba seconded and all approved.

Grounds Report: Attached. Russ installed a fan in the back of the office for better ventilation.

Mark will ask Washington Tree Service to email Russ and Zach whenever they are on campus. That way they can ensure that no areas are unintentionally missed. Jess will ask Russ and Zach to purchase salt or a suitable equivalent for melting ice and snow to prepare for next winter.

Current there is a 36" mower that the grounds crew does not use because it does not have hydraulic turning. Jess Salazar took the action to sell the mower on behalf of the Association.

Yard Damage: Several months ago a vehicle looking for Quiet Forest II drove across the lawn between Buildings 11 & 13. That section is soft and the car left deep ruts in the ground. There is a curb at the end of Building 11 but there is a small section that has no curb. Jess Salazar will ask Russ and Zach to evaluation possible solutions for blocking the small entrance to the lawn.

Next Board Meeting:

Scheduled for
April 11, 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: 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)

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.

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STAFF SUMMARY

MONTH of: FEBRUARY 2022

Date	Bldg.	Unit	Request	Completed
12/29			John Halverson Gate post cap broken	03
02	9	1	Steps are structurally sound	09
02	24	1	Structurally sound but a few issues will need to be addressed when its rebuilt	09
02	15	5	Please pressure wash my east facing patio	04
02	23	1	Steps are structurally sound	09
04	17	2	Water damage on her porch	04
05	23	5	Gate post cap broken (needed to buy glue)	03
09	11	4	Trim bush and hydrangeas	11
11	8	6	Please install pavers, address the tree roots (This tree will need to be removed. The roots are now pushing against the foundation)	4 Tree not done, yet
08	8	6	Broken sprinkler between sidewalk and the street	09
13			John Halverson: Please east side fence	15
28	7	1	Water leak in the basement near the garage door (A crack in the foundation was identified. Will address this Spring.	28
To Do List at the end of February				
02	8	1	2 x 6 in the NE corner of the deck need to raised and supported	

Future Projects:

Bldg.	Unit	Work to be Done
21	1	Replace wooden steps with concrete: 8 5 ft. long steps Supplies: Lumber .66 yards of concrete = 40 - 60 bags Labor 2-3 days
26	1	Replace wooden steps with concrete: 11 3 ft. long wooden steps Supplies: Lumber .54 yards of concrete Labor 2-3 days
25 26	1 6	Replace wooden steps with concrete: 8 8½ ft. long steps Supplies: Lumber 1.1 yards of concrete (66 bags)

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		1.2 labor 2-3 days
26	1	Presently there is a gravel path. Install a concrete sidewalk: Supplies: Lumber 1.34 yards of concrete (80 bags) Lavor 2 days
1	6	We're told Michael Construction has the railing and was going to modify it for reinstallaiong.
7	1	Install a railing: 17 feet long Supplies: 1 x 1 tubing 12 red heads 2 flat plates 3 paint 4 welder 5 labor 1+ days
Miscellaneous Work to be Done		
		Back Gate: Install: Light post Fixture Supplies: 6 bags of concrete labor 2 days Electrician?
3	5	East side porch is settling and is pulling the roof with it which is evidence by the vinyl siding being pulled awar from the building directly above the gutter. The stairs and deck are consequently tilted.
9	1	Was addressed by Michael Construction
8	1	The 2 x 6 at the NE corner of the deck needs to raised and supported
23	1	Is presently structurally sound
24	1	The deck is not supported properly underneath the columns and is causing a sway. The deck is strucually sound; however, the issue should be addressed in the next few years.
25	1	Install concrete sidewalk: Supplies: Lumber 11.4f yards of concrete (90 bags) Labor 2-3 days

Jess' Comments February 2022

1. HO request are the number one priority

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2. Staff started at building one working on the beds. Etc. They're going to work in a clockwise direction around the perimeter of the campus then they'll work on the inside.
3. I have written the content for the different Manuals.
 - a. Sprinklers
 - b. Shut-off Valves locations
 - c. Sprinkler underground shut-off, etc.
4. Sometime this week I'm going to load everything I've compiled onto the office computer so the staff will have the Alpha file. This will allow them to edit and update as needed.
5. The soggy areas have dried up enough that they were able to mow. This is a direct result of them being able to shut the water off to the sprinkler zones.
6. The sprinkler system has never been winterized correctly.
7. Speaking of wintering we don't need the bib bras.
8. The leaning deck support poles will have to be addressed once our reserves are built up.
9. Russ told me this morning that there isn't a single piece of equipment they've used so far that he didn't have to repair. Fortunately, he's exceptionally good at this and it has already saved us thousands of dollars