

COLONIAL FOREST HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS MEETING

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Monthly Board Meeting  
May 11, 2020

BOARD MEMBERS PRESENT: Marie Alba, Josh Dreyer, Jon Farrington, Jess Salazar, Patricia Ward  
BOARD MEMBERS ABSENT: Val Krzyzaniak  
TARGA MANAGEMENT: Mark Pierovich

**Approval of Previous Documents:** Marie moved to approve the Board meeting minutes of March 9, 2020; Patricia seconded and all approved.

**Financial Reports:** After review, Marie moved to approve the April 30, 2020 financial report; Patricia seconded and all approved.

**Grounds Report:** No written report this month. The two summer employees from last year, Zach and Daniel, will return in late May.

**Board Opening:** Leona Staats is moving and retired from the Board. We wish her well and we thank her for the several years that she served the community. If anyone is interested in filling the open Board position, please contact Mark Pierovich at Targa. Mark's phone is 253-754-6049 and his email is [mark@targarealestate.com](mailto:mark@targarealestate.com).

**Crime:** Please lock your car! There have been multiple car break-ins lately. Many of the cars were left unlocked. In addition, there were two attempted cars thefts in the last month or so. Crime is on the rise due to increased unemployment, etc. Please be vigilant and always lock your car. If you see any suspicious activity call the police immediately.

**Building Inspections:** The Board will inspect all buildings in May or early June. Due to COVID-19 impacts, inspections will be more "spring cleaning" focused and will concentrate on 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.

**Curbs & Sidewalks:** Mark Pierovich obtained bids from three asphalt companies to repair asphalt, fill cracks, seal coat, and replace more curbing. However, there have been unexpected costs in 2020 that are not associated with roads. Jess moved to delay all road work until 2021; Patricia seconded and all approved.

**Truck:** The Coronavirus has impacted efforts somewhat but Jess and Jon are still looking for a replacement truck.

**Re-Siding Project:** The re-siding project was delayed a month due to COVID-19. Building 6 began on May 4, 2020. Building 26 will begin mid-May. Both buildings should be complete by the end of June.

**Little Free Library:** The new Little Free Library is complete and located by the park area between Buildings 16 and 19. Many thanks to the resident who assembled, painted and installed the kit at no cost to the Association. The

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Board received a request to install a second Little Free Library to be placed on the east side of the complex. Josh moved to install a second library; Jess seconded and all approved. The same resident offered to assemble the second kit.

**PENDING ACTION ITEMS:**

1. Bldgs 21 replace railroad tie steps with concrete
2. Bldg 23 – add a cement walkway
3. 16-1 beam to deck needs raised. Wood rot repair.
4. 13-6 deck support rotted
5. 12-1 sidewalk trip hazard
6. Clean gutters bldgs 4 & 27
7. Install motion light in open space by buildings 12 & 14
8. Bldg 6 install new siding (started early May 2020); Bldg 26 install new siding (started mid May 2020)
9. 18-1 roof leak – scheduled SIR Construction December
10. 25-1 concrete path
11. 23-2 chimney leak
12. Bldg 3 water spigot leak
13. 15-6 leak in garage

**COMPLETED ACTION ITEMS:**

1. Bldg 7 – replace railroad tie steps with concrete
2. Bldg 7-1 – sidewalk installation
3. Bldgs 1 & 15 – add a cement walkway
4. Bldg 1 cut gutter lid
5. Bldg 18 – planted white dogwood tree
6. Bldgs 1, 2 & 3 cleaned gutters
7. 11-2 pipe leak in garage

**Next Board**

**Meeting:**

Scheduled for June 8,  
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](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

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](http://colonialforest.net) or fill out a paper request form located at the office suggestion box.