

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

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**Monthly Board Meeting Minutes  
July 8, 2019**

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

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**ANNUAL PICNIC IS AUGUST 6<sup>th</sup>**

Save the date! As we did in the last two years, the annual picnic will be in conjunction with National Night Out on Tuesday, August 6<sup>th</sup>, from 6:00 p.m. - 8:00 p.m. The Board will post flyers with all the details.

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**Approval of Previous Documents:** Jess moved to approve the Board meeting minutes of June 10, 2019; Marie seconded and all approved.

**Financial Reports:** There are no issues at this time. Marie moved to approve the June 30, 2019 financial reports; Leona seconded and all approved.

**Maintenance Crew:** Dave Reetz and Ted St. Clair attended the first part of the meeting to provide grounds and maintenance status since they last attended in March:

- As previously reported, there are pine trees behind Buildings 25 and 26 that are leaning toward 328th Street and need to be removed. It is possible that we must hire a certified traffic control company to monitor traffic on 328th Street while the trees are being removed. There is no start date yet because Monty's Tree Service is currently working on a forest fire. The project could take two days to complete. Efforts to improve the appearance of the area behind Buildings 25 and 26 will commence after the tree removal.
- The main focus of the summer employees will be to continue trimming rhododendrons (there are +/- 762 rhodies throughout the campus), weed wacking, pressure washing, and mowing. Zach will be here until August 23<sup>rd</sup> and Daniel will be here until September 1<sup>st</sup>.
- The plan to plant arborvitae along the West fence and South to the back gate (where it makes sense to do so) is moving forward. The only potential issues at this time could be sprinkler lines, availability of the 6' arborvitae trees, and weather conditions.
- Pressure washing of nine buildings will start the third week of July. Signs will be posted ahead of time on impacted buildings. Here is the tentative schedule:

Date	Building
07/22/19	4
07/23/19	5
07/24/19	6
07/25/19	7
07/29/19	9
07/30/19	17
07/31/19	19
08/01/19	26
08/05/19	2

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---

**COMPLETED ACTION ITEMS:**

1. 27-1 repair siding 2<sup>nd</sup> level – Michael completed June 2019
2. 22-2 leak in garage – Michael completed June 2019
3. 32510 2<sup>nd</sup> Place South power out – Michael completed June 2019
4. 22-2 plumbing repair – Michael completed July 2019
5. 25-2 plumbing repair – Michael completed July 2019

**PENDING ACTION ITEMS:**

1. Bldgs 1,7,21 replace railroad tie steps with concrete
2. 16-2 and 16-4 cement walkway installation
3. Bldg 9 – remove pavers and lay concrete
4. Bldg 15 – add a cement walkway
5. Bldg 23 – add a cement walkway
6. 6-2 door by garage threshold needs rotted wood repair
7. 6-4 repair door frame at Garage
8. 16-6 sidewalk trip hazard needs to be ground down
9. Buildings 10 & 23 new siding
10. 7-1 sidewalk installation
11. 26-1 replace railroad ties with cement
12. 26-2 front porch repair
13. 16-1 beam to deck needs raised. Wood rot repair.
14. 4-1 back door sticking
15. Building 21 railing needs to be painted black
16. 17-5 porch repair needed
17. Building 1 cut gutter lid
18. Tree removal
19. 32444 1<sup>st</sup> Pl. S. leak in garage
20. 32434 1<sup>st</sup> Pl S basement leak
21. 32617 1<sup>st</sup> Pl S garage leak

**Roads & Curbs:** Josh moved to approve A. C. Moate Industries' bid for curb and crack repair; Leona seconded and all approved. Roughly 40% of the more severely damaged curbs throughout the campus are scheduled to be removed and then replaced with new extruded curbing. Almost everyone throughout the community will notice some curbs by their units being replaced. The start date is not yet known but notices will be posted in advance for those residents who are impacted. The main issue is ensuring all cars are moved away from curbs that will be replaced. After completion, Dave and Ted will re-paint the curbs that are currently painted yellow. No seal coating will be done in 2019.

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

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**Re-Siding Project:** Building 23 is scheduled to begin July 22, 2019, followed by Building 10. Notices were mailed to all residents of Building 23 on June 28th. Residents of Building 10 will receive notices as their commencement date approaches.

**Resident Gardens:** Please make sure that you do not remove any grass or alter common areas. If you are not sure about something, please check with Mark Pierovich at Targa ahead of time. Mark's phone and email are at the bottom of the minutes.

**Federal Way Mirror Newspaper:** This is the free newspaper that is delivered on Friday evenings. There is still an ongoing issue of residents leaving the newspaper in the driveway which is unsightly. Currently the maintenance crew is picking up and dispose of any paper that is still visible on Monday morning. However, this is not good use of their time. The Board will attempt to contact the Mirror office in person so see what options there are.

### **Next Board**

#### **Meeting:**

Scheduled for  
August 12, 2019  
@ 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 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.