

# COLONIAL FOREST HOMEOWNER'S ASSOCIATION BOARD OF DIRECTORS MEETING

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## Monthly Board Meeting June 20, 2016

**BOARD MEMBERS PRESENT:** Marie Alba, Kevin Goering, Carolyn Hagerhjelm, Rick Krekel,  
Val Krzyzaniak, Joni McKee; Ken Pratt

**TARGA MANAGEMENT:** Mark Pierovich

**BOARD MEMBERS ABSENT:** None

### New Targa Association Manager and Trainee

Mark Pierovich, CMCA, is the new Targa Association Manager for Colonial Forest replacing Justin Smith. Mark has been with Targa for four years. To accommodate Mark's schedule, the Board will now be meeting on the second Monday of each month. Please welcome Mark and if you need to contact him, his phone is 253-754-6049 and his email is [mark@targarealestate.com](mailto:mark@targarealestate.com).

Also in attendance was Rashelle Wood, who is currently training with Mark Pierovich.

### May Minutes and Financial Reports

Due to time constraints, the May minutes and financial reports will be approved at the July 11, 2016 meeting.

### Grounds Report: Summer Employees

We welcome Aaron Vincent and Zach Maclurg who are assisting Dave and Ted this summer. Both are 2nd year college students. They are already full steam ahead cleaning gardens and trimming shrubs.

### Puget Sound Energy Air Sealing Program

Will Morby, owner of Green Property Solutions, spoke to the Board about the newest Air Sealing rebate offer from Puget Sound Energy (PSE). This is the same Air Sealing program that was offered last year by PSE except for a change in the rebate structure which now covers the entire cost of the program—meaning that there is now no cost to Colonial Forest. Last year all costs were covered except for the sales tax which totaled \$50,000 for the entire complex. This year, the program covers the entire cost including sales tax. Ken moved to go forward with the PSE rebate offer and Air Sealing Project; Kevin seconded and all approved.

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Targa will mail a letter to each owner/resident explaining the benefits of the program. Basically all outside walls will be sealed with a cellulose product that fills all the cavities. All penetrations to floors and attic, e.g., wiring and pipes will be sealed as well. Every unit will receive a new bathroom fan that is set on a timer to run eight hours per day. This is to vent moisture and odors from the unit. In addition, new weather stripping will be installed on all outside doors.

Due to the nature of the project, every owner in a building must participate. Otherwise, the building cannot be done. Installation will require entry to every participating building's units three times: 1) a blower test prior to installation; 2) the installation work itself; and 3) a blower test after installation.

Questions can be addressed to Mark Pierovich (Targa) at 253-754-6049.

## **Sewer Issue Building 13**

The owner of Acclaim Plumbing attended the meeting and explained that a camera evaluation of the sewer line under Building 13 revealed a large dip in the line under Unit 5, which is backing up the water to Unit 1. He presented his bid to make the necessary repairs. After he left, the Board discussed the situation and Carolyn moved to accept the bid to repair the line; Ken seconded and all approved.

Since the owner of Unit 5 will be required to clear out his garage prior to the start of work, Ken moved to approve the rental of a POD for the owner and potential labor to help with move all items; Kevin seconded and all approved.

## **Re-Siding of Buildings 11 and 13**

Re-siding is basically complete. A couple owners requested fixes that will be done shortly.

## **Colonial Forest Rental Unit**

The CF rental unit is located at B15U6. Just to give everyone a little background, the Association owns this unit and in the early years of the complex it was dedicated to an on-site manager. When we changed to a property management company (Targa), the Association voted to either sell the unit or rent it for monthly income. The vote was to keep it and rent it.

The unit is vacant right now and needs a few updates prior to renting it again. Val moved to make the necessary repairs; Marie seconded and all approved.

## **Tree Removal**

Monty's Tree Service removed four trees in the complex. An owner in Building 7 is requesting three trees be removed and ground down. The Board will ask Monty's Tree Service to assess the trees in question and make a recommendation if removal is warranted.

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## South Gate – Entry Side

The entry side of the back (south) gate continues to malfunction. It has been opening and closing when there is no one approaching. Inspection by Gate Service and Technology revealed that the gate operator is old and worn out. Carolyn moved to replace the operator; Kevin seconded and all approved. Update: The gate operator was replaced on June 28, 2016.

## Building Inspections

Board members inspected all buildings and letters with repair/maintenance requests will be sent to owners the first week in July.

## Sidewalk Repair at Building 26

Now that a tree that damaged the sidewalk has been removed, the sidewalk at the east end of Building 26 will be repaired and replaced with concrete.

## Colonial Forest Web Site

The transition from Weebly to Go Daddy is almost complete. All material at *colonialforest.net* is still available during the changeover.

## Reserve Study

Every year or so Colonial Forest engages an outside company to do a reserve study. The next reserve study will be done in 2017.

## Next Meeting:

Scheduled for  
July 11, 2016

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: Joni McKee (President/Grounds Mgr): [contactus@colonialforest.net](mailto:contactus@colonialforest.net)  
Mark Pierovich (Targa offsite Mgr): [mark@targarealestate.com](mailto:mark@targarealestate.com)

Phone: Joni McKee (President/Grounds Mgr) 253-517-7906  
Mark Pierovich (Targa offsite Mgr) 253-754-6040

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.