

COLONIAL FOREST HOMEOWNER'S ASSOCIATION BOARD OF DIRECTORS MEETING

Please Pick Up—Pets & Litter

Just a reminder to pick up after your pet. Some residents are not picking up and it creates an unsightly and unhealthy situation for others. We have several children living in Colonial Forest and they play in the grass so please do the right thing. In addition, there seems to be more litter than ever so please do your part to keep our community looking good.

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.**

Colonial Forest Web Site

The new site should be complete around September or October.

Building Inspections

The Board inspected all buildings in May and maintenance letters were sent in June to impacted owners. Owners were given until August 31, 2017 to perform necessary maintenance.

Structural Beams and Fascia Boards

For those buildings with decks, Dave is developing a schedule for painting the structural beam that supports the deck and also the 8" white fascia board just below the deck. More details to follow. Just a reminder that owners are responsible for painting decks, porches and railings.

Lock Your Car Doors

There have been a few cars broken into in the last few months and most or all of them were because the car door was left unlocked. This is especially dangerous if you leave your garage remote in your car.

Annual Picnic

This year's annual picnic will be held in conjunction with "National Night Out" on the evening of Tuesday, August 1st, from 6:00 p.m. – 8:00 p.m. A flyer will be posted on each building with details. It will be a lot of fun so please plan to come!!!

Annual Town Hall Meeting

The Town Hall meeting will be held Wednesday, September 6th from 6:30 p.m. – 8:30 p.m. at the Federal Way library on 1st Avenue. There is no agenda for this meeting—it is an open forum for owners to ask information, make suggestions, etc. This is a valuable exchange of information and we encourage everyone to attend. Our fellow Board member, Kimberly Shelton will be the guest speaker. Kimberly works at the Federal Way Community Center and will share interesting information about local services and events.

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Action Items

| Completed | Pending |
|--|--|
| Paving throughout complex Building 20 re-siding 4-6 plumbing repair from sewer line 10-1 gutters leaking above garage 11-3,4 screen door damage from re-siding 6-6 flooring from water damage | Sidewalks/steps/railings: Bldg 6 front, between 14 & 9, 21-6, 22, 11-6 railing (stairs complete but railing not yet installed) 2-6 lighting 4-6 faucet 9-1 railing needs to be painted 21-1 sidewalk repair & lighting issue Bldg 11 storm drain line (camera in July—Acclaim Plumbing) 11-6 grass drainage Bldg 21 grass drainage 19-6 attic venting 27-6 pipe leak Building 8 re-siding (a few minor fixes to be done) Building 22 re-siding (“punch list” TBD) |

Next Board Meeting:

Scheduled for
August 14, 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*

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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.