



Colonial Forest

Spring/Summer Newsletter

2019 BOARD OF DIRECTORS

Jon Farrington, President
Jess Salazar, Vice President
Marie Alba, Secretary
Val Krzyzaniak, Treasurer
Leona Staats, At Large
Patricia Ward, At Large
Josh Dreyer, At Large

President's Message - Jon Farrington

Greetings Everyone,

I would like to open with thanks to you, our homeowners, friends, family members, board members, and also the renters who are our neighbors within the community in which we serve. It is because of you and our shared values, along with your continued investment in our work that we are able to provide value, safety, and security for our rapidly evolving community. With you in mind, the Board strives to efficiently manage the association budget, any associated liability, rules, bylaws, and regulations that play a role in our decision making to make Colonial Forest the best community we can offer for each and every member.

In this same spirit, I would like to gently urge everyone to occasionally review the rules and regulations, that help us not only maintain the quality of life we enjoy together but also to ensure we are able to provide the structured, harmonic environment so many of us fell in love with when we selected our homes. As always, we ask that members and their guests remain vigilant of their furry friends and their messes, their youthful family members, and noise levels in the evenings as we enjoy the later sunsets that Spring entails.

It is also my pleasure to provide an update regarding the on-going residing project, and for fiscal year 2019 we are currently expecting to be able to re-side two buildings, with some funding set aside for other structural repairs on an as needed basis. We look forward to sharing Spring with you, and with a bit of effort and luck, many more to come!

Purpose of Board of Directors

All positions of the Board are filled by volunteers, and no one is compensated for their time or services. Each is a home owner who works together in the interest of the community. The primary goal of the Board is the preservation of property values. This is accomplished by enforcing our governing covenants and rules and regulations. We work to ensure all properties are attractive and consistent with each other. Without covenant enforcement, one home left unkempt or out of compliance can lower the property value of the entire community. In addition to full-time grounds keepers beautifying Colonial Forest, owners must also continually assess the outside of their units, resident gardens and plan for cleanup, orderliness, and needed painting, and repairs. If you reside off site, you are authorized to allow only a relative (as outlined in the R&Rs) to live in your unit and you are still responsible for exterior orderliness in your absence.

COLONIAL FOREST ANNUAL EVENTS

Homeowners Meeting	February
Spring Newsletter	April
Building Inspections	May
Picnic	August

WELCOME NEW OWNERS!

Counting units currently listed for sale, vacant, etc., Colonial Forest has 58 new owners since 2015 (approximately 37%). Here is the breakout by year:

2015	2016	2017	2018	2019	Total
10	9	20	13	6	58

We welcome all of you to your new community. Let's all make it a point to meet and get to know our new neighbors.

COMMON AREAS

Given that we have very large grounds; residents may feel something is not tended to in a timely manner by the Grounds Staff. Residents may request attention to specific areas via email at colonialforest.net (under Contact Us). Another option is to fill out a paper work request form located at the office (Building 15, Unit 6).

Taking these tasks on yourself, even though well intentioned, is against the rules and can be costly for the Association when it causes more work for our already stretched staff if they have to replace plants that were damaged because of resident actions without authority to do so. Examples would be changing any outside appearance or structure which can include pruning or removing plants and trees on your own without permission from the Board.

COMMON AREAS – LITTLE KNOWN FACTS

In Colonial Forest, there are approximately:

500 flower beds
762 rhododendrons
1,492 sprinkler heads

CRIME

Unfortunately, two CF residents were robbed on the evening of 4/5/19. The residents pulled into their garage and started closing the garage door. They got out of their car and before the door was completely closed, two men made the door go back up and robbed the couple while in the garage. They took her purse and his wallet. Thankfully they were not harmed but no one anticipates such a terrifying experience so please be aware of this incident and always check your surroundings.

SAFETY TIPS

Remain in your car

Considering the incident above where someone caused the garage door to open again, one suggestion would be to remain in your locked car until your garage door is completely closed and you are sure there are no threats.

Always lock your car

In the last few years, several cars were broken into. Most of the break-ins were crimes of opportunity associated with cars that were left unlocked so please do not give thieves that opportunity. **Never leave your car unlocked.**

Install safety devices

Residents are encouraged to install individual cameras, video doorbells, and additional lighting such as motion lights around porches and garages. The Board completely supports residents who want to take additional safety measures.



If you ever see anything suspicious, please call the police immediately.

PETS

Please pick up after your pet.

This has recently become a huge issue and the Board is considering a separate schedule for fining owners who do not have their dogs on a leash and/or do not pick up. Please do the right thing and always carry a pet waste bag with you. You never know when and where your furry friend will decide to “go.”



Per the Rules & Regulations, all dogs are required to be on a leash at all times and the leash must be held by a person capable of controlling the dog. All pet defecation in common or limited common areas of Colonial Forest shall be picked up immediately by the pet owner or representative. All rules apply to visiting dogs as well.

The Colonial Forest maintenance crew is not obligated to remove pet waste. Mowing around the deposits leaves unsightly landscaping; mowing over the deposits spreads the feces in small pieces across the lawn, gets on their work boots, and clogs the machinery.

We have many children playing on the grounds. Leaving pet deposits in the yard is unsanitary, attracts rats and causes a foul odor during warmer weather.

Please always pick up immediately after your pet and properly dispose of the waste. Pet waste containers should be stored in the garage or basement, not on porches, flower beds, or hanging off of railings. Thank you for being a responsible pet owner.

PLEASE DO NOT FEED THE ANIMALS

Just a reminder that food or seed of any kind in common areas or limited common areas, if meant to feed animals or birds, is prohibited. Hummingbird feeders are allowed but must be maintained.

There have been recent sightings of a raccoon on campus. Although cute to look at, they can be very destructive. Last summer a raccoon destroyed a resident's seat cushions. A few years ago the Board was faced with the very unpleasant decision to call an exterminator because a resident was feeding wild animals which caused a huge problem with raccoons on campus. The raccoons were pulling insulation from under buildings and causing extensive damage.

SIDEWALKS, STAIRS AND RAILINGS PROJECT

The project to replace railroad tie steps and stepping stone pathways with concrete started in 2017 and continues into 2019. In addition, railings are being added where needed. Please watch out for areas under construction and **use extreme caution in these locations.**



PERSONAL EVENTS

Garage Sales, Open Houses, Celebrations

On the day of an event, homeowners and realtors can use signs and balloons to advertise. All such materials must be removed by the end of the day. To ensure the gates are open the day of the event, contact Mark Pierovich at Targa (253-754-6049), or send an email to the Board via colonialforest.net a few days prior.



TRASH, DEBRIS & WASTE MGMT

If you need to contact Waste Management regarding a missed collection, etc. here is the link to their City of Federal Way website:

<http://www.wmnorthwest.com/federalway/>

Holiday Schedule (per WM website)

Waste Management observes three annual holidays:

1. **Thanksgiving Day**
2. **Christmas Day (Dec. 25)**
3. **New Year's Day (Jan. 1)**

All other holidays will not affect your collection schedule. *If one of the three holidays above falls on a weekday, collection will be delayed by one day for the remainder of the week. For example, if a holiday falls on a Thursday, Thursday customers will be collected on Friday and Friday customers will be collected on Saturday.*

Some Colonial Forest residents suggested that you can set up an account with Waste Management which allows you to receive email notices when there are changes to the pickup schedule for various reasons such as inclement weather.

Please do not throw trash and other debris on the property, including gum and cigarette butts. Put out garbage/recycle containers on the eve of, or on the morning of pick-up day (Wednesday). Put containers back in your garage by Wednesday evening. Do not overfill the cans as this attracts birds and animals. If this occurs, you are required to clean up the debris immediately.



CHILDREN AT PLAY

There are many children living in Colonial Forest so please drive cautiously at all times and stay within the 15 MPH speed limit. Soon the children will be on summer vacation so

please be extra cautious while driving on campus.

RECREATIONAL VEHICLES



Per the R&Rs, motor homes, boats, recreational vehicles, and trailers (all types), may be kept within the confines of Colonial Forest for 24 hours preceding or following travel in order to load or unload such vehicles. Permission is required from the Board of Directors for parking of such vehicles for periods longer than 24 hours. Recreational vehicles may not obstruct or block exclusive-use parking of other residents.

NOISE

Quiet hours are from 10:00 p.m. to 8:00 a.m. daily. Residents should always be mindful of their neighbors by controlling noise levels. Please remember that we share our community with others. If you cannot resolve noise issues by speaking to your neighbor, then contact the Board or Targa during business hours. A warning will be sent to the owners because it is an R & R infraction. If it is an extreme situation where action is needed immediately, e.g., a wild party or someone is being threatened, call the Federal Way Police Department.

BARBECUES



Only gas and outdoor electric grills are allowed on decks and porches (against the railing or far away from the siding as vinyl siding can melt). **Charcoal grills may NOT be used or stored on decks or porches.** The only option for charcoal grills is to use them in the parking area, far away from any vinyl siding, then store the grill in the garage once it is cold. Woks, broilers, chimera's and fire rings are also classified as a fire hazard and are therefore prohibited for use on wood-surfaced decks and porches.

FIREWORKS

Not allowed – ever! They are illegal in the City of Federal Way and according to the CFHA R&Rs. Please report any violators to Targa. Enjoy legal fireworks on the 4th of July at many nearby locations.



TIP: GREASE IN DRAINS

Please do not put oil and grease down the drain as it creates clogs that block the sewer line and can cause disgusting and dangerous backups. While drain cleaners might clear out your pipes in your home, the greasy mess just gets washed into the sewers afterward, creating a bigger problem down the line.

Pour grease and oil into a can or jar and put it in the trash can. For smaller amounts of grease, let it solidify in the pan and then throw the solid grease in the trash. Make sure to wipe the greasy pan or dish with a paper towel to soak up any residue. Just the little bit that washes out with the wastewater can cause problems over time.

HOMEOWNER CONTACT FORM – DUE NOW

Just a reminder that per R&R Rule #11, Homeowner Contact Forms are due no later than June 1, 2019. If you already completed a form in 2019, thank you. Forms are available from mark@targarealestate.com or from our web site colonialforest.net. Your information will be kept by the Board for emergency purposes only and will never be shared with anyone. Thank you for your cooperation.

COLONIAL FOREST WEB SITE

The new web site colonialforest.net is up and running. Use the “Contact Us” tab to send a note to:

- 1) Colonial Forest HOA (Homeowners Association);
- 2) Colonial Forest Maintenance (Dave and Ted); or
- 3) Targa Real Estate (Mark Pierovich).

PARKING & 15 mph SPEED LIMIT

Only operable and currently licensed vehicles are allowed, and **must not leak oil**. Do not park in fire lanes, at yellow curbs, on the strip in front of another’s garage door, or in a way that would impede traffic. Children play and many residents walk on campus, especially spring to fall, so please go **slowly**. Please do not allow your children to play in the streets at any time. If you spot a speeder, get a description of the car and license number and report it to Targa. Allow entry/exit gates to open fully before proceeding. CFHA is not responsible for damage to your vehicle.

FEDERAL WAY MIRROR NEWSPAPER

This is the free newspaper that is delivered on Friday evenings. Some residents receive it and do not want it, and some folks want it and do not receive it. Those residents desiring a change must make their own request.



Please contact the FW Mirror at 253-925-5565 and ask for the Circulation Desk. The Mirror is located at 1010 S 336th St, Suite 330, Federal Way, WA 98003.

Please keep our community neat and clean by picking up the paper or throwing it away immediately instead of leaving it in the parking area.



ANNUAL BUILDING INSPECTIONS

Each year in May, the Board inspects all buildings and letters are mailed to those owners who have areas that need repair, paint, etc. This means maintaining your unit by cleaning, replacing, repairing and/or painting:

- Decks, porches, stairs and patios. The approved grey paint code can be found on the Colonial Forest web site under the "Owner Info" tab.
- Decks, porches and patios should not be used as storage areas; however, boxes specifically designed for patio/deck storage are approved as long as they are of reasonable size and blend in with the surrounding color scheme.
 - Approved items are gas grills (no charcoal grills), outdoor furniture, decorations and plants. Round planters more than 18" in diameter and/or rectangular planters longer than 24" are limited to four per deck side or porch.
 - Unapproved items include garbage bags, garbage receptacles (including pet feces storage containers), bicycles, toys, coolers, mops, brooms, rugs, dead plants, garden tools, wooden "whiskey barrel" type planters. Hoses should be neatly coiled or stored on hose holders.
- Outside lamps attached to buildings and garages.
- All railings (railings and outside lamps must be same color and consistent with entire building)
- Lattice must be clean, in good condition and style consistent with the rest of the complex
- All outside doors and frames must be in good condition.
- Approved replacement styles for garage doors, outside lamps, metal doors, screen doors, etc. can be found at *colonialforest.net*.
- Private resident gardens are appreciated and enjoyed by all but need to look neat and tidy. If you want to maintain a certain area then you must identify it with a "Resident Garden" sign which you can obtain from the grounds/maintenance staff. Required maintenance includes pruning plants and shrubs, weeding flowerbeds, being mindful to not overplant the area, keeping soil away from the building to avoid rot issues, etc. Failure to maintain the area will result in a warning. If the warning is disregarded, the grounds staff will resume maintenance of the area.
- Please do not make changes to the outside of your unit, building, common or limited common area without written permission from the Board, or you will have to replace or restore changes at your own expense per CC&Rs. Please refer to the R&Rs (available at *colonialforest.net*) for all rules pertaining to Colonial Forest.





GATES

FRONT GATE

Directory: Owner/resident names and phone numbers may be revised at any time. Your personal entry code is based on your phone number, either land line or cell. Requests for revision can be made by contacting Mark Pierovich of Targa via email at mark@targarealestate.com or call him on 253-754-6049.

Entry via remote control: If you want to purchase a remote that will open both the front and back gates, contact the Targa Real Estate office located at 720 South 348th Street, Suite A1, Federal Way, WA 98003. The current cost is \$25.00 for a car visor remote and \$30.00 for a key chain remote.

Entry via keypad: Enter your personal entry code. Press each button slowly and firmly.

Entry via directory: Visitors will look up your name in the front gate directory and push the "CALL" button. Then you press **9** on your phone to open the gate. Press **9** firmly and for a full second to ensure good signal transmission.

BACK GATE

Entry is obtained via remote or keypad. The code for the back gate only is **4321#**.

PEDESTRIAN GATES

There are three gates for residents who are walking: 1) by the outgoing main gate; 2) by the incoming back gate; and 3) in the SW corner of the complex (along 1st Avenue). One key fits all three and can be purchased from Targa for \$5. Walkers can also open the outgoing main gate via a button on a short pole located on the sidewalk just prior to the gate.

CIG INSURANCE COMPANY



Should owners need to make a major claim, CIG (Capital Insurance Group) is Colonial Forest's primary umbrella insurance provider. For more information contact Gary Kelly via his email as follows: gary@riceinsurance.com (Rice Insurance, LLC). Owners also need condominium (HO-6) insurance as your secondary insurer (this is not renters insurance).

Be sure you are fully covered.

- Your policy should include a "Loss Assessment" of at least \$10,000 with your secondary insurer. It is very cheap coverage. You must add this to your condominium coverage.
- Be sure your personal belongings are fully insured with HO-6 coverage with your secondary insurer.

CIG covers your walls, floors, appliances, cupboards, bath fixtures, lighting, etc. with 'like' products and grade at the time of incident. The BOD and Targa recommend that you take photos now, include dates, and save receipts of all improvements, to show proof of your upgrades at incident to assure restoration with those upgrades.



RE-SIDING PROJECT

Re-siding all 27 buildings is a major project that was initially estimated to run between \$1M-3M. In order to minimize budget impact, it became a 9-year project in which three buildings per year would be re-sided. The project began in the fall of 2015 with one building. By the end of 2019, ten buildings will be complete.

Year of Completion	Building #
2015	17
2016	11, 13 & 18
2017	8, 20 & 22
2018	24
2019	10 & 23

In 2018 only Building 24 was re-sided in order to get the annual budget back on track due to unexpected repairs in 2017. In 2019, two buildings will be re-sided. The schedule of three buildings per year will resume after 2019. The re-siding project is now 10-11 years.

Vinyl Windows: The re-siding contractor recommends replacing old aluminum-framed windows with vinyl prior to installing new siding to ensure a better seal and to make the unit more energy efficient. Owners who have changed their windows have reported reduced energy costs while also realizing increased comfort and noise reduction. Please note that, per the Rules & Regulations, the outside appearance may not be altered. The windows must be the same style. A couple examples of unacceptable changes would be replacing a kitchen window with a garden window, or replacing a window that slides open with a solid window that does not open. Also, the outside vinyl framing and caulking must be white.

OTHER 2019 PLANNED PROJECTS

- More crack and seal work on the roads with some curb repair.
- Further required structural repairs.
- Although the maintenance truck is near the end of its service life, it may be serviceable for another year or so.



DUPLICATE “HOUSE” NUMBERS IN COLONIAL FOREST

There are 28 instances of duplicate “house” numbers in Colonial Forest—only the street number is different. For example, there is 32423 1st Pl So and 32423 2nd Pl So. Our US Postal carrier has a good handle on the situation but unfortunately, many delivery personnel such as Amazon do not, and many packages have been left on the wrong porch. A complete list of duplicates is enclosed. If you receive a package that does not belong to you, it may belong to someone a street over. Please contact Mark Pierovich at Targa (253-754-6049) if you need assistance getting the package to the correct location.

Buildings 2 & 10			Buildings 8 & 25			Buildings 9 & 13			Buildings 14 & 18		
Bldg	Unit	Address	Bldg	Unit	Address	Bldg	Unit	Address	Bldg	Unit	Address
2	1	32429 1st PL S	8	2	129 S 324th PL	9	1	32444 1st PL S	14	2	32506 1st PL S
10	4	32429 2nd PL S	25	1	129 S 327th PL	13	5	32444 2nd PL S	18	1	32506 2nd PL S
2	2	32427 1st PL S	8	3	127 S 324th PL	9	2	32442 1st PL S	14	3	32508 1st PL S
10	3	32427 2nd PL S	25	2	127 S 327th PL	13	4	32442 2nd PL S	18	2	32508 2nd PL S
2	3	32425 1st PL S	8	4	125 S 324th PL	9	3	32440 1st PL S	14	4	32510 1st PL S
10	2	32425 2nd PL S	25	3	125 S 327th PL	13	3	32440 2nd PL S	18	3	32510 2nd PL S
2	4	32423 1st PL S	8	5	123 S 324th PL	9	4	32438 1st PL S			
10	1	32423 2nd PL S	25	4	123 S 327th PL	13	2	32438 2nd PL S			
			8	6	121 S 324th PL	9	5	32436 1st PL S			
			25	5	121 S 327th PL	13	1	32436 2nd PL S			

Buildings 17 & 18			Buildings 19 & 21			Buildings 20 & 22		
Bldg	Unit	Address	Bldg	Unit	Address	Bldg	Unit	Address
17	6	32516 1st PL S	19	1	32611 1st PL S	20	2	32618 1st PL S
18	6	32516 2nd PL S	21	2	32611 2nd PL S	22	6	32618 2nd PL S
			19	2	32613 1st PL S	20	3	32616 1st PL S
			21	3	32613 2nd PL S	22	5	32616 2nd PL S
			19	3	32615 1st PL S	20	4	32614 1st PL S
			21	4	32615 2nd PL S	22	4	32614 2nd PL S
			19	4	32617 1st PL S	20	5	32612 1st PL S
			21	5	32617 2nd PL S	22	3	32612 2nd PL S
			19	5	32619 1st PL S	20	6	32610 1st PL S
			21	6	32619 2nd PL S	22	2	32610 2nd PL S



WHO YOU GOING TO CALL? HERE IS SOME HELPFUL INFORMATION

Police, Fire or Medical Emergency

911

- Medical emergencies
- Any type of fire
- Down power lines
- A crime in-progress
- Any suspicious activity
- Any dangerous or life threatening emergency
- Any time a person fears for their safety or the safety of others

Police Non-Emergency

253-835-2121

- Emergency services are need but there is no danger or life-threatening injuries
- The return of a runaway child
- A hit and run collision when you are no longer at the scene of the collision
- Lost property
- Additional information after an initial report has been made

Targa Real Estate Services, Inc. Mark Pierovich

253-754-6049

- Trees or limbs down on building
- Storm damage - missing siding or roofing

Colonial Forest Campus Emergencies, Targa Real Estate

253-815-0393

- Flooding home or campus

Colonial Forest Maintenance

colforstaff@q.com

- Exterior light bulbs
- Doorbells
- Street lights
- Gardening

Abandoned Shopping Carts

253-835-6774

Animal Services (lost or nuisance pets)

253-835-PETS