

COLONIAL FOREST HOMEOWNER'S ASSOCIATION BOARD OF DIRECTORS MEETING

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. 7-1 sidewalk installation
10. 26-1 replace railroad ties with cement
11. 26-2 front porch repair
12. 16-1 beam to deck needs raised. Wood rot repair.
13. Building 21 railing needs to be painted black
14. 17-5 porch repair needed
15. Building 1 cut gutter lid
16. 19-3 garage leak
17. 26-3 Deck support rotted and pillar sinking
18. 13-6 deck support rotted
19. 19-2 add plants
20. 3-1 leak in bathroom ceiling fan

Resident Request For Drain Pipe To Outside: A resident recently had a new water heater installed which required a permit from the City of Federal Way and a follow-up inspection. The water heater is located in a coat closet in the middle of the condo. For this reason, the City inspector indicated that they needed to have a drain through the floor with a pipe running to the outside of the building in case of leakage. This required in order to comply with current code. The resident requested Board approval to install the pipe to the outside of the building. The Board approved the request and reminds all residents that they need Board approval when faced with a similar situation.

Front Gates: Recently there were issues with both the incoming and outgoing front gate. When the incoming gate malfunctioned, it created safety issues with cars trying to back up onto 1st Avenue. The gate operators (the boxes with the arm that opens and closes the gates) were installed around 1997 and need to be replaced. In addition, the front pedestrian gate is difficult to open and needs new hinges.

The Board received a quote from Gate Service & Technology for replacing both operators, maintenance, and hinge replacement for the pedestrian gate. Marie moved to accept the quote; Josh seconded and all approved.

Re-Siding Project: Buildings 10 & 23 are now complete. Mark Pierovich, Michael Daniels and Marie Alba walk around both buildings and documented a short list of items to be fixed.

Tree Removal & Sidewalk Repair: Two trees by Building 16 were removed because the roots caused significant damage to the sidewalk, thus creating a safety hazard. Now that the trees are gone, the sidewalk (currently

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marked with orange cones) will be repaired. The tree between Buildings 4 & 5 is scheduled to be removed due to the many lost branches during the last two winter storms. It is now considered a danger.

Next Board Meeting:

Scheduled for
November 11, 2019
@ 6:00 p.m.

Respectfully submitted,

Marie Alba
Secretary

The *COLONIAL FOREST HOMEOWNER'S ASSOCIATION BOARD OF DIRECTORS* can be reached as follows:

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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* or fill out a paper request form located at the office suggestion box.