

Lakeside Village
Manager's Report
February 26, 2013

1. Annual meeting info prepared and delivered along with chairs.
2. Coupon payment books ordered and shipped lat Friday, except for those making direct bank payments.
3. Rental Limitation Amendment in for review and or passage.
4. Reserve Study in, should be posted on line for the owners to download.
5. Received BECU statements and reconciled account including interest. Note change on the balance sheet. We found an entry that although entered into our computer did not register on the system back in 2011. Made correction. A reminder that we need these statements every month so we can reconcile the account and find problems right away.
6. Attached is a bill from Lakehaven. Note the new charge for capacity rent. When the property was first built a capacity for water and sewer usage was established. Starting this year they are now charging when the property uses water/sewer in excess of that capacity. This could be an additional \$4000 charge per year. Recommend starting work on reminding residents to watch water consumption.
7. Letter sent to unit owner of 312 and residents of 312, plus emailed as well about couch left out at the trash area.
8. Fire extinguisher for unit 523 ordered, plus repairs to case at 321, installation of one at unit 111, and cert for cabana FE.
9. Fixture at the main sign replaced and graffiti on the fence along 312th painted over.
10. Repairs to door knob made, second heater trimmed out in cabana and repairs to sliding door at unit 421, although still unable to get access to unit 421.
11. Electrical fault at the front sign found and fixed.
12. Storage room doors being bid
13. Roof and gutter cleaning throughout being bid.
14. Damaged outgoing mail box replaced
15. Letter sent to unit owner at #433 to replace their mailbox lock
16. Letter sent regarding vehicle parking violation for unit 433
17. Siding at unit 135 was repaired last month.
18. The lender started foreclosure on unit 331; it is scheduled for May 17th.
19. Delinquency letters sent out.
20. **Delinquencies as of today:**

Under 90 Days:	5,704.34
At Attorney:	13,585.39
Total:	19289.73