

Lakeside Village  
Manager's Report  
July 28<sup>th</sup>, 2020

1. Owner statements sent out regarding balances.
2. Provided new fob to unit in building 3 as the owner never received at closing and the signature was illegible.
3. DIC (Earthquake) Insurance renewal completed.
4. A few more water heater forms have been turned in.
5. Two damaged gutters will be replaced on Wednesday. Building #4 & #5.
6. More compliance letters mailed out regarding dog.
7. DirecTV complaint but was resolved the same day as a tech was onsite.
8. Car towed outside of building #3
9. New/Updated forms from AI's Towing received.
10. Unit #433 is listed for sale, Resale Certificate ordered.
11. Unit #535 is listed for sale, Resale Certificate ordered.
12. New garbage contract through the City of Federal Way, dumpsters have been changed out. Confirmation of the correct sized dumpster were delivered.
13. New lights were installed on the cabana and mailbox surround.
14. Van was broken into on or around the 4<sup>th</sup> of July, tenant contacted Protocol, Images were turned over to the tenant's employer per their request.
15. Pest control to spray for bees in building #3, there appears to be a nest in the siding.
16. Owner in building #2 inquired about window screens. Window screens are owner responsibility.
17. Extra dump items were hauled away for dumpster surrounds.
18. Working on a schedule for the tree guy to come out and look at the dead trees near building #5 and trimming everything away from the buildings as needed as well as high skirting the trees on the north side of building 1 to provide more daylight to the affected areas.
19. The blue spruce tree that was planted in the common area outside building 4 has been planted over at the tennis courts. This is considered another non approved planting at this time.
20. The water to the pool was turned on and left on and eventually over flowed.
21. BID for pressure washing the entrance received.
22. ANY CHANGES TO COMMON AREA ARE A VIOLATION OF THE RULES AND REGULATIONS AS WELL AS THE DECLARATION AND ARE SUBJECT TO FINE(S).
23. Unauthorized cabana use reported. Cabana still remains LOCKED due to COVID-19.
24. Updated Reserve Study is completed. <https://www.reserves.guru/api/file/get/1032190>
25. Please remember Emergency line is for Emergencies ONLY. Parking complaints are NOT property damaging emergencies. Fire and flood are emergencies. Calls that are not property damaging emergencies will be returned the next business day.

**Delinquencies as of today:**  
**Under 90 Days: \$ 6,644.75**  
**At Attorney: \$0.00**  
**Total: \$ 6,644.75**