

Lakeside Village
Manager's Report
March, 2011

1. Received letter from the Federal Way Fire Dept (attached) requiring fire systems to be installed in Buildings 1,3 and 5. This is because these buildings are more than 16 units (each building as 18 units, except Buildings 2 and 4 have 12 units).
2. Ordered the first bid for the fire systems listed above. Bid is attached. The system requirements are more than indicated on the letter. Each building must have its own fire panel, which must be in a secured location. Each unit in the effected buildings must also have audible and visible signals. The audible signals must be 75db at the furthest point of each unit. There will also be pull stations located on each stair landing between the units. This system also requires monitoring and an annual inspection. Besides the monitoring, the system will require a phone line to each building.
3. The systems above are far beyond the budgeted maintenance funds for year 2011. This work will require a special assessment. The Declaration also requires a 60% approval as this is a capital improvement (P 11.01, page 10). Also see P 10.08; I have written the Associations Attorney asking for a clarification as to whether this would apply in this case - i.e. only Buildings 1, 3 and 5 would pay for a special assessment for this fire system.
4. Received payment from CAU for water loss claim in unit 111. Their portion came to \$1180.42. Paid the invoices, but we have now used the larger portion of the Contingency Expense Fund.
5. Work order issued for replacement of light bulbs at various locations and repair of the fence along 312th at various locations.
6. Deposited \$10,000 into the reserve account.
7. W orkorder to replace board along fence at 312 th.
8. Shrubs along the West fence will be replaced, now that freezing weather has passed.
9. Replaced shut off valve in unit 511. Included notifying the building ofthe water shut off.
10. Obtained signature for BECU signature page, and copies of last year's BECU statements.
11. Delinquency letters sent out.
12. Balance sheet and delinquency report to be emailed.