

1. Prepared critical path funding report, attached.
2. The pool is now open. Aqua Rec, as in years previous, will be doing the pool testing and treating.
3. Sent letter to Federal Way Fire Dept. requesting the installation of the fire systems be delayed until 2012. No reply as of yet.
4. 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. Yes to this.
5. Received notice of Dorothy Montgomery's resignation from the board.
6. Received notice the chimney cap at units 315 to 335 was possibly damaged. Also received notice there may be a possible water leak from the chimney cap above units 111 to 131. American Chimney will be out tomorrow to inspect both and all the chimney caps on those buildings.
7. Shut off valve replacement in unit 511 has been completed. Workorder issued to repair the sheet rock near the valve.
8. Had all of the dumpster surrounds cleaned and areas around Building 5 and entrance.
9. Had the lawns aerated.
10. Had the pool deck and cabana deck cleaned. The pool furniture will be moved out to the pool and cleaned this week.
11. Investigated report of damage to the fence along *31t* see attached.
12. Workorder to repair downspout drain.
13. Workorder to treat for ants at unit 514.
14. Contacted Skyline Decks for updated proposal for Building 5 and inspections of decks at Building 1.
15. Had the cabana and carport roofs cleaned.
16. Unit 521 sold and closed, new owner is remodeling the unit prior to moving in.
17. There was a water leak from unit 521 into 511 from the water heater. Serv-Pro was sent out to dry out both units and that work is completed. NW Home Improvement will be doing the sheet rock repairs to unit 511 starting this week, several walls had to be opened up to get them dried out. Unit 521 is being remodeled and they will do any necessary repairs to that unit.
18. Unit 121 reported a leak from their dryer vent and possibly from the upstairs unit dryer vent. The repairs have been ordered.
19. Sent out workorder to bolt the sliding door in the cabana to the pool shut, this is a King County Pool Inspection requirement.
20. Issued workorder to clean dryer vent screens at Building 1
21. Made contact with the new tenants in unit 131. The owner of the unit failed to notify us the unit was rented, who the tenants are and failed to pay the move in fee.
22. Delinquency letters sent out.

