

- The Hi-Lo park project was started in October, the rotten logs around the perimeter have been replaced with large “3 man” rocks. Operations has submitted a capital request to the BOD to replace the playground structure, that was in disrepair and up for replacement in the reserve study. That capital request was approved, and a survey was conducted of the community and they chose the purchase of Keystone crossing play structure. I have contacted the vendor and initiated the purchase of the equipment. The equipment was due to be delivered in January but was delivered on the 16th of February. Maintenance has completed the site prep and has begun installation of the equipment. We had scheduled to reopen Hi-lo on February 26th however there was a slight delay and we are tentatively scheduled for opening on March 5th.
- We finally received the refund for the Radar gun that had been returned nearly a year ago.
- There were no shutdowns in operations in February for COVID-19
- We had no water line breaks in the month of February.
- Of our 1355 lots we have 705 residents that have paid in full, 323 people on Monthly payment plans, and 104 people on ACH. In total 1132 residents are in compliance and 223 are not having not paid nor made arrangements. We will be working on reaching out to all owners that are past due.
- The engineer for the docks and bridges project came out on 07/24/2020. We toured all the bridges in the community and 3 docks. We should receive the report back in the next few weeks. The report came back from the engineers on 8/25/2020. We will be prioritizing the repairs and planning the projects. We have 2 bridges that need replaced we are requesting funding for the engineered drawings for the replacement of those bridges. That capital request was approved, and we ordered the drawings from Mc Squared Engineering. The drawings for the bridges were ordered, I was updated that the drawings will be to us in the first week of December. We received the drawings and will start planning those projects for 2021.
- We had no break ins at the pool in the month of February.
- The engineers for the WH, Water and roads, and the tennis courts projects visited CCA for a bid walk on 07/28/2020. Four engineers submitted their bids by the deadline 08/21/2020. The bid evaluation was completed and the contracted was awarded to KPFF INC. The association has contracted with Joint Partners to be the project managers for the current KPFF contract. The kickoff meeting for the project was on November 18th and went well. We received the 25 % design review from Kpff . Met with Mitch, Ryan, Matt and Walter to review the 25% review and provide comments to the Engineer. We received the 50 % design review have had 3 meetings with Joint Partners, Walter, and Ryan. To go over the 50% design review.
- Reserve study- we went out for bid and we are recommending a change in provider for this year. I Have had 5 meetings for several hours each with Joint partners, Maintenance manager, and Walter White working on the scope for each component in the Reserve

study. Mitch provided costs I also reached out to vendors to get costs so we have credible numbers in our study, this will enable us to plan more accurately. We also added several components to our Reserve study that were not in it.

- We are continuing to do daily Covid-19 screening for employees.
- The average water PH for the month of February was 7.6.
- All water testing came back clean for the month of February.
- We had no break ins at Maintenance in the month of February.
- We had a tree fall on the fence at the office, at Wells 1&2 a tree also fell on the fence and clipped the corner of the building. In the same storm we had a tree fall on the cabana at Madrona beach. I have filed an insurance claim to cover the damages. I had a contractor out to give us a bid on fixing the cabana and pump house damage. We are waiting on that bid to come back. The bid came in at \$5497.20 for repair of the cabana at Madrona and Well 1&2 pump house, I Received approval from insurance to move forward with the repairs and have reached out to the vendor to schedule.
- We had engineers out to inspect the pool retaining wall, foundation, and decking. We discovered cracking and failure due to improper installation and slippage. After receiving the report, it was sent to our insurance and risk management for input. Their opinion is that the issues at the pool should be fixed before we open again.
- February vandalism Report 2021 the gates were broken several times this month, 9 times the arm was broken at the front gate, 11 times at the back gate. Madrona continues to be vandalized with spray paint. Sunset beach cabana was also spray-painted times. Graffiti on multiple street signs.
- Capital request was submitted and approved for 2 slides, one will be placed at Longmire and one at Sunset beach. The slides were put on order and installation is tentatively scheduled for early April.
- Capital request was submitted and approved for professional leak detection. We are currently losing about 20 % of our water to underground leaks. We have contacted NWWWS for recommendations on contractor. Leak detection update- we are trying to schedule in March for service with American leak.
- Compliance- 58 warning letters and 35 fines were sent out. We had 54 violations that were resolved. We had 6 appeals.
- The NWWWS project management contract for completion of the Well #5 project was signed. I met with NWWWS virtually on the 22nd and had a onsite meeting on the 27th. We were able to make a few adjustments to the building, in doing so the community will save a significant amount of time and money on the project.
- We received the refund on 02/22/21 for the insurance damage to the front gate, the resident reimbursed the Association for the deductible.
- I reached out to Richard Davis about interest and late fees. There is a proclamation from the Governor that disallows Water utilities from charging late fees or disconnecting at this time it is my recommendation that we follow that order. In doing so we need to be

aware that we will be taking a \$15,500 dollar hit to our operations budget and may have to address that later in the year.

- Grommet costs we need 86 for Reichel and Madrona the unbudgeted cost for these 857.00 plus tax, shipping and installation.
- Reichel Beach update- I received approval from Scott McCormick at the Dept of Ecology to use washed pea gravel instead of river rock, and to use the eco block material instead of the wood and Trex wall that was originally applied for and approved. In working with him I found that the Association had not applied for a HPA and needed to in order to move forward. I applied for the permit on February 3rd and met with the biologist Darrin Masters February 16th on site to go over the plan for the project. I spoke with Darrin on 2/26/2021 and he said he hope to have our permit finalized and issued by next Thursday.
- Update on legal Todd Egglund Matt Burnett's lawyer reached out to Todd and said they were considering asking for a summary judgement in the lawsuit, Todd explained that we can prove LoVolt account was being used and authorized Ted Phelps to bill 2 hours to get Todd some information he needed. Todd's impression was that the lawyer seemed to back down a bit after the conversation. So we will be seeing a bill from Ted for 2 hours.
- Direct the owner's rep to draft a rfp acceptable to gm for total scope of pool and circulate the project for bids.