

St. Francis

LAKESIDE CONDOMINIUM

P.O. Box 6017 • Tahoe City, CA 96145 • 2560 Lake Forest Road
www.stfrancislakeside.org

September 15, 2020

Dear Fellow Homeowners:

The attached documents relate to the annual meeting on Saturday, 3 October 2020 at 9:00 AM at the tennis courts.

The board has approved a budget for 2021. The budget, which includes a 5% dues increase, is included in the attached documents.

Please be sure to return your signed proxy and ballot documents. I am including another copy of the proxy and ballot documents in case you did not receive my prior email. As in prior years, those who do not return a signed proxy, that arrives prior to the meeting and do not attend the meeting, will be fined \$25.00.

Also, please note that the ballot contains a proposed change to the existing ByLaws. Please review and indicate your approval and return with your proxy.

Unless requested, we will not be sending this packet via USPS.

Remind your tenants and guests to park in the unit's properly marked parking space or a guest space, and that vehicles must be moved as required for snow removal. We are continuing enforcement of the rule requiring long term tenants to provide information and sign that they have received and will comply with the rules **before** they occupy the unit. The form is on the website. Leases should include language making the Association a party to the agreement.

The association's insurance policy includes building coverage and liability (see information included). You should have your own owners condominium insurance on your unit for liability, furniture, fixtures, improvements, and contents.

The association inspects and cleans fireplace chimneys, replaces batteries in smoke and CO alarms, and maintains furnaces. We will inspect all units to be sure that smoke alarms are present in all bedrooms as required by law.

Owners should be aware of the following safety issues:

- Washing machine hoses should be wire-mesh covered ones – not plain rubber.
- The pressure gauge of fire extinguishers should be in green section of indicator or replaced.
- Electrical outlets near sinks should be GFI (with reset button).
- Dryer vents should be free of lint buildup.
- If smoke or CO detectors are missing or non functional the owner will be notified, they will be installed, and the owner billed for them.
- To comply with local ordinance we have one fire extinguisher inspected each year

Thank you,

Bruce Hope, President