

1. The Chimney Specialists provided quote for dryer vent cleaning and chimney cleaning and inspections to be done at the same time.
2. Quote for exterior window cleaning
3. Met with "Green Leaf Tree Service" regarding the removal of a couple of hazardous trees.
4. Numerous Certificates of Insurance ordered.
5. Claim opened for water loss of #135,125,115
6. Welcome packet sent to new owner in #331
7. Numerous complaints of DirecTV, which claims the building needs new wiring and new dishes.
8. Work order sent out for wasps in the exterior wall of #126
9. Cabana reservation check returned
10. Car prowler walked around complex, broke car window and took temp tag. Police report filed by owner.
11. Owner in building 5 ordered a replacement fob.
12. Birchwood is replacing their fence but leaving the old wooden fence on Lakeside's property, will have to haul away once they are complete.
13. ALL OWNERS! Please send an email to [Linsey@ppmsouth.com](mailto:Linsey@ppmsouth.com) to be added to Linsey's address book.
14. REMINDER when mortgage companies send out letter of expired master policy insurance the letter needs to be send to [Linsey@ppmsouth.com](mailto:Linsey@ppmsouth.com) so the certificate can be ordered. The certificates can not be ordered as blanks to be sent in as most mortgage companies wont accept them.
15. 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.
16. To report shopping carts send email to me directly with date and time or file online at [www.cityoffederalway.com](http://www.cityoffederalway.com)

**Delinquencies as of today:**

**Under 90 Days: \$**

**At Attorney: \$**

**Total: \$**