

1. Delinquency letters have been sent out.
2. Coupon book returned from unit #433, forwarded to new address
3. Respond to owner in building 3 about special assessment question
4. The Chimney Specialist first report with inspection results.
5. Work order send to NWHI for 112-113-122 water damage.
6. Returned check to owner in building 2 for check reissue
7. Owner in building 5 homeowner insurance claim for warped flooring. American Leak Detection sent out on HO insurance no water damage, no leak, no moisture. Flooring issue due to installation.
8. Parking complaint from building 2, nothing to enforce, it is a civil matter between homeowners.
9. Returned check to owner in building 5 for reissue.
10. Owner ledger sent to #122
11. Returned mailed from mgmt. company for unit of building 3
12. Replacement cabana key to unit #411, paid \$50
13. Cabana key to unit #433 didn't receive at closing.
14. Returned from #321, reported as vacant, but confirmed with homeowner and resent.
15. Welcome packet returned from #135, packet was mailed faster than USPS updated address, was resent not returned.
16. Fire Alarm inspection completed, and reports received. New batteries in one alarm
17. Cabana was reserved for 12-24-19 and 11-29-30
18. Heavy rains caused the water to go over the landing at building #1, Quality was out to dig a trench to help water divert away from the landing.
19. DirecTV mailed out their annual increase, researching options.
20. Email and Research why Aqua Rec hasn't updated spa cover data. They claim they mailed the county all the records and it's the delay of the county.
21. Owner received statement to clear up account confusion, #431
22. BID Request for gutter cleaning/roof cleaning from Tom's Window Cleaning
23. Owner requested chimney inspection be moved to first as they have a funeral to attend, Chimney Specialist accommodated.
24. Corporate Renewal completed with Secretary of State.
25. Fire extinguishers to be serviced and certified on February 3rd, 2020
26. 20 chairs reserved for Annual Meeting on February 4th, 2020 at 7:30pm
27. Two unknown vehicles outside building 4 have not moved, anyone know who or why?
28. 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.

Delinquencies as of today:

Under 90 Days: \$ 6470.92

At Attorney: \$

Total: \$ 6470.92