

## Narrative of Activities for Pheasant Run Road Maintenance Association

July 2016

Completed tree trimming and fertilization program for Glengarry Boulevard (Fairway Pines, Fairways, Canton) and Summit Parkway (Canton) on 7/7/2016.

Completed 2016 traffic control sign replacement program on 7/7/2016.

Attended meeting with Myler & Szczypka (PRRMA Auditors) to review IRS Information request for 2014-2015 tax filing.

Review and photographed Links Condominiums complaint concerning visibility issue along Summit Parkway.

Prepared and mailed Fairways speed limit signage current installation for roadway manager R. Smith on 7/15/2016.

Prepared analysis of Oakley entrance landscape upgrade on 7/21/2016.

Authorized Oakley to begin on Fairway Pines entrance landscape upgrade per their agreement.

Updated inventory of traffic control signs status on 7/29/2016.