

Narrative of Activities for Pheasant Run Road Maintenance Association

May 2017

Attended financial review meeting with PRRMA chairman on 5/2/2017.

Confirmed installation of Pinehurst/Highlands sign blade replacement on 5/3/2017.

Attended contractor review meeting with Nagle on 5/3/2017.

Prepared and submitted Travelers Workers Compensation audit documentation on 5/7/2015, 5/9/2017 and 5/26/2017.

Attended contractor review meeting with AI's Asphalt on 5/9/2017.

Submitted federal tax returns prepared by Myler & Szczypka on 5/15/2017.

Received confirmation from Travelers Insurance of completion of submission of required audit documents on 5/30/2017.