



## **FACILITIES MANAGER'S REPORT JANUARY 2021**

### **SHUTTER REPLACEMENT:**

The Board approved the replacement of 1,600 pairs of shutters in Ward V at the December 2020 meeting. The order for the shutters was placed after the Board approved the project and 1/3 was received on January 6<sup>th</sup>. Middledorf Property Services will begin the installation of the shutters on Wednesday, January 27<sup>th</sup> on the even side of the 2900 block of S. Buchanan Street.

### **ROTTEN WOOD REPLACEMENT – FY2020 WARD III:**

The Board ratified the approval to replace the rotten wood found in Ward III at the December 2020 meeting. This work was previously approved by Unanimous Written Consent on November 12, 2020.

Over 14,000 linear feet of rotten wood are in the process of being replaced by Middledorf Property Services since Monday, November 30, 2020. As of this report rotten wood has been replaced on the even side of the 2800 block of S. Abingdon Street, the odd side of the 4700 block of S. 29<sup>th</sup> Street and the contractor is currently working on the odd side of the 2800 block of S. Buchanan Street.

### **BACK YARDS FENCING REPLACEMENT PROJECT:**

The Board of Directors approved at the March 2020 meeting to contract with Long Fence for the pilot and Phase 1 of this project, which includes Ward I. Long Fence completed the pilot on May 1, 2020. Management requested additional funds for Phase 1 of this project, that the Board approved at the June 2020 meeting.

Long Fence has indicated that during a recent conversation with the mill they discussed in detail how the lumber industry has been affected by COVID-19 and how that has affected both the price of material and the ability of the mills to supply that material. The summary is that COVID-19 has disrupted the lumber industry (specifically Western Red Cedar) with an increase in demand for home improvement projects and a decrease in supply/mills. Pre-COVID-19 it was as simple as submitting a purchase order and then the mill would just provide the agreed quantity at the agreed price.

Clear, knot-free, high-quality cedar that they are collecting for our fence project adds additional uncertainty to how quickly they can collect the material. Out of each lot of trees, they cannot predict how much clear lumber they can accumulate. In addition to COVID-19, they have not been lucky on this front, which has resulted in the recent slowdown in supply for this project. The mill has not been producing high quality pickets at the rate they were hoping.

Thus far, the mill has not been able to provide LF any updates about how long it is going to take to collect the remainder. LF only finds out what has been collected when a truckload is ready to head to Fairlington.

As of today, 129 fences have been installed and 15 more should be completed by the end of next week, giving us a total of 144 new fences. In phase 1 we have 190 fences for replacement. For the remaining 46 fences, LF expects to receive 5,000 pickets in the next 3 weeks, enough to complete 24 fences. The remaining pickets for the last 22 fences hopefully will get here in late February to complete phase 1 in mid-March.

A spreadsheet is attached with details.

### **SLATE ROOF PREVENTIVE MAINTENANCE:**

The Board approved the Preventive Maintenance for slate roofs in Wards I and II at the September 2020 meeting. Northern Virginia Roofing started the work in Ward II on October 28, 2020 and it was completed on December 18, 2020. Ward I began on Monday, January 11<sup>th</sup>. As of this report, 35 roofs have been completed in Ward II of a total of 61.

The Preventive Maintenance work includes replacing broken slates, removing deteriorated caulking, applying new sealant, and painting chimney and wall flashing on 120 roofs. During this process, roofs will also be rated to determine their condition. This information will be used to establish the priority for roof replacements next spring.

### **MASONRY REPAIR PROJECT – PHASE 6:**

The Board approved this work at the February 2020 meeting. American Restoration started work on August 17, 2020 and it was completed on January 8<sup>th</sup>. We had a total of 38 addresses that included eight flat roofs, 27 porches and 10 chimneys. A spreadsheet is attached with details.

### **BATHROOM CONSTRUCTION TO SERVE THE TOT LOT AND THE MAIN TENNIS COURTS:**

The Board approved this project at the December meeting and American Restoration is scheduled to start the work in late February. The opening of this new facility will be on hold depending on how the Covid-19 pandemic evolves.

### **SEWER LINES:**

Between December 7, 2020 and January 15<sup>th</sup>, seventeen basements were flooded with sewage. Except for one, all the back-ups were caused by items that were improperly disposed of by residents through the sewer line. These back-ups have cost the Association \$56,000.00 so far for cleaning services, plumbing services and restoration of the affected units. A memorandum notifying these residents was delivered immediately after the back-ups occurred, including non-residents owners. Despite several articles that have been posted in the Newsletter in the last few months, residents continue to improperly use the sewer lines. A flyer that will be delivered to the entire Community is on the works and an article will be posted once again in the February Newsletter.

A spreadsheet is attached with details available as of this report.

### **WATER LEAKS:**

We had three water leaks that were reported in January. Two of them were the responsibility of the Association and one is still under investigation.

**FALL GUTTERS AND FLAT ROOFS CLEANING:**

All the gutters in the townhomes and multi-unit buildings have been cleaned as of this writing, including the 91 flat roofs.

**WORK ORDERS:**

We achieved 93.2% completion rate on work orders generated during the week ending on January 23. A copy of the work order tally report is attached. On the same report, you can see that we have 24 older work orders that are still open.

Respectfully submitted,

Miguel F. Gálvez  
Facilities Manager

January 25, 2021

FENCE REPLACEMENT PROGRESS REPORT - PHASE I

NAME	ADDRESS	NUMBER	Date		Completed			Notices		Notes		
			Estimated	Started	Removed	Fence	Gate	Post Caps	Address Numbers		General	Reminder-Update
1	S. Abingdon	3066	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	
2		3068	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	
3		3070	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	
4		3072	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	Some work needed in patio (Flagstone - AR) DONE
5		3074 A-1	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	
6		3074 A-2	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	
7		3076	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	
8		3078 A-1	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	Gate's location changed from rear to side
9		3078 A-2	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	
10		3080 A-1	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	
11		3080 A-2	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	Fence panel needed to be lowered. DONE
12		3082 A-1	9/8/2020	9/8/2020	X	1	2	X	X	8/26/2020	9/3/2020	Some plants TB replaced (Roberta Jeanquart)
13		3082 A-2	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	
1	S. Abingdon	3086	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020	9/1/2020	
2		3088	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020	9/1/2020	
3		3090	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020	9/1/2020	
4	S. Buchanan	3057 A-1	9/14/2020	9/23/2020	X	1	1	X	X	9/1/2020	9/1/2020	
5		3057 A-2	9/14/2020	9/23/2020	X	1	1	X	X	9/1/2020	9/1/2020	
6		3059 A-1	9/14/2020	9/23/2020	X	1	1	X	X	9/1/2020	9/1/2020	
7		3059 A-2	9/14/2020	9/23/2020	X	1	1	X	X	9/1/2020	9/1/2020	
8		3061	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020	9/1/2020	
9		3063	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020	9/1/2020	
10		3065	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020	9/1/2020	
11		3067	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020	9/1/2020	
12		3069	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020	9/1/2020	
1	S. Buchanan	3071 A-1	9/21/2020	9/24/2020	X	1	1	X	X	9/16/2020	9/16/2020	Two bushes TB replaced (Kristina Jenkins)
2		3071 A-2	9/21/2020	9/24/2020	X	1	1	X	X	9/16/2020	9/16/2020	
3		3073 Privacy	9/21/2020	9/24/2020	X	1	0	X	X	n/a	9/16/2020	
4		3073 Privacy	9/21/2020	9/24/2020	X	1	0	X	X	n/a	9/16/2020	
5		3079 A-1 Privacy	9/21/2020	9/28/2020	X	1	0	X	X	n/a	9/16/2020	
6		3079 A-2	9/21/2020	9/28/2020	X	1	1	X	X	9/16/2020	9/16/2020	
7	S. 31st St.	4715 A-1	9/21/2020	10/5/2020	X	1	1	X	X	9/16/2020	9/16/2020	

Address		Date		Completed			Notices				
NAME	NUMBER	Estimated	Started	Removed	Fence	Gate	Post Caps	Address Numbers	General	Reminder-Update	Notes
8	4715 A-2	9/21/2020	10/5/2020	X	1	1	X		9/16/2020		
9	4717 A-1	9/21/2020	9/29/2020	X	1	1	X		9/16/2020		
10	4717 A-2	9/21/2020	10/1/2020	X	1	1	X		9/16/2020		
11	4721	9/21/2020	9/28/2020	X	1	1	X	X	9/16/2020		A section of the fence can't be installed due to Flagstone in patio. AR to remove and reinstall. DONE
12	4723	9/21/2020	9/28/2020	X	1	1	X	X	9/16/2020		
13	4725	9/21/2020	9/28/2020	X	1	1	X	X	9/16/2020		
14	4727	9/21/2020	9/28/2020	X	1	1	X	X	9/16/2020		
15	4729	9/21/2020	9/28/2020	X	1	1	X	X	9/16/2020		
16	4731	9/21/2020	9/28/2020	X	1	1	X	X	9/16/2020		A small tree removed by LF.
1	S. 31st St.	9/28/2020	10/5/2020	X	1	1	X	X	9/21/2020		
2	4703	9/28/2020	10/5/2020	X	1	1	X	X	9/21/2020		
3	4705	9/28/2020	10/5/2020	X	1	1	X	X	9/21/2020		
4	4707	9/28/2020	10/5/2020	X	1	1	X	X	9/21/2020		
5	4709	9/28/2020	10/5/2020	X	1	1	X	X	9/21/2020		
6	4711	9/28/2020	10/5/2020	X	1	1	X	X	9/21/2020		
7	S. 31st Rd.	9/28/2020	10/7/2020	X	1	1	X	X	9/21/2020	10/6/2020	Add 2X8 - DONE.
8	4630	9/28/2020	10/7/2020	X	1	1	X	X	9/21/2020	10/6/2020	
9	4632	9/28/2020	10/7/2020	X	1	1	X	X	9/21/2020	10/6/2020	
10	4634	9/28/2020	10/7/2020	X	1	1	X	X	9/21/2020	10/6/2020	
11	4636	9/28/2020	10/19/2020	X	1	1	X	X	9/21/2020	10/15/2020	Lattice skirts were replaced with new.
12	4638	9/28/2020	10/19/2020	X	1	1	X	X	9/21/2020	10/15/2020	Lattice skirts were replaced with new. Wood needs to be added at the bottom of the gate to close huge gap. DONE
1	S. 31st Rd.	10/5/2020	10/13/2020	X	1	1	X		10/6/2020		Retaining wall & steps TB replaced / rotted. SCHEDULED FOR 11/10/2020 - DONE
2	4610	10/5/2020	10/13/2020	X	1	1	X	X	10/6/2020		
3	4612	10/5/2020	10/13/2020	X	1	1	X	X	10/6/2020		
4	4614	10/5/2020	10/13/2020	X	1	1	X	X	10/6/2020		
5	4616	10/5/2020	10/13/2020	X	1	1	X	X	10/6/2020		
6	4618	10/5/2020	10/13/2020	X	1	1	X	X	10/6/2020		

FENCE REPLACEMENT PROGRESS REPORT - PHASE I

Address	Date		Completed				Notices			
	Estimated	Started	Removed	Fence	Gate	Post Caps	Address Numbers	General	Reminder-Update	Notes
7	4618 Privacy	10/5/2020	10/13/2020	X	1	0	X	n/a	10/6/2020	Located between 4610 & 4618
8	4642	10/5/2020	10/13/2020	X	1	1	X	X	10/6/2020	
9	4644	10/5/2020	10/13/2020	X	1	1	X	X	10/6/2020	
10	4646	10/5/2020	10/13/2020	X	1	1	X	X	10/6/2020	
11	4600	10/5/2020	10/20/2020	X	1	1	X	X	10/15/2020	
12	4602	10/5/2020	10/20/2020	X	1	0	X	X	10/15/2020	
13	4604	10/5/2020	10/20/2020	X	1	0	X	X	10/15/2020	
14	4606	10/5/2020	10/20/2020	X	1	1	X	X	10/15/2020	
1 S. 31st Rd.	4601 A-1	10/12/2020	10/20/2020	X	1	1	X		10/15/2020	
2	4601 A-2	10/12/2020	10/20/2020	X	1	1	X		10/15/2020	Gate's location changed from right side of rear section of the fence to left side. Put latch on right side of gate looking at it from outside.
3	4605 A-1	10/12/2020	10/20/2020	X	1	1	X		10/15/2020	
4	4605 A-2	10/12/2020	10/20/2020	X	1	1	X		10/15/2020	
5	4609	10/12/2020	10/26/2020	X	1	1	X	X	10/15/2020	10/23/2020
6	4611	10/12/2020	10/26/2020	X	1	1	X	X	10/15/2020	10/23/2020
7	4613	10/12/2020	10/26/2020	X	1	1	X	X	10/15/2020	10/23/2020
8	4615	10/12/2020	10/26/2020	X	1	1	X	X	10/15/2020	10/23/2020
9	4617	10/12/2020	10/26/2020	X	1	1	X	X	10/15/2020	10/23/2020
10	4619	10/12/2020	10/26/2020	X	1	1	X	X	10/15/2020	10/23/2020
11	4623 A-1	10/12/2020	10/26/2020	X	1	1	X		10/15/2020	10/23/2020
12	4623 A-2	10/12/2020	10/26/2020	X	1	1	X		10/15/2020	10/23/2020
13	4627	10/12/2020	10/26/2020	X	1	1	X	X	10/15/2020	10/23/2020
14	4629 A-1	10/12/2020	10/26/2020	X	1	1	X		10/15/2020	10/23/2020
15	4629 A-2	10/12/2020	10/26/2020	X	1	1	X		10/15/2020	10/23/2020
1 S. 31st St.	4640	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	
2	4642	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	
3	4644	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	
4	4646	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	
5	4648	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	
6	4650	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	
7	4652	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	

FENCE REPLACEMENT PROGRESS REPORT - PHASE I

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Address	Date	Completed				Notices				
		Removed	Fence	Gate	Post Caps	Address Numbers	General	Reminder-Update		
NUMBER	Estimated	Started	Removed	Fence	Gate	Post Caps	Address Numbers	General	Reminder-Update	Notes
8	4654	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	
9	S. Woodrow St	3061	10/26/2020	11/9/2020	X	1	1	X	11/2/2020	
10		3063	10/26/2020	11/9/2020	X	1	1	X	11/2/2020	
11		3065	10/26/2020	11/9/2020	X	1	1	X	11/2/2020	
12		3067	10/26/2020	11/9/2020	X	1	1	X	11/2/2020	
13		3069	10/26/2020	11/9/2020	X	1	1	X	11/2/2020	
14		3071	10/26/2020	11/9/2020	X	1	1	X	11/2/2020	
15		3073	10/26/2020	11/9/2020	X	1	1	X	11/2/2020	
16		3075	10/26/2020	11/9/2020	X	1	1	X	11/2/2020	
17		3077	10/26/2020	11/9/2020	X	1	1	X	11/2/2020	
18		3079	10/26/2020	11/9/2020	X	1	1	X	11/2/2020	
1	S. Woodrow St.	3081	11/2/2020	11/19/2020	X	1	1	X	11/13/2020	
2		3083	11/2/2020	11/19/2020	X	1	1	X	11/13/2020	
3		3085	11/2/2020	11/19/2020	X	1	1	X	11/13/2020	
4		3087	11/2/2020	11/19/2020	X	1	1	X	11/13/2020	
5		3089	11/2/2020	11/19/2020	X	1	1	X	11/13/2020	
6		3091	11/2/2020	11/19/2020	X	1	1	X	11/13/2020	
7		3093	11/2/2020	11/19/2020	X	1	1	X	11/13/2020	
8		3095	11/2/2020	11/19/2020	X	1	1	X	11/13/2020	
9		3097	11/2/2020	11/19/2020	X	1	1	X	11/13/2020	
1	S. Woodrow St.	3050	11/9/2020	12/1/2020	X	1	1	X	11/21/2020	
2		3052	11/9/2020	12/1/2020	X	1	1	X	11/21/2020	
3		3054	11/9/2020	12/1/2020	X	1	1	X	11/21/2020	
4		3056	11/9/2020	12/1/2020	X	1	1	X	11/21/2020	
5		3058	11/9/2020	12/1/2020	X	1	1	X	11/21/2020	
6		3060	11/9/2020	12/1/2020	X	1	1	X	11/21/2020	
7		3062	11/9/2020	12/1/2020	X	1	1	X	11/21/2020	
8		3064	11/9/2020	12/2/2020	X	1	1	X	11/21/2020	
9		3066	11/9/2020	12/2/2020	X	1	1	X	11/21/2020	
10		3068	11/9/2020	12/2/2020	X	1	1	X	11/21/2020	
11		3070	11/9/2020	12/2/2020	X	1	1	X	11/21/2020	
12		3076 A-1	11/9/2020	11/3/2021	X	1	1	X	11/21/2020	12/29/2020 11/11/2021

A Japanese maple was fully removed, we need to replace it. (Stephanie Millian)

Some plants TB replaced (Leann Martin)

Gate's location changed from rear to side

Gate's location changed from rear to side

FENCE REPLACEMENT PROGRESS REPORT - PHASE I

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Address	Date		Removed	Fence	Completed			Notices	
	Estimated	Started			Gate	Post Caps	Address Numbers	General	Reminder-Update
NAME	NUMBER								Notes
13	3076 A-2	11/9/2020	1/13/2021	X	1	1	X	11/21/2020	12/29/2020 1/11/2021
14	3082 A-1	11/9/2020	1/13/2021	X	1	1	X	11/21/2020	12/29/2020 1/11/2021
15	3082 A-2	11/9/2020	1/13/2021	X	1	1	X	11/21/2020	12/29/2020 1/11/2021
1 S. Woodrow St.	3088	11/16/2020	1/13/2021	X	1	1	X	12/29/2020	1/11/2021
2	3090	11/16/2020	1/13/2021	X	1	1	X	12/29/2020	1/11/2021
3	3092	11/16/2020	1/13/2021	X	1	1	X	12/29/2020	1/11/2021
4	3094	11/16/2020	1/13/2021	X	1	1	X	12/29/2020	1/11/2021
5	3096	11/16/2020	1/13/2021	X	1	1	X	12/29/2020	1/11/2021
6 S. Abingdon St.	3079	11/16/2020	1/21/2021	X	In Prog.	1	X	1/14/2021	
7	3081	11/16/2020	1/21/2021	X	In Prog.	1	X	1/14/2021	
8	3083	11/16/2020	1/21/2021	X	In Prog.	1	X	1/14/2021	
9	3085	11/16/2020	1/21/2021	X	In Prog.	1	X	1/14/2021	
10	3087	11/16/2020	1/21/2021	X	In Prog.	1	X	1/14/2021	
11	3089	11/16/2020	1/21/2021	X	In Prog.	1	X	1/14/2021	
12	3091	11/16/2020	1/21/2021	X	In Prog.	1	X	1/14/2021	
13	3093	11/16/2020	1/21/2021	X	In Prog.	1	X	1/14/2021	
14	3095	11/16/2020	1/21/2021	X	In Prog.	1	X	1/14/2021	
15	3097	11/16/2020	1/21/2021	X	In Prog.	1	X	1/14/2021	
16	3099	11/16/2020	1/21/2021	X	In Prog.	1	X	1/14/2021	
1 S. Abingdon St.	3071	11/23/2020	1/27/2021					1/22/2021	
2	3073	11/23/2020	1/27/2021					1/22/2021	
3	3075	11/23/2020	1/27/2021					1/22/2021	
4	3077	11/23/2020	1/27/2021					1/22/2021	
5	3061	11/23/2020	TBD						
6	3063	11/23/2020	TBD						
7	3065	11/23/2020	TBD						
8	3067	11/23/2020	TBD						
9	3069	11/23/2020	TBD						
1 S. Abingdon St.	3059 A-1	11/30/2020	TBD						
2	3059 A-2	11/30/2020	TBD						
3 S. 30th Rd.	4600	11/30/2020	TBD						
4	4602	11/30/2020	TBD						
5	4604	11/30/2020	TBD						
6	4606	11/30/2020	TBD						
7	4608	11/30/2020	TBD						



**FENCE REPLACEMENT PROGRESS REPORT - PHASE I** **1/22/2021**

NAME	NUMBER	Date		Completed			Notices		Notes	
		Estimated	Started	Removed	Fence	Gate	Post Caps	Address Numbers		General
Privacy Fences - No Gates										
Two Units - No Gates										
One Unit - Two Gates										
<b>Letters/numbers combinations are missing</b>										

1/22/2021

## MASONRY WORK PHASE VI FY2020

Building Number	Address		Start Date	Memo Residents	Scope	Notes
	Street	Number				
31	30th Rd.	4609-11	12/21/2020	X	Porch	DONE
		4613-15	12/21/2020	X	Front: Replace bricks, tuck pointing Rear: Cracks Porch	DONE DONE DONE
		4617-19	12/21/2020	X	Side: Cracks, lintels Porch  One vent Cap	DONE DONE  DONE
175	28th St.	4838	9/3/2020	X	Side (A-1, B-1, C-1): Cracks/expansion joint	DONE
176	28th St.	4840	9/3/2020	X	Porch: Concrete, both sides	DONE
		4842	9/3/2020	X	Front: Parapet wall Porch: Concrete, tuck pointing	DONE DONE
177	28th St.	4844	9/3/2020	X	Porch: Concrete	DONE
		4846	9/3/2020	X	Porch: Concrete Side: Cracks	DONE DONE
178	28th St.	4850	9/3/2020	X	Porch: Brick & Concrete Front: Parapet wall Rear: Parapet wall Side: Cracks (Expansion Joint)	DONE DONE DONE DONE
		4852	9/3/2020	X	Porch: Brick & Concrete	DONE
179	28th St.	4852	9/3/2020	X	Porch: Brick & Concrete	DONE
		4854	9/3/2020	X	Front: Parapet wall Rear: Parapet wall Side: Cracks, lintels Porch: Loose bricks Front Return: Tuck pointing	DONE DONE DONE DONE DONE
		4859-B	9/28/2020	X	Front Return: Brick replacement & Tuck pointing	DONE
181	28th St.	4860	10/19/2020	X	Porch: Replace	DONE
		4862	10/19/2020	X	Porch: Repair corners Rear: Cracks (Expansion Joint C-2)	DONE DONE
						Two vent Caps
182	28th St.	4864-66	10/19/2020	X	Front: Parapet wall	DONE

1/22/2021

**MASONRY WORK PHASE VI FY2020**

Building Number	Address		Start Date	Memo Residents	Scope	Notes
	Street	Number				
					Rear: Parapet wall Side: Parapet wall	DONE DONE
		4868-70	10/19/2020	X	Porch: Concrete	DONE
		4872	10/19/2020	X	Porch: Tuck pointing	DONE
		4874-76	11/9/2020	X	Front: Parapet wall Rear: Parapet wall Side: Parapet wall Porch: Brick & Concrete	DONE DONE DONE DONE
184	28th St.	4880	11/5/2020	n/a	Porch: Concrete, redo one step	DONE
		4882	11/16/2020	X	Front: Parapet wall Rear: Parapet wall Side: Parapet wall Front Return: Parapet wall Side: Cracks (Expansion Joint)	DONE DONE DONE DONE DONE
1	S. 31st Rd.	4646	8/12/2020	X	Front Porch - replace	DONE
11	S. 31st St.	4640-42	8/12/2020	X	Front Porch - repoint	DONE
11	S. 31st St.	4644-46	8/12/2020	X	Front Porch - repoint / reset	DONE
12	S. 31st St.	4648-50	8/12/2020	X	Front Porch - repoint / reset	DONE
12	S. 31st St.	4652-54	8/12/2020	X	Front Porch - repoint / reset	DONE
58	Abingdon	3000	8/27/2020	X	Front Porch - replace	DONE
58	Abingdon	3002-04	8/27/2020	X	Front Porch - repoint	DONE
76	Buchanan	3028-30	8/27/2020	X	Front Porch - repoint	DONE
76	Buchanan	3032-34	8/27/2020	X	Front Porch - repoint /replace some bricks	DONE
91	Columbus	3011-13	9/1/2020	X	Front Porch - repoint	DONE
91	Columbus	3015	9/1/2020	X	Front Porch - replace	DONE
250	Columbus	2802	12/1/2020	n/a	Chimney (brick) - Damaged by lightning	DONE
127	Buchanan	2851		n/a	Tuck pointing parapet wall	emailed all parties on 11/4/2020 DONE
22	Woodrow	3050-52	12/1/2020	n/a	Tuck pointing parapet wall	emailed all parties on 12/1/2020 DONE

1/22/2021

**MASONRY WORK PHASE VI FY2020**

Building Number	Address		Start Date	Memo Residents	Scope	Notes
	Street	Number				
7	31st Rd.	4601	11/12/2020	n/a	Chimney (brick + vent cap+ flues)	emailed all parties on 11/12/2020 DONE
128	Buchanan	2865	12/1/2020	n/a	Chimney (brick)	emailed all parties on 12/1/2020 DONE
22	Woodrow	3056-58	12/1/2020	n/a	Chimney (brick + 2 vent caps)	emailed all parties on 12/1/2020 DONE
226	29th St.	4808	11/20/2020	X	Chimney (brick + vent cap)	emailed all parties on 11/19/2020 DONE

SEWER BACK-UPS, DECEMBER 2020 - JANUARY 2021												
Ward	Address #	Units Affected	Damage	Responsibility H/O Assoc. Other	Date	Problem	Remediation	Flooring	Plumbing Services	Repairs	Flooring	
1	31st Road 4640	A-1	Water came through floor drain	X	12/7/2020	Undetermined blockage in the sewer lateral. The line was inspected and it is clear and in good shape (relined).	\$ 2,740.08	\$ 2,652.47	\$ 860.00	ok		ok
4	28th St. 4879-B	TH	Water came through floor drain	X	12/11/2020	Undetermined blockage in the sewer line serving the basements (sewer ejector pump)	\$ 824.34	n/a	\$ 1,845.00	n/a		n/a
1	Woodrow 3064-3070	TH	Water came through floor drains	X	12/14/2020	Undetermined blockage in the sewer lateral. The line was inspected and it is clear and in good shape (relined).	\$ 5,270.32	n/a	\$ 473.00	3064 - P 3068 - P 3068 - ok 3070 - ok		n/a
4	28th St. 4851 A & B	TH	Water came through floor drains	X	12/19/2020	Undetermined blockage in the sewer lateral. The line was inspected and it is clear and in good shape (relined).	\$ 3,689.25	\$ 3,780.00	\$ 915.00	A - ok B - ok		A - ok B - ok
6	Dinwiddle 2945	TH	Water came through floor drain	X	12/20/2020	Roots grew at the 6" clean out that has shifted. They are in between the liner and the original sewer line.	\$ 1,544.49	n/a	\$ 3,290.00	ok		n/a
2	31st St. 4729	TH	Water came through floor drain	X	12/21/2020	Undetermined blockage in the sewer lateral. The line was inspected and it is clear and in good shape (relined).	\$ 2,249.03	\$ 2,266.00	\$ 975.00	P- Waiting on resident		ok
6	Columbus 2804	A-1	Water came through floor drain	X	12/22/2020	Undetermined blockage in the sewer lateral. The line was inspected and it is clear and in good shape (relined).	\$ 2,707.43	n/a	\$ 810.00	IP		n/a
3	Buchanan 2743	TH	Water came from tub's drain and toilet	X	12/31/2020	Paper towels	\$ 3,628.42	\$ 3,995.00	\$ 818.00	ok		P

SEWER BACK-UPS, DECEMBER 2020 - JANUARY 2021											
Ward	Address #	Units Affected	Damage	Responsibility H/O Assoc. Other	Date	Problem					
6	Columbus 2840	TH	Water came through floor drain	X	1/1/2021	Undetermined blockage in the sewer lateral. The line was inspected and it is clear and in good shape (relined).	\$ 4,218.41	\$ 1,570.00	\$ 405.00	IP	ok
6	Dirwiddie 2911	A-2	Water came through floor drain	X	1/3/2021	Paper towels	n/a	n/a	\$ 1,105.50	n/a	n/a
2	Columbus 3001	TH	Water came through floor drain	X	12/31/2020	Undetermined blockage in the sewer lateral. The line was inspected and it is clear and in good shape (relined).	n/a	n/a	\$ 685.00	n/a	n/a
3	29th St. 4701 & 4703	TH	Water came through floor drains	X	1/15/2021	Undetermined blockage in the sewer lateral. The line was inspected and it is clear and in good shape (relined).	\$ 2,752.70	4701 - n/a 4703 - ?		4701 - n/a 4703 - ?	n/a
						<b>Sub Total</b>	<b>\$ 29,624.47</b>	<b>\$ 14,263.47</b>	<b>\$ 12,181.50</b>		
						<b>Grand Total</b>	<b>\$ 56,089.44</b>				

1.25.21		WATER LEAKS JANUARY 2021						
Ward	ADDRESS Name	ADDRESS #	Units Affected	Damage	H/O	Responsibility Assoc. Contract.	Problem	Date
1	31st Rd.	4608	A-2	Water on bathroom ceiling	X		Shower drain in B-2	1/21/2021
5	Columbus	2971	A-1	Water on bathroom ceiling	X		Shower's overflow drain in B-1	1/21/2021
3	Abingdon	2821	TH	Water in the bedroom			We were unable to recreate leak	1/22/2021

1/25/2021

**TOTAL MAINTENANCE WORK ORDERS (IN HOUSE STAFF)**

Open Older Work Orders	Work Orders Week Ending January 22 / 2021	Open		Completed	
		#	%	#	%
24	44	3	6.8	41	93.2

**MAINTENANCE WORK ORDERS BY SERVICE ( IN HOUSE STAFF )**

Open Older Work Orders		
Service Code	#	%

Week Ending December 19, 2020	
#	%

Water Leak		0.0	0	0.0
Resale Home Inspection		0.0	2	6.1
Lighting	1	4.2	24	72.7
Caulking	1	4.2	0	0.0
Gutters-Vents		0.0	1	3.0
Doors / Closers / Locks		0.0	3	9.1
Painting	3	12.5	0	0.0
Exterm. Rodent / Ants		0.0	0	0.0
Swimming Pools		0.0	0	0.0
Miscellaneous	7	29.2	2	6.1
Shutters	1	4.2	0	0.0
Plumbing	1	4.2	0	0.0
Intercoms		0.0	0	0.0
Carpentry	3	12.5	1	3.0
Fences / Gates		0.0	0	0.0
Roofs		0.0	0	0.0
Tennis Courts		0.0	0	0.0
Bricks	3	12.5	0	0.0
Window Wells	4	16.7	0	0.0
Comm. Center, etc.		0.0	0	0.0
<b>Total</b>	<b>24</b>	<b>100.0</b>	<b>33</b>	<b>100.0</b>