



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

### **PITCHED ROOFS REPLACEMENT:**

Five roofs are on the replacement schedule for FY2021, including the last asbestos roof that we have in the Community. This item is on the agenda for Board approval at the March meeting.

### **FOUNDATION REPAIRS AT 4704 S. 30<sup>th</sup> STREET, A-1 & A-2:**

The basements of these units had sustained repeated water intrusion over prolonged periods of time at the side and rear walls. The walls continue to leak every time it rains due to the very poor condition of the concrete masonry unit (cinder block) walls. This item is on the agenda for Board approval at the March meeting.

### **SHUTTER REPLACEMENT:**

The Board approved the replacement of 1,600 pairs of shutters in Ward V at the December 2020 meeting. Middeldorf Property Services begun the installation of the new shutters on Wednesday, January 27<sup>th</sup>. As of this report, the even side of the 2900 block of S. Buchanan Street has been completed and they are currently working on the 4800 block of S. 30<sup>th</sup> Street (odd side).

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

The Board approved to replace the rotten wood found in Ward III by Unanimous Written Consent on November 12, 2020.

Over 14,000 linear feet of rotten wood are in the process of being replaced by Middeldorf Property Services since Monday, November 30, 2020. As of this report, only the 2800 block of S. Abingdon Street (odd side) is pending.

### **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.

Despite the continuous disruption in the supply of lumber due to Covid-19, as of this report Long Fence has been able to install 149 new fences. 13 more are scheduled to start as soon as the weather permits, and an additional 11 fences will be completed immediately after. In phase 1 we have a total of 190 fences for replacement. The last 17 fences to complete phase 1 are scheduled to be done in mid-March.

A spreadsheet is attached with details.

**SLATE ROOF PREVENTIVE MAINTENANCE FY 2021:**

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 on October 28, 2020 and it was completed last week. They are working on their final report that will allow us to update our master inventory of roofs.

The Preventive Maintenance work included replacing broken slates, removing deteriorated caulking, applying new sealant, and painting chimney and wall flashing on 120 roofs. During this process, roofs were also rated to determine their condition.

**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 the spring. The opening of this new facility will be on hold depending on how the Covid-19 pandemic evolves.

**MASONRY REPAIR PROJECT – PHASE 7:**

In conjunction with Facility Engineering Associates (FEA), we have put together the list of buildings that will be included in this phase of the Masonry Repair Program. It includes mostly flat roof buildings and chimney caps. American Restoration is currently working on the pricing to have this item ready for Board approval at the April 7 meeting.

**PAINTING AND ROTTEN WOOD REPLACEMENT – FY2021 WARD II:**

This item will be on the agenda for Board approval at the April 7 meeting.

**FIRE EXTINGUISHERS:**

Inspection and maintenance of all the fire extinguishers located in the multi-unit buildings, pools, Management Office, and Community Center will start on Monday, March 8. The total cost for servicing 316 fire extinguishers this year is \$4,947.50. This amount includes the replacement of 40 fire extinguishers that are over 24 years old and are considered functionally obsolete.

**OUTSIDE WATER FAUCETS:**

On Monday, March 15, weather permitting we will start turning on the water valves that are within our control in the multi-unit buildings. This process should take about a week.

**ANNUAL PROPERTY INSPECTIONS:**

The Maintenance Staff will start our part of the Property Inspection on March 8; this process should be completed in three weeks. After all the data is processed the report will be presented to the Board and the repairs will start.

**SEWER LINES:**

After six weeks of repeated sewer back-ups (16 basements flooded) that we experienced between December 7, 2020 and January 15, 2021 that cost the Association over \$56,000.00 in cleaning services, plumbing services and restoration of the affected units, I must report that we had one sewer back-up in February. The cause is still under investigation.

**WATER LEAKS:**

We had two water leaks that were reported in February. Both were the responsibility of the Association.

**WORK ORDERS:**

We achieved 83.3% completion rate on work orders generated during the week ending on February 20. A copy of the work order tally report is attached. On the same report, you can see that we have 37 older work orders that are still open.

Respectfully submitted,

Miguel F. Gálvez  
Facilities Manager

February 24, 2021

**FENCE REPLACEMENT PROGRESS REPORT - PHASE I**

**2/18/2021**

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	Gate's location changed from rear to side
8		3078 A-1	9/8/2020	9/8/2020	X	1	1	X	X	8/26/2020	9/3/2020	
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		
2		3088	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020		
3		3090	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020		
4	S. Buchanan	3057 A-1	9/14/2020	9/23/2020	X	1	1	X	X	9/1/2020		
5		3057 A-2	9/14/2020	9/23/2020	X	1	1	X	X	9/1/2020		
6		3059 A-1	9/14/2020	9/23/2020	X	1	1	X	X	9/1/2020		
7		3059 A-2	9/14/2020	9/23/2020	X	1	1	X	X	9/1/2020		
8		3061	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020		
9		3063	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020		
10		3065	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020		
11		3067	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020		
12		3069	9/14/2020	9/14/2020	X	1	1	X	X	9/1/2020		
1	S. Buchanan	3071 A-1	9/21/2020	9/24/2020	X	1	1	X	X	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		
3		3073 Privacy	9/21/2020	9/24/2020	X	1	0	X	n/a	9/16/2020		
4		3073 Privacy	9/21/2020	9/24/2020	X	1	0	X	n/a	9/16/2020		
5		3079 A-1	9/21/2020	9/28/2020	X	1	0	X	n/a			
6		3079 A-2	9/21/2020	9/28/2020	X	1	1	X	X	9/16/2020		
7	S. 31st St.	4715 A-1	9/21/2020	10/5/2020	X	1	1	X	X	9/16/2020		

FENCE REPLACEMENT PROGRESS REPORT - PHASE I

Address	Date	Completed				Notices		Notes		
		Removed	Fence	Gate	Post Caps	Address Numbers	General		Reminder-Update	
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	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	9/16/2020		A section of the fence can't be installed due to Flagstone in patio. AR to remove and reinstall. DONE
13	4725	9/21/2020	9/28/2020	X	1	1	X	9/16/2020		
14	4727	9/21/2020	9/28/2020	X	1	1	X	9/16/2020		
15	4729	9/21/2020	9/28/2020	X	1	1	X	9/16/2020		
16	4731	9/21/2020	9/28/2020	X	1	1	X	9/16/2020		A small tree removed by LF.
1	S. 31st St.	9/28/2020	10/5/2020	X	1	1	X	9/21/2020		
2	4703	9/28/2020	10/5/2020	X	1	1	X	9/21/2020		
3	4705	9/28/2020	10/5/2020	X	1	1	X	9/21/2020		A small tree removed by LF.
4	4707	9/28/2020	10/5/2020	X	1	1	X	9/21/2020		
5	4709	9/28/2020	10/5/2020	X	1	1	X	9/21/2020		
6	4711	9/28/2020	10/5/2020	X	1	1	X	9/21/2020		
7	S. 31st Rd.	9/28/2020	10/7/2020	X	1	1	X	9/21/2020	10/6/2020	Add 2X8 - DONE.
8	4630	9/28/2020	10/7/2020	X	1	1	X	9/21/2020	10/6/2020	
9	4632	9/28/2020	10/7/2020	X	1	1	X	9/21/2020	10/6/2020	
10	4634	9/28/2020	10/7/2020	X	1	1	X	9/21/2020	10/6/2020	
11	4636	9/28/2020	10/19/2020	X	1	1	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	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	10/6/2020		
3	4612	10/5/2020	10/13/2020	X	1	1	X	10/6/2020		
4	4614	10/5/2020	10/13/2020	X	1	1	X	10/6/2020		
5	4616	10/5/2020	10/13/2020	X	1	1	X	10/6/2020		
6	4618	10/5/2020	10/13/2020	X	1	1	X	10/6/2020		

**FENCE REPLACEMENT PROGRESS REPORT - PHASE I**

**2/18/2021**

NAME	NUMBER	Date		Completed			Notices		Notes		
		Estimated	Started	Removed	Fence	Gate	Post Caps	Address Numbers		General	Reminder-Update
7	4618 Privacy	10/5/2020	10/13/2020	X	1	0	X	n/a	10/6/2020	10/6/2020	Located between 4610 & 4618
8	4642	10/5/2020	10/13/2020	X	1	1	X	X	10/6/2020	10/6/2020	
9	4644	10/5/2020	10/13/2020	X	1	1	X	X	10/6/2020	10/6/2020	
10	4646	10/5/2020	10/13/2020	X	1	1	X	X	10/6/2020	10/6/2020	
11	4600	10/5/2020	10/20/2020	X	1	1	X	X	10/15/2020	10/15/2020	
12	4602	10/5/2020	10/20/2020	X	1	0	X	X	10/15/2020	10/15/2020	Small retaining wall between 4602 & 4604 will be replaced - rotted. DONE
13	4604	10/5/2020	10/20/2020	X	1	0	X	X	10/15/2020	10/15/2020	
14	4606	10/5/2020	10/20/2020	X	1	1	X	X	10/15/2020	10/15/2020	
1 S. 31st Rd.	4601 A-1	10/12/2020	10/20/2020	X	1	1	X		10/15/2020	10/15/2020	
2	4601 A-2	10/12/2020	10/20/2020	X	1	1	X		10/15/2020	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	10/15/2020	
4	4605 A-2	10/12/2020	10/20/2020	X	1	1	X		10/15/2020	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	Fence was moved back 18" due to a legacy tree that needs to be preserved.
11	4623 A-1	10/12/2020	10/26/2020	X	1	1	X		10/15/2020	10/23/2020	Fence was moved back 18" to match the A-1 side.
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	10/23/2020	
2	4642	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	10/23/2020	
3	4644	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	10/23/2020	
4	4646	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	10/23/2020	
5	4648	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	10/23/2020	
6	4650	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	10/23/2020	
7	4652	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	10/23/2020	

2/18/2021  
FENCE REPLACEMENT PROGRESS REPORT - PHASE I

Address		Date		Completed			Notices		Notes	
NAME	NUMBER	Estimated	Started	Removed	Fence	Gate	Post Caps	Address Numbers		General
8	9 S. Woodrow St	10/26/2020	11/3/2020	X	1	1	X	X	10/23/2020	
9		10/26/2020	11/9/2020	X	1	1	X	X	11/2/2020	
10		10/26/2020	11/9/2020	X	1	1	X	X	11/2/2020	A Japanese maple was fully removed, we need to replace it. (Stephanie Millian)
11		10/26/2020	11/9/2020	X	1	1	X	X	11/2/2020	
12		10/26/2020	11/9/2020	X	1	1	X	X	11/2/2020	
13		10/26/2020	11/9/2020	X	1	1	X	X	11/2/2020	
14		10/26/2020	11/9/2020	X	1	1	X	X	11/2/2020	
15		10/26/2020	11/9/2020	X	1	1	X	X	11/2/2020	
16		10/26/2020	11/9/2020	X	1	1	X	X	11/2/2020	
17		10/26/2020	11/9/2020	X	1	1	X	X	11/2/2020	
18		10/26/2020	11/9/2020	X	1	1	X	X	11/2/2020	Some plants TB replaced (Leann Martin)
1	S. Woodrow St.	11/2/2020	11/19/2020	X	1	1	X	X	11/13/2020	Gate's location changed from rear to side
2		11/2/2020	11/19/2020	X	1	1	X	X	11/13/2020	
3		11/2/2020	11/19/2020	X	1	1	X	X	11/13/2020	
4		11/2/2020	11/19/2020	X	1	1	X	X	11/13/2020	Gate's location changed from rear to side
5		11/2/2020	11/19/2020	X	1	1	X	X	11/13/2020	
6		11/2/2020	11/19/2020	X	1	1	X	X	11/13/2020	
7		11/2/2020	11/19/2020	X	1	1	X	X	11/13/2020	
8		11/2/2020	11/19/2020	X	1	1	X	X	11/13/2020	
9		11/2/2020	11/19/2020	X	1	1	X	X	11/13/2020	
1	S. Woodrow St.	11/9/2020	12/1/2020	X	1	1	X	X	11/21/2020	
2		11/9/2020	12/1/2020	X	1	1	X	X	11/21/2020	
3		11/9/2020	12/1/2020	X	1	1	X	X	11/21/2020	
4		11/9/2020	12/1/2020	X	1	1	X	X	11/21/2020	
5		11/9/2020	12/1/2020	X	1	1	X	X	11/21/2020	
6		11/9/2020	12/1/2020	X	1	1	X	X	11/21/2020	
7		11/9/2020	12/1/2020	X	1	1	X	X	11/21/2020	
8		11/9/2020	12/2/2020	X	1	1	X	X	11/21/2020	
9		11/9/2020	12/2/2020	X	1	1	X	X	11/21/2020	
10		11/9/2020	12/2/2020	X	1	1	X	X	11/21/2020	
11		11/9/2020	12/2/2020	X	1	1	X	X	11/21/2020	
12	3076 A-1	11/9/2020	1/13/2021	X	1	1	X	Wrong # was put in.	11/21/2020	12/29/2020 1/11/2021

**FENCE REPLACEMENT PROGRESS REPORT - PHASE I**

**2/18/2021**

Address	Date	Completed				Notices					
		Removed	Fence	Gate	Post Caps	Address Numbers	General	Reminder-Update			
NAME	NUMBER	Estimated	Started	Removed	Fence	Gate	Post Caps	Address Numbers	General	Reminder-Update	Notes
13	3076 A-2	11/9/2020	1/13/2021	X	1	1	X	Wrong # was put in.	11/21/2020	12/29/2020	
14	3082 A-1	11/9/2020	1/13/2021	X	1	1	X		11/21/2020	12/29/2020	
15	3082 A-2	11/9/2020	1/13/2021	X	1	1	X		11/21/2020	12/29/2020	
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	1	1	X		1/14/2021		
7	3081	11/16/2020	1/21/2021	X	1	1	X		1/14/2021		
8	3083	11/16/2020	1/21/2021	X	1	1	X	Wrong # was put in.	1/14/2021		
9	3085	11/16/2020	1/21/2021	X	1	1	X		1/14/2021		
10	3087	11/16/2020	1/21/2021	X	1	1	X		1/14/2021		
11	3089	11/16/2020	1/21/2021	X	1	1	X		1/14/2021		
12	3091	11/16/2020	1/21/2021	X	1	1	X		1/14/2021		
13	3093	11/16/2020	1/21/2021	X	1	1	X		1/14/2021		
14	3095	11/16/2020	1/21/2021	X	1	1	X		1/14/2021		
15	3097	11/16/2020	1/21/2021	X	1	1	X		1/14/2021		
16	3099	11/16/2020	1/21/2021	X	1	1	X		1/14/2021		
1 S. Abingdon St.	3071	11/23/2020	1/27/2021	X	1	1	X		1/22/2021		
2	3073	11/23/2020	1/27/2021	X	1	1	X		1/22/2021		
3	3075	11/23/2020	1/27/2021	X	1	1	X		1/22/2021		
4	3077	11/23/2020	1/27/2021	X	1	1	X		1/22/2021		
5	3061	11/23/2020	2/8/2021	X	1	1	X		1/26/2021	2/5/2021	
6	3063	11/23/2020	2/8/2021	X	1	1	X		1/26/2021	2/5/2021	
7	3065	11/23/2020	2/8/2021	X	1	1	X		1/26/2021	2/5/2021	
8	3067	11/23/2020	2/8/2021	X	1	1	X		1/26/2021	2/5/2021	
9	3069	11/23/2020	2/8/2021	X	1	1	X		1/26/2021	2/5/2021	
1 S. Abingdon St.	3059 A-1	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
2	3059 A-2	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
3 S. 30th Rd.	4600	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
4	4602	11/30/2020	2/24/2021						2/11/2021	2/17/2021	

**FENCE REPLACEMENT PROGRESS REPORT - PHASE I**

**2/18/2021**

Address		Date		Completed				Notices			
NAME	NUMBER	Estimated	Started	Removed	Fence	Gate	Post Caps	Address Numbers	General	Reminder-Update	Notes
	4604	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
	4606	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
	4608	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
	4610	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
	4612	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
	4638	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
	4640	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
	4642	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
	4644	11/30/2020	2/24/2021						2/11/2021	2/17/2021	
1	S. 30th Rd.	12/7/2020	TBD								
2		12/7/2020	TBD								
3		12/7/2020	TBD								
4		12/7/2020	TBD								
5		12/7/2020	TBD								
6		12/7/2020	TBD								
7		12/7/2020	TBD								
8		12/7/2020	TBD								
9		12/7/2020	TBD								
10		12/7/2020	TBD								
11		12/7/2020	TBD								
12		12/7/2020	TBD								
13		12/7/2020	TBD								
14		12/7/2020	TBD								
1	S. 30th Rd.	12/14/2020	TBD								
2		12/14/2020	TBD								
3		12/14/2020	TBD								
4		12/14/2020	TBD								
5		12/14/2020	TBD								
6		12/14/2020	TBD								
7		12/14/2020	TBD								
8		12/14/2020	TBD								
9		12/14/2020	TBD								
10		12/14/2020	TBD								
11	S. Abingdon St.	12/14/2020	TBD								
12		12/14/2020	TBD								
13		12/14/2020	TBD								
14		12/14/2020	TBD								
	<b>Total</b>								<b>149</b>	<b>145</b>	

**FENCE REPLACEMENT PROGRESS REPORT - PHASE I**

2/18/2021

NAME	NUMBER	Address	Date		Completed				Notices		
			Estimated	Started	Removed	Fence	Gate	Post Caps	Address Numbers	General	Reminder-Update
<p><b>Total: 190 (Includes 4 Privacy Fences)</b></p> <p>Privacy Fences - No Gates</p> <p>Two Units - No Gates</p> <p>One Unit - Two Gates</p>											
<p><b>Letters/numbers combinations are missing</b></p>											

2/24/2021

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

Open Older Work Orders
37

Work Orders Week Ending February 20 / 2021	Open		Completed	
	#	%	#	%
54	9	16.7	45	83.3

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

Open Older Work Orders		
Service Code	#	%

Week Ending February 20, 2021	
#	%

Water Leak		0.0	0	0.0
Resale Home Inspection		0.0	1	1.9
Lighting	5	13.5	28	51.9
Caulking	2	5.4	0	0.0
Gutters-Vents		0.0	2	3.7
Doors / Closers / Locks	1	2.7	6	11.1
Painting	4	10.8	1	1.9
Exterm. Rodent / Ants		0.0	0	0.0
Swimming Pools		0.0	1	1.9
Miscellaneous	8	21.6	10	18.5
Shutters	2	5.4	0	0.0
Plumbing	1	2.7	1	1.9
Intercoms		0.0	1	1.9
Carpentry	4	10.8	0	0.0
Fences / Gates		0.0	3	5.6
Roofs		0.0	0	0.0
Tennis Courts		0.0	0	0.0
Bricks	6	16.2	0	0.0
Window Wells	4	10.8	0	0.0
Comm. Center, etc.		0.0	0	0.0
<b>Total</b>	<b>37</b>	<b>100.0</b>	<b>54</b>	<b>100.0</b>