

## Management Update May 19, 2021

### Management:

- Currently investigating audio/visual upgrades for board room
- Working on Pool A opening. On-line reservation system “Amenity Boss” went live on May the 12<sup>th</sup>.
- Working with On-Site Lighting on the survey
- Reviewing gym opening options (HVAC, Air Purifiers, Cleaning)
- Working on Capital Projects: Party Room and Gym upgrades

### Property Operations ongoing:

- Roof repairs are ongoing. Ruff Roofers completed 14 tasks.
- Our staff continues to use the necessary PPE including masks, gloves, boot covers and Tyvek suits (where needed) to reduce any risk of cross contamination.
- Crawl space remediation: 125 buildings remain. 5 more are being scheduled for through April/May (awaiting city permits).
- PEX installations: 99 buildings remain.
- Gutter Guard Install: 72 buildings remain.

### Maintenance Update:

- April Staff level down 2 maintenance positions 1 due to retirement and 1 termination, both exterior crew, help and crew chief. Interviews being conducted.
- Plumbers including the following common area repairs/inspections:
  - completed 82 tasks.
  - 2 in progress
  - Sewer line jetting: 547, 716, 920
  - Storm line check and jetting: 915, 940
  - Crawlspace inspections and sealed pipe chases buildings: 216, 541, 542, 709, 713, 808, 813, 820, 907, 921 & 942
  - Boiler Room inspections daily
  - Install Hydrants: 103, 219 and 919.
  - Spigot turn on: 22 buildings.
  - Hard pipe down spouts, remove leaf catchers: 305, 713, 815, 915, 919, 921.
  - Tub Sweep replacement: 7
  - Water Shut offs: 26.
  - Gas leak checks: 526 and 936 no leaks
  - Cable assists: 1
  - Pools: serviced all fixtures and pressure washed deck areas
- Carpenters:
  - 30 tasks completed.
  - 17 in progress

- Painters:
  - 50 tasks completed.
  - 23 in progress
- Exterior Crew:
  - 36 tasks completed.
  - 24 in progress
- Landscaping PKFX Staff:
  - 22 tasks completed.
  - 39 in progress
- UPS:
  - 63 tasks completed.
  - 0 in progress
- Landscaping & Other Outside Contractors:
  - CLS has completed the spring turf treatments.
  - PKFX Landscape crew have continued with small erosion and drainage issues, rear of 924, side of 944.
  - PKFX staff and CLS tree crews responded to storm damages on Saturday the 30<sup>th</sup>.
  - Charles Consultants visited site again and will be providing direction shortly.