

1. Delinquency letters sent out.
2. WO sent to replace the bedroom deck top board at #221
3. WO sent to repair the outside faucet at #311, spoke with Acclaim Plumbing this morning they will need to shut off the stack of units, left note for #311
4. WO sent to CR Gutters to realign the slope of the gutter above the spaces of 16-22
5. Vehicle compliance letter sent to owner regarding tenant car.
6. During walkaround two cars were tagged for tow, have since removed the stickers now tracking down owners for compliance.
7. WO sent for new chimney chase cover on 116-136. Lowest unit has minor ceiling damage, will repair after the outside repair is completed.
8. Received bid price for the unit doors to be cleaned, lightly sanded and spot primed as need with one coat of paint. Cost does not include repairing dents or deep scratches.
9. Walk around and compliance postcards delivered to units in non-compliance, mostly for decks and window coverings.
10. Owner made contact with mgmt. and president for key fob to be picked up.
11. Another landscaper bid came in, highly overpriced.
12. #336 listed and now pending under contract.
13. Owner in building 5 reported is light not working after the upgrade, Jim checked it out there was no bulb, Jim gave his bulb to satisfy owner.
14. Received bid for all deck and patio pressure washing
15. Owner in building 3 reported circuit breaker trips, Jim called me to confirm, owner was told to call an electrician as it is owner responsibility.
16. Lighting upgrade invoice has been paid for work completed thus far.
17. **REMINDER: Chimney and dryer vents are being cleaned this Saturday April 29<sup>th</sup>!**
18. To report shopping carts send email to me directly with date and time or file online at [www.cityoffederalway.com](http://www.cityoffederalway.com)

**Delinquencies as of today:**

**Under 90 Days: \$ 2,156.00**

**At Attorney: \$ 13,456.88**

**Total: \$ 15,612.88**