

To: jeffrey E [REDACTED]
From: John Christensen
Sent: Fri 7/25/2014 3:13:12 PM
Subject: Apartment

Jeffrey,

I went over all the apartments with Sue and she made a list if the items needing attention.

There are some odd decisions made in the building. Caryna is storing her furniture in a freshly restored apartment, putting a perfectly good apartment out of circulation. Plus risking damage to paint and flooring when the furniture is moved again at some time.

I'd recommend her furniture being moved to the 11th floor in the apartment that needs total renovation instead.

The housekeepers are not doing a great job. Every apartment has burnt out lightbulbs, mismatched bulbs, chipped glasses and plates and no deep cleaning done. Windows are really dirty, not only the glass, but frames as well

Window cleaners should be scheduled for monthly touch up.

Housekeepers should have a laminated check list for each unit, listing the items they need to check when they clean, lightbulbs to check and inventory of items.

Many closets smell moldy, and so in turn does the towels stored there. It is the result of decades of new paint slapped over the old. The closets look gross and dirty because of that.

I am flying to DC tomorrow but can come back Wednesday to Sunday of next week to do the checklists if you want.

Also, if someone with a credit card can come with me, I can get all silverware and kitchen utensils replenished, buy irons/ironing boards etc.

Best

John