

Samples of work  
by  
Leighton T. Allenby

⋮

Daily Update Samples  
to  
Owner

Dear xxx and xxx:

Here's a quick update on a few items

We received the final bids for the generator in Naples. I know you have a preferred contractor down there, but this was an expensive project. The original bid from Allman-Weideman Inc. & Bay Electric was \$73,000;. I asked Bob and Marilyn to let them know we'd put it out to bid and they came back with a bid of \$63,348. (also the meter doesn't need to be moved so there was an adjustment in the price for this as well) We have another bid from a qualified contractor of \$58,378 from Rowe and Rowe enterprises. I have asked Bob to call Allman to review their bid and at least match Rowe's bid. Allman came back with a revised bid of \$60,196.

*Question:*

- 1) Do you want to still use Allman and Bay Electric - Bay has been the preferred Electric company in the past. YES NO*
- 2) Can we schedule the work and have permits pulled for this generator project in xxxx YES NO*

### 670 Gulf Shore

I've been using Joyce's database to look for realtors in Naples. Barry DeNicola ( Mike was ready to give him the listing) is not appropriate with no history in properties of this scale and price. We did find Bill Estes of Wood associates, who has a lot of experience with properties in this range, strong international contact and is one of the top agents in the US. Last year alone his sales exceeded \$150 million. Bill just closed a 22 million dollar sale last week. I would like to go down to Naples to interview Bill face to face and have Bob and Marylyn give us a tour of 670 Gulf only and save your home for later - We are in prime selling time for xxx.

As we discussed, it would be helpful for me to go to xxx when you are down there, if not before. Let me know when you firm your schedule and I'll make arrangements through your travel agent. It may also make sense for me to go up to xxx to see if there is anything I that needs to be done until Matt is able to return to work.

Xxxxx trip YES NO

Xxx Trip for Gulf Shore YES NO

There are several other items, like selling the 146 acres at xxx Farm, wildlife habitats for the farm, that may make sense to sit down and review. I can drop by some time that's convenient for you, even if it's over the weekend.

Many thanks.

Leighton

Good Evening xxxx and xxxx,

I have been thinking over the Antique barn restoration on the circa 1800 Dutch Barn on your property. As an advocate for restoration of old barns and having completed two circa 1800 barn renovations I commend you for thinking about the process. In conversation last Sunday I heard xxxx ask what would we use the barn for? Here are my thoughts.

- Storage for mowers and landscape tools in the winter to allow us to use the heated area below the office to work on equipment and furniture or convert this barn to a Woodworking shop for projects - we can add electricity and a gas heater
- Storage facility seasonal or year round

I also agree that the barn if restored will stop the town from widening the road in the near future.

#### Some information on Dutch Barns

Relatively few—probably less than 600—Dutch barns survive intact in the 21st century. Those that remain date from the eighteenth and early 19th century. Dutch barns rarely remain in a good, unaltered condition. The Dutch Barn Preservation Society has cataloged hundreds of standing Dutch Barns throughout the Hudson, Mohawk, and Schoharie Valleys as well as in New Jersey. Schoharie County - Historian Harold Zoch regularly speaks on Dutch barns.

<http://circa1799.com/reborn.html>

[http://en.wikipedia.org/wiki/Dutch\\_barn](http://en.wikipedia.org/wiki/Dutch_barn)

Best,  
Leighton

## **Deposit Request**

Capital Improvement

xxxx Farm North

Date: 4/20/13

Project: Roofing – main house, garage, studio and gate house

Contractor: JTM Construction (John Molinaro – did roofing and Rogers basement apartment mold remediation)

Budget Amount Total: \$81,420.

**Amount of Deposit: \$32,568.**

Overnight check to:

Overnight to Leighton Allenby



Comments:

Leighton will hand contractor the deposit check when they start project

Approved by: xxxx & xxxx at April 14<sup>th</sup> Farm meeting

Deposit Request attached: Yes

Proposal attached: Yes

Proof of insurance on file: Yes

# xxx Meeting Agenda

September 23, 2012

## Farm position

- Draft
- Kathryn Terpstra

## Garden Planning

- Location
  - Retired horse paddock rear
    - Staff working while in residence
    - Ledge
    - Water collection system from West barn and carriage house roof gutters - design
  - Across from gate house
  - 432 – right side of driveway – entire length
- Raised beds
- Fencing type
- Entrance and equipment gate locations
- Drip irrigation
- Water hose bib locations
- Other:

## Equipment

- Manure and Leaf collector
- Horse trailer
- Pickup truck two weeks
  - Confirming use
- Stock trailer to move cows

## Dutch Barn

- Hinges for doors almost finished
- Roof, Gutters and snow guard finished
- Gutter drain to field or tank for water storage
- Grading and Seeding
- Create paddock
  - Fence location – for cows
  - Type of fence

## Main House

- Kitchen faucet
- Storm/Screen window locations
- Service all heaters – all buildings
- Winterize irrigation system
- Close pool
- Pool furniture away
- AC's away in 1841 house, staff house, gate house, office

## Staff

- Karen

## Vacation/Sick day chart

- Vacation Request from Tiki
- Vacation Request from Katrina
- Vacation Request from Jennifer
- Confirm that Erik is entitled to 3 weeks vacation for 2012– he started 7/1/09

## Other

- Juno Ridge sign
- Land for sale
- Debit card
- Staff house refrigerator

## EF South

- Date to have ready?
- Roberto
- Painting
- Footing
- Water tank
- Power washing
- Punch list main house
- Punch list condo
- My visits
  - Stay condo

## Draft Retired Horse Plan 3/14/2012

Hello xxx and xxx,

Please review this 1st draft plan and feel free to add, edit and delete any information. Our goal with this plan is to make sure everyone at the farm is clear with the direction you and xxx want to take with the retired horses.

*The retired horses will go out in a group when you and xxx decide.* The two hillside paddocks closest to the main house are to be used and they will live outdoors as retired horses as discussed with both you and Robert.

- There are two large paddocks offering shade, sunlight, shelter, hills for exercise and fresh water.
- There would be a gradual introduction period of introducing the horses to each other in a group - Melissa & Robert, please outline how you would like this to work.
- They will be feed grass hay from Aden Farm and we will look into large round or large square bales to reduce costs, both hay and labor.
- Daily grooming and checking for ticks will be at either run in shed. We will create a box of supplies for each shed that will store inside of shed in a horse proof box.
- Paddocks for the retired horses will be mowed weekly or as needed. The goal is to rotate the horses between the two paddocks to reduce overgrazing (weeds and erosion will occur), reduce tall grass for tick habitat and reduce the amount of mechanical mowing needed.
- Salt Licks will be provided
- Fly Spray: applied every day if needed.
- Fly mask for retired horses - yes or no? \*I would only put the fly mask on if really necessary, there is risk of getting stuck in trees and bushes with the mask and dirt and mud will get stuck in it if they wear it a lot. Present policy per Karen is put on at AM feed and remove at end of day.
- No Blankets for retired horses
- Horses to receive minimum grain - only enough to mix supplements - xxx & xxx get pelleted hay, no grain.

## Draft Retired Horse Plan 3/14/2012

- What vaccines will be required? Please list. \* I would recommend that they should continue on same vaccine schedule as right now which includes - FluH inovator \* West Nile \* Rabies and PHF (patomic horse fever) - xxxx.

*Retired Horse info and what medication, supplements and food they are on*

**xxx** - Cushing's, is easy bullied & anxious

\_\_\_ Pergolide

\_\_\_ Thyro-L

\_\_\_ Watched closely for change in ACTH/Insulin Levels - annual testing July and mid/late winter

\_\_\_ Smart Paks: succeed (gastro health) AM & PM

\_\_\_ Probios (gastro)

\_\_\_ Grand Ultra (joint health)

\_\_\_ BL Pellet (herbal analgesic)

\_\_\_ Sea meal - trace minerals (Chinese Herb - Dr. Amery)

\_\_\_ Food - 1/8 scoop of senior 1x per day

**xxx** (only mare) - PSSM, chronic/recurrent/progressive disease

\_\_\_ Corn oil - after two months off oil was impaired to point farrier could not trim hind feet. Returned to supplements and can flex hocks again.

\_\_\_ Vitamin E

\_\_\_ Food - (1) pound of pelleted hay stretcher 2x per day

**xxx** - shows aggressive stallion like behavior towards other horses near Hermine. Extreme separation anxiety when apart. Will attack other horses, not merely threaten or chase.

\_\_\_ Thyro-L

\_\_\_ Food - (1) pound of pelleted hay stretcher 2x per day

**xxx** - pre-Cushing's, elevated levels ACTH/Insulin

## Draft Retired Horse Plan 3/14/2012

- Thyro-L - annual testing July
- Food - (1) cup of senior and light feed 2x per day

**xxx** - Cushing's/Recurrent founder (has had incidents of grass founder May 2009, Nov 2010, May 2011)

- Pergolide
- Thyro-L
- Food - (1) ounce senior 2x per day

### All Retired horses

- Worming - every three months, rotation of generic wormer.

Vet Checks & Medication: we need clear direction on this . \*  
The horses should be well checked every day for wounds, scratches swelling or anything else unusual when grooming and feeding. Important to pay attention. The same routine like we have now. The vet should be called if needed after consultation with xxx and xxx. If and emergency of course call vet first.

- Farrier - every 6 weeks

Pascal has front shoes - remove? If Pascal is going to continue going on hacks he should keep the front shoes. If not they can come off.

- Teeth Floating - Dr. Perry, (1) time per year

Continue to Hack xxx and xxx? I feel this is a decision for xxx to make about xxx.

# Draft Retired Horse Plan 3/14/2012

## Benefits from Natural Pasture:

- Low stress
- Restoration of 'herd spirit'
- Harmony with nature and other horses
- Freedom to roam and graze
- Lots of exercise
- Fewer health and hoof problems
- Socialization with other horses • An environment that has been the ancestral home for horses for hundreds of years.

## Suggestion from Karen for consideration:

A recent European study showed that it was very beneficial in socialization/handling of youngsters of 1 to 2 years in age to be turned out with an older mare or mares that were not there dams in a herd situation. They were calmer, more easily approachable and followed the mare in a steady behavior by a youngster. xxx is a kind mare who is not belligerent or bullying, but who will not tolerate bad behavior by a youngster. She could be a great asset in ease of acceptance of handling and temperament/behavior if turned out with yearlings.

## Enterprise Farm Price Request

### Gate House - Please break out price

Kitchen ceiling

\$ \_\_\_\_\_

- Floor in bedroom/office is sagging/beams undersized and failing - replace two beams in kitchen with two antique 10" x 8" straight beams and add one 8" x 8" / 18' cross brace beam. Beams are to be hand hewn, natural color wood, brushed clean from mill, oiled with (1) coat of Waterlox sealer and (4) coats Waterlox satin finish
- OR
- (2) Microlam Beams and wrap using old cross beam for electric and decoration
  - Repair sheet rock and any damaged insulation
  - Tape, spackle and prime and sheet rock or trim damage
  - Rot or structural damage will be brought to the attention of owner for approval of price adjustment
  - Replace any trim, sheetrock and cabinets removed - leave ready for paint
  - Electric by Dave Long

### Basement of Gate House

*Insulation*

\$ \_\_\_\_\_

- Remove insulation in basement and vacuum
- **Owens Corning EcoTouch R-30** insulation - supply and install

I have a closed cell foam price so price this separately so owner can decide which way to go on insulation

Tighten up floor with screws of Gate house     \$\_\_\_\_\_

- Remove insulation in basement and vacuum
- Tighten up kitchen / living room floor / entire 1<sup>st</sup> floor with screws from under cellar – 3 screws wide every 2 ` in length of board
- Rot or structural damage will be brought to the attention of owner for approval of price adjustment
- Insulation install & supply price separate

Note:

All prices to include cleanup, dump runs, materials unless noted. Please fill out and mail back. Feel free to make comments/suggestions

# Weekly Structures Report

One property – many homes and  
outbuildings

## Client X Farm Structures Report

Week ending 9/30/11

### Home 1

- Mechanical and electrical inspections passed for the new HVAC system. Roger Catlett, mechanical engineer, is in the process of drawing up room locations for 8 additional floor registers along the outside wall of the first floor and designing a fix for the lack of registers in the basement without tearing up the brick pavers.
- The basement Geo-thermal unit is not working at this time, it has low refrigerant pressure. RCS will be here to correct this problem on October 14<sup>th</sup>.
- The new Liebert unit for the art vault will be arriving at the RCS warehouse late next week, they will call us to schedule an install date.
- The hot water heater in the mechanical room (basement) is burping off water because it needs an expansion tank. There is a 2-gallon bucket catching any water from the pressure relief valve until it is fixed. Ray empties it about every 3 to 4 days (Pete will in his absence). The expansion tank is on Valley Water Solutions schedule to install.

### Home 2

- All okay at this time, the Mr. Slim outdoor unit was repaired after a power surge/lightening strike destroyed 2 out of 3 internal control boards.

### Home 3

- 3 board fences around both new mechanical gates are complete. Still have one metal "T" post to pull out of the ground that the fence company couldn't dislodge.
- Recently moved some furniture from MH to locations denoted by xxx.
- New trees protected from antlered bucks with ivory soap on a rope tied to the branches.

#### **Home 4**

- Living room Mr. Slim HVAC unit has 2 out of 3 control boards that need to be replaced. The control boards were damaged possibly by a power surge or lightening strike. RCS ordered the boards on Wednesday (9/28), should be to their warehouse in 3 to 5 business days.
- Landscape Associates has the Thyme at their warehouse and is expecting the Sanbukas Elderberry to arrive next week (Oct. 3-7). Will call to schedule when all products are in stock.

#### **Home 5**

- Ray Showman is currently repairing all limestone retaining walls around the house.
- Ray recently moved some furniture from MH to home 4 & 6 as denoted by xxxxx

#### **Home 6**

- Ray recently did mouse proofing in the basement, crawl space and the attic
- Recently serviced high efficiency heat system boiler

#### **Home 7**

- Recently replaced heart pine shelves on the first floor that were treated for termites. Piped the Mr. Slim condensate drains to the rain gutter downspout underground drain (keeps the moisture away from the house foundation).
- Replaced a 4 X 4 support post supporting the wraparound porch.
- Fixed the 4 X 4 wisteria trellis cross member that had separated from the vertical supports.
- Replaced a rotten windowsill on north side 2<sup>nd</sup> floor.

#### **Office**

- Mostly okay for now. Need to fix a couple of sticking windows on the first floor.

#### **Sherwood Stables**

- Freshly painted

#### **Home 8, 9 & 10**

- All scheduled to have the exterior porches painted this fall

### **Home 11**

- Recently had the front porch floor and ramp repaired and painted
- Sweep chimney this fall

### **Horse x Barn**

- Good shape except for rusting tin gutters that need replaced before they rust thru

### **Shop, Car and Furniture Storage**

- Car Storage HVAC recently repaired, low refrigerant levels
- Need to repair holes in redwood doors and siding from carpenter bee damage
- Gutter to be replaced and wood fascia to be repaired in places

### **Home 8 stable/barn**

- Good shape

### **Xxxx Tack Office**

- Recently remediated mold in the basement, replaced removed drywall and repainted and put a better dehumidifier to keep moisture under control.
- Have price to replace rusting tin gutters. Need to check budget allowances before scheduling.

### **Big xxx Barn**

- Painting of roof and siding in progress
- Small shed beside barn (old cat house) will have shingles replaced once painting is complete.

### **Run-in-shed**

- Repair and painting is in progress

### **Xxx Gate houses #3 and #4**

- Scheduled to be gutted this winter
- Rot repair of exterior wood trim and porches scheduled for this fall

### **Xxx Gate Machine Shop, Barns and fences**

- Roof of west barn needs painted
- Roof of old carpenter shop needs repaired and painted
- Machine shop roof and siding need a fresh coat of paint
- Internal fence repair is being priced out by Ben Harrison Fence Company- waiting on estimate

### **xxx Farm House**

- (2) 6 X 6 post on west side of porch are scheduled to be replaced this fall/winter (the pressure treated post are severely twisted)
- We are checking on efficiency and prices to replace the electric baseboard heaters throughout the house prior to winter setting in.

### **Xxx Farm Shop and Hay Barns**

- Recently installed 5 overhead garage doors on the metal hay barn
- Recently installed safety eyes and windows in the shop bay garage doors
- Need to paint or replace roof of wood hay barn

# Road Report

One property – many homes and  
outbuildings

January 26, 2011

## Client X Road Report II

Following is an assessment of the condition and repairs needed for roads on the farm. Many areas need only need top dressing, others will need more extensive work. This is not an exhaustive report but a general overview.

### Home 1

- Main Entrance: (new road) basic road construction is complete.
  - Three soft areas that need stone added to roadbed
  - Road needs top dressed with stone from house to state road
  - Turning / parking area at house needs stone
  - Spur between upper and lower parking area needs stone
  - Need to finalize exact location of upper parking area
    - Also where sidewalk for South entrance joins parking area
  - Plant grass seed between lanes of stone
  - NOTE: need to know what medium you would like for surface:
    - Limestone (blue stone)
    - River rock (brown stone) EXAMPLE: North drive loop at home 2
      - Extra cost for river rock
- Service entrance: (road to South) good existing road.
  - Road below grade in some areas
    - Add stone to prevent water standing on road bed
  - Re-grade edges, build up crown, top dress
  - NOTE: currently road is limestone (blue)

### Home 2

- service entrance:
  - Large portion of this road has compacted to the point that water runs down the road instead of flowing off road bed
    - Re-grade trouble spots
    - Add stone in lanes to bring up road bed
    - Build up crown, top dress
    - Continue this from state road to lawn court

### Home 3:

#### Orchard entrance:

- Ditches need cleaned of leaves and debris
- Some wash boarding, re-crown and top dress
- North East bank (across from windmill) has a southern exposure making it difficult to get grass established on the clay soil.
  - Spread good top soil on eroded areas
  - Plant grass seed

#### Orchard to Home 4:

- Clean ditches of leaves and debris
- Re-crown and top dress
- Spur going to Peter's car barn
  - needs a ditch to collect run off water (currently water is washing over drive at the Y)

### Home 5:

- Culvert needs to be installed at drive

#### Home 5 to Shop:

- Ditch needs to be cut in at spruce
  - NOTE: TELEPHONE LINE IN THIS AREA!
- Culvert at North end of shop needs to be extended

#### Shop to PC3:

- Spur road needs a small culvert at parking area to carry water from downspouts of house

#### MH II to PC6:

- Compaction has allowed roadbed to be below grade
  - Bring stone in, re-crown, and top dress
- At Sam's Y, ditch needs cut in to allow water into existing drop box
- PC6 stable, pipe for downspout is blocked creating erosion across the drive in front of stable

PC6 to BRB:

- Original culvert at stone drop box - outlet is below grade
  - Cut in apron to allow water to flow through
- Next culvert (in bottom) needs extended
- Y at BRB could benefit with an added culvert and drop box

BRB to Cabin:

- Clean all culverts
- Going down hill toward cabin - road is below grade
  - Raise roadbed with stone
  - Re-crown
  - Ensure cut outs are in to enable water to get off road
- Bridge - needs replaced
  - Dig footers 10' from existing bridge
    - This will allow work to be done without disturbing creek
    - This will allow road bed to be raised increasing the throat to carry a greater water flow
  - Construction could be:
    - Concrete
    - Steel I beam and planking (oak or locust)
    - NOTE: UNDERGROUND UTILITIES IN THIS AREA!
- 12" culvert South of cabin
  - Needs extended or create a swell to creek for proper drainage
- Road below cabin toward Tim's bridge is below grade
  - Could perhaps use some of the stone from fields, then smaller stone on these to raise road

From PC3 & 4 to T: (going to greenhouse or office)

- Wash boarding - crown, and top dress

T to greenhouse:

- A few pockets of clay, re-grade crown, and top dress

### Home 6:

#### T in road to office:

- Potholes, re-crown and top dress
- Some clay pockets at gas line and electric gate
- May need additional outlets cut in

#### Office area:

- Culvert (open top style) could be installed at parking area
  - this would help with gravel being washed away
- Repave entire office area
  - this is needed to stabilize roadbed on steep grades at office area

#### Schoolhouse:

- Parking area needs buffers (timber [?])
  - This would prevent vehicle from accidentally drifting off hill

### Home 7:

- Roads are in good condition

### Home 8:

- Main drive from state road
  - some areas below grade, potholes
- From machine shop toward river
  - road bed below grade, needs larger stone put in these areas followed by smaller stone
- Red Gate straightaway
  - this road needs attention; large potholes, road below grade
    - raise road bed, crown, and top dress
  - need to cut back brush and lower limbs from roadway
- From Red Gate straightaway to pool
  - need culvert at wood line before parking area at pool
  - ditches cleaned, crowned, top dressed

### Other roads

Need to keep in mind other roads that are not main arteries. We need to keep roads in the woods open to facilitate fire fighting equipment etc. These roads don't need to be 'all weather' but they do need to be passable.

### Triage

1. Finish all drives at Home x
2. Maintain service entrance at home 3
3. Replace cabin bridge
4. Maintain other farm main roads

### Notes

- \* Ensure we are using correct material on drives

Please use this report in conjunction with the one from February 10, 2010. If I can be of further help or if you have any questions, please let me know.

Notes for Leighton's  
presentation for  
Quarterly  
Board of Directors Meeting

# **State of the Properties Report**

**December 16, 2010**

DC, Aspen, Wolfmarsh, Osterville, Nantucket,  
Naples, Spring Creek

**DC**

**Xxx street**

We recently completed painting xxx bedroom, Bag room and third floor. On the third floor we replaced the T&G oak ceiling with mold resistant drywall, relocated and replaced the HCAC supply duct away from the bank of sliding glass doors and insulated the ceiling with recycled blue jean insulation.

I have contacted Total Shading Solutions to schedule installation. xxx mentioned that she may install Flor Carpet tiles.

The circle pool in the back yard has been disconnected from the basement of the house. We have run new gas, electric and water lines to the pool from the vault room. The vault room also has the other pool equipment, storage area and full bath. The pool has been leaking and the pool decking (flag stone) has become damaged from near by tree roots. There are two options for the pool. Option one to restore back to a pool or Option two is to make it a fountain or a combination of both.

The large pool has a trough style skimmer that for some reason years ago was disconnected. Continental Pools has looked into this issue the summer. The conclusion was that the lines were terminating under ground. Another issue is that the gahnite pool liner will need a new finish applied soon. The plans were to do both pools at the same time.

There is a large Paulownia tree growing next to the rear of the house. It towers above the third floor. One of the branches hits the corner of the house causing gutter damage. The root system is beginning to compromise the foundation. The tree has also crushed the underground gutter drain. This has caused drainage issues at the green house exterior door. We have tried several fixes, but during hard and extended rains the water backs up and floods the green house floor.

**Pool House**

The pool house is a traditional Japanese Tea House that connected two existing round changing room. The house is built over the existing stone arched retaining wall that connected the two round changing rooms. One of the round rooms houses the kitchen and the other the bathroom. We are experiencing several problems with this structure.

1. The Japanese Tea House was built with the structural pine poles buried into the soil, much like a pole barn. These have begun to rot at the ground contact.
2. We have a mouse problem. There is a space between the sub-floor and the kitchen walls under the cabinets. We feel that this is the problem area.
3. Powdery dust has begun to fall from the pine beams in the bedroom and dining area. A pest control company is checking this out on Friday December 17<sup>th</sup>.

### **xxx Dumbarton**

The exterior needs painting and the shutters replaced. The metal roof needs painting.

### **xxx Dumbarton**

This townhouse is currently vacated.

The interior needs painting and the exterior needs painting and the shutters replaced. The metal roof needs painting.

### **DC Housekeeping and Property Management**

The housekeeper for DC properties is a full time employee, Luz xxxxxx. Luz also handles the house management issues i.e., phone, cable, gas readings and electric reading.

The local property management is Kennedy Estate Management, Andy Foltz.

### **Colorado**

#### **Aspen**

Due to the environment we do yearly painting maintenance on the exterior, seal the tile second floor porches and maintain the cedar shakes and roof heat tape.

We have budgeted window, window screens and door screens repairs.

Also the basement interior brick wall needs some attention.

The dryer is vented into the attic space. We will schedule this to be moved to exhaust out an eave.

The large cottonwood trees that line the streets are inspected, trimmed if needed, fertilized and sprayed to control insects.

#### **Aspen Housekeeping and Property Management**

The housekeeper also handles the property management duties and is a full time employee, Annie Rector.

## **Virginia**

**xxxxx**

We need to install the security system.

We need to install the water treatment system. The water has been testing high iron. We have been changing out rusty galvanized pipes in the well pit and tub spout nipples. We recently inspected the two hand held wands and discovered rusty water. They had not shown any signs of this until last week. The iron issue has given us false iron readings over the last year and a half. We needed a consistent water reading to recommend the correct system.

The brick sidewalks installation continues. If weather permits the sidewalks are scheduled to be completed by the end of this year. We will need a decision on where the sidewalk that connects the service driveway is located.

The circle driveway and the new road require river rock. The driveway will have the stone spread only in the tire path and the rest planted in grass.

Items in next year budget

1. Second phase of landscaping
2. Installation of a generator
3. Installation of an operational gate at the new driveway entrance.
4. Installation of an operational gate at the service entrance.

General contractor issues unresolved

1. Geothermal air locked causing banging. Scheduled before Christmas.
2. South porch is leaking against house and at ledger.
3. Gutter on back oldest addition has no end cap (chalked against stucco) and down spout empties on roof. These two issues have cause interior drywall damage.
4. Front upper corner of house at addition stays wet.
5. South upper deck French doors are leaking at bottom weather stripping.

**Massachusetts  
Osterville**

The second floor bathtubs diverter valves broke. They are scheduled to be replaced December 21 and 22<sup>nd</sup>. We are looking for tiles that match the existing tiles.

We are in the process of replacing the generator. The new one will be able to generate power to the whole house and garage apartment.

The window and doors needs replacing and are in next years budget.

The gutters are wood and incorporated in the soffit and fascia design. The wooden gutters have begun to deteriorate. Some sections need replacing.

**Osterville Housekeeping and Property Management**

The housekeeper is a part time employee, Joann Thomas. The property manager is a full time employee and Joann's husband, Matt Thomas.

**Nantucket  
Xxxx street**

Replacing the boiler  
Replacing sections of cedar shakes  
Replace rotten wood on exterior of bay window.

**Xxxx street**  
Sealing chimney  
Replacing sections of cedar shakes

**Haulover**  
Replace refrigerator  
Replace the cedar shakes on south side of chart room.  
Replace toilets in checker room and guest bath.  
Continue to replace joist hangers under house.

**Nantucket Housekeeping and Property Management**  
Nantucket's housekeeper is a sub contractor, Becky Pike.  
The property manager is a sub contractor, Tim Russell.

**Florida  
Naples  
Xxxx Ave**

Install a new generator. General contractor and electrical contractor are working with local and state governments to pull the permits and locate on property

Install an Endless pool and new decking to the pool.

**xxx**

No major work planned.

**Naples Housekeeping and Property Management**

Naples housekeeping and property management is handled by a subcontractor, Details, Marilyn and Bob O'Harrow.

**Utah  
SCVR**

Water sources: wells, springs and creeks.

Holding water: ponds and tanks

(See attached map)

Pond #1: pumping pond fed from Coates Creek. This water is pumped via diesel 35 HP pump to the holding pond (well pond) beside the domestic wells. This water is gravity fed to irrigate around the Upper House (HUH), cabin and barn.

Pond #2: pond that needs the sediment cleaned out. This pond was cleaned out three times since the last fire in 1995 due to no vegetation. The pond requires an additional cleaning to remove sediment. This pond is fed by Spring Creek and flows into pond #1.

Pond #3: well pond feds houses irrigation system.

Pond #4: Heart Shape pond fed by Spring Creek.

Pond #5: Northern Reservoir fed from Raymond's Dam that is fed from a spring located on Utah State Land. We have this water right as well as a right of way to the spring.

Pond #6: Cabin pond is spring fed and flows into Spring Creek between the heart shape pond and Pond #2.

There are two tanks located near the Northern Reservoir, 6000 and 8000 gallon tanks. These tanks are filled from the Raymond's Dam.

The water is used to irrigate around the HUH. The tanks are located on Federal Land. The overflow water goes into the old irrigation system that feeds back to the well pond.

There are two domestic wells. The new well is 217 feet deep and produces 3.5 gallons per minute. The old well is 40 feet deep and produces 5 gallons per minute. There is a 600 gallon fiberglass tank that holds the domestic water for the HUH, cabin and barn.

There is an old well next to the cabin that could be utilized for irrigation water.

We have four fields identified for irrigation.

Field #1 is 17.3 acres; water right from Spring Creek, irrigation system could be a wheel line.

Field #2 is 4.4 acres; water right from Spring Creek, irrigation system could be cannon or hand lines.

Field #3 is 10.4 acres; water right from Spring Creek, irrigation system could be flooding.

Field #4 is 9.9 acres: water right Coates Creek, irrigation system is hand line. The risers will need to be replaced to get this operational.

The water right for Spring Creek is nearing completion.

The power line that feeds the ranch begins near Humphrey's spring. That is where the electrical meter is located. The line is above ground for about one mile and under ground about a half a mile. The above ground line and poles were damaged during the 1995 fire.

The HUH was partially demolished and the wood reclaimed for the barn construction. We have cleaned up the inside of the house and this winter will remove any salvageable cabinet, door, window etc. No decision has been made as for the fate of the remaining structure.

The cabin is in fair condition. There was some discussion of relocating the cabin. We would remodel the structure, replacing the addition and adding a mouse proof basement.

### **SCVR Housekeeping and Property/Ranch Management**

The housekeeper is a subcontractor, Deb Trotter. The Property/Ranch Manager is a full time employee J.B. Kroft. We have a part time employee, Pascal Humbert that works two days per week.

We have a tenant in the barn apartment, Bill Frey. Bill also has several horses.

#### **Attachments:**

Attachment #1: Generator information for 3<sup>rd</sup> Ave. (6 pages)  
O'Harrow, Bay Electric, Scott Green, Allenman/Weideman

Attachment #2: Generator information for Osterville (5 pages)  
South Shore Generator Service, Silva Electric

Attachment #3 Generator information for Guilford (4 pages)  
Winchester Electric Service

Attachment #4 Guardian 60KW generator information

Attachment #5 Guardian 70KW generator information

Attachment #6 Photographs

## **Status of xxxxx Farm**

The primary goal for xxxxx Farm is to manage all available land resources to create a balance among eco- systems protection, wildlife enhancement, sustainable organic agricultural production, and financial considerations.

Our vision for the agriculture for the farm that was developed nearly a decade ago was and is to improve the soils organically. We started out fairly simple. We harvested and marketed organically grown hay. We will continue to improve the quality of hay. The farm is dominated by a Fescue grass. Fescue grass is a great grass for grazing and for hay-making; however it is the least desirable hay. In the fields that are not suitable for cultivating we can improve these fields by over seeding in late winter with clover. Clover not only improves the soil by fixating nitrogen but also improves the protein level of the hay. In the fields that are suitable for cultivating we could plant more desirable grasses for hay like orchard, timothy or alfalfa. To do this we have purchased a vertical tillage machine that does not disturb the surface of the soil and seeding will be done with a drill seeder. We will look into more cost effective ways to add nutrients to the soil, as chicken litter is costly to the bottom line.

## Successes for 2011

- 400 acres of river bottom, fallow and land used in the production of corn last year was successfully seeds for new hay fields. Some of the fallow and river bottom-land had been bare for two years of a cover crop.
- Developed a relationship with the Virginia Working Landscapes of the Smithsonian Institute to study and implement a plan for warm season grasses to build up the Bumble Bee and native bird population.
- Building a team instead of individuals fighting each other at xxxx farm – In the past everyone at the farm worked by themselves – today we work as a team and everyone is in agreement that we can accomplish more.
- Upgrading of Farm equipment and the way we maintain and use each piece of equipment
- Hired a full time excavator and farm person – Dale. (in the past Dale was hired out to Hay, brush hog and excavate and billings were \$125 to \$180K per year – substantial savings)
- Ashire Farm is looking to double the amount of hay we provided them last year for their organic beef operation. They are looking for 1,500 tons

with an option of 500 additional tons of Organic Hay. To do this we are Haying many of the areas that were brush hogged in the past and owner has purchased equipment to allow us to reclaim rocky fields, remove stumps and level off uneven ground. (this will allow for less equipment damage and production while haying)

- Hired full time carpenter/maintenance person to help Jody with the 70 plus buildings at xxx Farm
- Replace property manager on xxx with Todd Burns.

### Challenges for 2011

- Keeping everyone focused on the future – not the past
- Finding good part time help for the hay operation so we can produce the hay while the weather is good.
- Filing system both at Farm and xxx – working on this at the present. More of a winter time job due to haying operation and other...
- Communication between staff – working on this at present

- Set up a farm committee – Consists of Stonebridge employees ( Rex, Dave, Steve, Rolland and myself) outside vendors and farm consultant Charlie Thornton to review our farming practices and ways to improve on quality, production and profitability. Later abandoned due to no interest from a few. Dave and Leighton continued to meet and occasionally Rex.
- Developed punch lists for each project with time lines and delegated responsibilities to those responsible for projects
- New regulations for Chicken litter storage –we may need to erect a building in the near future for storage – researching

2011 – We are updating equipment (vehicles and equipment that has either worn out or neglected)

Sample  
of  
House Assessment Form

HOUSE ASSESSMENT FORM

Location: Home xxxxxx

Year Built 1893

Year Renovated 1989

# of Bedrooms 5

# of Bathrooms 3

Date of Assessment: 1/26/2008

**EXTERIOR**

**Roof Type:**

- Asphalt Shingles
- Pre-painted Standing Seam Metal
- Treated Stainless Steel Standing Seam
- Pre-Painted Max Rib Screw-down
- Corrugated Nail/Screw down
- Tar and Chip
- Other Cedar Shingles
- Cedar Shakes
- Painted Standing Seam Metal
- Copper Standing Seam
- Terracotta Tile
- Slate
- Green/Live

**Roof Condition:**

- Needs replaced
- Needs Repaired
- Needs painted
- Okay
- Approximate Age \_\_\_\_\_
- Year Replaced 1990
- Last Painted 2004

**Gutter Type:**

- Tin/Galvanized
- Aluminum
- Copper
- S. Steel
- Painted Metal
- Plastic
- 1/2 round
- Ogee
- Gutter Size 5 inch
- Downspout size 3 inch round

**Gutter Condition:**

- Good
- Leaks
- Rusting
- Needs repainted
- Down spouts missing
- Sags/not pitched correctly
- Elbows or joints loose, missing or damaged
- Loose gutter spikes
- Location of needed repairs: South and west side.

**Porch Location:**

- Front
- Back
- Side
- Material:  Wood
- Concrete
- Masonry
- Condition:
- Front:  Good
- Fair
- Needs Repair
- Needs Paint/Stain
- Back:  Good
- Fair
- Needs Repaired
- Needs Painted/Stained
- Side:  Good
- Fair
- Needs Repaired
- Needs Painted/Stained

**Chimney Type:**

X\_Brick \_\_\_Block \_\_\_Steel \_\_\_Other/ Condition \_\_\_Good \_XFair \_\_\_Poor \_\_\_Not plumb

X needs pointing up

**Exterior Façade Type:**

X\_Wood Siding \_\_\_Vinyl Siding \_\_\_Aluminum Siding \_\_\_Brick \_\_\_Asbestos Cement \_\_\_Shingle  
\_\_\_Hardboard \_\_\_Stone \_\_\_Cement Hardy Plank \_\_\_Stucco/Drivit

**Exterior Façade Condition:**

X\_Good \_\_\_Fair \_\_\_Needs Repair \_\_\_Needs Paint

Last Painted (if known) 2005

**Window Type:**

X\_Wood \_\_\_Vinyl \_\_\_Metal; X\_Single Pane X\_Double pane

\_\_\_Insulated glass/replacement window

Storm Windows: \_\_\_X yes \_\_\_no Broken or missing Glass \_\_\_yes \_\_\_X no

**Window Condition:**

\_X Good \_\_\_Poor \_\_\_broken/cracked panes \_\_\_missing glazing \_\_\_rotten brick mold  
\_\_\_rotten sill \_\_\_needs paint \_\_\_rotten muttons \_\_\_other \_\_\_\_\_

Location of poor windows: Window in Dining room, has frayed rope. Yearly exterior painting maintenance done on a need basis.

**Exterior Doors:**

X Good \_\_\_Fair \_\_\_Poor and why? 3 screen doors need screen replaced.

**Foundation:** \_\_\_X Basement \_\_\_Crawl space \_\_\_Both

Type: X\_Block \_\_\_Brick \_\_\_Stone X\_Poured Foundation \_\_\_Log

Condition: X\_Good \_\_\_Bad \_\_\_X\_Bulging/caving in \_\_\_Leaky basement X\_needs pointing up  
\_\_\_needs re-grading \_\_\_Stair step cracks \_\_\_Other \_\_\_\_\_

Is there a sump pump? NO What is its horse power? \_\_\_\_\_

Is there an in line check valve? Y/N Does it work? Y/N

If the location does not have a sump pump does it need one? Y/N

**Comments:** Basement structural work has been a concern for the past few years. Bulging is only on a non supporting brick wall.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**INTERIOR**

**Walls and Ceilings:** OK    attach list of rooms when last time painted\_\_\_\_\_

    \_\_\_evidence of water damage – which rooms\_\_\_\_\_

    \_\_\_needs re-painting - which rooms\_\_2 upstairs baths, Some cracks in walls in small green room and blue room. Upgraded fire alarms expose areas on ceilings that need touch up.

**Floors:**    OK    \_\_\_replace carpet    \_\_\_repair needed    \_\_\_need refinishing    \_\_\_other

Identify rooms needing repair:\_\_\_\_\_

**Window Treatments:**    OK            \_\_\_need repair    \_\_\_need replacing    \_\_\_other

Identify windows in which rooms\_\_\_Some of the shades on the south side of house are getting old, splitting. Never have gotten a good black out blind for Catherine's room upstairs.

**Ceiling Fixtures:**    OK    \_\_\_antiquated/need replacement    \_\_\_broken/need repair    \_\_\_other

**Interior Doors:**    OK            \_\_\_not closing properly    \_\_\_hinges need oiling    \_\_\_lockset not working

Identify which rooms\_\_\_Need seasonal adjustments.

**Kitchen: General Condition:**    Good            \_\_\_Fair            \_\_\_Needs Remodeling/updating

Last upgraded/remodeled in\_\_\_\_\_ Last re-painted in\_2003            New flooring in\_\_\_\_\_

**Appliances:**

# of Refrigerators\_2\_                      Brand names\_\_Liebherrs (Germany)\_\_\_\_\_

    Model #\_1301 Ibdex 10A/237\_\_\_Left frig\_\_\_\_\_ Serial # \_0975264-01\_\_\_\_\_

    Condition\_\_\_Good\_\_\_\_\_

    Model # 1350 Index 10A/137\_\_\_Right frig\_\_\_\_\_ Serial # \_0975052-01\_\_\_\_\_

    Condition\_\_\_Good\_\_\_\_\_

Ice Machines\_\_\_NA                      Brand names\_\_\_\_\_

    Model #\_\_\_\_\_ Serial # \_\_\_\_\_ Condition\_\_\_\_\_

Dishwashers\_\_\_\_ Brand names\_\_\_\_GE Postscrubber 940.  
Model #\_\_GS0940D-03\_\_\_\_ Serial # DS 7765 95 B\_\_\_\_ Condition\_Aged but works well.

Mini-fridges\_\_\_\_ Brand names\_\_GE located in Media room in Basement.  
Model #\_TA6SLB\_\_\_\_ Serial # \_\_TA129293 (Year 1992)\_\_ Condition, Poor. Needs replaced,  
but Catherine thinks it work fine for its only use, beer.\_\_\_\_\_

Stove/Range\_\_\_\_ Brand names\_\_\_\_GARLAND\_\_\_\_  
Model #\_\_M/C 002\_\_\_\_ Serial # \_\_R286-IR (WN 370029)\_\_ Condition\_\_ Good\_\_\_\_\_

Cook Top\_\_\_\_ Brand names\_\_Jenair\_\_\_\_  
Model #\_2385 EGN\_\_\_\_ Serial # 090135623520\_\_\_\_ Condition\_Poor\_\_\_\_\_

Garbage Disposals\_\_\_\_ Brand names\_\_Emerson Electric Sumit Brand  
Model #\_333/SS-31\_\_\_\_ Serial # \_\_GB 35781638\_\_\_\_  
Condition\_\_ Good, but old.\_\_\_\_\_

Microwaves\_\_\_\_ Brand names\_\_GE Turntable\_\_\_\_  
Model #\_74504\_\_\_\_ Serial # \_\_0419-01\_\_\_\_ Condition\_\_ Good\_\_\_\_\_

Trash Compactor\_NO\_\_\_\_ Brand names\_\_\_\_  
Model #\_\_\_\_ Serial #\_\_\_\_ Condition\_\_\_\_\_

Other\_\_\_\_ Brand names\_\_\_\_  
Model #\_\_\_\_ Serial #\_\_\_\_ Condition\_\_\_\_\_

**Bathrooms:** Number of Full\_\_3\_\_\_\_ Half\_\_\_\_  
Overall Condition: X\_Good \_\_Fair \_\_Remodel comments\_\_\_\_\_  
Fixtures: X\_Good \_\_Fair \_\_Replace comments\_\_\_\_\_  
Faucets: X\_Good \_\_Fair \_\_Replace comments\_\_\_\_\_

Laundry Room: Condition: X\_Good \_\_\_Problems/Leaks\_\_\_ Need painting, old door guides removed.\_

Washer: Brand names\_\_ Kenmore Elite Heavy Duty (Top Loader)\_\_\_\_\_  
Model #\_AMTRIM-S\_\_\_\_\_ Serial # \_\_8566616\_\_\_\_\_ Condition\_\_ Good \_\_2004\_\_\_\_\_

Washer: Brand names\_\_ Maytag Maytag Neptune (front end loader)\_\_\_\_\_  
Model #\_Can't read\_\_\_\_\_ Serial # \_\_25167507UF\_\_\_\_\_ Condition\_\_\_\_\_

Dryer: Brand names\_\_ Maytag Heavy Duty Dryer\_\_\_\_\_  
Model #\_LOE 713\_\_\_\_\_ Serial # \_\_\_\_\_ Condition\_\_ Good, original.

Is there a Drain Pan in place? NO Is the dryer vent a Rodent Proof type? YES

Comments:\_\_\_\_\_ Maytag Neptune located in basement.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**HEATING SYSTEM**

**System Type:**

Steam \_\_\_ Geo Thermal \_\_\_ Hot Water \_\_\_ Radiant Floors\_X\_ Heat Pump \_\_\_ Electric X Solar \_\_\_  
Resistant Heat \_\_\_ Mr. Slim wall units \_\_\_ Other\_\_ Ouellet wall unit

**Fuel:**

Oil \_\_\_ Natural Gas X \_\_\_ Propane Gas \_\_\_ Electric \_\_\_

**System Condition:**

Good X \_\_\_ Fair \_\_\_ Poor \_\_\_ Age \_\_\_\_\_

Circulators: # \_\_\_\_\_ Condition: \_\_ Good \_\_\_\_\_ Fair \_\_\_\_\_ Poor \_\_\_\_\_

Exhaust Flues: Sealed well YES Good Condition YES

Comment \_\_\_\_\_

**Number of Systems/Zones:**

1 \_\_\_ 2 X \_\_\_ 3 \_\_\_ 4 \_\_\_ 5 \_\_\_ 6 Other \_\_\_\_\_

**Oil Tank :**

Visible \_\_\_\_\_ Condition Good \_\_\_ Fair \_\_\_\_\_ Poor \_\_\_\_\_ Buried Tank

Propane Tank : Visible \_\_\_ Capacity \_\_\_\_\_ gal. Buried Tank \_\_\_

Piping/Duct: Condition X \_\_\_\_\_ Good \_\_\_ Fair \_\_\_ Poor \_\_\_ Leaks \_\_\_\_\_

Duct Condition: Good X \_\_\_\_\_ Fair \_\_\_ Poor \_\_\_\_\_

Evidence Of Asbestos Insulation On Pipes/Ducts: Yes \_\_\_ No X \_

Heating Source: Radiators \_\_\_\_\_ Heating Baseboards X \_\_\_ Heating Registers, \_\_\_\_\_

Fireplaces:

Masonry \_\_\_\_\_ Prefabricated \_\_\_ Good \_\_\_ Fair \_\_\_ Poor \_\_\_\_\_

Comments: \_\_\_ Radiant heat under kitchen floor. 2 furnaces one on left for down stairs. Right one for upstairs heat. 2 Baseboard heaters in Media room. One wall heater in Study. \_\_\_\_\_

### AIR-CONDITIONING

System Type: Central \_\_\_\_\_ Central \_\_\_ Window/Wall Units 2 \_\_\_ Other \_\_\_\_\_  
Mr. Slims \_\_\_\_\_ Air Handlers \_\_\_ # \_\_\_\_\_

System Condition:

Good X \_\_\_ Fair \_\_\_ Poor \_\_\_\_\_ Age \_\_\_\_\_

Number of Systems/Zones:

1 \_\_\_ 2 \_\_\_ 3 \_\_\_ 4 \_\_\_ 5 \_\_\_ 6 \_\_\_ Other \_\_\_\_\_

Duct Condition: Good \_\_\_\_\_ Fair \_\_\_\_\_ Poor \_\_\_\_\_

Are there air filters in use? Y / N If so, list the size and the location of each: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ELECTRICAL SYSTEM

Service to House: Overhead \_\_\_\_\_ Underground  \_\_\_\_\_

**Amperage:**

30 \_\_\_ 60 \_\_\_ 100 \_\_\_ 125 \_\_\_ 150 \_\_\_ 200 \_\_\_ 400 \_\_\_ 600 \_\_\_

Voltage: 110 \_\_\_ 110/220 \_\_\_ 110/208/220 \_\_\_

**Service Panel:**

Circuit Breakers  \_\_\_\_\_ Fuses \_\_\_\_\_ Panel Brand \_\_\_\_\_

Electrical Outlets: Adequate  \_\_\_\_\_ Inadequate \_\_\_\_\_ 3 Prong  \_\_\_\_\_ 2 Prong \_\_\_\_\_

Lighting: Good  \_\_\_\_\_ Fair \_\_\_\_\_ Poor \_\_\_\_\_ Exclusions \_\_\_\_\_

Updated: \_\_\_\_\_ A.D. Needs Updating \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## PLUMBING SYSTEM

Source Of Water : Municipal  \_\_\_\_\_ Community \_\_\_\_\_ Private Well \_\_\_\_\_  
Reservoir \_\_\_\_\_ Reservoir Capacity \_\_\_\_\_

Private Well Pump/ Pressure Tank: Good \_\_\_ \_\_\_\_\_ Fair \_\_\_ \_\_\_\_\_ Poor \_\_\_ \_\_\_\_\_

Well Depth: \_\_\_\_\_ Well pump G. P. M. \_\_\_\_\_

Water Pressure: Adequate  \_\_\_\_\_ Inadequate \_\_\_\_\_ PSI \_\_\_\_\_

Domestic Hot Water Source: Separate Tank \_\_\_\_\_ Oil Fired \_\_\_\_\_ Gas Fired  \_\_\_\_\_  
Electric \_\_\_\_\_ If electric, when were elements and t-stats replaced last? \_\_\_\_\_  
Integral With Heating System \_\_\_\_\_

Domestic Hot Water Condition: Good  \_\_\_\_\_ Fair \_\_\_ \_\_\_\_\_ Poor \_\_\_ \_\_\_\_\_

Water Pipes: Copper  \_\_\_\_\_ Brass \_\_\_\_\_ Galvanized Steel \_\_\_\_\_ PVC \_\_\_\_\_ CPVC \_\_\_\_\_

Water Pipe Condition: Good  Fair \_\_\_\_\_ Poor \_\_\_\_\_ Leaks \_\_\_\_\_  
Asbestos Y / N

Water Treatment System (if present) Brand names Culligan Mark 1000 water softener and Osmosis.

Model # ISG-31215-ccc-1 Serial # 50490559  
Condition Good, digital programmer updated 2004.

Drainage, Waste, Vent Pipes: Copper \_\_\_\_\_ Cast Iron  Galvanized Steel \_\_\_\_\_ PVC

Drainage, Waste, Vent Pipe Condition: Good \_\_\_\_\_ Good \_\_\_\_\_ Fair \_\_\_\_\_ Poor \_\_\_\_\_

Sanitary Waste Disposal: Municipal  Community \_\_\_\_\_ Private drain field \_\_\_\_\_  
Alternative \_\_\_\_\_ (type) \_\_\_\_\_ Standard \_\_\_\_\_ (tank size) \_\_\_\_\_ (# of lines and length) \_\_\_\_\_

When was septic tank pumped last? \_\_\_\_\_

Does septic tank have an effluent filter? Y / N if yes, when was it cleaned last? \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### ATTIC

Attic Access: Walk up \_\_\_\_\_ Pull down stairs \_\_\_\_\_ Access door in ceiling

Is there room for storage? YES, but a floor would have to be put in.

Insulated? Y / N Adequate  Inadequate \_\_\_\_\_ R' value (if known) \_\_\_\_\_

Type of insulation: Fiberglas  Rock wool \_\_\_\_\_ Blown in \_\_\_\_\_ Cellulose \_\_\_\_\_ Other \_\_\_\_\_

Fresh Air Ventilation: Adequate  Inadequate \_\_\_\_\_

Is there evidence of a leak or past water intrusion? Not sure...

If yes, what is the location? In the process of looking into checking north side of attic. Also have to cover vent on the east end of attic with screen to keep bats out of attic. A charred roof support is cracked and detached.

Based on the information in this assessment report, I am recommending the following repairs, replacements or upgrades, in the following order of priority:

**Repairs:** In the Attic repair detached roof support, fix bat problem. Pointing needs to be done on foundation, chimney, basement walls.

Structural support in basement.

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**Replacements:** Sometime the Jenaire and under counter frig will need replacing.

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**Upgrades:**

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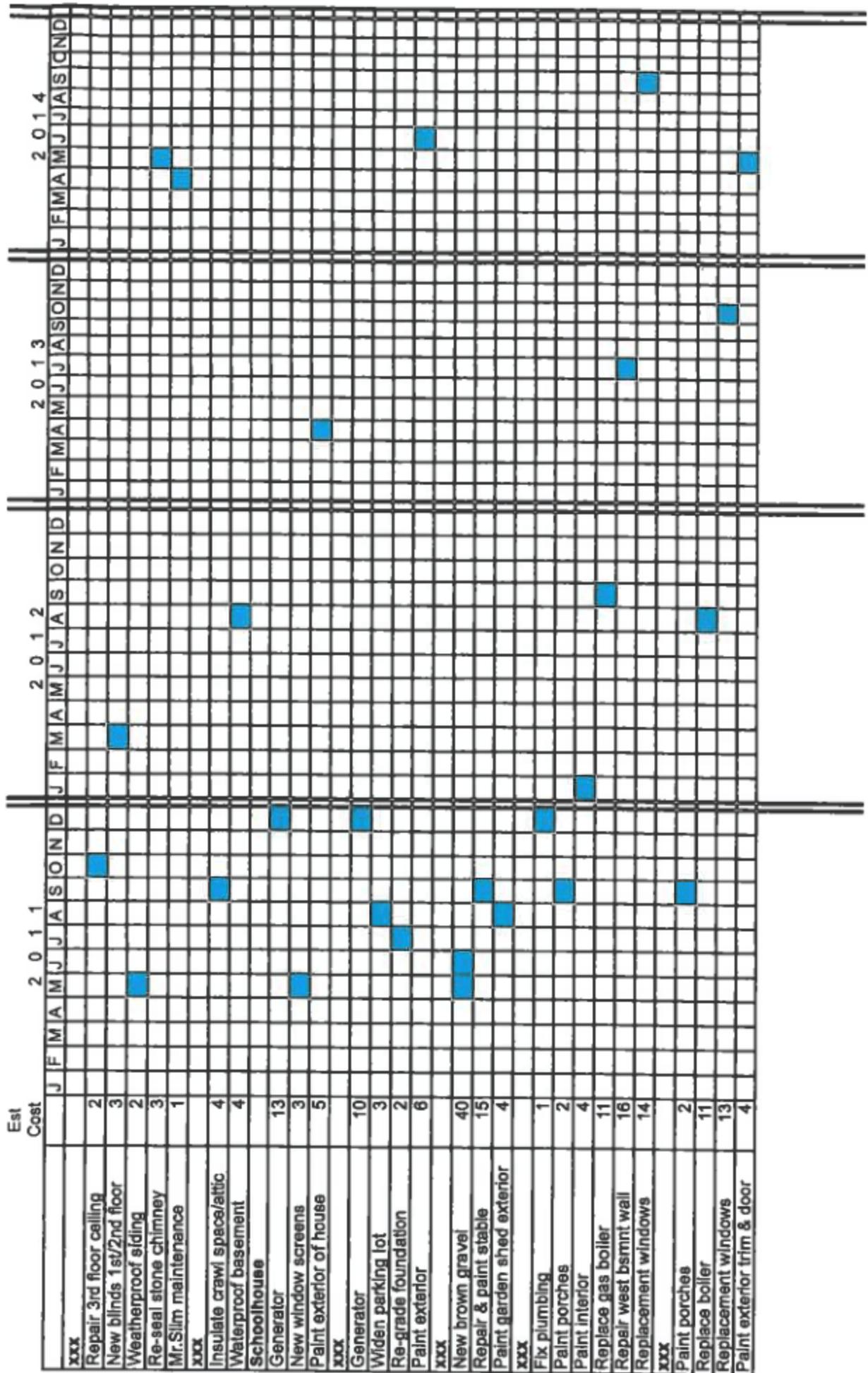
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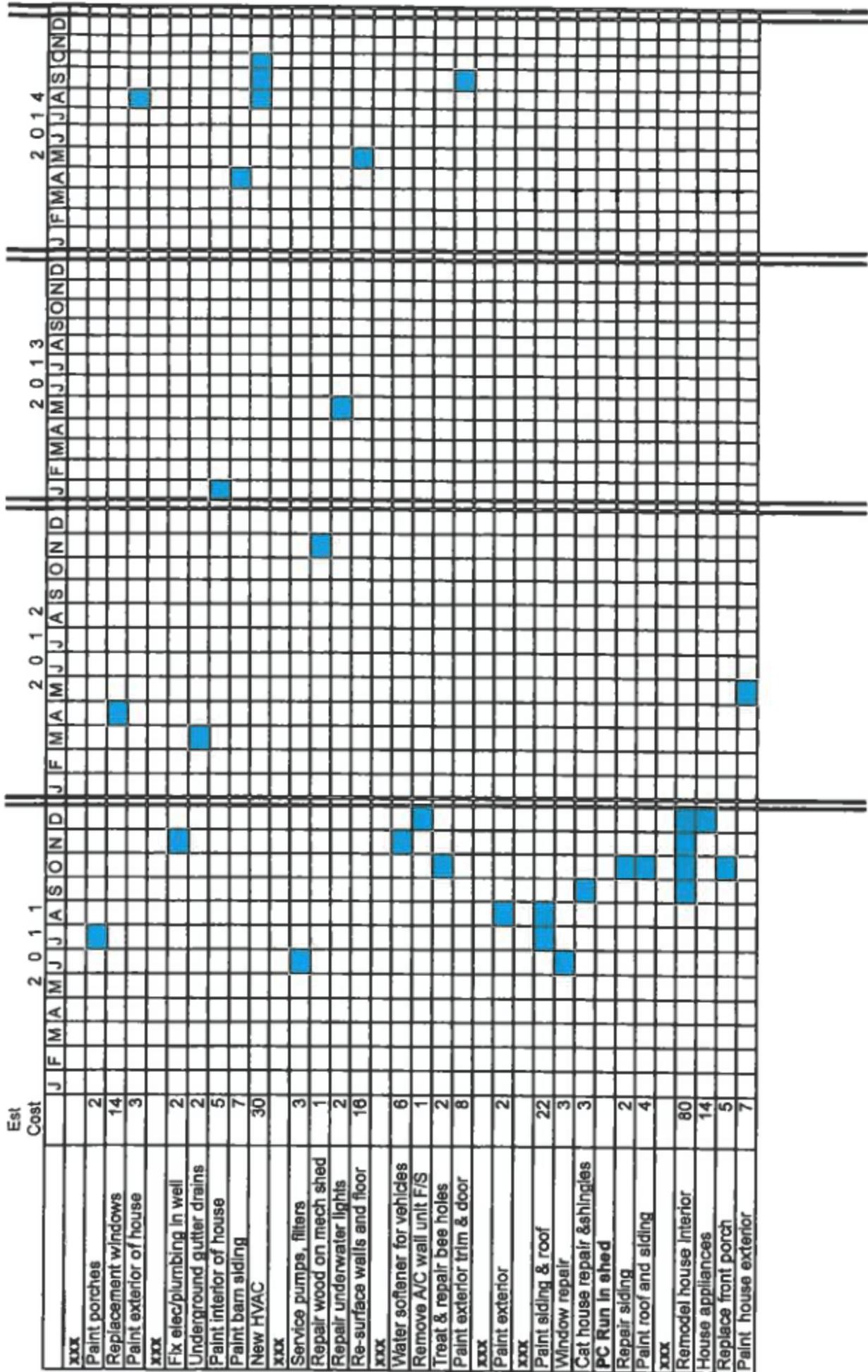
Signed: Annie Rector

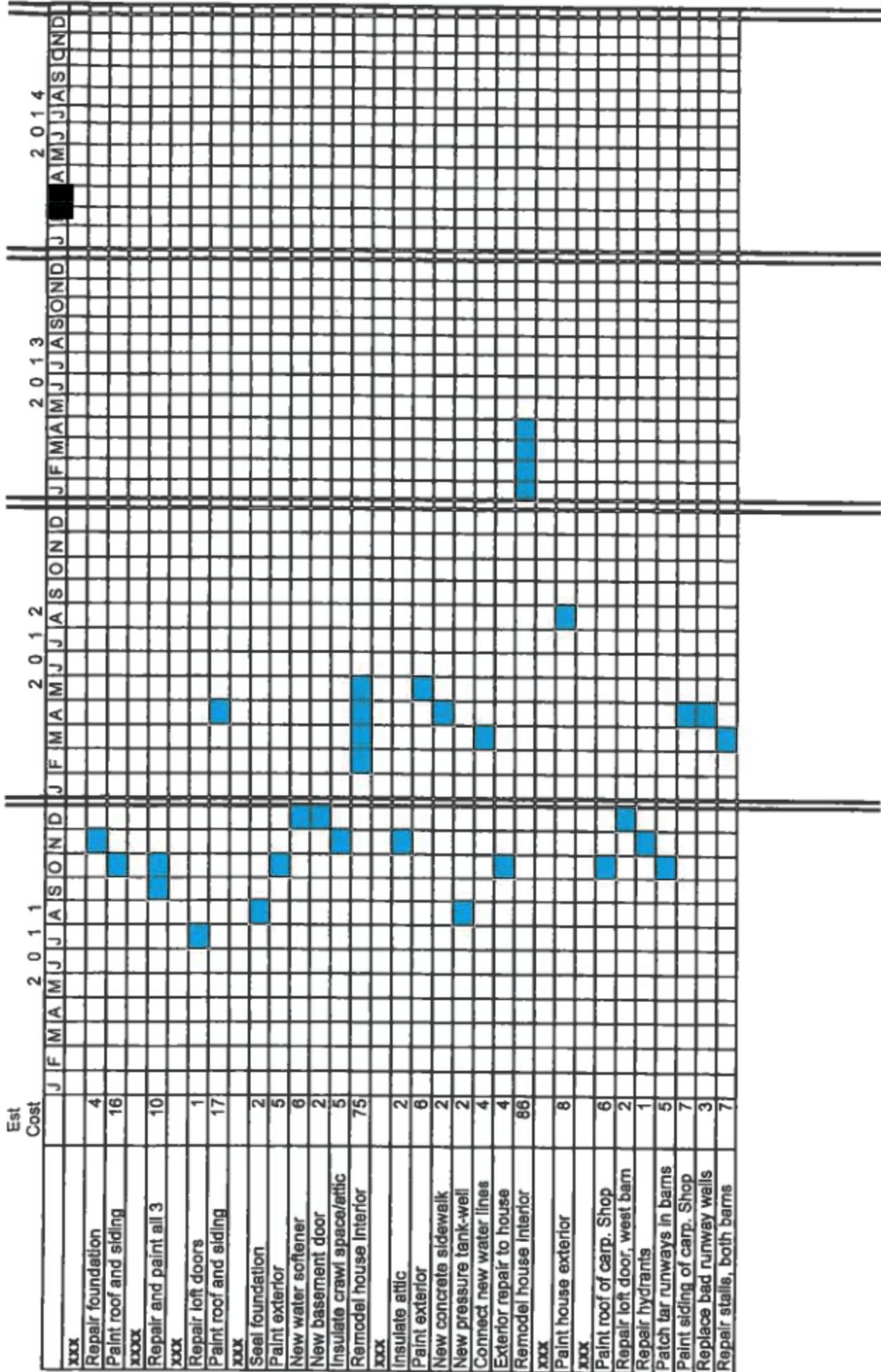
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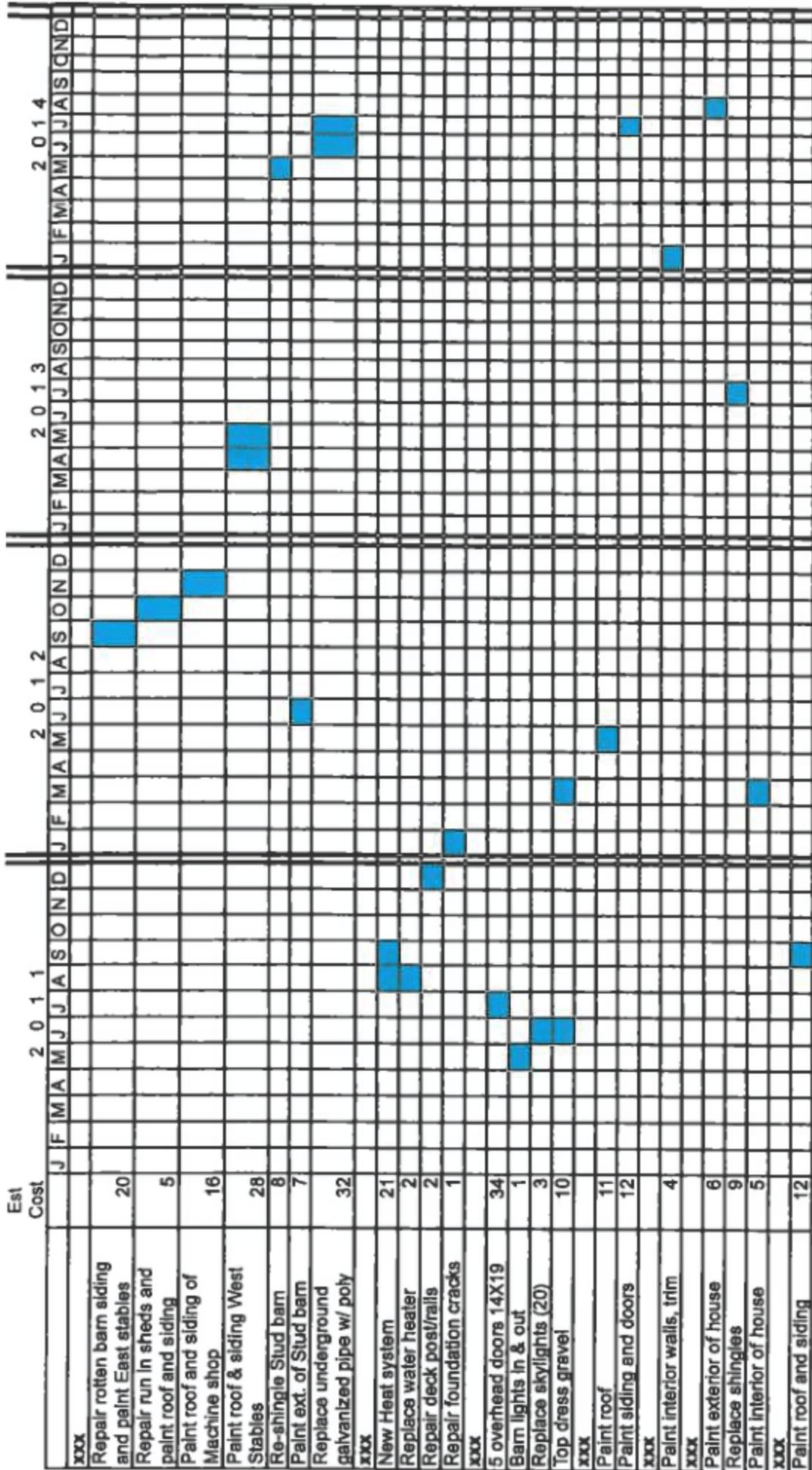
**4-Year Projection  
Budget & Timeline  
for  
Construction and Maintenance  
Projects  
Multiple Properties**











Budgets & Timeline  
for  
Construction and Maintenance  
Projects

	J	F	M	A	M	A	M	2	J	0	J	1	A	1	S	O	N	D
<b>Property A</b>																		
Replace A/C unit	10																	
Furniture	4																	
Kinetico Water Treatment	6																	
Generator	88																	
Directv upgrades	1																	
<b>Property B</b>																		
Installation of new fence	11																	
generator	23																	
Exterior painting	4																	
roofing and gutter repairs	4																	
bear proof dumpster	1																	
<b>Property C</b>																		
Install generator	40																	
shed repairs	3																	
security camera updates	3																	
appliance replacement	6																	
roof shingles water side																		
exterior painting	15																	
exterior brick repairs	1																	
exterior carpentry repairs	3																	
<b>Property D</b>																		
replace boiler	8																	
Replace roof over addition	6																	
paint exterior	20																	
interior painting	4																	
basement tile repair	2																	
repair front windows	2																	
exterior shutters	3																	

	J	F	M	A	M	A	M	J	0	J	1	A	1	S	1	O	N	D
<b>Property E</b>																		
replace shingles									35									
under porch storage area									5									
Install a Rannal water heater									4									
repair fencing									8									
Install 4 louver doors									5									
exterior painting									5									
Interior painting									2									
<b>Property F</b>																		
2 mohogany drs CC bedroom									6									
replace 4 commodes									4									
replace shingles									25									
wind block under house									2									
replace floor supports									3									
comcast									5									
refrigerator									4									
washer/dryer									3									
interior painting									10									
flag room exterior dr repairs									2									
<b>Property G</b>																		
bamboo gates and walls									5									
main hvac unit									10									
roof repairs									2									
<b>Property H</b>																		



Est Cost (000)	1 of 2																
	J	F	M	A	M	J	2	J	0	J	1	A	2	S	O	N	D
<b>Property A</b>																	
Endless Pool and decking	75																
<b>Property B</b>																	
replace 2 bicycles	1																
basement brick pointing	3																
Exterior painting	4																
roofing and gutter repairs	4																
interior painting	3																
<b>Property C</b>																	
window & door replacement	135																
exterior painting	15																
exterior carpentry repairs	3																
<b>Property D</b>																	
generator	25																
Security system	10																
interior painting	4																
exterior Painting	8																
<b>Property E</b>																	
replace shingles	35																
exterior Painting	8																
<b>Property F</b>																	
replace windows	?																
replace hurricane shutters	?																
replace security system	10																
exterior Painting	4																



# Project Timeline for year

