

# Work Orders - Open

A list of all open work orders, sorted by Stage



Avg. Age From Creation (Days)		Unique Building(s)		Unique Lease(s)		Unique Portfolio(s)		Unique WO#(s)	
199.4		2		4		1		35	

  

WO#	Portfolio	Building	Unit	Status	Type	Category	Description	Date Created	Approved	Approved Comments	Notes and Comments
17020	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	The windows in the living/dining room and front basement room need repairing or replaced. Very drafty, and sweat from condensation. Mold keeps producing from all the moisture. Its been this way for a while but its getting worse, we can not sit by them because its to cold during the winter. Most likely have a factor in the struggle to heat/cool the house as well! They are the original wooden windows. if we could have someone come take a look to repair or replace that would be wonderful! thank you!!	02/20/2019	Yes		
17311	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Kristina made a form on the 4th of March please contact here	03/13/2019	No		
20190	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Meld: TRZ8AALB Frames around outside garage and front door Frame around front door and garage door needs minor repairing and painted white, to go with new windows and garage door that are now white! Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/770237/summary/">https://app.propertymeld.com/973/m/973/meld/770237/summary/</a>	09/01/2019	No		
22791	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Meld: T8DLEG2 Closet doors Adjust closet door off the track Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/1013646/summary/">https://app.propertymeld.com/973/m/973/meld/1013646/summary/</a>	12/20/2019	No		
22794	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Meld: T7A3PEDB Screen door Replace the screen on the patio door located in the kitchen damaged Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/1013660/summary/">https://app.propertymeld.com/973/m/973/meld/1013660/summary/</a>	12/20/2019	No		
22784	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Meld: TJ32Y3P Two sinkholes Two sinkholes were found on the driveway where the car is parked it is a trip hazard recommended being patched up Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/1013624/summary/">https://app.propertymeld.com/973/m/973/meld/1013624/summary/</a>	12/20/2019	No		
22785	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Meld: TR2ZDAD Gate The gate on the left side of the property is rubbing on the ground hard to open Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/1013627/summary/">https://app.propertymeld.com/973/m/973/meld/1013627/summary/</a>	12/20/2019	No		
22786	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Meld: TEIEDDBB Tub faucet Bathtub faucet is dripping steady replace seal Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/1013634/summary/">https://app.propertymeld.com/973/m/973/meld/1013634/summary/</a>	12/20/2019	No		
22787	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Meld: T1MMFBE Scrape and repaint bathroom ceiling Due to the condition of the ceiling it is recommended scrapping all thye paint off and repaint it Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/1013636/summary/">https://app.propertymeld.com/973/m/973/meld/1013636/summary/</a>	12/20/2019	No		
22788	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Meld: TC3DBX9 Shower door bottom rubber seal Replace the shower door bottom rubber seal defective Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/1013638/summary/">https://app.propertymeld.com/973/m/973/meld/1013638/summary/</a>	12/20/2019	No		
22789	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Meld: TZJY5GX Shower Re-caulk the shower and clean it properly Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/1013642/summary/">https://app.propertymeld.com/973/m/973/meld/1013642/summary/</a>	12/20/2019	No		
	Jane &	22	22				Meld: TL05U3E Ceiling scrape and paint Due to the condition of the ceiling it is recommended being scraped and				

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22790	John Doe	Buchanan Cres	Buchanan Cres	Open	Service Request	General Maintenance	repainted with bathroom paint Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/1013645/summary/">https://app.propertymeld.com/973/m/973/meld/1013645/summary/</a>	12/20/2019	No
22792	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Meld: T14TAVV closet doors Bedroom closet doors are missing the handles Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/1013650/summary/">https://app.propertymeld.com/973/m/973/meld/1013650/summary/</a>	12/20/2019	No
22793	Jane & John Doe	22 Buchanan Cres	22 Buchanan Cres	Open	Service Request	General Maintenance	Meld: TBYH267 Replace old smoke detectors Replace older smoke detectors on the main level hall and install a dual unit as per requirements Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/1013655/summary/">https://app.propertymeld.com/973/m/973/meld/1013655/summary/</a>	12/20/2019	No
14761	Jane & John Doe	333 Mohawk Rd	Unit 2	Open	Service Request	Doors & Locks	Tenant reports that the door is slightly askew and there is a draught coming in under it. Please adjust the door or install a sweep.	10/01/2018	Yes
15152	Jane & John Doe	333 Mohawk Rd	333 Mohawk Rd	Open	Inspection	Decks & Fencing	Deck located at the front of the home requires proper supports being installed on the side of the deck guard rails require being properly secured last step on the stairs is to low making is a trip hazard Fascia at the right side at the front of the home is loose	10/23/2018	Yes
15153	Jane & John Doe	333 Mohawk Rd	333 Mohawk Rd	Open	Inspection	Eaves, Fascia, Downspouts	Side of the home is missing gutters and downpipes wood is exposed missing fascia Trim trees away from the side of the home Driveway is in very poor condition sinking holes in different areas special near the basement entrance repairs or re-doing the driveway is recommended	10/23/2018	No
15154	Jane & John Doe	333 Mohawk Rd	333 Mohawk Rd	Open	Inspection	Eaves, Fascia, Downspouts	Garage Fascia missing in the front and side of the garage Gutter is missing on the side of the garage and down pipe as well Some of the vinyl siding is missing on the side of the garage Cap the wood frame around the entrance door Re-level the patio stones at the rear of the garage for safety	10/23/2018	No
15155	Jane & John Doe	333 Mohawk Rd	333 Mohawk Rd	Open	Inspection	Flooring	#1 Basement Missing handrail on the basement stairs Tiles on the landing near the entrance to the unit are all broken and coming apart replacement recommended Self closing device for the unit requires being repaired or replaced Baseboard in the dining area requires being replaced or re-painted due to previous water damage Bathroom floor requires being completely removed and re-done tiles are all broken and coming apart	10/23/2018	Yes
15158	Jane & John Doe	333 Mohawk Rd	333 Mohawk Rd	Open	Inspection	Windows	Unit #1 basement Due to the conditions of the windows in the basement it is recommended replacing them very poor condition	10/23/2018	No
15160	Jane & John Doe	333 Mohawk Rd	333 Mohawk Rd	Open	Inspection	Doors & Locks	Unit #2 rear install a new bottom seal on the front door Adjust sliding door at the rear of the unit dose not close properly Sliding door is missing the screen door	10/23/2018	Yes
15532	Jane & John Doe	333 Mohawk Rd	1	Open	Service Request	General Maintenance	I was doing some cleaning yesterday and vacuuming beside the washer/dryer when I happened to shine my flashlight on the right side. I noticed that the vent pipe looks like it either has a big hole in it, or that its no longer connected to the dryer.	11/08/2018	Yes
16645	Jane & John Doe	333 Mohawk Rd	Unit 2	Open	Service Request	Landscaping	Tenant has emailed that the snow blower provided will not start and are requesting a repair to the machine or replacement.	01/29/2019	Yes
16839	Jane & John Doe	333 Mohawk Rd	1	Open	Turnover	stairs	Some of the stairs steps show wear and tear recommended re-stain a couple of steps and paint the top units	02/07/2019	Yes

Install handrail for basement stairs only. Other cosmetic work will have to wait until tenant vacates or we have an opportunity to redo tiles and bathroom floor [jv].

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	Doe	Rd									
16840	Jane & John Doe	333 Mohawk Rd	1	Open	Turnover	Windows	Adjust kitchen window locks	02/07/2019	Yes		
17657	Jane & John Doe	333 Mohawk Rd	1	Open	Service Request	General Maintenance	Cleaners notified CSP Maintenance Department that the bath tub does not drain	04/15/2019	Yes	Approved by owners via email	
17658	Jane & John Doe	333 Mohawk Rd	1	Open	Service Request	Appliance Repair	Cleaners notified CSP maintenance department that the stove portion is loose from the attached oven	04/15/2019	Yes	Approved by owner	
18422	Jane & John Doe	333 Mohawk Rd	1	Open	Service Request	General Maintenance	one of the blinds in the living room has fallen the blinds in the bedroom upstairs do not work properly	06/03/2019	No		
18424	Jane & John Doe	333 Mohawk Rd	1	Open	Service Request	General Maintenance	The thermostat is locked up, none of our keys can open it	06/03/2019	No		
18880	Jane & John Doe	333 Mohawk Rd	Unit 2	Open	Service Request	Fire & Safety	Additional handrails need to be installed on both sides of both entrances to Unit #2. Sliding glass doors need to be adjusted as they are hard to open. Likely need to put back on track and adjust wheels. NOTE FROM TENANT: 1. if your worker can put railing front and back i will appreciate i can email maria to inform john to cancelled it bec it will charge me i do not know how much if you dont mind can one of. your worker do that railing if that ok with you i appreciate 2. hard time to open the sliding patio door my hubby has to put grease to make it smooth every two week he put grease to make the sliding patio door easy to open bec it is very hard on my hand bec of wrist pain my hubby want to fix the sliding door but he dont want to risk and broke it so he would like someone to fix the sliding door to make it smooth forever and not to use grease Thank you	06/25/2019	Yes		
19048	Jane & John Doe	333 Mohawk Rd	1	Open	Service Request	General Maintenance	bar to hang clothes in closet and shelf above broke	07/05/2019	Yes	Approved by owner.	
19308	Jane & John Doe	333 Mohawk Rd	1	Open	Service Request	General Maintenance	Bar in the closet fell	07/20/2019	No		
20103	Jane & John Doe	333 Mohawk Rd	Unit 2	Open	Service Request	General Maintenance	Meld: TY5QYFBB sliding the same problmes hard to open hard time to open gary put grease Friday night then Sat BBQ people complain so my hubby put grease again it will be problems and need someone to fix the sliding door please Thank you Property Meld Link: <a href="https://app.propertymeld.com/973/m/973/meld/756104/summary/">https://app.propertymeld.com/973/m/973/meld/756104/summary/</a>	08/26/2019	No		
21845	Jane & John Doe	333 Mohawk Rd	1	Open	Inspection	General Maintenance		11/15/2019	Yes		
22706	Jane & John Doe	333 Mohawk Rd	1	Open	Inspection	General Maintenance		12/15/2019	Yes		

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