MILLICOMA RIVER PARK and RECREATION DISTRICT

P.O. Box 155
Allegany, OR 97407

Maintenance Handbook

for the

Community Center Building and its Grounds

Before the Board of Directors
of the
Millicoma River Park and Recreation District
County of Coos
Resolution no. 2010-1

To establish a **maintenance handbook** for the Allegany Community Center.

The Board recognizes that

a. ORS 266.110(1) states the purpose of a Park and Recreation District is "to provide park and recreation facilities for the inhabitants," and

b. The Allegany Community Center had fallen into a state of serious dis-repair, and

c. A $125,000 five-year Capital Improvement Levy to maintain the community center building was passed by a 77% majority on September 16, 2008, and

d. MRP&RD Ordinance no. 2009-001, enacted by an initiative measure on March 9, 2010, defines the park and recreation facilities of the District as only the Allegany Community Center and its grounds.

The Board therefore Resolves to establish a **Maintenance Handbook** for the Allegany Community Center which will provide guidance toward a periodic maintenance schedule, and

The Board delegates authority to comply with the "Periodic Maintenance Schedule" to a person or persons as the board shall determine from time to time, and

Changes to the basic handbook may be made from time to time, and each change will be approved by a majority vote of the board and the date of change entered on the changed page.

Adopted the 4th day of May, 2010

Board of Directors
Millicoma River Park and Recreation District

Carole S. Dawson

Carole Dawson, President

Before the Board of Directors
of the
Millicoma River Park and Recreation District
County of Coos
Resolution no. 2010-2

To establish a **Procurement Policy** for maintenance of the Community Center.

The Board recognizes that

a. ORS 266.410(6) gives the District power "To employ all necessary agents and assistants, and to pay the same," and

b. The Allegany Community Center is a large and complex facility, the maintenance of which requires the expertise of many trades and professions, and

c. There is the need for a consistent policy in the selection and procurement of necessary trades and professions.

The Board therefore Resolves to establish a **Procurement Policy** for maintenance of the Community Center, in its general outline to proceed as follows:

1. For **non-emergency** matters expected to be **less than $5,000**, the Building Committee will first obtain approval of the Board, and will then untilize the services of bonefide professional businesses that engage in the matters at hand. First priority in selection will be from the listing included in the Maintenance Handbook, approved under Resolution no. 2010-1. Because those businesses are familiar with work that has already been accomplished on the Center, it is those businesses and professionals who would normally first be called. All other things being equal, preference will be given to businesses and professionals who reside within the District.

2. For **emergency** matters between Board Meetings, if expected to be **less than $5,000**, the Bulding Committee will first obtain approval of the President if available, otherwise any board member, before obtaining the services as described in paragraph 1, above.

3. For **all items** expected to be **more than $5,000**, the building committee will obtain approval from the Board prior to obtaining three quotes or bids from licensed businesses or professionals. Selection of the winning bid will normally be made by the Building Committee. If the members of the Building Committee find themselves in disagreement or uncertainty over how to proceed, the matter will be turned over to the full Board for resolution.

Adopted the 02 day of Nov, 2010

Board of Directors
Millicoma River Park and Recreation District

Signed

Carole Dawson, President

Maintenance handbook for the Allegany Community Center

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ii. Periodic Maintenance Schedule

DAILY

Check for leaking faucets, toilets, urinals, etc.
Check that furnace is set at 50 degrees F

BI-WEEKLY

Vegetation control as necessar; mow playground; weed-eater brush on north side
Spring and pump: Check for proper operation. Clean spring as needed.
Check de-con rat poison in loft above west end of stage. If any is missing, find the point at which rodents are now entering the building and repair it. (see page 17)

MONTHLY

Rain Gutters and roof: clean rain gutter screens monthly and more often as needed during rainy season. Before and after each major rain. (see page 9)

6-MONTHS

Replace the fourteen 5-micron water filters (see page 5)
Pull rod in and out on Sanitron Ultra-violet purifier (see page5)

ANNUALLY (each summer)

Brush – weed eater, clear trails to spring and to storage tank
Brush – weed-eater, cut back brush on north side of building
Clean out the spring
Service Furnace – by Chambers
Replace ultra-violet light (see page 5)

BI-ANNUALY (2012, 2014, 2016, 2018, 2020, etc)

Pressure wash the building (see page 10)
Flush 5000 gallon water tank (see page 4)

10 YEARS (2020, 2030, etc)

Have professional painter evaluate paint job; check deteriorated siding panels
Check condition of roofing

15 YEARS (approximately 2025, 2040, etc)

re-paint the buliding and replace deteriorated siding panels as needed.

50 YEARS (approximately 2060, 2110, etc)

Probably time to replace the roofing membrane and repair any deteriorated sheathing..

1. Vegetation

a. **playfield mowing** – with power mower, mow as needed through the growing season. Make arrangements for a volunteer who is willing to take resonsibility for the mowing.

b. **North side of building** – Brush on north side of the building should be cut back regularly. If this is not done, it will result in moss and fungus on the on the north side of the buliding, and more rapid deterioration of paint and siding. Arrange with a volunteer willing to take responsibility for this.

c. **Trails to water system** – with weedeater as required but not less than twice each growing season. Blackberry vines grow fast enough to make the trails impassable within a single growing season. Same as above, arrange with volunteers.

d. **timber**: Douglas fir seedlings were planted by Bob Mahaffy after the propertry was logged in 1991. They will come to maturity about the year 2035 or later.

e. **Ornamentals**. Rhodedendrums.

2. Water supply system

a. Spring.

DESCRIPTION

The water supply is an underground spring and basin covered with 6 sheets of plywood to prevent leaves and foreign matter dropping into it. It normally flows about 1 to 3 gallons per minute through a standpipe connecting to the pump cistern. It may be dry during late summer and early fall, some years. During the dry period, the community building must rely on the 5000 gallon storage tank which is located at the top of the hill 120 feet above the level of the building. During the dry period, water must be used sparingly at the Community Center to prevent running out of water before the rains come again.

PAST PROBLEMS

During very heavy rains, silt may wash into the spring basin, eventually restricting the outflow of water to the pump cistern. Without regular inspections, the problem will not be apparent until the storage tank has gone dry and the Community Center is without water. This does not have to happen. Also, during the dry period, it needs to be known when and if the spring stops running so that careful conservation of water can be observed. There is no reason to run out of water with this system. But it does need to be carfully monitored and taken care of.

SCHEDULED MAINTENANCE

Bi-weekly lift a panel of plywood from the spring basin and observe that the spring is in fact running, and that there is no silt or other foreign matter around the bottom of the standpipe. If there is, use a shovel or hoe to remove it. If this is done regularly, there should never be a problem from silt in the water, nor of the system becoming plugged.

3. Water supply system (con't)

b. **Pumphouse.**

DESCRIPTION

The pumphouse sets over a 5 by 7 foot concrete cistern. Inside the pumphouse is the electrical controls for the pump which includes the circuit breaker box and a "Pump Tech" Pump Protection system. The Pump Tech has a very small green light when there is power to the pump. When the system is tripped, the very small red light is on. The pump is a 4 inch "Signature 2000" 1/2 hp, 5 amp, submersible well pump.

Water continually flows into the cistern from the spring basin, and out through an overflow pipe when the cistern is full, with about 400 gallons of usable water. There is a float switch in the cistern which allows the pump to turn on only if there is sufficient water, and it cuts the pump off if the water in the cistern gets too low.

One leg of the 220V power for the pump is routed through a float switch at the 5000 gallon tank. This switch stops the pump when the tank is full. Providing that the water level at the cistern is sufficient, the float switch in the 5000 gallon tank starts the pump when the level goes down about one foot.

Note: The location of the junction of the leg of the 220V which goes to the 5000 gallon tank is unknown at this time. It is not in the pump house (where it be expected), and memories have failed those who might once have known its location. At present, the system is working properly. If it should ever fail, locating the junction will be a problem to be solved at that time.

MAINTENANCE

At each visit to the pumphousw, note any leaks or other evidence of abnormal operation.

If the "PumpTech" is tripped (red light on), reset it by removing the cover of the box for 5 minutes and replacing it. If it remains tripped, call John Wright (Wright's Artesian Well Drilling).

4. Water supply system (con't)

c. **Storage tank** –

DESCRIPTION

This is a 5000 gallon cylindrical steel tank measuring 7 by 16+ feet, buried horizontally near the northwest corner of the property, at the top of the hill 120 feet above the level of the community center. The top of one end of the tank is exposed. Its purpose is two-fold: it provides 5000 gallons of water storage, and by the force of gravity it maintains the 52 psi of water pressure at the community building. There is a float switch which controls one leg of the 220V power to the pump, shutting the pump off when the tank is full and on when the water level goes down about one foot (see page 3).

MAINTENANCE AND INSPECTION

In the past no one has looked at the tank for sometimes several years in a row. It should have more attention than that. The tank could be drained and flushed about once every second year to get most of the accumulated silt out of it.

TO DRAIN THE TANK

The tank is drained though the "backflush" drain on the north side of the community building. It is below the window of the girl's shower-room. There is about 100 feet of 1 1/2 inch poly-pipe laying along the north side of the building and that is to be connected with its attached connector and elbow to the backflush drainpipe so that the water to be drained flows onto the playground and not under the building. After connecting the poly-pipe to the backflush pipe, go inside the girl's shower room and turn off the ball valve to the ultra-violet assembly. That ball valve is normally open. Close it. Then, when you are ready for the water to begin flowing, open the ball valve on the backflush pipe. That valve is normally closed. Open it and the water will begin flowing through the polypipe and onto the playground. It will take about 2 hours to drain a full tank. The water will flow clean until the last few minutes, at which time very sandy or silty water will flow until the tank is empty. To get a good flush, I would recommend that you close the backflush valve and pump about 400 gallons (a cistern full) of water into the tank. Shut off the pump. Open the backflush valve, and let it drain again. There will probably be silt and sand again. You might try this two or three times. Then go to the tank, open it, and observe how much or how little sand is in the bottom. If it looks satisfactory, turn the pump on to re-fill the tank. When I did this in February, 2010, I was surprised at the very small amount of silt or sand that remained in the bottom of the tank after I flushed it.

If the spring basin is kept clean, and the tank is flushed bi-annually, there should be no serious problems with silt or sand in the system. If, after trying it for a few years and it doesn't work satisfactorily, then try something else.

5. Inside water distribution

DESCRIPTION

The water entrance to the buildng comes through the floor of the girls shower room. The inside piping is copper, but some of the fittings were galvanized. Over the years, some of them have rusted and rusty water has sometimes flowed from some of the faucets. The fittings that could have obviously been causing the problem have been changed (as of March 25, 2010). These include fittings at the sinks in the classrooms, the library, and the kitchen, as well as the outside faucet at the southwest end of the building. It is hoped that this will end that problem.

(1) Filters. The filtration tank for removing sediment or sand takes 14 standard sized filters at a cost of about $40. 5 micron filters are required in order for the Sanitron ultra-violet purification unit to work properly.

(2) Sanitron Ultra-violet purification. All the water entering the building flows through the Sanitron unit, which is designed to kill any bacteria, protozoa, or parasites that may be in the water.

(3) Ball valves. Located in the girls shower room. There are six new 1 1/2 inch ball valves which control the water that flows into the building and through the filtration and ultra-violet system. They are clearly marked as to direction of water flow. NO = normally open; NC = normallly closed. Any one of those valves that are "NO", normally open, will, if closed, shut water off to the rest of the building.

MAINTENANCE

a. Daily walk-through to insure that toilets, urinals, sinks, or wash basins are not running. This is most important during late summer and early fall when the spring may normally go dry and the storage tank is not being replenished. With careful management of water use, a full tank should be adequate to carry the community center through the dry seasons, but even a small leak can empty the tank in a few days.

b. Check to insure that the Sanitron ultra-violet unit is lit. If it burns out, order a new element from Chambers. Twice annually, pull the rod out and push it back in – that cleans the film off the quartz sleeve that surounds the lamp. Change the lamp annually or as it burns out. Order from Chambers..

c. Fourteen (14) 5-micron filters are used in order for the Sanitron unit to be effective.. Be sure that they are replaced once each six months to avoid unwanted bacterial buildup in them. They are available at Perry's or Farrs – about $40 for the 14 filters.

6. **Hot water.**

DESCRIPTION

There are two hot water tanks, piped in series, located in the furnace room. They are marked #1 and #2. Each tank has its own circuit breaker panel on the east wall, both are clearly marked #1 and #2.

a. Tank #1, Bradford-White 50-gallon, installed January, 2010. It is normally on.

b. Tank #2, Reliance 50-gallon, installed about 1997. It is auxilliary and is normally off. It should only be turned on if an unusual amount of hot water is expected to be used for a special event of some kind.

OPERATION and MAINTNANCE

When in the furnace room, check for any leaks that may have developed.

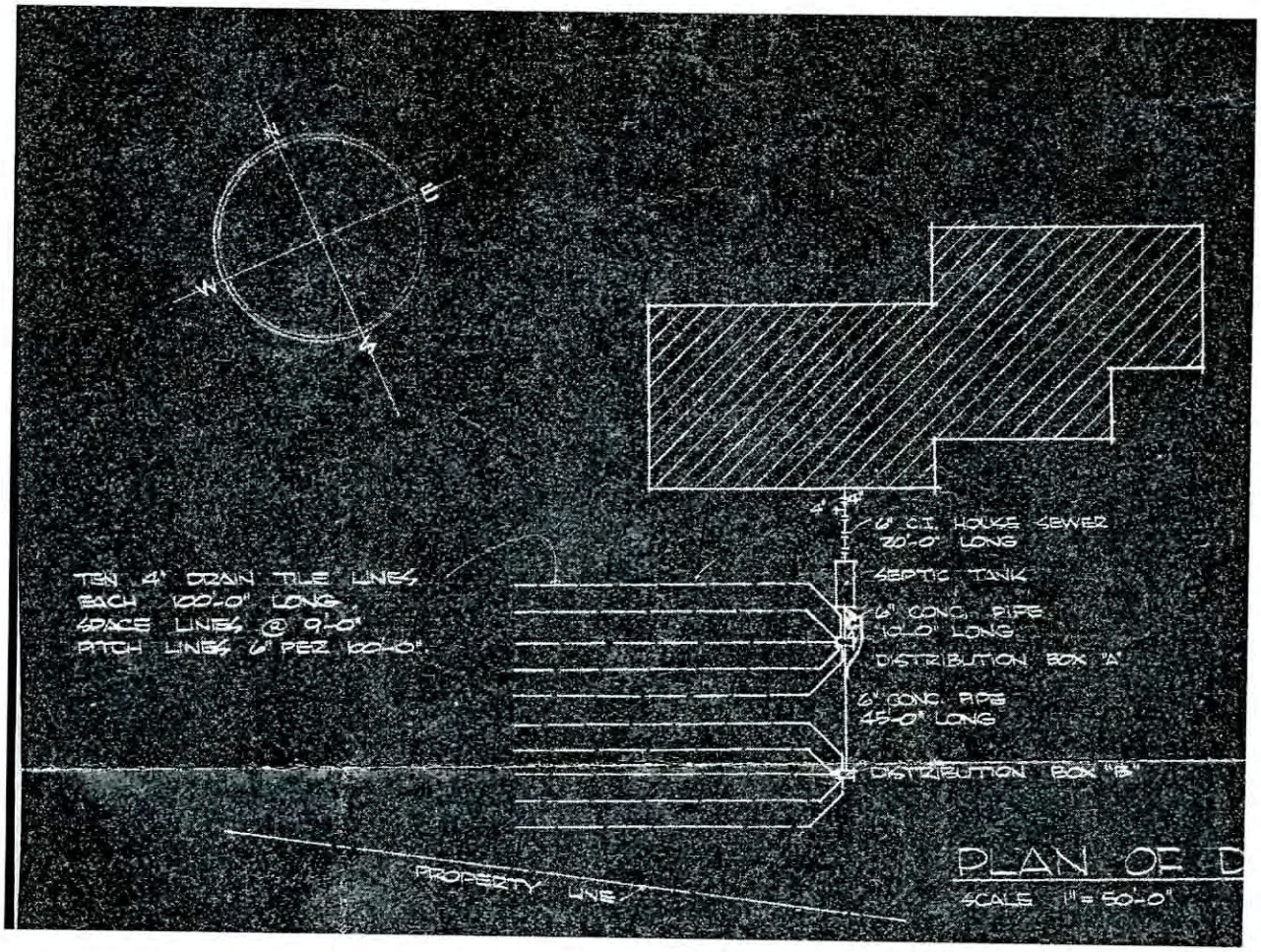
Tank #1 is normally on. If the building is not to be used for a known period of time, the tank could be turned off to save electricity and turned back on two or three hourse before hot water will be needed. This could effect a considerable savings in electricity.

Tank #2 is normally off. Turn it on only for events that expect to use large amounts of hot water. It can be switched on two or three hours prior to the event, and turned off after the event is finished using hot water.

7. **Septic system**

DESCRIPTION

Septic tank (unknown size), and ten (10) drain lines running east - west from the playground fence. . The sewer line runs straight under the building, on a line between the toilets of the girls and the boys rest rooms. The cleanout is at the north side of the building, outside the boys restroom.



8. **Storm drain system**

DESCRIPTION

a. Storm drains. This system drains all the roof rain gutters and was cleaned out and fully operational as of October, 2009. The outlet of the drain is an 8-inch concrete pipe about __ feet west of the north-south fence to the playground on the hill about half-way between the south fence of the playground and the State Highway.

b. Downspouts. There are several downspouts along the south side of the building which are not in use. They were covered over when the roof drain system was modified and the new roof was put on in Spring, 2008. The downspouts now in use and draining into the storm drain system are as follows: North side of building, four downspouts; west end of the building, two downspouts; South side of the building, no downspouts but there is one downspout inside the cafeteria wall. East end of the building: there are two downspouts drainging into the srorm drains from the east end, one at the end of the porch, and one from the top of the gymnasium roof. That is the one that has caused most problems, plugging up during heavy rains and overflowing into the space beneath the gym floor.

MAINTENANCE

b. Observation for overflow during heavy rains. If overflowing, go onto the roof and clean the scupper drain screens.

c. Periodic Cleanout of screens - monthly and after each heavy rain.

9. Rain gutters

DESCRIPTION and MAINTNANCE

The rain gutter system on the roof was modified by the roofers when the new roof was installed in spring, 2008. The stub walls at each end of the four levels of roof were cut away and scupper drains installed to alow unrestricted overflow of water in case the downspouts become plugged. In so doing, several of the original downspouts were covered over with the roofing. All the water now runs off the various levels of the roof through the scupper drains. Gutter drain screens are installed in each scupper drain that empties directly into the storm drain system.

a. Level "A", top of gymnasium roof. This is the highest level and can be reached by a 7-foot ladder mounted on the west wall of the gym. There are only two scupper drains for the gymnasium roof, one on the east and one on the west end. The scupper drain at the west end of the roof drains onto the roof at the next level down, which is the roof over the stage. There is no screen in that scupper drain, and none is needed. The scupper drain at the east end of the gym roof has a screen and has proven to be a problem during heavy rains. If that screen plugs up, the water flows down the east side of the gym and into the air vent for the gymnasium, and water has been seen running under the gym floor at a high rate. Therefore, it is essential that the screen at the east end of the gym be kept clean before, during, and after all heavy rains.

b. Level "B", top of roof over the stage – west end of gym. The scupper drain for this roof drains into the downspout that goes directly into the storm drain system. It has a screen which requires regular cleaning.

c. Level "C", top of classroom hallway, running from the center of the south side of the gym to the west end of the building. The scupper drain at the east end of this level empties onto the roof of level one. Another scupper drain is about center on the south side, and also empties onto level one. Neither of these scuppers have screens, and none are needed. The scupper drain at the west end of level two empties into a downspout connected to the storm drain system and it has a screen which requires regular cleaning.

d. Level "D", south side of building. This is the lowest level, running the length of the south side of the building. It has a scupper drain on each end – east and west, both empty into the storm drain system and have screens which require regular cleaning. There is another drain in the middle of the east end of the roof, which flows into a downspout which goes between the wall of the cafeteria and into the strom drain system. It has a screen which requires regular cleaning.

e. Level "D", north side of building. This roof runs from the west wall of the gym to the west end of the building on the north side. It has four roof drains on the north side, but the two drains in the middle are higher than the others and will only come into use if the other two drains were both plugged up. There are screens in these drains and they need regular attention.

Proper maintenance, especially keeping the scupper drains clean, is the one essential item in preventing leaks on the roof. DO NOT NEGLECT IT.

10. Building paint

DESCRIPTION

a. Last painted September, 2009 with two coats of elastomeric underseal and two coats of "superpaint."

b. Expected next paint – 2024

MAINTENANCE

Pressure wash the siding once each 2 years – 2011, 2013, 2015, 2017, 2019, 2021, 2023. By 2024 the building will probably be ready for another paint job. Pressure washing the building will extend the useful life of the present paint job, and make it look better.

A suggestion: Turn off the pump at the spring prior to pressure washing the building on odd years, thereby depleting water in the storage tank. When the pressure wash is complete, flush the remaining water from the stoarge tank as described on page 2c, "storage tank, TO DRAIN THE TANK." If this is done, be sure it is done during a time when there is good flow of water at the spring so that there will be no problems in refilling the tank..

Normal weathering will require replacement of any siding panels that show signs of rot or deterioration. It is therefore expected that at each painting of the building – once each 12 to 15 years – there will be a certain amount of siding and structural work to be done. This is the normal maintenance required of a wooden building and needs to be budgeted in the building fund.

11. **Roof.**

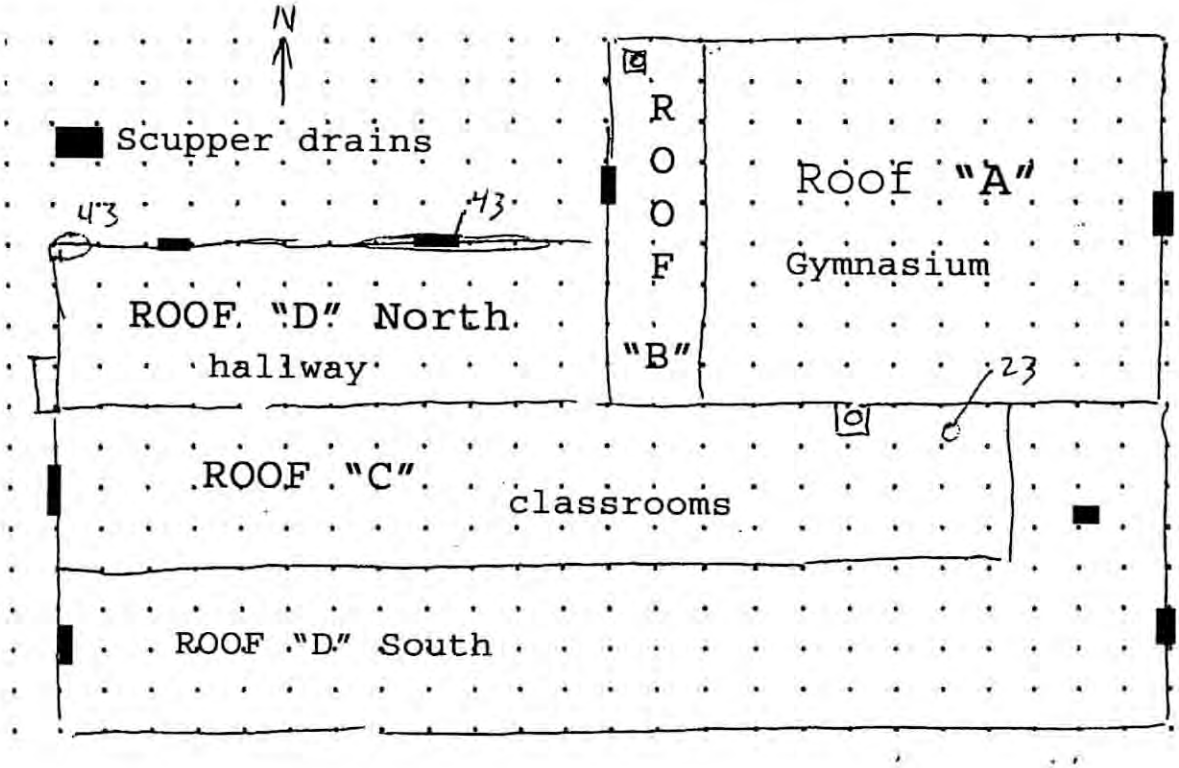
DESCRIPTION

Installed Winter 2008-9. With proper care, should be good until about the year 2060.

MAINTENCE

a. Take care when walking on the roof as it can be extremely slippery under certain conditions. At each accession to the roof, take special care not to cause a tear or cut in the membrane. Perform visual inspection of roof each time and take immediate action to have repair of any damage that is observed. Repairs are simple but require special "welding" equipment. Call the flat roof specialists to immediately repair any observed damage.

b. According to the Arago Inspection Report of March 24-5 2009, "the roof sheathing is soft in some places." No action was taken to replace any roof sheathing when the new roof was installed during summer, 2009. This may or may not show up as a problem some time in the future. If it does, the new roof membrance can be cut and peeled back to faciltate any needed repairs to the sheathing.



12. **Heating**.

DESCRIPTION

a. Gymnasium. Forced air oil furnace, located on the north end of the stage. The thermostat to turn it on and off is on the gym wall on the right-hand side of the stage. This furnace is serviced by Chambers. Do not attempt to make adjustments of any kind. This is quite expensive to operate and should only be turned on for major events in the gymn. When finished, keep at 50 degrees. It has a 942 gallon oil tank outside at the east end of the building.

b. Dining room. Electric forced air heater. To be used only when the dining room is in use and usually to be turned off as soon as the room is warm enough.

c. Classrooms # 2. 3. and 4. these have electric forced air heaters, each on its own meter (located in the furnace room). If a classroom is leased or rented to outside interests, the cost of heating can be charged to them.

d. Post office. Baseboard electric heat, charged to the District electric bill.

e. Library. Electric forced air heater.

MAINTENANCE

There should be no regular maintenance required on the electric furnaces. The forced air oil furnace has air filters that should be changed annually. Chambers should service the furnace annually, each summer..

13. **Kitchen stove,**

DESCRIPTION

Propane gas. US Range, manufacutred in Gardena, CA. Model P-4-24BG-2020, S/N V33621-5J92. 4 burners at 20,000 btu/hr. 3-burner grill/broiler @ 14,000 btu/hr. 2 ovens @ 27,000 btu/hr. It has a 100 gallon propane tank at east end of the building.

OPERATION AND MAINTENANCE

Gas is off execpt when the stove is in use for an event. Pilot lights for each burner are lit after gas is turned on. Oven pilot light, follow instructions on data plate at inside bottom of right oven. Cleaning the stove and making it ready for the next use is responsibility of the user. Turn off gas to stove after use

14. **Electrical supply and service entrance**

DESCRIPTION

The main service entrance is at the right-hand side of the furnace room, with two circuit breaker panels, plus circuit breaker boxes for each of the two hot water heaters. The main electric meter is on the east wall. On the south wall, next to the steps, are three additional meters, one each for the electric heaters of rooms 2, 3, and 4.

There is another electric circuit breader box on the south end of the stage. These breakers turn the gym lights on among other things..

There is one more electric circuit breaker box, this one is on the north side of the hallway between the girls restroom and the storage room. It contains most of the circuits in that part of the building.

15. **Parking Lot and entrance drive**

DESCRIPTION

Gravel parking area approximately 100 by 150 feet in front of building, sufficient for parking __ cars if they are parked carefully. Overflow parking below, along the entrance driveway, will accomodate an additional ___ cars.

MAINTENANCE

Periodic grading and new driveway gravel, as needed. It should be graded to the bottom of the chuckholes prior to new gravel each time.

16. **Chimney**

DESCRIPTION

The brick chimney is 50 inches square and 45 feet high, from the bottom of the furnace room to the top. It has extensive cracks running vertically, and was considered unstable by the Arago Property Inspection Report of March 24-5, 2009. It was recommended that it be inspected by a brick mason. To that end, Duncan McTaggart was called to assess the chimney in September, 2009. He recommended that a stainless steel cap with a ten-inch flange be fabricated and placed on the top – that would stop rain from entering the chimney, and would stabilize the top rows of bricks, some of which are quite loose. He further recommended that a 10-inch steel band be placed at about five feet below the chinmey cap, and another 10-inch steel band be placed about five feet below the first one.

It will never be used as a chimney again, but it does contribute positively to the appearance of the building. If it were to be removed (at considerable expense) it would eliminate an important esthetic consideration in the original design and so if it could be stabalized, there were advantages to keeping it. It was therefore decided to follow Mr. McTaggart's recommendations and to that end, a 24 guage stainless steel cap was fabricated at Chambers and was installed in September, 2009. The two 16 gauge steel bands were fabricated at Chambers and were installed in February, 2010. The chimney should now be considered stable, and is there only for what it adds to the attractive look of the building.

The siding of the south gym wall meets the brick chimney. About 12 vertical feet of wood siding meets the brick chimney on the east and the west sides of the chimney. It had originally (1952) been caulked with butyl rubber or a similar caulking. Over the years, leaks occurred through the caulking and caused the studs and inside plywood to rot completely out. This has been fully repaired (as of February, 2010), and new aluminum flashing has been installed and sealed along both of the 16-foot vertical runs of the chimeny and siding. This should prevent any recurrance of the leak.

MAINTENANCE and INSPECTION

There should be no maintenance required. The chimney should certainly be inspected carefully after any significant earthquake in the area. The roof membrane which attaches where the chimney comes through the roof (both at level 4 and level 1) needs to be always water-proof and repairs made immediatly if needed. Serious leaking from the gymnasium roof down along the northeast and northwest sides of the chimney caused extensive damage in the past, but has been repaired with new flashing. Each time the building is painted, extreme care needs to be taken to insure that the flashing is re-installed in a leak-proof manner.

17. **Rodent Control**

Rodents (wood rats, mice, civit cats, and perhaps other critters) have gotten inside the building from time to time. Their most obvious point of entry has been from the north side, coming beneath the building and up through openings in the studs under the stage. This was corrected in November, 2009, and decon rat poison eliminated the rats that were in the building at that time. They had gotten above the ceiling in the hallway and contributed toward the destruction of the ceiling tiles there. The ceiling tiles have now been replaced with sheetrock and all effort must be excercised in preventing another infestation of rodents.

Watch closely for entry under the building through broken screens in the outside air vents, or other holes. Patch them as they are discovered. Be alert for smell of civet in the building, particularly in the ceiling above the hallway.

Keep fresh "One Bite" rat poison in the loft above the west end of the stage so that in case rodents ever again reach that far, they will be stopped before they can again damage the ceiling of the hallway. If inspection reveals that "One-bite" has been eaten, try to discover and correct the place of entry. Note: One-bite poison is available at The Grange and according to the Grange, it is not dangerous to dogs, cats, or humans.

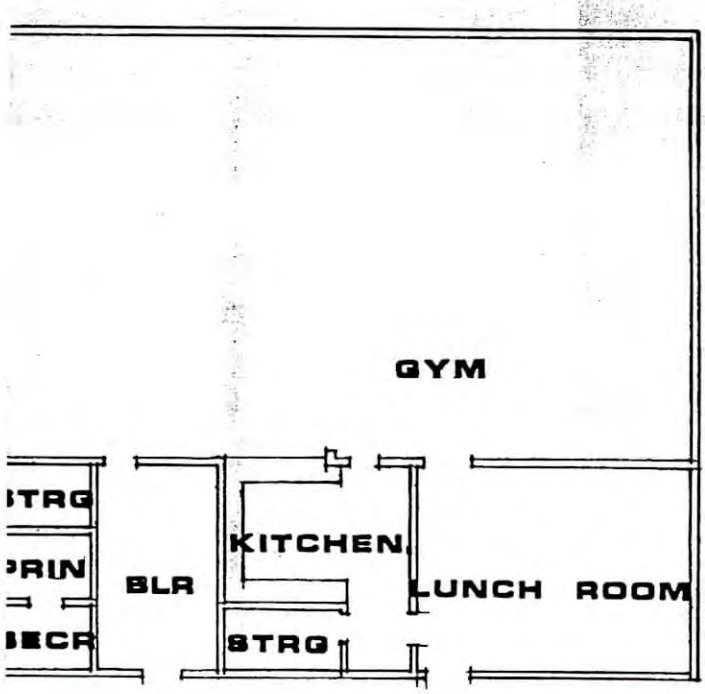
18. **Lighting**.

a. Gymnasium: There are sixteen (16) lighting fixture positions, four in each of the four bays. The sixteen (16) Mercury vapor lights will eventually be replaced with new style flourescent lights. The mercury vapor lights are each 400 watts; each mucury vapor light is scheduled to be replaced with a new style 180 watt flourescent lighting fixtures.

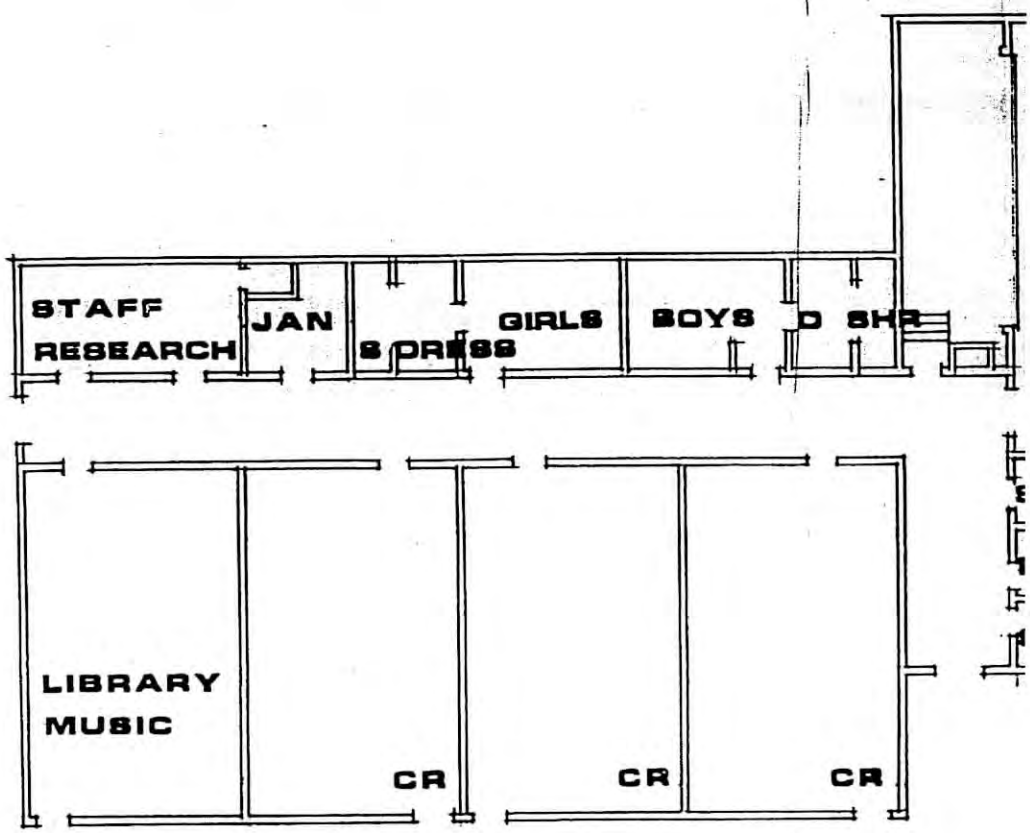
At present (as of March 3, 2010), two of the mercury vapor lighting fixtures have been replaced with the new flourescent lighting fixtures.

This is work in progress. Info to be added as it becomes available.

b. General lighting. The rest of the building is lighted with standard flourscent lights. Leave notice for the maintenance person any time it is found that a light is not working so that it can be repaired or replaced.



ALLEGANY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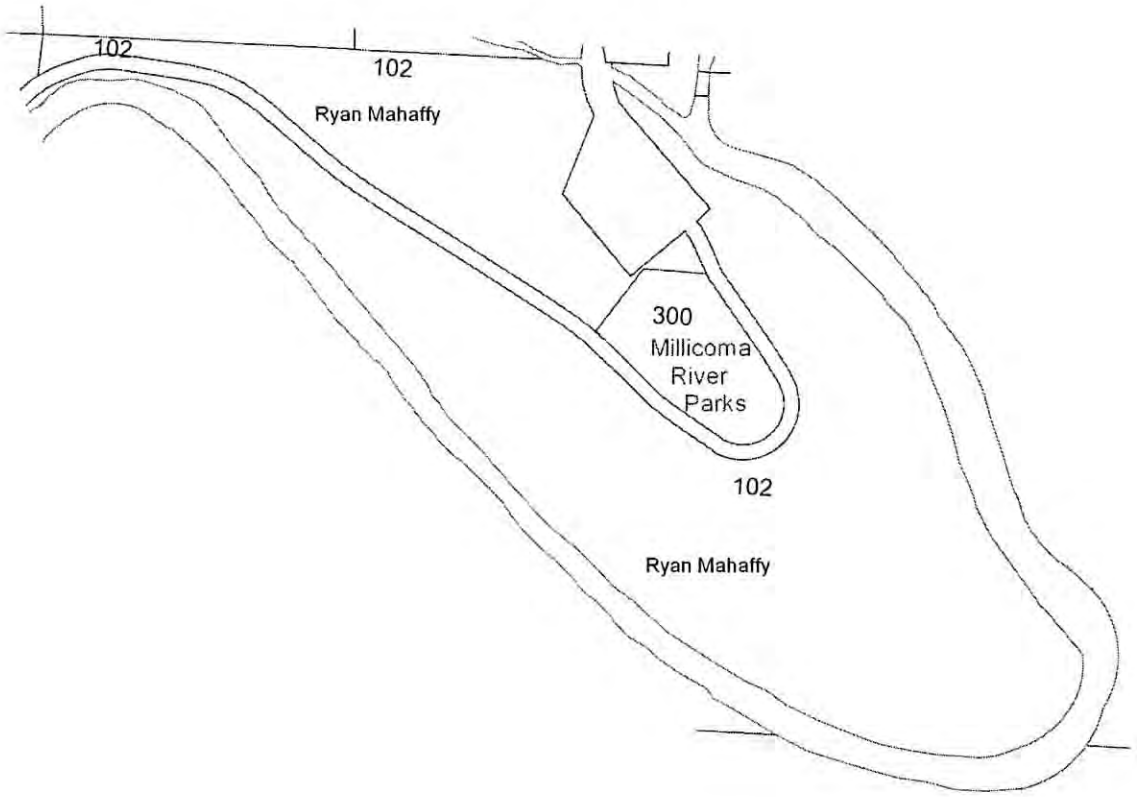
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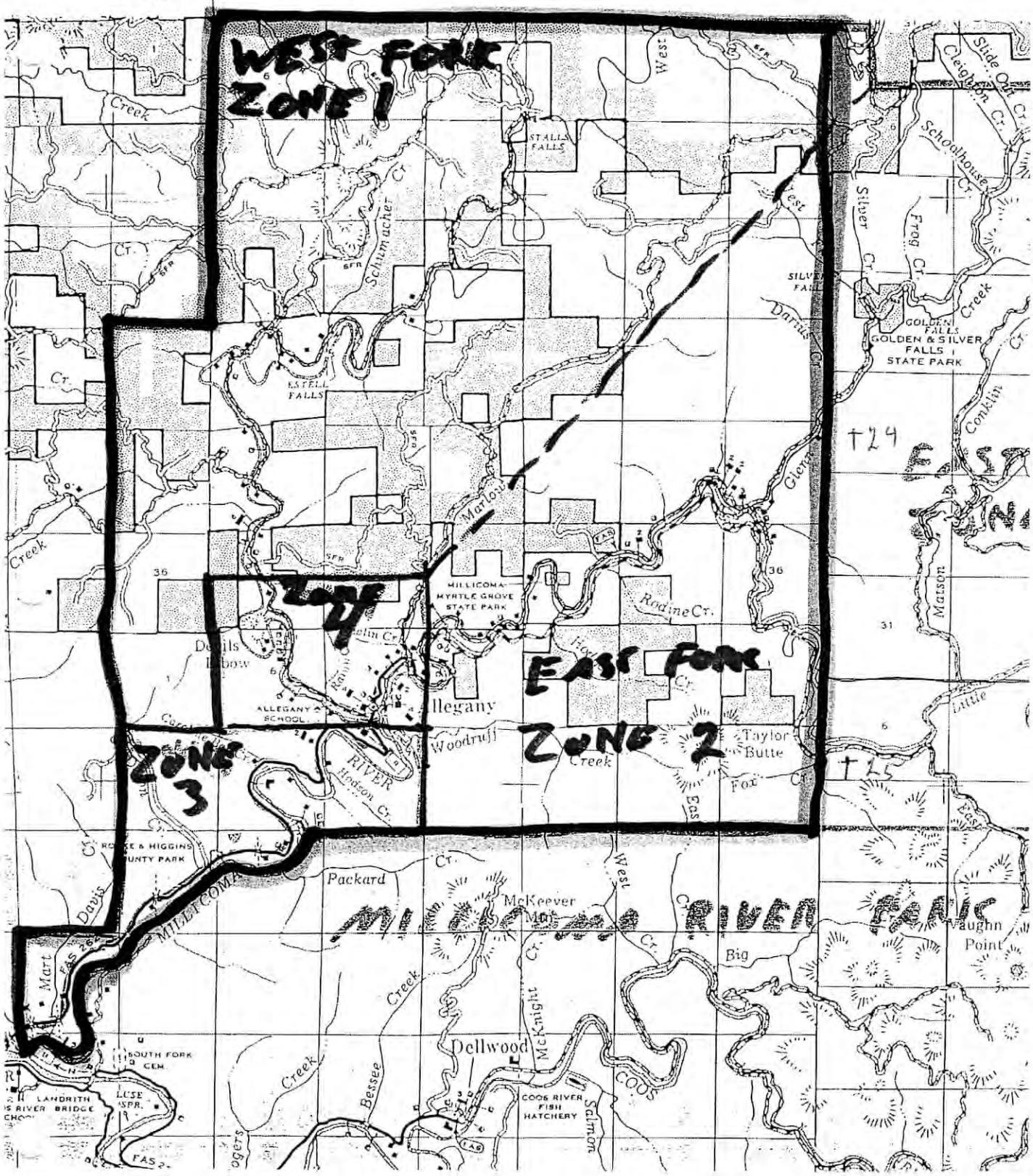
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Dellwood
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Bessee
COOS RIVER FISH HATCHERY
Salmon
SOUTH FORK CEM.
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Chapter 266

2007 EDITION

Park and Recreation Districts

GENERAL PROVISIONS

266.010 Definitions. As used in this chapter:

(1) "County board" means county court or board of county commissioners of the county.

(2) "County" means the county in which the district, or the greater portion of the taxable assessed value of the district, is located.

(3) "District" means park and recreation district formed under this chapter.

(4) "District board" means the governing body of a district.

(5) "Owner" means the holder of record title to real property or the vendee under a land sale contract, if there is such a contract. [Subsection (2) (1967 Replacement Part) enacted as 1967 c.574 §2; 1969 c.668 §1; 1983 c.83 §41]

266.020 [Repealed by 1971 c.647 §149]

266.030 [1961 c.587 §4; 1969 c.668 §2; repealed by 1971 c.727 §203]

266.040 Application of ORS chapter 255 to district. (1) ORS chapter 255 governs the following:

(a) The nomination and election of board members.

(b) The conduct of all elections in the district.

(2) The electors of a district may exercise the powers of the initiative and referendum regarding a district measure, in accordance with ORS 255.135 to 255.205. [1983 c.350 §118]

266.110 Petition for formation. (1) A community may form a municipal corporation to provide park and recreation facilities for the inhabitants.

(2) In addition to other required matters, the petition for formation shall state the number of members to be on the district board and the method of election of the board of the proposed district from among the methods described in ORS 266.375. [Amended by 1957 c.57 §1; 1961 c.587 §1; 1969 c.668 §3; 1971 c.727 §91; 1975 c.249 §5]

266.115 [1961 c.587 §3; 1969 c.668 §4; repealed by 1971 c.727 §203]

266.120 [Amended by 1969 c.668 §5; repealed by 1971 c.727 §203]

266.130 [Amended by 1969 c.668 §6; repealed by 1971 c.727 §203]

266.140 [Amended by 1969 c.668 §7; repealed by 1971 c.727 §203]

266.150 [Repealed by 1971 c.647 §149 and by 1971 c.727 §203]

266.160 [Amended by 1969 c.668 §8; repealed by 1971 c.647 §149]

266.170 [Amended by 1969 c.668 §9; repealed by 1971 c.647 §149]

266.180 [Amended by 1969 c.668 §10; repealed by 1971 c.727 §203]

DISTRICT BOARD

266.310 Officers of district; qualifications. (1) The officers of the district shall be a board of three or five members, to be elected by the electors of the district, and a secretary, to be appointed by the board.

(2) Every elector of a district is qualified to be a member of the board or officer of the district. [Amended by 1957 c.57 §2; 1969 c.668 §11; 1983 c.83 §42; 1983 c.350 §113]

266.320 Number of board members elected at formation election; terms of office. (1) The number of district board members to be elected shall be three or five, according to the number set forth in the petition for formation. The terms of the first board members shall be determined as provided in subsections (2) and (3) of this section.

(2) If a three-member board is to be elected:

(a) The candidates receiving the highest and the second highest vote shall be elected to a term expiring June 30 next following the second regular district election.

(b) The candidate receiving the third highest vote shall be elected to a term expiring June 30 next following the first regular district election.

(3) If a five-member board is to be elected:

(a) The candidates receiving the first, second and third highest vote shall be elected to a term expiring June 30 next following the second regular district election.

(b) The candidates receiving the fourth and fifth highest vote shall be elected to a term expiring June 30 next following the first regular district election. [Amended by 1957 c.57 §3; 1969 c.668 §12; 1971 c.647 §56; 1971 c.727 §192; 1983 c.350 §114]

266.325 Changing number of board members; election; notice to Secretary of State. (1) This section establishes the procedure for determining the following questions:

(a) Whether a district having a three-member board shall increase the number of members to five.

(b) Whether a district having a five-member board shall decrease the number of members to three.

(2) The question of increasing or decreasing the membership of the district board shall be determined at a regular district election. The district board shall order that the question be submitted to the electors when a petition is filed with the secretary of the board requesting that the electors of the district be permitted to vote on the question. The requirements for preparing, circulating and filing the petition shall be as provided

for an initiative petition in ORS 255.135 to 255.205. The board shall be increased to five members or decreased to three members if a majority of the votes cast on the question favors the increase or decrease. At an election to increase the membership, electors shall vote for candidates to fill the additional positions.

(3) Not later than the 40th day before the regular district election at which a question under this section will be submitted, the district elections authority shall notify the Secretary of State. If the electors favor the increase or decrease in board membership, not later than the 30th day after the election, the Secretary of State by rule shall allocate and stagger the terms of the board members under ORS 266.335. [1957 c.57 §7; 1983 c.350 §115; 1985 c.808 §75]

266.330 Election of board members; terms. (1) At the regular district election, successors to the board members whose terms expire shall be elected as follows:

(a) In an unzoned district, if one board member is to be elected, the candidate receiving the highest vote shall be elected. If two or three board members are to be elected, the candidates receiving the first and second or first, second and third highest vote shall be elected.

(b) In a district that is zoned under ORS 266.380:

(A) If a board member is to be elected by the electors of a zone, the candidate who receives the highest vote from the zone shall be elected.

(B) If a board member is to be elected by the electors of the entire district, the candidate receiving the highest vote among the candidates nominated from the same zone shall be elected.

(2) Except as provided in ORS 266.320 and 266.335, the term of a board member is four years. [Amended by 1957 c.57 §4; 1969 c.668 §13; 1973 c.796 §24; 1975 c.647 §28; 1983 c.350 §116]

266.335 Continuing schedule of biennial elections after change in number of board members; powers of Secretary of State. (1) When a district under ORS 266.325 expands the membership of its district board from three to five members or reduces the membership of its board from five to three members, the Secretary of State by rule shall provide for continuing the schedule of biennial elections of board members as follows:

(a) If the board is reduced to three members, at least one member shall be elected at each regular district election.

(b) If the board is expanded to five members, at least two members shall be elected at each regular district election.

(2) The Secretary of State may adjust and stagger the terms of board members as necessary in order to continue regular biennial elections under subsection (1) of this section.

(3) The Secretary of State shall take into consideration and, as much as possible, provide for the continued method of representation adopted by the district under ORS 266.375. [1983 c.350 §112]

266.340 Oath of office of board members. A district board member when elected shall take the oath of office within 10 days after receiving the certificate of election. [Amended by 1969 c.345 §6; 1969 c.668 §§14,45]

266.350 [Repealed by 1971 c.403 §18]

266.360 [Amended by 1957 c.57 §5; 1969 c.668 §15; repealed by 1969 c.668 §46 and by 1969 c.669 §21]

266.370 Board as governing power; president and secretary; signing documents; meetings. (1) The park and recreation board shall be the governing power of the district and shall exercise all powers of the district.

(2) At its first meeting or as soon thereafter as may be practicable, the board shall choose one of its members as president and shall appoint a secretary who need not be a member of the board. In case of the absence, or inability to act, of the president or secretary, the board shall, by order entered upon the minutes, choose a president pro tempore, or secretary pro tempore, or both, as the case may be.

(3) All contracts, deeds, warrants, leases, receipts and documents of every kind shall be signed in the name of the district by its president and shall be countersigned by its secretary.

(4) The board shall hold such meetings either in the day or evening, as may be necessary.

(5) The board shall fill any vacancy on the board as provided in ORS 198.320. [Amended by 1983 c.350 §119]

266.375 Manner of electing board members. (1) The board members may be elected in one of the following methods or a combination thereof:

(a) Elected by the electors of zones as nearly equal in population as possible according to the latest federal census.

(b) Elected at large by position number by the electors of the district.

(2) Candidates for election from zones shall be nominated by electors of the zones. Candidates for election at large may be nominated by electors of zones or by electors of the district, as determined under subsection (3) of this section.

(3) Where the method selected under subsection (2) of this section includes a com-

bination of nomination of candidates from zones and of nomination of candidates at large, the number of candidates to be nominated in each manner shall be specified in the petition submitted under ORS 266.110 or in the petition or resolution under ORS 266.380. [1975 c.249 §2]

266.380 Changing manner of electing board members; requirements; election. (1) This section establishes the procedure for determining whether the method adopted in a district for nominating and electing board members should be changed to another method. The question shall be decided by election. The district board:

(a) May order the election on its own resolution; or

(b) Shall order the election when a petition is filed as provided in this section.

(2) Except as otherwise provided in this section, the requirements for preparing, circulating and filing a petition under this section shall be as provided for an initiative petition in ORS 255.135 to 255.205.

(3) If the question proposes creation of zones or a change in the boundaries or the number of existing zones, the following requirements shall apply:

(a) The petition shall contain a map indicating the proposed zone boundaries. The map shall be attached to the cover sheet of the petition and shall not exceed 14 inches by 17 inches in size.

(b) Notwithstanding ORS 250.035, the statement summarizing the measure and its major effect in the ballot title shall not exceed 150 words. The statement:

(A) Shall specify the method of nomination and election of board members from among the methods described in ORS 266.375. The statement also shall specify whether, in filling each position on the board, an elector of the district may sign a petition of nomination or vote for a candidate from any zone or only for a candidate from the zone in which the elector resides.

(B) Shall include a general description of the proposed boundaries of the zones, using streets and other generally recognized features.

(c) The order calling the election shall contain a map of the proposed zone boundaries and a metes and bounds or legal description of the proposed zone boundaries. The map and description shall be prepared by the county surveyor or county assessor and shall reflect any adjustments made in the boundaries under subsection (6) of this section.

(4) The map to be contained in the petition under subsection (3) of this section shall be prepared by the county surveyor or county assessor. The chief petitioners shall pay the county for the cost of preparing the map, as determined by the county surveyor or county assessor. The county clerk shall not accept the prospective petition for filing until the chief petitioners have paid the amount due.

(5) Subsection (3) of this section does not apply if the question proposes abolition of all zones.

(6) Before submitting to election a question to which subsection (3) of this section applies, the district board shall adjust the proposed boundaries of the zones to make them as nearly equal in population as feasible according to the latest federal census. The district board shall amend the ballot title as necessary to reflect its adjustment of the boundaries.

(7) If the electors of the district approve the establishment of zones or a change in the boundaries or the number of existing zones, board members shall continue to serve until their terms of office expire. As vacancies occur, positions to be filled by nomination or election by zone shall be filled by persons who reside within zones which are not represented on the board. If more than one zone is not represented on the board when a vacancy occurs, the zone entitled to elect a board member shall be decided by lot. [1975 c.249 §3; 1983 c.350 §120; 1995 c.79 §92; 1995 c.534 §14]

266.385 Boundaries of zones for board members; adjustment for population and boundary changes; filing of boundary change with county assessor and Department of Revenue. (1) The board shall adjust zones established within a district as necessary to make them as nearly equal in population as is feasible according to the latest federal census. The board also shall adjust boundaries of zones as necessary to reflect boundary changes of the district.

(2) For purposes of ad valorem taxation, a boundary change must be filed in final approved form with the county assessor and the Department of Revenue as provided in ORS 308.225. [1975 c.249 §4; 1983 c.350 §121; 2001 c.138 §10]

POWERS AND DUTIES

266.410 General district powers. Every district shall have power:

(1) To have and use a common seal.

(2) To sue and be sued in its name.

(3) To construct, reconstruct, alter, enlarge, operate and maintain such lakes, parks, recreation grounds and buildings as, in the judgment of the district board, are necessary or proper, and for this purpose to acquire by lease, purchase, gift, devise, con-

demnation proceedings or otherwise such real and personal property and rights of way, either within or without the limits of the district as, in the judgment of the board, are necessary or proper, and to pay for and hold the same.

(4) To make and accept any and all contracts, deeds, leases, releases and documents of any kind which, in the judgment of the board, are necessary or proper to the exercise of any power of the district, and to direct the payment of all lawful claims or demands.

(5) To assess, levy and collect taxes to pay the cost of acquiring sites for and constructing, reconstructing, altering, operating and maintaining any lakes, parks, recreation grounds and buildings that may be acquired, or any lawful claims against the district, and the running expenses of the district.

(6) To employ all necessary agents and assistants, and to pay the same.

(7) To make and enforce regulations:

(a) For the removal of garbage and other deleterious substances, and all other sanitary regulations not in conflict with the Constitution, the laws of Oregon or the regulations of the Environmental Quality Commission.

(b) Governing the conduct of the users of the facilities of lakes, parks, recreational grounds and buildings within the district.

(8) To prohibit any person violating any rule or regulation from thereafter using the facilities of the district for such period as the board may determine.

(9) To call necessary or proper elections after the formation of the district.

(10) To enlarge the boundaries of the district as provided by ORS 198.705 to 198.955.

(11) To compel all residents and owners within the district to connect their houses and habitations with the street sewers, drains or other sewage disposal system.

(12) To establish and collect reasonable charges for the use of the facilities of the district and issue appropriate evidence of the payment of such charges.

(13) Generally to do and perform any and all acts necessary and proper to the complete exercise and effect of any of its powers or the purposes for which it was formed. [Amended by 1961 c.587 §5; 1969 c.668 §16; 1971 c.647 §57; 1971 c.727 §193; 1983 c.350 §122; 2001 c.104 §81]

266.420 Levy of taxes. Each year the district board shall determine and fix the amount of money to be levied and raised by taxation, for the purposes of the district. The total amount in dollars and cents shall not exceed one-half of one percent (0.0050) of the real market value of all taxable property within the district, computed in accordance with ORS 308.207. [Amended by 1963 c.9 §11; 1969 c.668 §17; 1983 c.773 §3; 1991 c.459 §362]

266.430 Sinking funds. The park and recreation board, by resolution duly adopted, may establish sinking funds for the purpose of defraying the costs of acquiring land for park and recreation sites, and for acquiring or constructing buildings or facilities thereon or therein. Any such fund may be created through the inclusion annually within the tax budget of the district of items representing the yearly installments to be credited thereto. The amount of these items shall be collected and credited to the proper fund in the same manner in which taxes levied or revenues derived for other purposes for the district are collected and credited. The balances to the credit of the funds need not be taken into consideration or deducted from budget estimates by the levying authority in preparing the annual budget of the district. None of the moneys in such funds shall be diverted or transferred to other funds, but if unexpended balances remain after disbursement of the funds for the purpose for which they were created, such balances, upon approval by resolution of the park and recreation board, shall be transferred to the operation and maintenance fund of the district.

266.440 Deposit and disbursement of district moneys. (1) Except as otherwise provided by ORS 266.530 to 266.580, the money of the district shall be deposited, in the discretion of the district board, either with the county treasurer of the county, in accordance with subsections (2) to (4) of this section, or in one or more banks or savings and loan associations to be designated by the board. Funds deposited in a bank or savings and loan association shall be withdrawn or paid out only upon proper order and warrant or check signed by the secretary and countersigned by the president of the district board. The board may by resolution designate a secretary pro tempore or a president pro tempore who may sign warrants or checks on behalf of the secretary and president, respectively.

(2) If district funds are deposited with the county treasurer, when the tax collector pays over to the county treasurer moneys collected for a district, the county treasurer shall keep the moneys in the county treasury as follows:

(a) The county treasurer shall place and keep in a fund called the operation and maintenance fund of the district (naming it) the moneys levied by the district board for that fund.

(b) The county treasurer shall place and keep in a fund called the construction fund

of the district (naming it) the moneys levied by the board for construction, reconstruction and alteration.

(3) The county treasurer shall pay out moneys from the funds only upon the written order of the board, signed by the president and countersigned by the secretary. The order shall specify the name of the person to whom the money is to be paid and the fund from which it is to be paid, and shall state generally the purpose for which the payment is made. The order shall be entered in the minutes of the board.

(4) The county treasurer shall keep the order as a voucher, and shall keep a specific account of receipts and disbursements of money for the district. [Amended by 1969 c.668 §18; 1973 c.220 §1]

266.450 Regulations and orders adopted by board; penalty for violating regulation. (1) Any general regulation of the district board shall be adopted in accordance with ORS 198.510 to 198.600.

(2) Orders not establishing a general regulation need not be published or posted, unless otherwise provided by this chapter, but shall be entered in the minutes, and the entry shall be signed by the secretary of the board. An ordinary order shall take effect upon the entry in the minutes.

(3) Violation of a regulation enacted under ORS 266.410 (7) is a misdemeanor punishable upon conviction by a fine not to exceed $100 or imprisonment not to exceed five days, or both. [Amended by 1969 c.668 §19; 1971 c.268 §13]

266.460 District attorney to aid board; special counsel. The district board may call upon the district attorney for advice as to any district business. The district attorney shall give advice when called on therefor by the board. The board may at any time employ special counsel for any purpose. [Amended by 1969 c.668 §20; 1971 c.268 §14]

266.470 Disposition of fines. All fines for violation of any regulation or order of the district board shall, when paid to the secretary of the board, be deposited by the district in the operation and maintenance fund of the district. [Amended by 1969 c.668 §21; 1971 c.268 §15; 1973 c.220 §2]

266.480 Power to contract bonded indebtedness for certain purposes. A district has the power to contract a bonded indebtedness for the purpose of providing funds:

(1) To acquire land, rights of way, interests in land, buildings and equipment.

(2) To improve land and develop parks and recreation grounds.

(3) To construct, reconstruct, improve, repair and furnish buildings, gymnasiums, swimming pools, golf courses, driving ranges, boat marinas and recreational facilities of every kind.

(4) To acquire equipment of all types, including vehicular equipment necessary for and in the use, development and improvement of the lands and facilities of the district.

(5) To pay the costs, expenses and attorney fees incurred in the issue and sale of the bonds.

(6) To fund or refund outstanding indebtedness, or for any one or combination of any such purposes. [Amended by 1969 c.668 §22]

266.490 Bond election at discretion of board or on petition. (1) For the purpose of providing funds with which to put into effect one or any combination of any of the purposes authorized under ORS 266.480, the district board, when authorized by a majority of those voting at an election called for that purpose, may borrow money and sell and dispose of general obligation bonds.

(2) The district board:

(a) May order an election under this section on its own resolution; or

(b) Shall order an election under this section when a petition is filed as provided in this section.

(3) A petition shall specify a dollar amount for carrying out any one or more of the purposes authorized by ORS 266.480. The requirements for preparing, circulating and filing a petition under this section shall be as provided for an initiative petition in ORS 255.135 to 255.205. [Amended by 1967 c.609 §4; 1969 c.668 §23; 1975 c.627 §3; 1979 c.190 §410; 1983 c.350 §123]

266.500 [Amended by 1969 c.668 §24; repealed by 1971 c.647 §149]

266.510 [Amended by 1963 c.9 §12; repealed by 1969 c.668 §25 (266.512 enacted in lieu of 266.510 and 266.520)]

266.512 Authority for general obligation bonds; issuance and sale of general obligation bonds and revenue bonds. (1) Whenever authorized by the electors, the district board may issue general obligation bonds of the district, not exceeding the principal amount stated in the notice of election and for the purpose therein named.

(2) The aggregate amount of general obligation bonds issued and outstanding at any one time shall in no case exceed two and one-half percent of the real market value of all taxable property of the district, computed in accordance with ORS 308.207.

(3) General obligation or revenue bonds must recite that they are issued under this chapter. All bonds shall be signed by the president of the district board and attested by the secretary. The interest coupons thereto annexed shall be signed by the presi-

dent and secretary, by their original or engraved facsimile signatures.

(4) All general obligation and revenue bonds issued, including refunding bonds, shall be issued as prescribed in ORS chapter 287A. [1969 c.668 §26 (enacted in lieu of 266.510 and 266.520); 1981 c.94 §15; 1991 c.459 §363; 2007 c.783 §83]

266.514 Revenue bonds; issuance; conditions. In addition to the authority to issue general obligation bonds, a district, when authorized by a majority of those voting at an election called for that purpose, may sell and dispose of revenue bonds, and pledge as security therefor all or any part of the unobligated net revenue of the district or a recreational facility of the district, to purchase, acquire, construct, reconstruct or improve a facility, or to perform any of those acts in combination, for any authorized purpose. Revenue bonds shall be issued in the same manner and form as are general obligation bonds of the district, but they shall be payable, both as to principal and interest, from revenues only. Revenue bonds shall not be subject to the limitation provided by ORS 266.512 applicable to general obligation bonds and shall not be a lien upon any of the taxable property within the limits of the district. Revenue bonds shall be payable solely from such part of the revenue of the district as remains after payment of obligations having a priority and of all expenses of operation and maintenance of the district, including any taxes levied against it. All revenue bonds shall contain a clause reciting that both the principal and interest are payable solely from operating revenues of the district remaining after paying such obligations and expenses. [1969 c.668 §26a]

266.516 Refunding bonds. Refunding bonds of the same character and tenor as those replaced thereby may be issued pursuant to a resolution duly adopted by the district board without submitting to the electors the question of authorizing the issuance of such bonds. [1969 c.668 §26b]

266.518 Contracts with United States. (1) In carrying out the powers conferred by this chapter, a district may contract with the United States or any agency thereof for the acquisition, construction, reconstruction, maintenance and operation, or any of them, of park and recreation facilities.

(2) Contract provisions for repayment of any loan from the United States, and the bonds securing the payment of the same, if any are issued, may be of such denomination, for such term not exceeding 50 years and may call for the payment of such interest not exceeding seven percent per annum, may provide for such installments and for repayment of the principal at such times, as may be required by the federal laws and as may be agreed upon between the district board and the United States agency. [1969 c.668 §26c; 1973 c.86 §1]

266.520 [Repealed by 1969 c.668 §25 (266.512 enacted in lieu of 266.510 and 266.520)]

266.530 Registration and delivery of bonds; disposition of proceeds. (1) The county treasurer shall register each bond issued pursuant to ORS 266.480 in a book kept for that purpose in the office of the county treasurer, noting the district, amount, date, time and place of payment, rate of interest and such other facts as may be deemed proper.

(2) The county treasurer shall cause the bonds to be delivered promptly to the purchasers upon payment therefor, and shall hold the proceeds of the sale of the bonds subject to the order of the district board to be used solely for the purpose for which the bonds were issued.

(3) When the bonds have been so executed, registered and delivered, their legality shall not be open to contest by the district or by any person or corporation for or on its behalf, for any reason whatever. [Amended by 1969 c.668 §27]

266.540 Additional taxes for payment of bond interest and principal; bond sinking fund. (1) The district board shall ascertain and levy annually, in addition to all other taxes, a direct annual ad valorem tax on all taxable property in the district, which tax shall be outside of and in addition to the annual levy limitation contained in ORS 266.420, and which tax shall be for an amount sufficient:

(a) To pay the interest accruing on the bonds promptly as it becomes due.

(b) To raise a percentum of the principal of the bonds as will, in equal annual installments, be sufficient to retire all the bonds as they mature.

(2) The funds derived from such tax levies shall be retained by the county treasurer, and kept by the county treasurer in a separate fund to be known as and designated "_____ Park and Recreation District bond interest and sinking fund." The fund shall be irrevocably pledged to and used solely for the payment of the interest accruing on and the principal of the bonds when due, so long as any of the bonds or the coupons thereto appertaining remain outstanding and unpaid. The interest earnings of the fund shall be credited thereto and become a part thereof. [Amended by 1969 c.668 §28]

266.550 Procedure in event board fails to levy bond tax. If the district board fails or refuses to levy the tax necessary for the interest, principal or sinking fund, the county treasurer shall ascertain and certify

the amount necessary to the county board. The county board shall then levy a tax sufficient to raise the sum so required and ascertained by the county treasurer. The proper county officer having power to extend county taxes shall extend such tax upon the tax roll of the county upon the taxable property of the district. The proper county officer whose duty it is to collect taxes shall collect such tax according to law, and shall pay the funds so collected into the county treasury to the credit of the bond interest and sinking fund of the district to be used in the payment of the bonds and interest. [Amended by 1969 c.668 §29]

266.560 Redemption of bonds; notice. (1) Whenever the amount of any sinking fund created under ORS 266.480 and 266.540 equals the amount, principal and interest, of any bond then due or subject under the pleasure or option of the district to be paid or redeemed, the county treasurer of the county in which the district is located shall notify the holder of the bond and shall publish a notice in the newspaper published nearest to the district.

(2) The county treasurer shall, within 30 days from the date of the notice, redeem and pay any bond then redeemable and payable, giving priority according to the date of issuance numerically, upon presentation of the bond at the place of payment specified therein.

(3) In case any holder of such bonds fails to present them at the time mentioned in the notice the interest thereon shall cease, and the county treasurer shall thereafter pay only the amount of the bond and the interest accrued thereon up to the last day of the time of redemption mentioned in the notice.

(4) When any bonds are so redeemed or paid, the county treasurer shall cause them to be canceled and write across the face thereof "redeemed" and the date of redemption, and shall deliver them to the district board, taking its receipt therefor. [Amended by 1969 c.668 §30]

266.570 [Repealed by 1969 c.668 §47]

266.580 Payment of bond principal and interest; payment of collection commission. (1) The principal of and the interest on the bonds shall be payable in lawful money of the United States of America at the office of the treasurer of the county or at the fiscal agency of the State of Oregon in the city of New York, at the option of the purchaser thereof.

(2) The county treasurer must cause to be paid out of any money in the hands of the county treasurer belonging to the district the interest on or principal of any bond issued pursuant to ORS 266.480 promptly when and as the same becomes due at the place of payment designated in the coupons or bonds.

(3) All coupons or bonds so paid must be immediately reported to the district board.

(4) No county treasurer or district board shall pay to the purchaser of any bond issued pursuant to ORS 266.480 or to any agency representing such purchaser, any commission whatsoever for collection of the interest on or principal of any bond so issued.

(5) The county treasurer shall not be required to remit to the purchaser of any bonds or coupons the amount necessary to redeem such bonds or coupons until the day they are due. [Amended by 1969 c.668 §31]

266.590 Validation of certain bond issues. All proceedings taken prior to March 18, 1949, in the authorization and issuance of bonds by any district pursuant to ORS 266.480 to 266.512 and 266.530 to 266.580 hereby are validated, ratified, confirmed and approved, notwithstanding any defects and irregularities in the proceedings or any part thereof, and notwithstanding that the amount of the bonded indebtedness to be incurred was not stated upon the ballot used in the election authorizing the issuance of the bonds. [Amended by 1969 c.668 §32]

266.610 [1967 c.574 §3; 1969 c.668 §33; repealed by 1971 c.727 §203]

266.620 [1967 c.574 §4; 1969 c.668 §34; repealed by 1971 c.727 §203]

266.630 [1967 c.574 §5; 1969 c.668 §35; repealed by 1971 c.727 §203]

266.640 [1967 c.574 §6; 1969 c.668 §36; repealed by 1971 c.727 §203]

266.650 [1967 c.574 §7; repealed by 1971 c.727 §203]

266.660 [1969 c.668 §38; repealed by 1971 c.727 §203]

266.670 [1969 c.668 §39; repealed by 1971 c.727 §203]

266.680 [1969 c.668 §40; repealed by 1971 c.727 §203]

266.710 [1967 c.574 §8; 1969 c.668 §42; repealed by 1971 c.727 §203]

266.720 [1967 c.574 §§9, 10; 1969 c.668 §43; repealed by 1971 c.727 §203]

266.730 [1967 c.574 §11; 1969 c.668 §44; repealed by 1971 c.727 §203]

266.740 [1967 c.574 §12; 1971 c.647 §61; repealed by 1971 c.727 §203]

266.750 [1967 c.574 §13; repealed by 1971 c.727 §203]

NOTICE OF MEASURE ELECTION

MILLICOMA RIVER PARK AND RECREATION DISTRICT

Notice is hereby given that on Tuesday, November 4, 1986, an election will be held in Coos County, Oregon. The polls will be open from 8:00 A.M. to 8:00 P.M. The following question shall be submitted to the qualified voters thereof:

Formation of the Millicoma River Park and Recreation District.

Shall the Millicoma River Park and Recreation District having five members be formed under ORS Chapter 266?

Measure provides for creation of the Millicoma River Park and Recreation District and authorizes the election of a five member District Board. Four members shall be nominated by zones and one member shall be nominated at large. All members of the District Board shall be elected at large. The purpose of this District would be to provide park and recreation services within the District.

Passage of this measure will form the District. It will not authorize a tax levy.

This legal notice is to be published in THE WORLD newspaper.

BOARD OF COMMISSIONERS

Jack Beebe
Commissioner

Robert Emmett
Commissioner

Doc Stevenson
Commissioner

Publish: Oct 1, 1986

RLD

Mary Ann Wilson, Coos County Clerk
Election Officer for said District

Position 5 Zone

L. Post
HC 52 Box 1584

10

SED Form No. 155 Aug. 1960

STATE OF OREGON
ABSTRACT OF VOTES

Separate Sheets for
1. President, Vice-President
2. National Committeeman
3. Delegates at Large
4. Delegates - Districts
5. U.S. Senator and Congressman
6. State Offices
7. Judicial Offices
8. State Senators
9. State Representatives
10. Others

MEASURE NO. 17
FORMATION OF THE MILLICOMA RIVER PARK AND RECREATION DISTRICT

County: COOS

Election: GENERAL, NOVEMBER 4, 1986

Page 1 of 1 pages

Name or No. of Precinct / Ballot Number →	YES	NO	UNDER -	OVER +	TOTAL VOTING	TOTAL REG	%
1 Lakeside Lions Bldg							
2 Milner Crest School							
3 North Bay Elem.Sch.							
4 North Bay Firehall							
5 Allegany School	115	83	32	0	230	281	81.9
6. Faith Lutheran Ch.							
7 MHS Harding Bldg							
8 Madison School							
9 IWA Hall N.B.							
10 Housing Authority							
11 IWA Hall N.B.							
12 Faith Lutheran Ch.							
13 Madison School							
14 Neighborhood Facility							
15 North Bay Firehall							
16 Millicoma Jr.Hi. Sch.							
17 Coos Bay Library							
18 Millicoma Jr.Hi.Sch.							
19 Ocean Crest School							
20 MHS Harding Bldg							
21 Milner Crest School							
22 Coq.Sr.Citizens Bldg							
23 Charleston School							
24 Faith Lutheran Ch.							
25 Assembly of God Ch.							
26 Charleston School							
27 Coos River School							
28 Fairview School							
29 Sumner School							
Greenacres Grange							
31 Allegany School	4	3	0	0	7	7	100
32 IWA Hall N.B.							
33 Coq Sr. Citizens Bldg							
34 Church of Open Bible							

State of Oregon ss
County of Coos
I hereby certify that the foregoing is a true copy of the original ... on file in the ... Clerk's office and ...
13th day of Nov 1986
Dorothy Taylor
BY Deputy County Clerk

9

06-17-08P01:32 RCVD

JUN 17 2008

COPY

SEL 803
rev 1/08: ORS 250.035, 250.041, 255.145, 255.345

Notice of District Measure Election

REVISION

Name of District Millicoma River Park and Recreation District

Notice is hereby given on June 13, 2008, that a measure election will be held in

name of county or counties Coos County, Oregon on date of election Sep 16, 2008.

The following shall be the ballot title of the measure to be submitted to the district's voters on this date: Sep 16, 2008

CAPTION *10 words*

Five Year Capitol Project Local Option Tax

QUESTION *20 words*

Should the District impose a levy of $125,000 divided over five years to maintain the Community Building beginning in 2008-2009? The measure may cause property taxes to increase more than three percent.

SUMMARY *175 words*

This measure may be passed only at an election with at least 50 percent voter turnout. The Community Building of the Millicoma River Park and Recreation District is in need of extensive repairs and maintenance to avoid possible condemnation. The proposed levy would result in an estimated rate of $0.71 per thousand of taxable assessed value. For property with a taxable assessed value of $100,000, the levy would cost an estimated $71 per year. The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of the estimate.

↓ **signature**

The following authorized district official hereby certifies the above ballot title is true and complete.

Dustin Hood

signature of authorized district official *not required to be notarized*

6/17/08
date signed *mm/dd/yy*

Dustin Hood, President, Board of Directors
printed name of authorized district official — title

MEASURE # 6-121

Millicoma P - R

□E□&l2a0o7c067F□(s0p16.66h3b6T□&a00L

Unofficial Final Totals

Coos County, OR

Report EL45 Page 001

September Special Election
Tuesday, September 16, 2008

	VOTES	PERCENT
PRECINCTS COUNTED (OF 1)	1	100.00
REGISTERED VOTERS - TOTAL	294	
BALLOTS CAST - TOTAL	188	
VOTER TURNOUT - TOTAL		63.95

6-121 Millicoma P & R 5 Yr Local Option
Vote for 1
(WITH 1 OF 1 PRECINCTS COUNTED)

Yes	145	77.13
No	43	22.87
Total	188	
Over Votes	0	
Under Votes	0	

□E

ORDINANCE NO. 2009-001

AN ORDINANCE DEFINING THE DISTRICT'S PARK AND RECREATION FACILITIES; RESTRICTING DISTRICT EXPENDITURES; REQUIRING ELECTOR APPROVAL OF CERTAIN ACTIONS; and REFERRING ORDINANCE TO ELECTORS

THE MILLICOMA RIVER PARK AND RECREATION DISTRICT ORDAINS AS FOLLOWS:

Section 1. – Purpose. The purpose of this Ordinance is to:

(a) Define the park and recreation facilities that may be provided by the Millicoma River Park and Recreation District;

(b) Reserve unto the electors of the District, the authority to add new District facilities, or to remove existing District facilities; and,

(c) Prohibit expenditure of District funds on any facility that is not identified by District Ordinance as a District Facility.

Section 2. – District Park and Recreation Facilities. The park and recreation facilities of the District shall be limited to the following:

(a) The Allegany Community Center and its grounds owned in fee simple by the District (formerly the Allegany Elementary School).

Section 3 – Expenditure of Funds Restricted. The District shall not expend funds for the construction, operation, maintenance, repair, acquisition, or lease of any park and recreation facility that is not identified in Section 2 of this Ordinance.

Section 4 – Referral Required for Certain Actions.

(a) Any Ordinance adopted by the District Board, or other action taken by the Board, for one of the purposes described in Section 4(b) of this Ordinance shall not be effective, unless referred to the electors of the District pursuant to ORS Chapter 266.410(9), and approved by the majority of electors casting ballots in the election.

(b) The following matters shall be referred to the electors of the District:

1. The Addition of a new park and recreation facility to Section 2 of this Ordinance,
2. The removal of an existing park and recreation facility from Section 2 of this Ordinance, or
3. The Repeal, Amendment, or Modification of the provisions of the Ordinance.

Section 5 – Referral of Ordinance. Pursuant to ORS 255.185, this Ordinance is hereby referred to the electors of the District for approval.

Section 6 – Effective Dates.

(a) The provisions of Sections 1, 2, and 4 of this Ordinance shall be effective 30 days after the approval of the Ordinance at the election held pursuant to Section 5 of this Ordinance.

(b) The provisions of Section 3 of this Ordinance shall be effective as of July 1, next following the date of approval of the Ordinance at the election held pursuant to Section 5 of this Ordinance.

CAPTION: DEFINES PARK AND RECREATION FACILITIES; RESERVES ELECTORS' AUTHORITY; RESTRICTS EXPENDITURES;

QUESTION: Shall the District restrict expenditures to certain facilities and require elector approval to add new facilities or remove existing facilities?

SUMMARY: The Millicoma River Park and Recreation District operates two park and recreation facilities: The Allegany Community Center and Camp Millicoma. The Allegany Community Center is owned by the District. Camp Millicoma is owned by the State of Oregon and is operated by the District pursuant to the terms of a special use permit. District funds are used to operate and maintain Camp Millicoma.
This initiative proposes that the District only expend funds on the Allegany Community Center. The District would be prohibited from expending any funds on Camp Millicoma. Voter approval would be required before a facility could be added or deleted from the list of facilities that the Board would be authorized to expend funds on to acquire, maintain or otherwise operate.

If passed this initiative will limit the authority of the Board given to it by state law to delete or acquire real property infurtherance of the goals of the District.

March 9 2010 Final totals report

Final Totals Report

Coos County, OR
Millicoma River P&R Election
Tuesday, March 9, 2010

Report EL45 Page 001

Run Date:03/09/10 08:00 PM

	VOTES	PERCENT
PRECINCTS COUNTED (OF 1)	1	100.00
REGISTERED VOTERS - TOTAL	298	
BALLOTS CAST - TOTAL	228	
VOTER TURNOUT - TOTAL		76.51
6-129 Defines Park & Rec. Facilities		
Vote for 1		
(WITH 1 OF 1 PRECINCTS COUNTED)		
Yes	126	55.51
No	101	44.49
Over Votes	0	
Under Votes	1	

DRAFT BOARD RULES

(as of November 17, 2009)

Millicoma River Park and Recreation District, Coos County, Oregon

The Millicoma River Park and Recreation District Finds:

a. All Board meetings must compy with the Oregon Public Meetings Law.

b. Procedures and situations not covered by the law have sometimes been decided on an ad hoc basis.

For more fair and efficient board procedures, the Millicoma River Park and Recreation District Board Resolves to utilize these Board Rules as a guide:

SECTION 1. ORGANIZATION

A. The Chair presides at Board meetings and has a vote on each matter before the Board. The Chair may not make or second motions unless the position is first relinquished for that purpose.

B. The Board member with the most seniority in office will act as presiding officer when the Chair is absent or has relinquished the position for purposes of making a motion or second.

C. The Chair will sign all documents approved at the Board meeting.

D. All committees are formed at the discretion of the Board. The Chair will appoint at least one committee member from among the Board members. Committee reports will be made to the Board by a Board member who is also a member of the committee.

SECTION 2. MINUTES

A. The Recording Secretary will make a record of all Board meetings.

B. The written record will comply with the Oregon Public Meetings Law, to include the following as a minimum:

(1) Members present.

(2) Motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition.

(3) Results of all votes and the vote of each member by name.

(4) A reference to any document discussed at the meeting.

SECTION 3. MEETINGS

A. All meetings are open to the public.

B. All Board meetings are held at the Allegany Community Center cafeteria dining room.

C. The Board meets on the first Tuesday of each month at 6 pm to deliberate on District business and make decisions.

D. When it is in the public interest, the Board by majority vote at any meeting may adjourn to another time or to another location accessible to the public, or may set a different date and time for the next meeting.

SECTION 4. NOTICE AND AGENDA

A. The Recording Secretary will maintain an **interested person Board meeting notice list**, which will include the names and e-mail or postal addresses of interested persons that have requested notice of Board meetings. The Recording Secretary will give notice stating the time and place of Special Board meetings and the agenda to persons on the list, and post it on the bulletin board at the Allegany Community Center.

(1) Notice will be given at least 72 hours before each regular meeting.

(2) Notice will be given 24 hours before each special meeting.

B. The Chair and each Board Member may place matters on a Board meeting agenda.

C. The Chair will supervise agenda preparation.

D. At the beginning of each meeting, the Chair will ask if there are changes or additions to be made to the agenda. If there are changes, ask for approval of the agenda as changed.

E. The Board may act on an item not on the agenda notice if at least three Board members vote in favor of a motion to consider the matter.

SECTION 5. ATTENDANCE, QUORUM

A. A quorum consists of three Board members.

SECTION 6. VOTING

A. If a potential conflict of interest exists for any Board member relating to any matter on the Board agenda, the Board member will publicly announce the nature of the potential conflict before participating in the Board discussion of that matter. If a Board member has an actual conflict of interest relating to any matter, that Board member may not participate or vote on that matter.

C. After a motion and second, the Chair will request an explanation of the agenda matter and accept public testimony. At the conclusion of Board discussion, the Chair will state the motion before the Board and call for the vote.

D. After the call for the vote, no further discussion is permitted, but the Chair will permit the maker to withdraw the motion to allow further discussion.

E. Board members will vote orally. The Chair will announce the results of the vote, and the vote of each Board member will be recorded.

F. Motions and amendments to motions fail if there is a tie vote.

G. Agenda items may be taken out of order at the discretion of the Chair.

SECTION 7. PUBLIC TESTIMONY

A. The Chair may regulate the length of public participation and limit appearances to presentations of relevant points.

B. To assist persons wishing to testify at Board meetings, the Recording Secretary will make public sign-up sheets available.

C. The Chair has authority to keep order and impose reasonable restrictions necessary to the efficient and orderly conduct of a meeting. Any person who fails to comply with reasonable rules of conduct or who creates a disturbance may be asked or required to leave and upon failure to do so becomes a trespasser.

SECTION 8. ORDINANCES

A. Proposed ordinaces will be reviewed and approved by the District Attorney.

B. Proposed ordinaces will be read at regular Board meetings on two different days at least six days apart.

C. A motion to move a proposed ordinace to its second reading requires the affirmative concurrance of at least three members of the Board. The Chair will announce that the second reading is scheduled for the next regular meeting, which must be at least six days from passage of the motion.

D. A non-emergancy ordinace takes effect thirty days after adoption by the Board unless it prescribes a later effective date, or is referred to the District voters.

SECTION 10. MISCELLANEOUS

A. Any procedure or situation not covered by law or these Rules is governed by the most recent edition of Robert's Rules of Order Newly Revised.

B. Copies of these Board Rules will be available at all Board meetings.

SECTION 11. ADOPTION

These Rules take effect immediately upon Board adoption.

ADOPTED this __ day of _____, 2010.

Board of the Millicom River Park and Recreation District
Coos County, Oregon

Carole Dawson, President

Attested, Donna Tyler, Recording Secretary

Millicoma River Park and Recreation District

P. O. Box 155
Allegany, Oregon 97407

The PURPOSE of the Millicoma River Park and Recreation District is to

TO PROVIDE PARK AND RECREATION FACILITIES FOR THE INHABITANTS.

VISION STATEMENT

We dedicate ourselves to providing community experiences for our geographically scattered childern. Recognizing that our senior citizen population is growing, we dedicate ourselves to providing services to them.

GOALS

Goal 1. To eventually obtain clear title to the Allegany School land and building.

Goal 2. To provide recreation programs for the children and youth of the District.

Goal 3. To provide recreation programs for the elderly of the District.

Goal 4. To provide recreation programs for the residents of the District who are neither youth nor elderly.

Boundaries of the District

The Millicoma River Park and Recreation District begins at HC 52 Box 419 and runs to the end of the county roads on both the East Fork and the West Fork of the Millicoma River. There are approximately 55 square miles within the District.

LOCAL SELF GOVERNMENT AT ALLEGANY

A Chronology

1874 Allegany site patented, signed by Pres. U. S. Grant

1880 School Dist. 45 established (Jan 7)

1885 School site deeded by William Vincamp

1893 Allegany Post Office established

1911 West Fork School Dist 87 formed; school built

1916 Glenn Creek School Dist 76 formed

1930 Allegany Grange #762 formed (disbanded in 1932)

1941 Dist 87 and 76 consolidated with Dist 45

1951 Allegany Dist 45C consolidates with Coos Bay Dist 9C

1952 Land for school sold to Dist 9C by Herman & Minnie Heep
Building constructed for $90,000
Allegany Community Church formed; obtains D-45C school property

1964 Millicoma Improvement Group formed (April 29)

1978 No-spray Committee of Millicoma Improvement Group

1982 D-9C closed Allegany School – later reversed decision in face of community outrage
Attempted secession from D-9 to form an Allegany elementary school – failed

1985 D-9C closed Allegany, Sumner, Greenacres, and Coos River Schools in November.

1986 Millicoma River Park and Recreation District formed to manage the Allegany school building and grounds as a community center (November).

1991 Purchased the D-9C property at Allegany for $60,000 from sale of timber (Aug 12)

2008 Passed $125,000 5-year Capital Project Local Option Levy for maintenance of the Community Center; 145 yes/43 no (Sep 16)

2010 Passed initiative measure defining facilities as only the Community Center and grounds (March 9).

Millicoma River Park and Recreation District
Directors, Position #4, Allegany (due 2011)

Gene Cook	1987-1995
Dale Ott	1995-2000
Eric Dolan	2000-2007
Dean Stickler	2008-

Millicoma River Park and Recreation District
Directors, Position #3, Down River (due 2013)

Bob Mahaffy	1987-1989
John Wright	1989-2001
Terry Hite	2001-2005
Ryan Mahaffy	2005-2009
Bob Mahaffy	2009-

Millicoma River Park and Recreation District
Directors, Position #2, East Fork (due 2013)

Jerry Kroeger	1987-1997
Jim Brophy	1997-2001
Kelly Brophy	2001-2003
Louane Fenton	2004
Linda Burnett	2005
Dustin Hood	2006-2009
Carole Dawson	2009-

Millicoma River Park and Recreation District
Directors, Position #1, West Fork (due 2013)

Joyce Gault	1987-1992
Don Blom	1992-2001
Jay Meyer	2001-2005
Phil Marler	
Jane Cross	2006-2009
Mick Oaks	2009-

Millicoma River Park and Recreation District
Directors, Position 5, At Large (due 2011)

Mary Murphy	1987-2007
Tony Herzog	2007-

Arago Inspection

Property Inspection Report

Submitted to

Millicoma River Park and Recreation District

American Institute of Inspectors

Inspection Conducted at

Allegany Community Center
Allegany, OR
March 24 and 25, 2009
Report Number: 090324

ASHI
AMERICAN SOCIETY OF HOME INSPECTORS

Arago Inspection
Oregon Certified Home Inspector
Licensed, Bonded and Insured
CCB No. 113816, Home Inspector Certificate #OCHI 087, Structural Inspector Certificate #1974CAS, Committee Member, Oregon HIAC

90087 Cape Arago Highway Coos Bay, OR 97420
Phone: 541 888 2469 Fax: 541 888 8674
Email:aragobooks@charter.net

Professional Property Inspection Report

No. 090324

Client:	Millicoma River Park and Recreation District		Inspection Address:	Allegany Community Center	
Address:			City:	Allegany, OR	
City:			Inspection Date:	March 24 and 25, 2009	
Phone:			Property Owner:	Coos County	Listing Agent:
Client's Realty Company:	None	Agent:	Title Co:		Title Co. Agent:

Property Description

Township:	Range:	Section:	Tax Lot No:	Lot Size:

Description of structure: Former school building, single story with lap siding and plywood siding

Ambient Conditions During Inspection

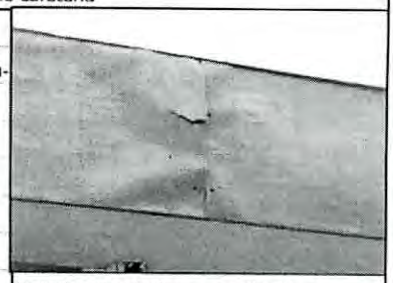
Time at Beginning of Inspection:	11:00 on 3/24	Temperature:	50 F
Time at End of Inspection:	3:30 on 3/25	Weather Conditions:	Cloudy, rain
Keys supplied by:	Dustin Hood, Postmistress	Occupancy at Property:	Occupied, some rooms not in use
The structure is oriented	E-W	Property Secured After Inspection By:	Left open
For reference purposes,	south is taken to be the direction toward	Others present:	Dustin Hood, Postmistress, other community people
			the parking area from the cafeteria

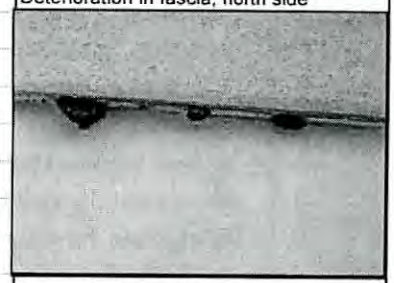
INSPECTION REPORT SUMMARY

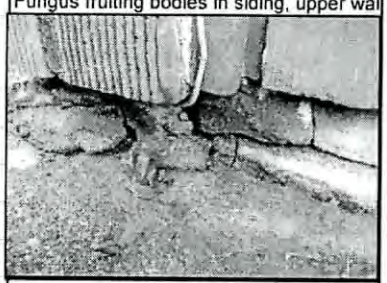
ITEMS REQUIRING IMMEDIATE ATTENTION: It is recommended that the following conditions be examined, evaluated and repaired by a qualified licensed contractor in the appropriate specialty trade as needed, prior to the close of escrow. Repairs should be documented and warranted by the person conducting the repairs, by filling out the Completion Form included at the end of this report. Other conditions are addressed in the body of the report (including maintenance and cosmetic issues which are not considered to be patent structural or functional defects) following this summary, for the client's information. **The client is advised to read the report in its entirety.**

Site and yard: Plant growth along the north side should be cut back. Surface water drainage along the north side should be improved with french drains and subgrade drain pipe. The caretaker's unit waste piping presently drains into the storm drain. This is a health hazard. All waste piping should drain into an approved septic system. There is a shed on the north side which is deteriorated along the lower edges. There is an underground fuel tank on the east side of the building which should be evaluated for possible leaks and soil contamination, and possibly removed or decommissioned.

Exterior: See pages 3-5 for details. There are areas at the gym siding which have deteriorated panels. On the main building there is deterioration in the siding in both the lower and upper portions. Deteriorated siding should be replaced. Areas of long term ongoing leaking should be evaluated for damage to the studs. After repairs are made, the siding should be prepped and repainted.
North side: Areas around the windows which are not weathertight should be sealed. Waste vent piping should extend through the roof. Loose siding should be secured. There is a broken window pane.
West side: Exposed edges of siding at the upper corner should be trimmed and sealed weathertight. Brick should be sealed. There is dry rot at the jambs of the hall door.
South side: There are several broken window panes. There is significant cracking at the foundation in the SW corner. Contact between wood and concrete walks should be eliminated. It is not possible to maintain the recommended 6-inch clearance between wood and concrete walks, but the joint at the bottom of the siding should


Deterioration in fascia, north side


Fungus fruiting bodies in siding, upper wal


Cracked foundation corner


Bare wires on service drop conductors

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CCB No. 113816, Home Inspector Certificate #OCHI 087, Structural Inspector Certificate #1974CAS, Committee Member, Oregon HIAC

Professional Property Inspection Report No. 090324

be kept well caulked. Damaged door threshold aprons should be repaired.

East side: The cover over the communication wiring should be replaced. The post supporting the corner of the patio roof has dry rot and is too small for the support. This corner should have a poured in place concrete pier and pressure treated 6x6. The matal posts supporting the patio roof are rusted and have been compromised by drilling of holes. One has been repaired. These should be replaced in the near future. The cafeteria entry doors are damaged, and one has a broken pane.

Standing water, NW under gym

Substructure: See page 6 for details. Much of the substructure is not accessible, due to inadequate clearance under grade beams and piping. General crawl space clearance is about 14 inches. The crawl space is divided by stem walls or beams into long bays. To gain access, it is recommended to install access openings in the floor along both ends of the gym and in the ends of the classroom building, to access each bay from either end. In the NW corner of the gym there is standing water, dry rot in beams and joists, and wood boring beetle damage in beams and joists. Repair of dry rot and a spray treatment for wood boring beetles is recommended, along with improved exterior drainage and repairs of leaks at the roof or exterior walls.

Dry rot in beam

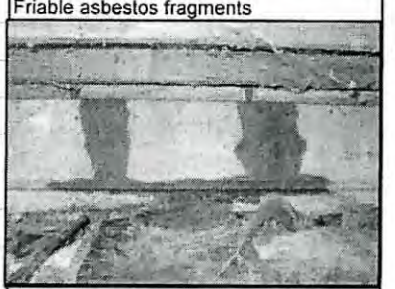
Under the classroom portion, ventilation is inadequate due to concrete stem walls without vent openings. There is ongoing water intrusion along the west wall. Concrete foundation blocks used as piers should be replaced with proper pier blocks. Loose wiring should be properly supported. Wood waste should be removed. There is evidence of rodents under the building. There is friable asbestos around old heat pipes, some of which is damaged.

Dry rot in joists and subflooring

Roof: See page 7 for details. The membrane surface of the roof is relatively new. There is evidence of ongoing leaking at the stage and in the hall. The source of these leaks was not discovered. The space between the rafters does not have adequate ventilation. This should be addressed soon, due to evidence of ongoing leaking which has produced high moisture levels in the roof support space. The roof sheathing is soft is some places. Care should be taken when walking on this roof. The plywood fascia is deteriorated long the north side. Some downspouts are missing or disconnected. All downspouts should drain into a subgrade drainage system. The brick chimney has several significant cracks. This chimney is considered unstable and should be evaluated by a brick mason.

Friable asbestos fragments

Electrical service: The service drop conductors have missing insulation, with exposed bare wiring. This is extremely dangerous and should be corrected immediately. At the panel in the furnace room, open slots should be covered. In the storage room above the stage there are older fuse boxes which should be upgraded.



Water intrusion, west under gym

Interior: There is water damage to the ceiling in many places. Many ceiling tiles are buckled or have fallen out. If these ceiling tiles were installed prior to 1978, they may contain asbestos. If so, repair or replacement will involve following asbestos abatement procedures.

Furnace room: There is friable asbestos around old heat pipes, some of which is damaged.

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87 This is a potential health hazard. There is evidence of past water intrusion at the chimney.

There is no hand rail at the steps down.

Gym: The floor covering is damaged in many places. The 9-inch tiles probably contain asbestos.

There is termite damage to the floor and wall in the SE corner. There is water damage to the wall. There is evidence of an ongoing leak in the ceiling at the stage. The floor has many holes drilled, possibly to drain water from the floor from some past leak.

Stage: There is water damage to the floor in the north portion due to a leak at the furnace flue. Some of the wall is torn out to the studs. In the upper storage closet, there is evidence of rodent infestation and some other larger animals.

Storage room NW off main hall: The zone heater is not functioning. At the sink, the hot valve is stuck closed.

Room 4: The floor covering is damaged. There is water damage to the walls. The zone heater is not functioning. The lights are missing covers. The door does not close weathertight. There is dry rot in the floor in the SW corner. The sink has no water flow.

Room 3: The floor covering is damaged. There is water damage to the walls. The exterior door is warped and does not close weathertight. The sink has a leak at the left valve and at the right shutoff valve under the sink.

Room 2: The sink has leaks at both valves.

Kitchen: The counter outlets should be GFCI protected. There is past termite damage to the floor in the SW corner. At the west sink there is a leak at the spout gasket. At the range, the gas flex piping should be upgraded to plastic coated flex. The fuel piping should be secured.

Hall: There is water damage to the walls. The west doors do not close weathertight. The drinking fountain is not functioning.

Girls Restroom: Two of the toilets are not functioning properly. There is water damage to the floor at the showers and sink. At the left shower there is a leak at the valve.

Boys Restroom: There is water damage to the floor at the toilet. There is past termite damage to the wall on the west end. Flow at the sink is low. There is a leak at the left shower spout.

Smoke alarms which meet NFC regulations should be installed.

Water heater: The Bradford-White water heater is leaking. At the Reliance heater, the pressure relief valve piping should extend to 6 inches from the floor.

Water intrusion, W end, loose wiring.

Foundation block used as pier block

Wood boring beetle damage

Open slot in panel

Leak at water heater

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CCB No. 113816, Home Inspector Certificate #OCHI 087, Structural Inspector Certificate #1974CAS, Committee Member, Oregon HIAC

Invoice: Property Inspection Report Invoice Number 090324

Invoice Date: March 24 and 25, 2009

1	Client:	Millicoma River Park and Recreation District		Inspection Address:	Allegany Community Center	
2	Address:			City:	Allegany, OR	
3	City:			Inspection Date:	March 24 and 25, 2009	
4	Phone:	0		Property Owner:	Coos County	Listing Agent: 0
5	Client's Realty Company:	None	Agent: 0	Title Co:	0	Title Co.Agent: 0

We submit the following services for payment. Any changes from the proposal are noted.

1	Property Inspection conducted at property described above and in Report Number 090324
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Thank you for choosing Arago Inspection!

Fee Totals:	
Inspection Fee:	$ 600
Reinspection Fee:	$ -
Other Fees:	
Invoicing Fee:	$ -
Total Invoiced Amount:	$ 600
Finance Charge:	
Received on account:	$ -
Net Due:	$ 600

Terms: Net Due is payable upon receipt of this invoice.
Balance due after 30 days subject to 2.0% finance charge per month.

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RATING KEY: Each observed element of the structure is given a rating based on conditions present at the time of inspection.

The definitions below refer to the Rating Key in the Report, using abbreviations S, C, D, and N

S: *Serviceable* is defined as operational at the time of inspection, not exhibiting an obvious patent structural or functional defect which will require remediation in the near future.

C: *Conditional* is defined as operational at the time of inspection, exhibiting signs of normal aging and wear, including cosmetic defects. Conditional items are not considered patent structural defects, but should be monitored for future remediation, and are brought to the Client's attention for possible future maintenance. Conditional items also may not meet new construction codes, but are otherwise functioning. Items marked as *aged* are considered to be near the end of their useful life.

D: *Deficient* is defined as exhibiting some patent structural or functional material defect, requiring, in the opinion of the Inspector, immediate remedial attention. Deficient components should be evaluated and repaired or replaced as deemed necessary by a qualified licensed contractor in the appropriate specialty trade, *prior to close of escrow.*

N: *Not Inspected* is defined as not inspected at the time of inspection, either due to limited access or visibility, or due to the Component not being present in the structure.

Please refer to the Inspection Agreement for other Contingent and Limiting Conditions.

Window references: The following abbreviations refer to window types.

Sash materials: V: vinyl AL: aluminum W: wood

Window opening type: XO: sliding window, X refers to the side which slides, O refers to the fixed side. F: fixed window, not designed to open SH: single hung. The bottom half slides upward to open. The top half is fixed. DH: Double hung. Both top and bottom halves of the window can be opened by sliding vertically. C: Casement. The window has a hinge on which it swings to open, and opens with a crank mechanism. H: Hinged. This window may be hinged on any side, but does not have the casement crank mechanism A: Awning. A window made of several overlapping glass panes which can be cranked open, louvre-style. SP: single pane, DP: double pane, MP: multi-pane ("grid" style, with several individual panes, usually wood sashes, single panes)

Window dimensions are given in feet and inches, as two two-digit numbers. Width is given first, then height. For example, a 3640 measures 3 feet 6 inches wide by 4 feet 0 inches high, and is called a "three six four O" and a 3640 vinyl double pane single hung window would be abbreviated 3640VDPSH.

General structural references: The following abbreviations refer to dimensional lumber and framing terms

Dimensional lumber: Actual dimensions are about one-half inch less than the nominal dimensions

2x4: cross section dimensions of 1.5 x 3.5 inches 2x6: cross section dimensions of 1.5 x 5.5 inches

OC: On Center. This refers to the distance between consecutive studs, joists, rafters or support beams.

PT: Pressure treated. Chromated copper arsenate or chromated copper naphthanate is used as a treatment for dimensional lumber to prevent dry rot, and discourage insect infestation. PT lumber may be allowed for subgrade applications.

Electrical: GFCI: Ground Fault Circuit Interrupter. This outlet trips off when there is a significant difference in electrical current between the two prongs. Reverse polarity: Incorrect wiring of an outlet, having the black and white wires reversed at the outlet. This is a safety hazard, because a GFCI device may trip, disconnecting the neutral while the hot conductor remains energized.

Directional references: N: north S: south E: east W: west

Often the structure will not be oriented exactly North-South or East-West. A local reference direction will be chosen for orientation

Please note: **Although comments may be made about items which do not meet recent building code requirements for new construction, *this is not a code compliance inspection*. Items which do not meet new code requirements may be rated "Conditional". This is for the Client's information, and these items should not be considered to be defective. Any comments made in this report are opinions only and are not guarantees or warranties of any kind. This is not a mold inspection. Comments may be made about the presence of mildew, but no attempt is made to identify any mold species. This report does not include a technically exhaustive inspection for wood destroying organisms. This report has been produced for the sole use of the Client named above, and is to be considered valid only for those conditions noted on the date of the inspection. Information contained in this report is not to be considered valid after 30 days from the date of the inspection. Events may occur at any time which drastically alter the conditions noted.**

Client is advised to refer to conditions and liability limitations in the Inspection Service Contract.

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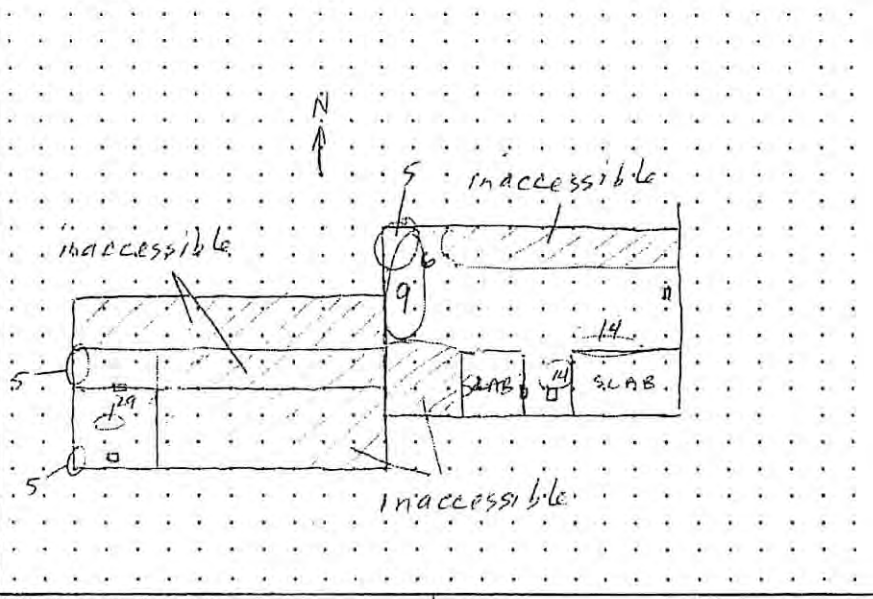
RATING KEY: S=SERVICABLE C=CONDITIONAL D=DEFICIENT N=NOT INSPECTED

	S	C	D	N	SITE and YARD ELEMENTS	
92		X			Grade on site	Inadequate surface water drainage away from the structure on ☒N ☐S ☐E ☐W sides
93		X				☒Grade within 6 ft of structure lacks adequate slope for drainage ☒Yard slopes toward structure
94			X			☐Walkways/planters prevent adequate drainage ☒Water diversion should be installed
95		X				Steep bank without retaining walls ☒N ☐S ☒E ☐W ☒Evidence of soil instability/sloughing/slumpin
96						
97		X			Driveway	☐Unimproved ☒Gravel ☐Asphalt ☐Concrete ☐Brick/pavers
98						☐Possible drainage issues ☐Steep slope ☒Uneven, cracked or rough surface
99						☐Evidence of standing water ☐Possible hazards for turnaround (posts, trees, banks)
100						Other adverse conditions
101						
102		X			Walkways	☒Unimproved in places ☐Cracked/uneven ☐Ledges ☐Narrow ☒Sloping ☐Overgrown
103						☐Earth to wood contact ☐ Dry rot ☐Insect damage ☐Concrete poured against wood
104						Stairs: ☐Irregular ☐No true handrails ☐Railings loose
105						☐Evidence of standing water
106			X			brush on N side should be cut back regularly
107					Patio	☐N ☐S ☐E ☐W ☐Cracked or uneven walking surfaces ☐Evidence of leaks in covering
108						☐Concrete poured against wood components ☐Earth to wood contact at posts or decking
109						Evidence of ☐dry rot ☐insect damage at: ☐Posts ☐Rafters ☐Fascia ☐Siding
110						☐Evidence of standing water
111				X	Retaining walls	☐Concrete ☐Block ☐Stacked beams ☐Stacked decorative block/stone
112						☐ Stone with mortar ☐Post and plank:☐Pressure treated ☐Not pressure treated
113						☐Leaning ☐Cracked ☐Concrete poured against wood ☐Earth to wood contact
114						☐Bowed planks Evidence of ☐dry rot ☐Insect damage ☐Wall without adequate railing
115					Outbuildings	☐Detached garage/carport (see Garage, page 16) ☐Pool/recreation room ☐Shop
116						☒Shed ☐Pump house ☐Barn ☐Greenhouse ☐Gazebo
117		X				☒Some deterioration ☐Earth to wood contact
118			X			Evidence of advanced deterioration: ☐Leaks ☒Dry rot ☐Leaning walls, sagging roof
119						Note: Outbuildings are not inspected in detail
120		X			Water/septic supply	Water:☐ public ☒private ☐Not known Septic:☐ public ☒private ☐Not known
121					Note→	Private septic and water supply systems are not inspected. It is recommended to have flow and
122						water quality tests performed, have the septic sytem located and the tank pumped.
123					Main water shutoff	☒Not located ☐At water meter ☐In yard ☐At/under structure ☐N ☐S ☐E ☐W
124					Main fuel shutoff	☒Not located ☐At fuel tank ☐In yard ☐At/under structure ☐N ☐S ☐E ☐W
125		X			Fences	☒Deterioration ☒Leaning ☐Gate broken Note: Fences are not inspected in detail
126						☐Property lines/building setbacks should be documented for compliance with local regulations.
127					Earth to wood contact	☐Walkway ☐Retaining wall ☒Outbuilding ☐Stairs ☐Fence ☐Firewood/debris
128						Earth contact with wood provides conducive conditions for insect infestation and fungal growth
129					Vegetation	Trees within reach of structure ☐N ☐S ☐E ☐W
130						Weeds, shrubs or other overgrowth: ☐N ☐S ☐E ☐W
131						☐Plant growth against the structure should be trimmed back, recommended clearance 12 inches.
132					Other items observed	☐Balconies ☐Stoops ☐Steps ☐Areaways
133		X			Tripping hazards	At edges of walkways, cracks, thresholds, or in uneven or sloping yards
134					Other notes	☐Exterior plumbing cleanout ☐Exposed waste/vent plumbing
135						Heat pump:☐N ☐S ☐E ☐W ☐Rusting ☐Apparent leak ☐Needs service
136						Fuel/propane tank:☐N ☐S ☒E ☐W ☒Rusting ☐Apparent leak ☐Needs service
137			X			☒Underground fuel tank. If leaking, this presents an environmental issue
138						The ☐Water ☐Power ☐Fuel is not turned on or has no supply, preventing complete inspection
139						Not included in this inspection: Hot tub Yard lighting Sprinkler system Detached deck/stairs
140			X			carrtaker's septic line appears to drain into storm drain
						SITE AND YARD

	S	C	D	N	EXTERIOR ELEMENTS: Siding and Windows	EXTERIOR ELEMENTS 1
1					Siding	☐T111/Panels ☒Lap siding ☒Wood ☐OSB/Particleboard/MDF ☐Vinyl ☐Aluminum
2						Shingles: ☐Cedar ☐Asbestos ☐Asphalt ☐Board-and-batt ☐Tongue-and-groove ☐Stucco
3						☒Plywood ☐Cement board ☐Corrugated metal/plastic Other:
4			X		needs repainting	☒Weathered/deteriorated/cracked ☐Nails/boards loose ☐Installed over older siding
5			X		Loose nails, S side	Needs caulking at ☐Window trim ☐Door trim ☐Corners ☐Joints ☐Chimney ☐Cracks ☐Nail holes
6						☐Not accessible/visible ☐N ☐S ☐E ☐W due to ☐vegetation ☐stacked items
7					Windows General	Sash/framing material: ☐Vinyl ☐Aluminum ☒Wood ☐Steel ☐Other
8			X			☒Single pane ☐Double pane ☐Drip edge does not extend past molding ☒Needs caulk/putty
9						Note: window sizes are approximate, and intended for inventory and assessment purposes only.
10					**Numbers on the elevation sketches below refer to line items**	
11			X		☒Dry rot/deterioration	North Side
12					☐Insect damage	
13			X		☒Physical damage	
14			X		☒Not weathertight	
15			X		☑Earth contact	
16					☐Failed window seal	
17			X		☒Broken window pane	
18						
19					**Windows: North Side (E-W) Size:** 4:4020F, 4:1030F, 4:4020F, 4:4030F, 7:4020F, 7:4030F some hinged.	
20		X			filter drain	~~waste~~ piping ~~should~~ drain ~~to septic line, not to grade~~
21			X		waste vent piping is not standard piping	
22					☐Exposed wiring, not	West Side
23					exterior rated	
24					☐Open electrical splice	
25					☐Electrical receptacle box	
26					not weathertight	
27					☐Loose/broken light fixture	
28					☐Outlet not functioning	
29					☐GFCI outlet does not trip	
30					**Windows: West Side (N-S) Size:** 2:5010F, 2:5020F, 2:2020F	
31			X		exposed sheathing	edges should be sealed
32			X		☐Foundation vent covered	brick facing should be sealed
33					☐Vent screen missing	South Side
34					☐Vent screen damaged	
35					☐Dryer vent cover damaged	
36			X		☒Significant crack	
37					☐Exposed foundation footing	
38					☐Erosion under footing	
39					☐Siding does not lap past	
40					foundation; exposed sill	
41					**Windows: South Side (W-E) Size:** 50:[illegible]0F, 23:4030F, 7:4020F, 2:3050F, 2:3020F, 6:4020F, 3:4030F	
42			X		damaged door threshold	7:3620F, 7:3620H some hinged windows
43			X		threshold missing	
44					☐Exposed supply piping	East Side
45					☐Exposed waste piping	
46					☐Piping needs support	
47			X		☒Piping should extend	
48					through the roof	
49			X		fungus fruiting body visible	
50						
51						
52					**Windows: East side (S-N) Size:**	
53						
54					S side: metal support posts for covered area are rusted, some compromising	
55					Other notes: of support integrity.	
56					**If the house was built prior to 1978, the paint may contain lead.**	**EXTERIOR ELEMENTS 1** 4

	S	C	D	N	EXTERIOR ELEMENTS, CONTINUED	EXTERIOR ELEMENTS
55					Wall Structure	☐Not evident ☐Framed ☐Poured concrete ☐Concrete block
56					Columns/Piers	☐Wood ☐Concrete ☐Composite
57		X			Front Entry Door	☐N ☐S ☐E ☐W ☒Standard 2 ☐Sliding ☐French ☐Door is not an exterior rated door
58						☐No landing outside door Damaged ☒door ☐weatherstrip Dry rot at: ☐threshold ☐Jamb/molding
59					Exterior Door 2	☐N ☐S ☐E ☒W ☐Standard ☐Sliding ☒French ☐Door is not an exterior rated door
60			X			☐No landing outside door Damaged ☐door ☐weatherstrip Dry rot at: ☐threshold ☒Jamb/molding
61					Exterior Door 3	☐N ☒S ☐E ☐W ☐Standard ☐Sliding ☐French ☐Door is not an exterior rated door
62			X		damaged threshold	☐No landing outside door Damaged ☐door ☐weatherstrip Dry rot at: ☐threshold ☐Jamb/molding
63					Exterior Door 4	☐N ☒S ☐E ☐W ☒Standard ☐Sliding ☐French ☐Door is not an exterior rated door
64						☐No landing outside door Damaged ☐door ☐weatherstrip Dry rot at: ☐threshold ☐Jamb/molding
65	X				Exterior Doors Other P.O.	☐N ☒S ☐E ☐W ☒Standard ☐Sliding ☐French ☐Door is not an exterior rated door
66						☐No landing outside door Damaged ☐door ☐weatherstrip Dry rot at: ☐threshold ☐Jamb/molding
67					furnace room, french doors, locked	
68			X		cafeteria entry, french doors, damaged door broken pane	
69				X	Overhead garage door(s)	☐Damage to door ☐Water stains at door
70						Damage at jambs: ☐Dry rot ☐Insect ☐Physical
71				X	Porch	☐N ☐S ☐E ☐W ☐Water damage in covering ☐Roof is attached to fascia of structure
72						Steps to door: ☐None ☐Irregular ☐Steep ☐Loose/deteriorated ☐Dry rot ☐Insect damage
73						Rallings: ☐None ☐No true handrail ☐Loose or deteriorated ☐Dry rot ☐Insect damage
74						☐Concrete poured against wood ☐Dry rot ☐Insect damage at ☐Post ☐Wall ☐Roof
75				X	Porch, other	☐N ☐S ☐E ☐W ☐Water damage in covering ☐Roof is attached to fascia of structure
76						Steps to door: ☐None ☐Irregular ☐Steep ☐Loose/deteriorated ☐Dry rot ☐Insect damage
77						Rallings: ☐None ☐No true handrail ☐Loose or deteriorated ☐Dry rot ☐Insect damage
78						☐Concrete poured against wood ☐Dry rot ☐Insect damage at ☐Post ☐Wall ☐Roof
79					Foundation Structural	☒Poured concrete ☐Concrete block ☐Post and pier ☐Slab ☐Mortar coat on exterior
80						Skirting: ☐Block ☐Boards ☐Plywood ☐Metal ☐Cement board ☐Vent screens missing/damaged/cover
81						☐No visible footing ☐Footing exposed or eroded ☐Exposed sill plate ☐Minor cracks
82		X				Significant settling cracks: ☐N ☒S ☐E ☐W ☒Some/most of foundation not visible
83				X	**Deck 1**	☐N ☐S ☐E ☐W ☐At main level ☐Upper ☐Lower
84					Deck: Supports	☐Not accessible/visible Evidence of: ☐Dry rot ☐Insect damage, in ☐joists ☐beams ☐posts
85						☐Earth contact at: ☐posts ☐skirting ☐joists/beams ☐Posts loose ☐Inadequate support/bracing
86					Deck: Decking	☐Weathered ☐Dry rot ☐Insect damage Decking and stairs may be slippery when wet
87					Deck: Railings/balusters	☐Weathered ☐Dry rot: ☐Top rail ☐Rails ☐Posts ☐Balusters ☐Height of top rail less than 36"
88						☐ Baluster/railing spacing greater than 4" Railings are required if deck is more than 30" off grade.
89					Deck: Stairs, Handrails	Stair supports: ☐Dry rot ☐Insect damage
90						Stair treads: ☐Weathered ☐Dry rot ☐Insect damage ☐Irregular ☐Inadequate support
91						☐No true handrail ☐Handrail loose ☐ Baluster/railing spacing greater than 4"
92				X	**Deck 2**	☐N ☐S ☐E ☐W ☐At main level ☐Upper ☐Lower
93					Deck: Supports	☐Not accessible/visible Evidence of: ☐Dry rot ☐Insect damage, in ☐joists ☐beams ☐posts
94						☐Earth contact at: ☐posts ☐skirting ☐joists/beams ☐Posts loose ☐Inadequate support/bracing
95					Deck: Decking	☐Weathered ☐Dry rot ☐Insect damage Decking and stairs may be slippery when wet
96					Deck: Railings/balusters	☐Weathered ☐Dry rot: ☐Top rail ☐Rails ☐Posts ☐Balusters ☐Height of top rail less than 36"
97						☐ Baluster/railing spacing greater than 4" Railings are required if deck is more than 30" off grade.
98					Deck: Stairs, Handrails	Stair supports: ☐Dry rot ☐Insect damage
99						Stair treads: ☐Weathered ☐Dry rot ☐Insect damage ☐Irregular ☐Inadequate support
100						☐No true handrail ☐Handrail loose ☐ Baluster/railing spacing greater than 4"
101					Other	
102					Tripping hazards	Irregular stair risers, thresholds, uneven decking boards or at deck level changes
103					Chimney, from ground level	☒Brick/stone ☒Metal ☐Cinder block ☐Flue vent only ☐Not visible (covered)
104						☐Leaning ☐Cracked/damaged ☐Rusted ☐Mortar coat cracked/loose ☐Cleanout door rusted/damag
105		X			Chimney weather cap	☒No weather cap ☐Damaged/rusted ☐Fireplace is sealed at top, not functional
106		X			Exterior Hose Bibbs	☒Not freeze protected ☐Leaking at faucet ☒Broken/missing handle ☐Exposed piping ☐Loose
107				X	Exterior switches	☐ Box/wiring not exterior rated ☐Not functioning
108				X	Exterior outlets	☐Not GFCI protected ☐GFCI not functioning ☐Damaged ☐Box/wiring not exterior rated
109						☐Ungrounded ☐Not functioning ☐Open splice/box ☐Bare wire ends
						EXTERIOR ELEMENTS 2 5

	S	C	D	N	SUBSTRUCTURE ELEMENTS	SUBSTRUCTURE
1		X			Access opening	☐Inaccessible ☒Restricted Cover:☐Missing ☐Deteriorated ☐Framing deteriorated
2		X			Foundation walls interior	☑Poured concrete ☐Block ☐Skirting only Cracks: ☒Minor ☐Significant
3			X			Evidence of water intrusion:☒N ☐S ☐E ☒W Considered to be ☒Recent ☒Seasonal
4						☐Earth to wood contact ☐No tie-downs (manufactured homes only)
5			X			Dry rot evident ☒N ☐S ☐E ☒W In: ☐Joists ☒Beams ☐Posts ☒Sills ☒Subflooring
6			X			Insect damage: ☐N ☐S ☐E ☒W In: ☒Joists ☒Beams ☐Posts ☐Sills ☐Subflooring
7					**Numbers on the substructure plan view below refer to line items**	
8						Numbers refer to line items on this page
9			X		☒Standing water	
10					☐Fungus	
11					Evidence of insect activity:	
12			X		☒Wood boring beetle	
13					☐Carpenter ant	
14			X		☒Termite	
15						
16					☐Foundation vent covered	
17					☐Vent screen missing	
18					☐Vent screen damaged	
19					☐Significant settling crack	
20						
21					☐Supply piping leak	
22					☐Waste piping leak	
23						
24					☐Gas piping unsupported	
25					☐Gas piping leak	
26					☐Gas piping damaged	
27						
28					Support piers	☐Earth to wood contact
29			X		Support posts/beams	☒Inadequate support: crooked, loose, stacked lumber, undersized ☐Evidence of water intrusion
30					Floor Joists	☐Not visible ☒2x ☐4x ☐Engineered wood ☒16" OC ☐24" OC ☐48" OC
31						☐Joists undersized for span ☐Improper installation: flat, too far apart ☐Sill not secured
32			X		Adequate crawl space	☒Restricted ☒Inaccessible due to ☒inadequate clearance ☒piping ☒beams 14" space
33			X			Inaccessible areas should be made accessible for inspection or repairs.
34		X			General ground moisture	☒Dry ☐Damp or ☒Wet: ☒N ☐S ☐E ☒W ☐Seasonal high water levels
35						☐Condensation on structural components Other:
36		X			Vapor barrier	☐Incomplete: about_____% installed ☒Vapor barrier other than 6-mil black PE sheeting
37			X		Crawl space ventilation	☒Low ventilation ☐Covered vents ☐Damaged/missing vent screens
38				X	Subgrade framed walls	Present: ☐N ☐S ☐E ☐W ☐Evidence of deterioration
39					Substructural electrical	☐Not visible ☒Plastic sheathed ("Romex") ☐Cloth wrapped ☐Knob-and-tube, outdated
40			X			☒Needs to be properly secured, recommend staples every 4 feet
41						☐Open splice ☐Bare wire ends ☐Open junction box ☐Damaged wiring
42				X	Substructural ducts	Heat ducts:☐damaged ☐disconnected Dryer vent duct ☐damaged ☐disconnected
43						☐Heat ducts are in contact with the ground, should be elevated.
44					Supply plumbing materials	☐Not visible ☒Copper ☒Galvanized ☐PVC/CPVC ☐PEX ☐PE ("black plastic") ☐Polybuytelene
45						Polybutylene piping (gray plastic) may crack or fail at joints. Black PE piping is not allowed by code.
46					Supply plumbing condition	☐Corrosion ☐Leak ☐Piping lacks adequate support
47					Waste piping materials	☐Not visible ☐ABS ☒Cast iron ☐PVC ☐Galvanized ☐Copper
48					Waste piping condition	☐Corrosion ☐Leak ☐Broken pipe ☐Missing cap/plug ☐Inadequate slope for drainage
49		X		X	Insulation	☒None ☐Fiberglass batts ☐Cellulose ☐Not visible ☐Some fallen out: ☐N ☐S ☐E ☐W
50			X		Conducive conditions for	☒High moisture ☐Recommend improved improved drainage in substructure
51			X		dry rot/fungus/insects	☒Low ventilation ☐Recommend improved ventilation in substructure
52			X		Other notes	☒Wood waste should be removed ☐Gas piping: ☐Inadequate support ☐unsafe
53			X			Evidence of: ☒ Rodents ☐Fungus on earth ☒Spider infestation ☐Other animals
54					Method used to inspect	☑Crawl into substructure space with flashlight and probing tool ☐Visual from exterior
55						Note: Insulation or vapor barrier on joists may hide wood components.
						SUBSTRUCTURE F



	S	C	D	N	ROOF		RO
1					Type	☐Gable ☐Hip ☐Shed ☒Flat ☐Gambrel ☐Mansard ☐A-Frame	
2					Structural Supports	☐Not apparent from exterior (see Attic) ☐Trusses ☐Rafters ☐Roof is springy in places	
3						☐Evidence of sagging in places, amount of sagging about _____ inches	
4						☐Roof stuctural supports are considered inadequate	
5		X				For flat roofs: Evidence of pooling: many places Up to 1 inches	
6					Roofing Material	☐3 tab composition ☐Architectural type composite ☐Cedar shakes ☐Cedar shingles	
7						☐Roll roofing ☐Hot mop tar ☐Torchdown ☐Metal ☐Fiberglass/plastic	
8						☐Clay tiles ☐Metal shingles ☒Other membrane types ☐Installed over older roofing	
9						☐Curled/Brittle ☐Surface deterioration	
10					**Numbers on the roof sketch below refer to line items**		
11					☐Missing shingles	Numbers refer to line items on this page	
12					☐Damaged shingles		
13					☐Cracks or holes		
14					☐Exposed nail heads		
15					☐Branches need trimming		
16					☐Flashing needs resealing		
17					☐Exposed edges of sheath-		
18					ing should be flashed		
19					☐Failed seal at skylight		
20					☐Cracked skylight		
21					☐Leak at skylight		
22							
23			X		aged, rusted equipment		
24							
25							
26							
27							
28							
29			X		sheathing is soft in places, with some voids. Care should be taken walking on this roof.		
30							
31				X	Moss/lichen evident	☐Minimal ☐Moderate ☐In shaded areas ☐Extensive	
32			X	X	Venting	☐Low venting ☐Vents covered ☐Vent screens missing/damaged ☐Insulation interferes with venti	
33	X				Flashing: At siding	☐Damaged/rusted ☐Not correctly installed ☐Past repairs/tarred ☐Not visible	
34						**We recommend resealing any flashing which has been repaired or tarred in the past**	
35	X				Flashing: At chimney	☐Damaged/rusted ☐Not correctly installed ☐Past repairs/tarred ☐Exposed nail heads	
36				X	Flashing: Valleys	☐Damaged/rusted ☐Not correctly installed ☐Past repairs/tarred ☐Not visible	
37	X				Flashing: Roof Vents/stacks	☐Damaged/rusted ☐Not correctly installed ☐Past repairs/tarred ☐Need resealing	
38	X				Flashing: Electric Mast	☐Damaged/rusted ☐Not correctly installed ☐Past repairs/tarred ☐Needs resealing	
39					Flashing: Gables/eaves	☐Missing: Exposed sheathing edges should be flashed ☒Metal ☐Tar ☐Vinyl/plastic	
40						☐Damaged/rusted ☐Not correctly installed ☐Past repairs/tarred ☐Exposed nail heads	
41				X	Skylight(s)	☐Glass ☐Plastic ☐Hinged ☐Failed seal ☐Cracked ☐Evidence of leaking: ☐Recent ☐Not recent	
42				X	Skylight flashing	☐Damaged/rusted ☐Not correctly installed ☐Past repairs/tarred ☐Needs resealing	
43			X		Fascia	☐Weathered/cracked ☐Damaged ☒Dry rot/deterioration ☐Insect damage ☐Missing in places	
44				X	Soffits	☐Damaged ☐Dry rot/deterioration ☐Insect damage	
45					Gutters	☐Continuous metal ☐Metal sections ☐Plastic sections ☒Built into roof structure ☐No gutter	
46						☐Need cleaning ☐Loose ☐Crooked/dented ☐Parts missing ☐Evidence of leaking	
47					Downspouts	☒Drain to grade ☒No splash blocks ☐Upper downspouts drain to roof ☐No downspouts	
48			X			☒Disconnected ☒Dented ☐Rusted ☐Loose ☐Parts missing damaged / rusted	
49				X	Exposed Rafter Tails	☐Damaged ☐Dry rot/deterioration ☐Insect damage	
50					Signs of leaks	☒Not apparent from exterior ☐Valley ☐Soffit ☐Chimney ☐Vent/piping/mast flashing	
51			X		Chimney from roof	☐Leaning ☒Damaged ☐Deteriorated mortar ☐Termination is too close to roof ☐No flue liner	
52					Method used to inspect	☐Climb to roof from ladder ☐Visual from ground ☐With binoculars ☐Visual from upper windows	
53						☐Too high to safely climb ☐Too wet/slippery/steep to safely stand ☐Too fragile to stand/walk	
54			X		Other:	many significant cracks in brick chimney	
55							
							ROOF 7

	S	C	D	N	ELECTRICAL SERVICE	ELECTRICAL SERVICE
1					Service Entry ~~to House~~	☐Underground Overhead to:☐pole ☒mast ☐wall (outdated) ☐fascia (outdated)
2			X		Service Conductors	☐Not visible Material: ☒Aluminum/copper ☒Splices aged/damaged ☒Service conductors damaged
3						Service conductors:☐Less than 18" from roof ☐Tree limbs interfere ☐Too close to walk/drive
4		X			Meter Base 4, inside	☐N ☐S ☐E ☐W ☐On pole ☒Not readily accessible ☐Not weathertight ☐Rusted box
5					furnace room	☐Conductor to/from meter base not in conduit ☐Conductor to/from meter base damaged
6					Main Panel location	☐Garage ☐Utility ☐Rear entry ☐Basement ☐Other: furnace room
7						☐Exposed conductors near panel should be covered ☐Cover of panel is loose/damaged
8			X			☐Access to panel should be open at least 30" ☒Open slots in panel should be covered
9						☐Evidence of aluminum wiring in 110/120 volt branch circuits
10					Main Panel Type	☒Breaker box ☐Fuse box ☐Aged ☐Rusted ☐Considered unsafe Brand: Square D
11					Installation/service date	☒Not listed Date: ☐Cover not removed due to safety concerns.
12					Main Panel Service (volts)	☒240 ☐Not apparent ☐Other 1st sub main, in furnace room
13					Main Panel Service (amps)	☐Not listed ☒125 or lower (considered low) ☐200 ☐225 ☐Other:
14					Breakers/Fuses:	Main Panel / Second Panel
15					240 volt , 100 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: / ☒0 ☐1 ☐2 ☐3 ☐4 ☐Other:
16					240 volt, 60 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: / ☐0 ☐1 ☐2 ☐3 ☒4 ☐Other:
17					240 volt, 50 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: / ☐0 ☒1 ☐2 ☐3 ☐4 ☐Other:
18					240 volt, 40 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: / ☒0 ☐1 ☐2 ☐3 ☐4 ☐Other:
19					240 volt, 30 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: / ☒0 ☐1 ☐2 ☐3 ☐4 ☐Other:
20					240 volt, 20 amp	☐0 ☒1 ☐2 ☐3 ☐4 ☐Other: / ☒0 ☒1 ☐2 ☐3 ☐4 ☐Other:
21					120 volt, 30 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: / ☒0 ☐1 ☐2 ☐3 ☐4 ☐Other:
22					120 volt, 20 amp	☐0 ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☒Other: 16 / ☒0 ☒1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐Other:
23					120 volt, 15 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐Other: / ☒0 ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐Other:
24					Number of breakers	☒Adequate ☐Low
25	X				Amp/voltage compatibility	Amperage of ☐240V breakers ☐120V breakers considered high, possibly unsafe
26						☐Multiple taps at breakers ☐Conductors are undersized for breakers
27						☐240-volt breakers are not coupled
28	X				Bus bars	☐Neutral bar not bonded ☐Neutrals and grounds on common bar
29					Type of wiring visible	☒Plastic sheathed ☒Cloth wrapped (outdated) ☐Knob-and-tube (very old wiring)
30						☐Damaged/frayed sheathing ☐Unsafe entry into panel
31					Grounding conductor	☒Not visible ☐Ground rod ☐At water supply line
32					General receptacle grounding	Unless otherwise noted, receptacles are grounded.
33						Ungrounded outlets do not meet new construction codes, but may be functioning.
34	S	C	D	N	SECOND PANEL	
35					Panel location	☐Garage ☐Utility ☐Rear entry ☐Basement ☐Other: furnace room
36						☐Exposed conductors near panel should be covered ☐Cover of panel is loose
37						☐Access to panel should be open at least 30" ☐Open slots in panel should be covered
38	X				Panel Type	☒Breaker box ☐Fuse box ☐Aged ☐Rusted ☐Considered unsafe Brand: Siemens
39					Panel Service (amps)	☐Not listed ☐125 or lower (considered low) ☐200 ☒225 ☐Other:
40	X				Amp/voltage compatibility	Amperage of ☐240V breakers ☐120V breakers considered high ☐Uncoupled 240-volt breaker
41						☐Multiple taps at breakers ☐Conductors are undersized for breakers
42	S	C	D	N	THIRD PANEL	2 boxes in closet above stage, S side
43					Panel location	☐Garage ☐Utility ☐Rear entry ☐Basement ☐Other:
44						☐Exposed conductors near panel should be covered ☐Cover of panel is loose
45						☐Access to panel should be open at least 30" ☐Open slots in panel should be covered
46		X			Panel Type	☐Breaker box ☒Fuse box ☒Aged ☐Rusted ☐Considered unsafe Brand: Wadsworth
47					Panel Service (amps)	☐Not listed ☒125 or lower (considered low) ☐200 ☐225 ☐Other:
48	X				Amp/voltage compatibility	Amperage of ☐240V breakers ☐120V breakers considered high ☐Uncoupled 240-volt breaker
49						☐Multiple taps at breakers ☐Conductors are undersized for breakers
50					Other notes	☐There are conductors visible going underground which are not underground rated
51						If the house is occupied, furniture or items stacked in front of outlets may restrict visibility
52						or access to outlets for testing.
53						Light fixtures may be reported as not functioning due to burned out bulbs.
54						This inspection does not test every circuit under full load, or the effect of one circuit on another.
55						Old or outdated wiring may be functioning, but does not meet new construction codes
						Open splices/boxes should be enclosed for safety. ELECTRICAL SERVICE

	S	C	D	N	ELECTRICAL SERVICE		ELECTRICAL SERVICE
1					Service Entry to House	☐Underground Overhead to:☐pole ☐mast ☐wall (outdated) ☐fascia (outdated)	
2					Service Conductors	☐Not visible Material: ☐Aluminum/copper ☐Splices aged/damaged ☐Service conductors damaged	
3						Service conductors:☐Less than 18" from roof ☐Tree limbs interfere ☐Too close to walk/drive	
4					Meter Base	☐N ☐S ☐E ☐W ☐On pole ☐Not readily accessible ☐Not weathertight ☐Rusted box	
5						☐Conductor to/from meter base not in conduit ☐Conductor to/from meter base damaged	
6	X				Main Panel location	☐Garage ☐Utility ☐Rear entry ☐Basement ☐Other: Submain 3, in Hall	
7						☐Exposed conductors near panel should be covered ☐Cover of panel is loose/damaged	
8						☐Access to panel should be open at least 30" ☐Open slots in panel should be covered	
9						☐Evidence of aluminum wiring in 110/120 volt branch circuits	
10	X				Main Panel Type	☒Breaker box ☐Fuse box ☐Aged ☐Rusted ☐Considered unsafe Brand: Square D	
11	X				Installation/service date	☐Not listed Date: 11/20/03	☐Cover not removed due to safety concerns.
12	X				Main Panel Service (volts)	☒240 ☐Not apparent ☐Other	
13	X				Main Panel Service (amps)	☐Not listed ☐125 or lower (considered low) ☐200 ☐225 ☐Other:	
14					Breakers/Fuses:	Main Panel	Second Panel 3rd
15					240 volt , 100 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other:	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: 0
16					240 volt, 60 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other:	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: 1
17					240 volt, 50 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other:	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: 0
18					240 volt, 40 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other:	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: 0
19					240 volt, 30 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other:	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: 0
20					240 volt, 20 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other:	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: 0
21					120 volt, 30 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other:	☒0 ☐1 ☐2 ☐3 ☐4 ☐Other: 0
22					120 volt, 20 amp	☐0 ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☒Other: 28	☐0 ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☒Other: 20 0
23					120 volt, 15 amp	☒0 ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐Other:	☒0 ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐Other: 0
24					Number of breakers	☒Adequate ☐Low	
25					Amp/voltage compatibility	Amperage of ☐240V breakers ☐120V breakers considered high, possibly unsafe	
26						☐Multiple taps at breakers ☐Conductors are undersized for breakers	
27						☐240-volt breakers are not coupled	
28					Bus bars	☐Neutral bar not bonded ☐Neutrals and grounds on common bar	
29					Type of wiring visible	☐Plastic sheathed ☐Cloth wrapped (outdated) ☐Knob-and-tube (very old wiring)	
30						☐Damaged/frayed sheathing ☐Unsafe entry into panel	
31					Grounding conductor	☐Not visible ☐Ground rod ☐At water supply line	
32					General receptacle grounding	Unless otherwise noted, receptacles are grounded.	
33						Ungrounded outlets do not meet new construction codes, but may be functioning.	
34	S	C	D	N	SECOND PANEL	4th Submain	
35	X				Panel location	☐Garage ☐Utility ☐Rear entry ☐Basement ☐Other: Stage	
36						☐Exposed conductors near panel should be covered ☐Cover of panel is loose	
37						☐Access to panel should be open at least 30" ☐Open slots in panel should be covered	
38	X				Panel Type	☒Breaker box ☐Fuse box ☐Aged ☐Rusted ☐Considered unsafe Brand: Square D	
39					Panel Service (amps)	☐Not listed ☒125 or lower (considered low) ☐200 ☐225 ☐Other:	
40	X				Amp/voltage compatibility	Amperage of ☐240V breakers ☐120V breakers considered high ☐Uncoupled 240-volt breaker	
41						☐Multiple taps at breakers ☐Conductors are undersized for breakers	
42	S	C	D	N	THIRD PANEL		
43					Panel location	☐Garage ☐Utility ☐Rear entry ☐Basement ☐Other: hall, by panel 3	
44						☐Exposed conductors near panel should be covered ☐Cover of panel is loose	
45						☐Access to panel should be open at least 30" ☐Open slots in panel should be covered	
46					Panel Type	☒Breaker box ☐Fuse box ☐Aged ☐Rusted ☐Considered unsafe Brand: not Listed	
47					Panel Service (amps)	☐Not listed ☒125 or lower (considered low) ☐200 ☐225 ☐Other:	
48	X				Amp/voltage compatibility	Amperage of ☐240V breakers ☐120V breakers considered high ☐Uncoupled 240-volt breaker	
49						☐Multiple taps at breakers ☐Conductors are undersized for breakers	
50					Other notes	☐There are conductors visible going underground which are not underground rated	
51						If the house is occupied, furniture or items stacked in front of outlets may restrict visibility	
52						or access to outlets for testing.	
53						Light fixtures may be reported as not functioning due to burned out bulbs.	
54						This inspection does not test every circuit under full load, or the effect of one circuit on another.	
55						Old or outdated wiring may be functioning, but does not meet new construction codes	
						Open splices/boxes should be enclosed for safety.	ELECTRICAL SERVICE 8

						ROOI
	S	C	D	N	Furnace ROOM	☐N ☒S ☐E ☐W ☐NE ☐NW ☐SE ☐SW Floor:☒Main ☐Upper ☐Lower
1		X			Floor Covering	☐Aged/worn ☐Loose ☐Broken/Torn in places ☐Sloping/uneven ☒Unfinished ☐Water damage
2		X			Walls	☐Minor holes/cracks ☐Patched/repaired ☐Water damage ☐Condensation/mildew ☒Unfinished
3		X			Ceiling	☐Minor holes/cracks ☐Patched/repaired ☐Water damage ☐Condensation/mildew ☒Unfinished
4						If ☐acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
5	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
6						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessibl
7	X				Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly
8		X			Electrical: lights	☒Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box
9				X	Heating	☐Not visible/accessible ☐Baseboard Register:☐Floor☐Wall☐Ceiling ☐Zone heater
10			X		friable asbestos	☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
11					around pipes, exposed	☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
12				X	Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
13						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☐Single pane ☐Milde
14		X			Doors	Damage to door: ☐Minor ☒Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
15						☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
16				X	Cabinets and Closets	☐Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew
17			X		Other notes	3 large steps down, no handrail. Water intrusion at chimney
18		X			peeling paint on walls.	evidence of rats and mice.
19	S	C	D	N	OFFICE ROOM	☐N ☒S ☐E ☐W ☐NE ☐NW ☐SE ☐SW Floor:☒Main ☐Upper ☐Lower
20		X			Floor Covering	☒Aged/worn ☐Loose ☒Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage
21		X			Walls	☒Minor holes/cracks ☐Patched/repaired ☐Water damage ☐Condensation/mildew ☐Unfinished
22			X		Ceiling	☐Minor holes/cracks ☐Patched/repaired ☒Water damage ☐Condensation/mildew ☐Unfinished
23		X				If ☒acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
24	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
25						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessibl
26	X				Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly
27					Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box
28					Heating	☐Not visible/accessible ☐Baseboard Register:☐Floor☐Wall☐Ceiling ☐Zone heater
29						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
30						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
31					Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
32						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☐Single pane ☐Milde
33					Doors	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
34						☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
35					Cabinets and Closets	☐Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew
36		X			Other notes	9" floor tiles contain asbestos. significant crack in brick wall.
37	S	C	D	N	Storage ROOM	☐N ☐S ☐E ☐W ☐NE ☐NW ☐SE ☐SW Floor:☒Main ☐Upper ☐Lower off hall, by office
38		X			Floor Covering	☒Aged/worn ☐Loose ☒Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage
39		X			Walls stained	☐Minor holes/cracks ☐Patched/repaired ☒Water damage ☐Condensation/mildew ☐Unfinished
40			X		Ceiling	☐Minor holes/cracks ☐Patched/repaired ☒Water damage ☐Condensation/mildew ☐Unfinished
41		X				If ☒acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
42	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
43						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessib
44	X				Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly
45	X				Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box
46				X	Heating	☐Not visible/accessible ☐Baseboard Register:☐Floor☐Wall☐Ceiling ☐Zone heater
47						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
48						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
49				X	Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
50						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☐Single pane ☐Milde
51		X			Doors unfinished	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
52					molding	☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
53		X			Cabinets and Closets	☒Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew
54					Other notes	
						ROOM

						ROOM
	S	C	D	N	CAFETERIA ROOM	☐N ☐S ☐E ☐W ☐NE ☐NW ☒SE ☐SW Floor: ☒Main ☐Upper ☐Lower
1		X			Floor Covering	☒Aged/worn ☐Loose ☐Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage
2	X				Walls	☐Minor holes/cracks ☐Patched/repaired ☐Water damage ☐Condensation/mildew ☐Unfinished
3		X			Ceiling peeling	☐Minor holes/cracks ☐Patched/repaired ☐Water damage ☐Condensation/mildew ☐Unfinished
4		Y			drywall tape	If ☒acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
5	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
6						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessible
7	X				Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly
8	X				Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box
9					Heating	☐Not visible/accessible ☐Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☒Zone heater in kitchen
10						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
11						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
12		X			Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
13						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☒Single pane ☐Mildew
14			X		Doors broken pane	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
15						☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
16	X				Cabinets and Closets	☐Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew
17					Other notes	
18						
19	S	C	D	N	GYM ROOM	☐N ☐S ☐E ☐W ☒NE ☐NW ☐SE ☐SW Floor: ☒Main ☐Upper ☐Lower
20			X		Floor Covering	☒Aged/worn ☐Loose ☒Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage
21			X		Walls	☐Minor holes/cracks ☐Patched/repaired ☒Water damage ☐Condensation/mildew ☐Unfinished
22			X		Ceiling	☐Minor holes/cracks ☐Patched/repaired ☒Water damage ☐Condensation/mildew ☐Unfinished
23			X		ongoing leak W	If ☒acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
24	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
25						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessible
26	X				Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly
27		X			Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box buzz
28					Heating	☐Not visible/accessible ☐Baseboard Register: ☐Floor ☒Wall ☐Ceiling ☐Zone heater
29						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
30						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
31				X	Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
32						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☐Single pane ☐Mildew
33		X			Doors	Damage to door: ☒Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
34						☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
35					Cabinets and Closets	☒Worn ☐Door damaged/sticks ☐No door Damage to: ☒Floor ☐Walls ☐Ceiling ☒Water/Mildew
36		X			Other notes	past water damage to floor under stage
37	S	C	D	N	stage ROOM	☐N ☐S ☐E ☐W ☐NE ☐NW ☐SE ☐SW Floor: ☒Main ☐Upper ☐Lower 5 steps up from hall
38			X		Floor Covering	☒Aged/worn ☐Loose ☐Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☒Water damage N
39			X		Walls torn out W	☐Minor holes/cracks ☒Patched/repaired ☐Water damage ☐Condensation/mildew ☐Unfinished
40			X		Ceiling	☐Minor holes/cracks ☐Patched/repaired ☒Water damage ☐Condensation/mildew ☐Unfinished
41		X				If ☒acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
42	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
43						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessible
44	X				Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly
45	X				Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box
46					Heating	☐Not visible/accessible ☐Baseboard Register: ☐Floor ☒Wall ☐Ceiling ☐Zone heater
47						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
48						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
49				X	Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
50						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☐Single pane ☐Mildew
51		X			Doors	Damage to door: ☒Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
52						☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
53				X	Cabinets and Closets	☐Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew
54			X		Other notes	leak at furnace flue
			X		rats & other animal	evidence in furnace plenum (closet) ROOM 9

	S	C	D	N	LIBRARY ROOM	ROOM
1		X			Floor Covering	☒N ☒S ☐E ☐W ☐NE ☐NW ☐SE ☐SW Floor: ☒Main ☐Upper ☐Lower
2	X				Walls	☒Aged/worn ☐Loose ☒Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage
3		X			Ceiling	☐Minor holes/cracks ☐Patched/repaired ☐Water damage ☐Condensation/mildew ☐Unfinished
4		X				☒Minor holes/cracks ☐Patched/repaired ☐Water damage ☐Condensation/mildew ☐Unfinished
5	X				Electrical: Outlets	If ☒acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
6						☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
7	X				Electrical: switches	☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessible
8		X			Electrical: lights	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly
9					Heating	☐Cover missing/ broken ☒Bulb not functioning ☐Fixture only ☐Loose ☐Open box
10						☐Not visible/accessible ☐Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☒Zone heater
11						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
12			X		Windows	☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
13						☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
14		X			Doors	☐Hard to open/close/lock ☐Lock missing/damaged ☒Pane broken/cracked ☒Single pane ☐Mildew
15						Damage to door: ☐Minor ☒Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
16					Cabinets and Closets	☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
17					Other notes	☒Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew
18	X					Sink, leak at left supply shutoff valve water heater under sink
19	S	C	D	N	STORAGE ROOM	☐N ☐S ☐E ☐W ☐NE ☒NW ☐SE ☐SW Floor: ☒Main ☐Upper ☐Lower stacked with items
20		X			Floor Covering	☒Aged/worn ☐Loose ☐Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage
21		X			Walls	☐Minor holes/cracks ☒Patched/repaired ☐Water damage ☐Condensation/mildew ☐Unfinished
22			X		Ceiling	☐Minor holes/cracks ☐Patched/repaired ☒Water damage ☐Condensation/mildew ☐Unfinished
23		X				If ☒acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
24	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
25						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessible
26	X				Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly
27		X			Electrical: lights	☐Cover missing/ broken ☒Bulb not functioning ☐Fixture only ☐Loose ☐Open box
28			X		Heating	☐Not visible/accessible ☐Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☒Zone heater
29						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
30						☐Not visible ☒Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
31		X			Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
32						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☒Single pane ☐Mildew
33		X			Doors (2)	Damage to door: ☒Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
34						☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
35		X			Cabinets and Closets	☒Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew
36			X		Other notes	sink on E wall, hot valve is stuck closed
37	S	C	D	N	Room 4 ROOM	☐N ☐S ☐E ☐W ☐NE ☐NW ☐SE ☒SW Floor: ☒Main ☐Upper ☐Lower
38			X		Floor Covering	☒Aged/worn ☐Loose ☒Broken/Torn in places ☒Sloping/uneven ☐Unfinished ☐Water damage
39			X		Walls	☐Minor holes/cracks ☐Patched/repaired ☒Water damage ☐Condensation/mildew ☐Unfinished
40			X		Ceiling	☐Minor holes/cracks ☐Patched/repaired ☒Water damage ☐Condensation/mildew ☐Unfinished
41		X				If ☒acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
42	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
43						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessible
44	X				Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly
45			X		Electrical: lights	☒Cover missing/ broken ☒Bulb not functioning ☐Fixture only ☐Loose ☐Open box
46					Heating	☐Not visible/accessible ☐Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☒Zone heater
47						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
48						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
49		X			Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
50						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☒Single pane ☐Mildew
51					Doors	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
52			X		not weathertight	☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
53		X			Cabinets and Closets	☒Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew
54			X		Other notes	dry rot in floor sw
			X			sink, not functioning

						ROOM
	S	C	D	N	Room 3 ROOM	☐N ☒S ☐E ☐W ☐NE ☐NW ☐SE ☐SW Floor: ☒Main ☐Upper ☐Lower
1			X		Floor Covering	☒Aged/worn ☐Loose ☒Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage
2			X		Walls	☐Minor holes/cracks ☐Patched/repaired ☒Water damage ☐Condensation/mildew ☐Unfinished
3			X		Ceiling	☐Minor holes/cracks ☐Patched/repaired ☒Water damage ☐Condensation/mildew ☐Unfinished
4						If ☒acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
5	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
6						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessible
7		X			Electrical: switches	☒No apparent control (2) ☐Missing cover ☐Damaged ☐Not functioning correctly
8		X			Electrical: lights	☐Cover missing/ broken ☒Bulb not functioning ☐Fixture only ☐Loose ☐Open box
9					Heating	☐Not visible/accessible ☐Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☒Zone heater
10						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
11						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
12			X		Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
13						☐Hard to open/close/lock ☐Lock missing/damaged ☒Pane broken/cracked ☒Single pane ☐Mildew
14			X		Doors exterior door	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
15					is warped, not tight	☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
16		X			Cabinets and Closets	☒Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew
17			X		Other notes	sink, Leak at left valve, Leak at right shutoff valve
18		X				some baseboard is missing
19	S	C	D	N	Room 2 ROOM	☐N ☒S ☐E ☐W ☐NE ☐NW ☐SE ☐SW Floor: ☒Main ☐Upper ☐Lower
20		X			Floor Covering	☒Aged/worn ☐Loose ☐Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage
21	X				Walls	☐Minor holes/cracks ☐Patched/repaired ☐Water damage ☐Condensation/mildew ☐Unfinished
22	X				Ceiling	☐Minor holes/cracks ☐Patched/repaired ☐Water damage ☐Condensation/mildew ☐Unfinished
23		X				If ☒acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
24	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
25						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessible
26		X			Electrical: switches	☒No apparent control (2) ☐Missing cover ☐Damaged ☐Not functioning correctly
27	X				Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box
28					Heating	☐Not visible/accessible ☐Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☒Zone heater
29						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
30						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
31			X		Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
32						☐Hard to open/close/lock ☐Lock missing/damaged ☒Pane broken/cracked ☒Single pane ☐Mildew
33					Doors	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
34						☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
35	X				Cabinets and Closets	☒Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew
36			X		Other notes	sink, Leak at both valves.
37	S	C	D	N	Post office ROOM	☐N ☒S ☐E ☐W ☐NE ☐NW ☐SE ☐SW Floor: ☒Main ☐Upper ☐Lower
38	X				Floor Covering	☐Aged/worn ☐Loose ☐Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage
39	X				Walls	☐Minor holes/cracks ☐Patched/repaired ☐Water damage ☐Condensation/mildew ☐Unfinished
40	X				Ceiling	☐Minor holes/cracks ☐Patched/repaired ☐Water damage ☐Condensation/mildew ☐Unfinished
41						If ☐acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.
42	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box
43						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessible
44	X				Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly
45		X			Electrical: lights	☒Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box
46					Heating	☐Not visible/accessible ☒Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☐Zone heater
47						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
48						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
49		X			Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged
50						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☒Single pane ☐Mildew
51	X				Doors	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
52						☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
53		X			Cabinets and Closets	☒Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew
54					Other notes	
						ROOM 9

	S	C	D	N	KITCHEN	
						☐N ☐S ☐E ☐W ☐NE ☐NW ☒SE ☑SW Floor: ☒Main ☐Upper ☐Lower
1					Floor Covering	☒Aged/worn ☐Loose ☒Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage
2			X			past termite damage at floor
3		X			Walls	☒Minor holes/cracks ☐Patched/repaired ☐Unfinished ☐Damaged
4						☐Water damage/stains/condensation ☐Peeling
5	X				Ceiling	☐Minor holes/cracks ☐Patched/repaired ☐Unfinished ☐Damaged
6						☐Water damage/stains/condensation ☐Peeling ☐Brocade texture/acoustic tiles
7			X		Electrical: Outlets	☒Not GFCI protected ☐GFCI does not trip when tested ☐Outlet not functioning
8						☐Ungrounded ☐Reverse polarity ☐Loose Some outlets may not be visible/accessible
9						☐Cover plate(s) missing ☐Damaged receptacle ☐Open box ☐Open splice
10						☐Exposed wiring should be protected ☐Under sink ☐Above range hood ☐In cabinet/closet
11						
12	X				Electrical: switches	☐No apparent control ☐Missing cover plate ☐Not functioning correctly
13	X				Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box
14						
15					Heating	☐Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☒Zone heater
16						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
17						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
18	X				Windows to cafeteria	☐Stains/weathered at sill ☐Failed seal ☐Water damage/dry rot at sill/sash ☐Damaged
19					no outside windows	☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☐Single pane ☐Mildew
20						
21		X			Doors	Damage to door: ☒Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
22		X				☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☒Jamb/casing damaged
23		X			Closets	☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water ☐Mildew
24						
25		X			Cabinets/Drawers	☑Worn ☐Damaged ☑Water damage in interior: ☐Recent ☒Not recent ☐Mildew
26						☐Wall is open under sink
27		X			Counters	☑Aged ☐Needs caulk ☒Chipped/Broken ☐Cracked tile grout ☐Evidence of leaking
28						
29					Sink (3)	☐Aged ☐Needs caulk ☐Chipped/stained ☐Delaminated
30						w sink
31			X		Sink: Valve/Spout	☐Aged ☐Damaged Evidence of leaking ☐Valve ☒Spout/gasket ☐Sprayer ☐Other:
32	X				Sink: Functional flow	☐Low ☐High ☐No flow ☐The sink sprayer is not functioning properly
33	X				Sink: Drain (at sink)	☐Slow ☐Evidence of inadequate venting
34					Plumbing: supply piping	☐Not visible ☒Copper ☐CPVC ☐PVC ☐Plastic ☒Galvanized ☐PEX ☐PE ☐Polybutylene
35						☐Exposed piping ☐Piping needs support ☐ Evidence of leak: ☐Left ☐Right
36						☐No valves Note: Supply piping for drinking water should not be PE (black plastic).
37						☐Polybutylene piping may crack with age.
38					Plumbing: waste piping	☐ABS ☒PVC ☑Chrome ☐Plastic ☐Galvanized ☐Cast iron
39						☐Cross connection present ☐Piping needs support ☐Evidence of leak: ☐Left ☐Right
40					Range not operated	☐Not built-in ☐Aged ☐Damaged ☐Burner(s) not functioning: ☐RF ☐LF ☐RR ☐LR
41					Oven 2, not operated	☐Not built-in ☐Separate oven/s ☐Aged ☐Damaged ☐Burner(s) not functioning
42				X		☐Installed oven needs to be secured flex piping should be plastic coated
43					Range Hood	☐Aged ☐Damaged ☐Fan not functioning ☐Light not functioning
44			X		Dishwasher not operated	☐Not built-in ☒Aged ☐Damaged ☐Leak during operation ☐Noisy ☐Not functioning
45						☐Not properly secured ☐Waste line from dishwasher needs to be tied up higher under sink
46						Note: Dishwasher and other appliances are not operated through all possible cycles
47					Refrigerator	☒Not built-in ☐Aged ☐Damaged ☐Not plugged in ☐Noisy ☐Door does not seal
48				X	Microwave	☐Not built-in ☐Aged ☐Damaged ☐Not functioning
49				X	Disposal	☐Aged ☐Damaged ☐Not functioning ☐Loose ☐Noisy ☐Leaking
50						☐Open splice in electric supply
51				X	Trash Compactor	☐Aged ☐Damaged ☐Not functioning ☐Not plugged in ☐Noisy ☐Leaking
52				X	Other notes	older hot water forced air heater, not functioning, fan motor
53			X			asbestos wrapping on heat pipe, here and in closet
54			X			fuel supply for range/oven is turned off.
				X		heat piping should be secured

							HALI
	S	C	D	N	HALL 1	☐N ☒S ☐E ☒W ☐NE ☐NW ☐SE ☐SW ☒Center ~~of house~~ Floor: ☒Main ☐Upper ☐Lower	
1		X			Floor Covering	☒Aged/worn ☐Loose ☒Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage	
2			X		Walls	☐Minor holes/cracks ☐Patched/repaired ☒Water damage/stains ☐Unfinished	
3			X		Ceiling	☐Minor holes/cracks ☐Patched/repaired ☒Water damage/stains ☐Unfinished	
4						If ☐acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.	
5	X				Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box	
6						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessib	
7	X				Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly	
8	X				Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box	
9		X		X	Heating	☐Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☐Zone heater	
10						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane	
11						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating	
12		X			Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged	
13						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☒Single pane ☐Milde	
14		X			Doors, from hall side	Damage to door: ☒Minor ☒Moderate ☐Severe ☒Jamb/casing damaged ☐Door missing	
15			X		W doors not weatherstripped	☐Threshold greater than 1/2" Doors are inspected in each room in detail	
16		X			Cabinets and Closets	☒Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew	
17			X		Other notes	drinking fountain, not functioning	
18	S	C	D	N	HALL 2	☐N ☐S ☐E ☐W ☐NE ☐NW ☐SE ☐SW ☐Center of house Floor: ☐Main ☐Upper ☐Lower	
19					Floor Covering	☐Aged/worn ☐Loose ☐Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage	
20					Walls	☐Minor holes/cracks ☐Patched/repaired ☐Water damage/stains ☐Unfinished	
21					Ceiling	☐Minor holes/cracks ☐Patched/repaired ☐Water damage/stains ☐Unfinished	
22						If ☐acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.	
23					Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box	
24						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/accessil	
25					Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly	
26					Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box	
27					Heating	☐Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☐Zone heater	
28						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane	
29						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating	
30					Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged	
31						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☐Single pane ☐Mild	
32					Doors, from hall side	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Jamb/casing damaged ☐Door missing	
33						☐Threshold greater than 1/2" Doors are inspected in each room in detail	
34					Cabinets and Closets	☐Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildev	
35					Other notes		
36	S	C	D	N	HALL 3	☐N ☐S ☐E ☐W ☐NE ☐NW ☐SE ☐SW ☐Center of house Floor: ☐Main ☐Upper ☐Lower	
37					Floor Covering	☐Aged/worn ☐Loose ☐Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage	
38					Walls	☐Minor holes/cracks ☐Patched/repaired ☐Water damage/stains ☐Unfinished	
39					Ceiling	☐Minor holes/cracks ☐Patched/repaired ☐Water damage/stains ☐Unfinished	
40						If ☐acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.	
41					Electrical: Outlets	☐Ungrounded ☐Reverse polarity ☐Loose ☐Damaged ☐Not Functioning ☐Open box	
42						☐Cover plate missing ☐Exposed wiring should be protected. Some outlets may not be visible/access	
43					Electrical: switches	☐No apparent control ☐Missing cover ☐Damaged ☐Not functioning correctly	
44					Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box	
45					Heating	☐Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☐Zone heater	
46						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane	
47						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating	
48					Windows	☐Stains/weathered at sill ☐Failed seal/condensation ☐Dry rot at ☐sill ☐sash ☐Damaged	
49						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☐Single pane ☐Milc	
50					Doors, from hall side	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Jamb/casing damaged ☐Door missing	
51						☐Threshold greater than 1/2" Doors are inspected in each room in detail	
52					Cabinets and Closets	☐Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Milde	
53					Other notes		
54							
							HALL

							BATHROOM ___
	S	C	D	N	BATHROOM Girls	☒N ☐S ☐E ☐W ☐NE ☐NW ☐SE ☐SW Floor: ☒Main ☐Upper ☐Lower Off: ☒hall ☐bedroom
1					Floor Covering	☑Aged/worn ☐Loose ☒Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☑Water stains
2			X			☒Possible damage to underlayment at ☒Tub/shower ☐Toilet ☒Sink
3	X				Walls	☐Minor holes/cracks ☐Patched/repaired ☐Peeling ☐Unfinished ☐Mildew
4						☐Water damage/stains/condensation ☐Possible wall damage at ☐Tub/shower ☐Toilet ☐Sink
5	X				Ceiling	☐Unfinished ☐Minor holes/cracks ☐Patched/repaired
6						☐Water damage/stains/condensation ☐Peeling
7	X				Electrical: Outlets	☐Not GFCI protected ☐GFCI does not trip when tested ☐Outlet not functioning ☐Open box
8						☐Ungrounded ☐Cover plate(s) missing ☐Reverse polarity ☐Loose ☐Damaged receptacle
9						☐Exposed wiring should be protected. Some outlets may not be visible/accessible
10	X				Electrical: switches	☐No apparent control ☐Missing cover plate ☐Not functioning correctly
11		X			Electrical: lights	☒Cover missing/ broken ☒Bulb not functioning ☐Fixture only ☐Loose ☐Open box
12					Heating	☐Not visible/accessible ☐Baseboard Register: ☐Floor ☒Wall ☐Ceiling ☐Zone heater
13						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
14						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
15			X		Windows	☐Stains/weathered at sill ☐Failed seal ☐Damaged ☐Dry rot at ☐sill ☐sash
16						☐Hard to open/close/lock ☐Lock missing/damaged ☑Pane broken/cracked ☐Single pane ☐Milde
17					Doors	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
18						☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
19		X			Closets cat hair, rusted	☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water ☐Mildew
20					Ventilation	☒Window ☐Fan ☐Fan noisy ☐Fan weak ☐Fan does not operate properly ☐Fan not functioning
21				X	Cabinets/Drawers	☐Worn ☐Damaged ☐Water damage in interior: ☐Recent ☐Not recent ☐Mildew
22				X	Counters	☐Aged ☐Needs caulk ☐Chipped/Broken ☐Cracked tile grout ☐Evidence of leaking
23		X			Sink	☒Aged ☐Needs caulk ☐Chipped/stained ☐Loose ☐Delaminated
24		X			Sink: Valve/Faucet	☒Aged ☐Damaged ☐Evidence of leaking Other:
25	X				Sink: Functional flow	☐Low ☐High ☐Leak at faucet ☐Leak at valve ☐No flow
26	X				Sink: Drain (at sink)	☐Slow ☐Evidence of inadequate venting
27						☐Plug mechanism does not operate properly ☐Plug mechanism missing parts ☐Manual plug only
28					Plumbing: supply piping	☒Not visible ☐Copper ☐CPVC ☐PVC ☐Plastic ☐Galvanized ☐PEX ☐PE ☐Polybutylene
29						☐Exposed piping ☐Piping needs support ☐Evidence of leak ☐Left ☐Right
30						☐No valves
31					Plumbing: waste piping	☐ABS ☐PVC ☐Chrome ☐Plastic ☐Galvanized ☐Cast iron
32						☐Cross connection present ☐Piping needs support ☐Evidence of leak ☐Left ☐Right
33						☐Exposed piping
34			X		Toilet, flush/refill (4)	☐Slow to flush ☐Slow to refill ☐Runs after filling ☐Flush mechanism damaged 2 not functi
35		X			Toilet, mount	☐Somewhat loose ☐Very loose ☐Tank is loose ☒Seat damaged (R)
36						
37					Bathtub/Shower Type	☐Tub/shower combination ☐Tub only ☒Shower only 2 ☐Separate tub and shower
38			X		Bathtub functional flow	☐No flow ☐Low ☐High ☒Leak at valve L ☐Leak at spout ☐Possible wall damage
39		X			Bathtub/shower fixtures	☒Aged/Damaged ☐Shower head piping loose in wall ☐Spout loose loose handles
40	X				Bathtub drain	☐Slow ☐Evidence of inadequate venting ☐Mechanism stiff ☐Stuck open/closed ☐Manual plug onl
41		X			Bathtub surround, condition	☐Needs Cleaning/Caulk ☐Stained/Rusted ☒Chipped/Damaged ☐Leaking ☐Possible wall damag
42				X	Bathtub Door, condition	☐Curtain only ☐Needs caulk ☐Leaking ☐Hard to open ☐Loose ☐Corroded/Damaged
43						☐Tile grout missing/damaged at: ☐Basin ☐Wall ☐Entry ☐Outside surround
44				X	Pump (spa tub only)	☐Not functioning ☐Noisy Note: Spa tubs are not tested full of water.
45						
46					Bathtub/Shower Type	☐Tub/shower combination ☐Tub only ☐Shower only ☐Separate tub and shower
47					Bathtub functional flow	☐No flow ☐Low ☐High ☐Leak at valve ☐Leak at spout ☐Possible wall damage
48					Bathtub/shower fixtures	☐Aged/Damaged ☐Shower head piping loose in wall ☐Spout loose
49					Bathtub drain	☐Slow ☐Evidence of inadequate venting ☐Mechanism stiff ☐Stuck open/closed ☐Manual plug onl
50					Bathtub surround, condition	☐Needs Cleaning/Caulk ☐Stained ☐Damaged ☐Leaking ☐Possible wall damage
51						☐Tile grout missing/damaged at: ☐Basin ☐Wall ☐Entry ☐Outside surround
52					Bathtub Door, condition	☐Curtain only ☐Needs caulk ☐Leaking ☐Hard to open ☐Loose ☐Corroded/Damaged
53						
54						
						BATHROOM 1:

							UTILITY/WATER HEATEI
	S	C	D	N	UTILITY none	☐N ☐S ☐E ☐W ☐NE ☐NW ☐SE ☐SW Floor: ☐Main ☐Upper ☐Lower	
1					Floor Covering	☐Aged/worn ☐Loose ☐Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water damage	
2					Walls	☐Minor holes/cracks ☐Patched/repaired ☐Open at washer/sink ☐Water damage/stains ☐Unfinishe	
3					Ceiling	☐Minor holes/cracks ☐Patched/repaired ☐Water damage/stains ☐Unfinished	
4						If ☐acoustic tiles or ☐brocade texture were installed prior to 1978, may contain asbestos.	
5					Electrical: Outlets	☐Not GFCI protected ☐Ungrounded ☐Loose/Damaged ☐Not Functioning ☐Open box	
6						☐Cover plate missing ☐Reverse polarity ☐Not accessible ☐Exposed wiring should be protected	
7					Electrical: switches	☐No apparent control ☐Missing cover ☐Loose/Damaged ☐Not functioning correctly	
8					Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box	
9					Heating	☐Baseboard Register: ☐Floor ☐Wall ☐Ceiling ☐Zone heater	
10						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating	
11					Windows	☐Stains/weathered at sill ☐Failed seal ☐Dry rot at ☐sill ☐sash ☐Damaged ☐Unfinished	
12						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☐Mildew ☐Single pane	
13					Doors	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing	
14						☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged	
15					Cabinets	☐Worn ☐Damaged ☐Water damage in interior: ☐Recent ☐Not recent ☐Mildew	
16					Counters	☐Aged ☐Needs caulk ☐Chipped/Broken ☐Evidence of leaking	
17					Closets	☐Worn ☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water/Mildew	
18					Sink	☐Aged ☐Needs caulk ☐Chipped ☐Delaminated ☐Evidence of leaking	
19					Sink: Valve/Faucet	☐Aged ☐Damaged ☐Evidence of leaking Other:	
20					Sink: Functional flow	☐Low ☐High ☐Leak at faucet ☐Leak at valve ☐No flow	
21					Sink: Drain (at sink)	☐Slow ☐Evidence of inadequate venting ☐Plug mechanism missing parts/not operating properly	
22					Plumbing: supply piping	☐Not visible ☐No flex tubing ☐Multiple connections ☐Exposed piping	
23						☐Faucets mounted on wall ☐Piping needs support ☐Evidence of leak: ☐Left ☐Right	
24					Plumbing: waste piping	☐ABS ☐PVC ☐Chrome ☐Plastic ☐Galvanized ☐Cast iron	
25						☐Evidence of leak: ☐Left ☐Right	
26					Washer condition	☐Not built-in ☐Aged ☐Damaged ☐Leak during operation ☐Noisy	
27					Washer Drain	☐Stand pipe mounted: ☐in wall ☐on wall, piping exposed ☐Into utility sink	
28						☐Piping needs support ☐Piping is undersized ☐Evidence of overflow/leak	
29						It is recommended to replace washer supply water hoses every 3 years.	
30					Dryer condition	☐Not built-in ☐Aged ☐Damaged ☐Noisy ☐Duct kinked/damaged	
31					Dryer Vent	☐Through wall ☐Not to exterior ☐To subfloor space ☐Disconnected or damaged vent duct	
32					Ventilation	☐Window ☐Fan ☐Fan weak ☐Fan noisy	
33							
34	S	C	D	N	**SMOKE ALARMS**		
35				X	Functioning locations	☐Hall___ ☐Kitchen ☐Living room ☐Bedroom ___ ☐Other	
36					Not functioning locations	☐Hall___ ☐Kitchen ☐Living room ☐Bedroom ___ ☐Other	
37					Need to be upgraded	☐Hall___ ☐Kitchen ☐Living room ☐Bedroom ___ ☐Other	
38						National Fire Code requires battery operated smoke alarms to have a 10-year battery and hush button.	
39	S	C	D	N	**WATER HEATER**	**Water Heater 1**	**Water Heater 2** furnace room
40					Location furnace room	☐Utility ☐Garage ☐Closet ☐Basement	☐Utility ☐Garage ☐Closet ☐Basement
41						☐Poor access ☐Element cover missing	☐Poor access ☐Element cover missing 1999
42					Energy type	☒Electric ☐Propane/gas ☐Fuel oil	☐Electric ☐Propane/gas ☐Fuel oil Reliance
43					Condition	☐Aged/worn ☐Damaged ☐Rusted at bottom	☐Aged/worn ☐Damaged ☐Rusted at bottom
44			X		Bradford White A	☐Rusted at piping ☒Leaking ☐Unstable	☒Rusted at piping ☐Leaking ☐Unstable
45					Capacity, gallons	☐40 ☐50/52 ☐60 ☒80 ☐Not visible	☐40 ☒50/52 ☐60 ☐80 ☐Not visible
46					Power rating, watts	☐3375 ☒4000/4500 _____BTU ☐Not visible	☐3375 ☒4000/4500 _____BTU ☐Not visible
47	X		X		Relief Valve/Overflow	☐Should extend to 6" from floor ☐Not visible	☒Should extend to 6" from floor ☐Not visible
48	X				Piping	☐Galvanized fittings ☐Undersized supply piping	☒Galvanized fittings ☐Undersized supply piping
49						☐Leak at piping	☐Leak at piping
50	X				Electrical Supply	☐Should be in conduit ☐Open splice or box	☐Should be in conduit ☐Open splice or box
51						☐Undersized conductor visible	☐Undersized conductor visible
52				X	Drain Pan	☐Elevated water heater ☐Should drain to exterior	☐Elevated water heater ☐Should drain to exterior
53				X	Earthquake strap	☐Strapping does not meet new construction codes	☐Strapping does not meet new construction codes
54	X				Supply shutoff	☐Difficult to reach ☐Installed on hot water only	☐Difficult to reach ☐Installed on hot water only
55					water heaters are piped in parallel		**UTILITY/WATER HEATER** 1

	S	C	D	N	BATHROOM Boys	BATHROOM ___
						☒N ☐S ☐E ☐W ☐NE ☐NW ☐SE ☐SW Floor: ☒Main ☐Upper ☐Lower Off: ☒hall ☐bedroom
1					Floor Covering	☒Aged/worn ☐Loose ☐Broken/Torn in places ☐Sloping/uneven ☐Unfinished ☐Water stains
2			X			☒Possible damage to underlayment at ☒Tub/shower ☒Toilet ☐Sink
3			X		Walls past termite	☐Minor holes/cracks ☐Patched/repaired ☐Peeling ☐Unfinished ☐Mildew
4					damage. W. end.	☐Water damage/stains/condensation ☐Possible wall damage at ☐Tub/shower ☐Toilet ☐Sink
5	X				Ceiling	☐Unfinished ☐Minor holes/cracks ☐Patched/repaired
6						☐Water damage/stains/condensation ☐Peeling
7	X				Electrical: Outlets	☐Not GFCI protected ☐GFCI does not trip when tested ☐Outlet not functioning ☐Open box
8						☐Ungrounded ☐Cover plate(s) missing ☐Reverse polarity ☐Loose ☐Damaged receptacle
9						☐Exposed wiring should be protected. Some outlets may not be visible/accessible
10	X				Electrical: switches	☐No apparent control ☐Missing cover plate ☐Not functioning correctly
11	X				Electrical: lights	☐Cover missing/ broken ☐Bulb not functioning ☐Fixture only ☐Loose ☐Open box
12					Heating	☐Not visible/accessible ☐Baseboard Register: ☐Floor ☒Wall ☐Ceiling ☐Zone heater ducts
13						☐Radiator ☐Ceiling radiant ☐Wood stove ☐Pellet stove ☐Fireplace ☐Gas/propane
14						☐Not visible ☐Not functioning ☐Aged ☐Damaged ☐Evidence of overheating
15		X			Windows	☐Stains/weathered at sill ☐Failed seal ☐Damaged ☐Dry rot at ☐sill ☐sash
16						☐Hard to open/close/lock ☐Lock missing/damaged ☐Pane broken/cracked ☒Single pane ☐Mildew
17	X				Doors	Damage to door: ☐Minor ☐Moderate ☐Severe ☐Swings open/closed ☐Sticks ☐Door missing
18						☐Does not open/close/latch properly ☐Threshold greater than 1/2" ☐Jamb/casing damaged
19				X	Closets	☐Door damaged/sticks ☐No door Damage to: ☐Floor ☐Walls ☐Ceiling ☐Water ☐Mildew
20					Ventilation	☒Window ☐Fan ☐Fan noisy ☐Fan weak ☐Fan does not operate properly ☐Fan not functioning
21		X			Cabinets/Drawers lockers	☒Worn ☐Damaged ☐Water damage in interior: ☐Recent ☐Not recent ☐Mildew
22				X	Counters	☐Aged ☐Needs caulk ☐Chipped/Broken ☐Cracked tile grout ☐Evidence of leaking
23					Sink	☒Aged ☐Needs caulk ☐Chipped/stained ☐Loose ☐Delaminated
24					Sink: Valve/Faucet	☒Aged ☐Damaged ☐Evidence of leaking Other:
25			X		Sink: Functional flow	☒Low ☐High ☐Leak at faucet ☐Leak at valve ☐No flow
26	X				Sink: Drain (at sink)	☐Slow ☐Evidence of inadequate venting
27						☐Plug mechanism does not operate properly ☐Plug mechanism missing parts ☐Manual plug only
28					Plumbing: supply piping	☒Not visible ☐Copper ☐CPVC ☐PVC ☐Plastic ☐Galvanized ☐PEX ☐PE ☐Polybutylene
29						☐Exposed piping ☐Piping needs support ☐Evidence of leak ☐Left ☐Right
30						☐No valves
31					Plumbing: waste piping	☐ABS ☐PVC ☐Chrome ☐Plastic ☐Galvanized ☐Cast iron
32						☐Cross connection present ☐Piping needs support ☐Evidence of leak ☐Left ☐Right
33						☐Exposed piping
34	X				Toilet, flush/refill 2	☐Slow to flush ☐Slow to refill ☐Runs after filling ☐Flush mechanism damaged
35	X				Toilet, mount	☐Somewhat loose ☐Very loose ☐Tank is loose ☐Seat damaged
36		X				3 urinals, aged fixtures
37					Bathtub/Shower Type	☐Tub/shower combination ☐Tub only ☒Shower only 2 ☐Separate tub and shower
38			X		Bathtub functional flow	☐No flow ☐Low ☐High ☐Leak at valve ☒Leak at spout ☐Possible wall damage
39		X			Bathtub/shower fixtures	☒Aged/Damaged ☐Shower head piping loose in wall ☐Spout loose
40	X				Bathtub drain	☐Slow ☐Evidence of inadequate venting ☐Mechanism stiff ☐Stuck open/closed ☐Manual plug only
41		X			Bathtub surround, condition	☐Needs Cleaning/Caulk ☐Stained/Rusted ☒Chipped/Damaged ☐Leaking ☐Possible wall damage
42				X	Bathtub Door, condition	☐Curtain only ☐Needs caulk ☐Leaking ☐Hard to open ☐Loose ☐Corroded/Damaged
43						☐Tile grout missing/damaged at: ☐Basin ☐Wall ☐Entry ☐Outside surround
44					Pump (spa tub only)	☐Not functioning ☐Noisy Note: Spa tubs are not tested full of water.
45						
46					Bathtub/Shower Type	☐Tub/shower combination ☐Tub only ☐Shower only ☐Separate tub and shower
47					Bathtub functional flow	☐No flow ☐Low ☐High ☐Leak at valve ☐Leak at spout ☐Possible wall damage
48					Bathtub/shower fixtures	☐Aged/Damaged ☐Shower head piping loose in wall ☐Spout loose
49					Bathtub drain	☐Slow ☐Evidence of inadequate venting ☐Mechanism stiff ☐Stuck open/closed ☐Manual plug only
50					Bathtub surround, condition	☐Needs Cleaning/Caulk ☐Stained ☐Damaged ☐Leaking ☐Possible wall damage
51						☐Tile grout missing/damaged at: ☐Basin ☐Wall ☐Entry ☐Outside surround
52					Bathtub Door, condition	☐Curtain only ☐Needs caulk ☐Leaking ☐Hard to open ☐Loose ☐Corroded/Damaged
53						
54						
						BATHROOM 12B

							HEATING/COOLING AND ATT
	S	C	D	N	ATTIC		
1				X	Access Opening none	☒No apparent access ☐Hall ☐Garage ☐Bedroom closet ☐Exterior in gable	
2						☐Access restricted due to ☐Inadequate clearance ☐No crawl boards installed ☐Insulation	
3					Rafters	☐Trusses ☒Rafters ☐Trusses, not prefabricated ☐With purlins/braces	
4						☐Support is considered to be low or inadequate for span	
5						Evidence of: ☐Dry rot ☐Insect damage ☐Fungal growth ☐Deterioration ☐Fire ☐Other damage	
6					Joists	☒Not visible ☐Joists apparently undersized for span	
7		X		X	Insulation	☐Blown in fiberglass ☐Fiberglass batts ☐Mineral wool ☐Blown in cellulose ☐Vermiculite	
8		X			Insulation value	☒Very low ☐Inconsistent depth ☐Less than new construction code requirements	
9					Roof Sheathing	☐Not visible ☐Plywood/OSB ☒Planking/Furring strips ☐Older roof covering visible	
10						Evidence of leaks: ☐Recent ☐Not recent	
11			X	X	Attic Ventilation	☐Not visible ☒Low ☒None ☐Adequate ventilation should be installed	
12					Attic Electrical	☒Not visible ☐Open splices or boxes ☐Aged	
13					Attic Plumbing	☒Not visible ☐Evidence of leaks ☐Damaged ☐Does not extend to exterior	
14					Attic Chimney	☒Not visible ☐Cracked ☐Mortar missing	
15						Evidence of leaks: ☐Recent ☐Not recent ☐Too close to wood surface	
16					Vents from kitchen/bath	☒Not visible ☐Vent to attic space	
17					Method used to Inspect	☐Climb into attic space ☐Visual, restricted access tiny holes	
18					Inaccessible areas	☐Under boards, insulation, and in corners ☐In vaulted ceiling areas entire area.	
19						☐Low pitch/restricted access ☐In shed roof areas ☐Above second floor	
20					Other notes	☐Evidence of infestation: ☐Rodents ☐Bats ☐Spiders ☐Birds ☐Wasps ☐Other:	
21						☐Condensation: ☐N ☐S ☐E ☐W ☐Wood/debris should be removed	
22							
23	S	C	D	N	HEATING/(COOLING SYSTEM)		
24					Primary Heating Unit	☐Baseboard ☒Zone heaters ☒Forced air ☐Hot water ☐Wood Other:	
25						☐Aged/worn ☐Damaged ☐Not functioning ☐Needs repair	
26					Installation/Service Date	☐Not visible ☐Date:	
27						☐Recommend service. Older units should be serviced annually. Service records should be documente	
28					Access panel	☐Not readily accessible ☐Evidence of damage inside	
29					Energy type	☒Electric ☒Fuel oil ☐Propane/gas ☐Wood ☐Ambient (heat pump)	
30					Operating controls	☒Thermostat(s) ☐Not functioning	
31					Distribution	☒Individual units in rooms ☒Ducts with registers ☐Radiators ☐Other:	
32					Safety controls	☒Breaker at main electric panel ☒Breaker/switch at unit ☐High limit switch ☐Gas valve	
33						Safety controls are not tested. These should be tested by a technician during every routine service.	
34			X		Chimney and flue	☐Not visible ☐Evidence of soot ☐Low draft ☐Needs to be sealed ☐Unsafe connections leaki	
35	X				Ventilation	☐No apparent outside source of combustion air ☐Adequate inside combustion air should be verified	
36	X				Fan/blower	☐Not functioning ☐Loud or excessive vibration	
37					Fuel lines in	☐Not visible ☐Not adequately supported ☐Evidence of leak	
38	X				Pump	☐Not functioning ☐Loud or excessive vibration	
39		X			Duct system open section	☐Not visible (covered) ☐Damaged ☐Disconnected ☒Insulation missing ☐Undersized ducts	
40		X			Heat source in each room	☒No See each room for details	old buried tank
41		X			Fuel tank	☐Needs service ☒Rusting ☐Leaking ☐Not adequately supported ☒Buried ☐Inside	
42					Insulation	☒Asbestos wrapping ☒Some missing/damaged asbestos on old heat pipes	
43			X		Air filters	☒Not located ☒Need changing/cleaning Filters should be changed or cleaned every 90 days	
44					Heat exchanger type(s)	☒Not visible ☐Resistance conductor	
45							
46				X	Humidifier	☐Atomizer ☐Evaporator ☐Steam ☐Not functioning	
47				X	Cooling units(s)	☐Heat pump ☐Electric air conditioning units ☐Central air conditioning ☐Gas chiller	
48					Installation/Service Date	☐Not visible ☐Date:	
49					Access panel	☐Not readily accessible ☐Evidence of damage inside	
50					Energy type	☐Electric ☐Propane/gas ☐Ambient (heat pump) ☐Other:	
51					Operating controls	☐Thermostat(s) ☐Not functioning	
52			X		Asbestos evident	☐Around heat pipes/ducts ☒Friable form ☒Covered/painted damaged	
53					Other notes asbestos	around boiler, friable, damaged	
54							
							HEATING/COOLING AND ATTIC

Arago Inspection

Licensed Bonded Insured
CCB License Number 113816 Oregon Certified Home Inspector Certificate OCHI087
Oregon State Structural Inspector, License CAS1974

90087 Cape Arago Highway, Coos Bay, OR 97420
Phone: 541 888 2469 **Fax: 541 888 8674**
Email: surfdance@iceinternet.com
Member, State of Oregon Home Inspector Advisory Committee

INSPECTION SERVICE CONTRACT

CLIENT: MILLICOMA RIVER PARK AND RECREATION DISTRICT **INSPECTION ADDRESS:** ALLEGANY COMMUNITY CENTER

A.1. THIS CONTRACT is entered into by and between the home inspector, hereinafter known as "Inspector", and "Client", whose name and residence address is indicated herein. Client agrees to retain Inspector to perform an inspection at the inspection address indicated herein. Should Client or authorized Agent be unable to sign this contract, retention of Inspector for the purpose of this inspection constitutes acceptance of the terms of this contract.

A.2. This inspection shall include a visual inspection of the structural and functional integrity and conditions of the Components (as defined by OAR 812-008-0020) of the primary structure and any one (1) attached or detached garage on the property. The Inspector shall further advise the Client of any patent defects which are evident upon the visual inspection of the building(s) by the Inspector. The inspection will be conducted in accordance with Oregon Standards of Practice and Standards of Behavior, as set forth in Division 8 of OAR Chapter 812. The Inspector will provide to the Client a written report delivered or postmarked within five business days after the latter of: conclusion of the inspection or signing of this service contract.

A.3. The inspection will include all readily visible and accessible areas of the structure, including any attic or area under the residence building, so long as the Inspector can reasonably and safely physically investigate the area. The inspection will cover all Components of the structure which are outlined in Division 8 of OAR Chapter 812. **The inspection will not cover the following areas:** (1) Private septic/drainfield/sewer; (2) Private water supply/well and pump; (3) Telephone, security, intercom, sound or cable systems; (4) Motion- or photo-sensitive fixtures; (5) Components which are not specifically described in the report. **The Inspector is not a licensed applicator of poisons. In addition, because State regulations prohibit destructive inspection activities other than minor probing and sounding of surfaces, this inspection does not include a technically exhaustive inspection for wood destroying organisms. Such inspection is available from a licensed applicator at additional cost.** Optional testing at extra cost is available for items not inspected: water supply (qualitative and quantitative), soil contamination, asbestos, radon, formaldehyde, lead, carbon monoxide, underground storage tanks, alternative heating systems (solar, geothermal, etc.) molds, etc. Other changes to the inspection requested by Client are_____

A.4 The Inspector agrees to provide Client with his professional opinion regarding the structural and functional integrity of the Components of the property. Further, OAR Chapter 812 allows the Inspector to convey to Client his opinion concerning the approximate costs of repairs of any patent defects listed in the Report. However, in accordance with OAR Chapter 812-008-0080(2)(a), **the inspection is based on a visual examination of readily accessible components, and is not technically exhaustive.** The inspector may convey his opinion on possible causes of defects, estimated life expectancy of a component of a system, methods of correction, compliance with local, or state building codes, cosmetic items, or items not permanently installed in the main structure. However, none of these comments are required by OAR Chapter 812, and are to be considered opinions only, and in no way are to be construed as definitive, based on exhaustive examination, or as any kind of guarantee, warranty or condemnation of the serviceability of any component. Any opinion concerning the estimated life expectancy of a component is only an opinion, and is not to be construed as any kind of accurate prediction of the future condition of the component, including but not limited to the failure of the component, and is not a warranty or guarantee of any kind.

A.5. The opinion of the Inspector is limited to any patent defects or conditions which reasonably should be discovered upon visual inspection of the property, and which are considered by the Inspector to be patent defects. The inspection is further limited to the condition of the property on the date of the inspection without reference to what may have been present in the past. The Inspection will be nondestructive in nature. In accordance with OAR Division 8 Chapter 812, the Inspector will not alter or dismantle the existing structure in any way, except in those cases where small adjustments in noncritical nonstructural components will allow for a more accurate evaluation of a structural component otherwise hidden from view. Furthermore, in accordance with OAR 812.008.0080(3), the Inspector will not move such things as insulation, furniture, appliances, panels, debris or personal items to gain access to components otherwise hidden from view. Systems which do not respond to normal operating controls will be reported as not functioning. The Inspector will not operate a system that is shut down, inoperable or does not respond to normal operating controls, including electrical, plumbing and heating systems. The Inspector will not turn on any main supply, including water, electrical, or fuel, which has been turned off by a third party.

A.6. The Inspector will attempt to assess readily accessible components of the structure listed in the Report, to determine structural and functional integrity. **Client acknowledges that the Inspector is providing an opinion only, and is not providing a guarantee or warranty regarding the condition of the property at the time of inspection.** The inspector's responsibility is only to provide Client with the professional opinion of the Inspector, based on the Inspector's experience and the condition of the structure at the time of the inspection. Client acknowledges that in some instances it is impossible to make a complete assessment of structural or functional integrity. Damage or defects may be hidden from view for many reasons, including but not limited to the reasons outlined below under Certifications and Conditions of Inspection. **Client therefore agrees to release the Inspector from any and all liability (including claims based upon negligence), and hereby waives any right to recover any moneys expended for repair of defects or any incidental or consequential damages resulting therefrom in excess of the inspection fee paid. Client further agrees to hold**

inspector harmless from any actions resulting from Inspector's performing his inspection of the abovementioned premises.

A.7. Both parties agree that the inspection fee to be paid to the Inspector for the services to be rendered will be in the amount indicated herein. Client agrees that payment of said fee is not contingent upon sale of property, but is to be paid to the Inspector for the service of conducting the inspection. Said fee is to be tendered either prior to beginning the inspection, or upon delivery of the Report to the Client or the Client's agent. **Title company can be invoiced, payment to be made upon close of escrow; $25 invoicing charge applies.** Dishonored check charge is $50, interest on unpaid balance is 2% monthly, 24% APR, or maximum allowable by law. Client hereby assigns earnest money up to the amount due of this contract as security for invoiced payments. If legal recourse, prevailing party shall be allowed actual attorney's fees, $150 minimum.

A.8. In the event of a dispute, Client agrees to notify the Construction Contractors Board. Both parties agree to abide by the decision of the Investigator representing the Construction Contractor's Board to bring the dispute to resolution. If any portion of this contract is declared null and void, all other portions of this contract shall remain in force.

A.9. This inspection is of a general nature, and is not to be considered in any way a technically exhaustive inspection of any component of the structure. Technically exhaustive inspections of the components of the structure are available. Additional costs apply. If the Client indicates by signature below, the Inspector will notify technical experts qualified to examine each component, informing them of the Client's desire for a technically exhaustive inspection. Technical experts will then work directly with the Client. After notifying the various technical experts, the Inspector will not be involved in the technically exhaustive inspections in any way. Client agrees to hold the Inspector harmless from any and all liabilities associated with these inspections. Cost for this notification service is $500. Individual inspection fees will apply for each portion of the technically exhaustive inspections. Each technical expert will invoice the Client separately. Total costs vary, ranging from $2000 to more than $6000. To order such inspections, to be done in lieu of a general visual inspection, sign here:

_____.

A.10. This contract encompasses the total understanding and contract of the parties hereto, and there are no other binding written or verbal contracts which were executed or made prior to the execution of this contract.

CERTIFICATIONS AND CONDITIONS OF INSPECTION

The Inspector certifies and agrees that:

B.1. Inspector has met all requirements of the State of Oregon necessary for Certification as an Oregon Certified Home Inspector, and as such is authorized to perform home inspections in the State of Oregon, in accordance with the Laws of Oregon (ORS Chapter 701 and 812). Certificate Number appears below. Inspector has also met all requirements necessary for licensing as a Structural Inspector for One- and Two Family Dwellings.

B.2. Inspector provides general contractor services, and is a licensed, insured and bonded General Contractor. The Inspector asserts that the contractor business of Inspector shall in no way affect the quality, objectivity or results of the inspection. Inspector shall not submit bids for repair work or other contracting services which may be required as a result of this inspection, for a period of twelve months following the inspection date.

B.3. The Inspector has no present or contemplated future interest in the property inspected; and neither the employment to make the inspection, nor the compensation for it, is contingent upon the results of said inspection.

B.4. The Inspector has no personal interest in or bias with respect to the subject matter of the inspection report or the participants to the sale. The property conditions and/or work required in the inspection report is not based in whole or in part upon the race, color, or national origin of the prospective owners or occupants of the property inspected, or upon the race, color, or national origin of the present owners or occupants of the properties in the vicinity of the property inspected.

B.5. The Inspector shall personally inspect the property. To the best of the Inspector's knowledge and belief, statements and information in this report are true and correct, within the limiting conditions described, and the Inspector shall not knowingly withhold significant information.

B.6. Contingent and limiting conditions are contained herein (imposed by the terms of the assignment or by the undersigned affecting the analyses, opinions, and conclusions contained in the report).

B.7. This report is the professional opinion only of the inspector, on the date on which the property was inspected, and as such is not a warranty, guarantee, or insurance policy of any kind. Terms, contingencies and limiting conditions of the inspection contract are hereby made a part of this inspection.

B.8. All conclusions and opinions concerning the real estate that are set forth in the inspection report are prepared by the Inspector, whose signature appears on the inspection report. No change of any item in the inspection report shall be made by anyone other than the Inspector, and the Inspector shall have no responsibility for any such unauthorized change.

B.9. Definitions of Ratings in the Inspection Report: "Apparent" is defined as that which is visible, obvious, evident or manifest to the Inspector. "Serviceable" is defined as operational at the time of inspection, not exhibiting an obvious patent structural or functional defect which will require remediation in the near future. "Conditional" is defined as operational at the time of inspection, exhibiting signs of normal aging and wear, including cosmetic defects. "Conditional" items are not considered patent defects, but may require routine maintenance or remedial attention some time in the near future, and should not be made a contingency of sale. "Conditional" may also include elements which may not meet new construction codes, but are otherwise functioning. "Deficient" is defined as exhibiting an evident patent structural or functional material defect, and requiring, in the opinion of the Inspector, immediate remedial attention. "Deficient" components should be evaluated and repaired as deemed necessary by a qualified licensed contractor prior to the close of escrow. "Not Inspected" is defined as not inspected at the time of inspection, either due to limited access or visibility, or due to the Component not being present in the structure.

CONTINGENT AND LIMITING CONDITIONS OF INSPECTION

C.1. The certification of the Inspector appearing in the inspection report is subject to the following conditions and to such other specific and limiting conditions as are set forth by the Inspector in the report, and by State regulation.

C.2. The Inspector assumes no responsibility for matters of a legal nature affecting the property inspected or the title thereto, nor does the Inspector render any opinion as to the title, which is assumed to be good and marketable. The property is inspected as though under responsible ownership.

C.3. Any sketch in the report may show approximate dimensions and locations of structures on the property, and is included only as an aid, to assist the reader in visualizing the property. The Inspector has made no survey of the property, and any sketch submitted should not be considered to be rendered to any scale, nor are scales at any two points on the sketch implied to be equal.

C.4. The Inspector is not required to give testimony or appear in court because of having made the inspection with reference to the property in question, unless arrangements have been previously made therefor, and the appropriate fees paid. Minimum expert witness fees are $200.00 per hour, five hour minimum per day for all depositions, courtroom or other appearances to give testimony or oral opinions.

C.5. Information, estimates, and opinions furnished to the Inspector, which may be contained in the report, were obtained from sources considered reliable and believed to be true and correct. However, no responsibility for accuracy of such items furnished to the Inspector by any third party can be assumed by the Inspector.

C.6. Every Component of a Home Inspection has associated limitations with respect to accurately determining the structural or functional integrity of the component. This inspection is subject to those limitations, which include but are not limited to the following Component-specific limitations:

(a) Site and yard: No evaluation is intended concerning the health of trees or shrubs, nor of the strength and stability of their respective root systems. Although opinions may be given concerning apparent drainage or soil stability conditions, the inspector is not a soils engineer, and no evaluation is intended concerning soil stability or drainage characteristics, or suitability for any intended use.

(b) Exterior Components: Evaluation of siding, porches, decks, windows and exterior foundation is limited to readily visible Components. Comments may be made concerning type of materials or construction methods, but are not required. **This inspection is not an evaluation of Oregon State Dwelling Code or local Building Code regulation compliance.** In most cases, nailing patterns, type and size of nails used, are not readily visible. In some cases, alterations or repairs may have been done by persons who were not licensed Contractors. Past work may have involved the use of substandard materials or methods. The Client should discuss these factors along with any historical conditions with the Owner. Defects including dry rot or infestation by wood destroying insects may be hidden beneath siding, subsiding, or finished surfaces. Conditions which may radically alter the integrity of the exterior Components could occur at any time. Client should discuss any possible historical conditions with the Owner, including water intrusion, molds and fungal growth, and any history of treatment for pests, the reasons for treatment, and the name of the company providing treatment.

(c) Interior rooms: Evaluation is limited to those areas which are readily accessible and visible at the time of inspection. Although notes may be made concerning electrical outlets, plumbing elements and appliances, this is not a Building Code compliance inspection. In all rooms, lights may appear to not function due to bulb failure. Without functional bulbs in place, it is not possible to determine if a nonfunctioning light fixture is a due to a failure of the bulb, fixture, switch, or conductor. Appliances inspected are not evaluated through their entire range of performance. Walls behind cabinets are not accessible for detailed inspection. Floor coverings limit the ability to make extensive evaluation of underlayment or subflooring. Where notes are made concerning possible damage, Client should discuss these factors with Owner. If applied prior to 1978, paint may contain lead. Floor and ceiling coverings installed prior to 1978 may contain asbestos.

(d) Substructure Components and/or concrete slab: Insulation or vapor barriers may hide joists, sill plates and subflooring. These may also conceal damage due to water, insects or dry rot. Concrete poured against wood structural members may create conditions favorable for fungus or insect infestation. A foundation crack may present a route for insect infestation into wood structural members. Failure of substructure electrical or plumbing components may not be apparent from a visual examination. Evidence of rodents does not necessarily evaluate the extent of rodent infestation, or identify nest sites or entry routes into the structure.

(e) Basement: Conditions which may radically alter the integrity of the basement Components could occur at any time. Evidence of water intrusion may indicate drainage conditions not apparent from a visual examination of the exterior. Floor coverings over concrete slabs limit the ability to make extensive evaluation. Client should discuss any possible historical conditions with the Owner.

(f) Kitchen, Bathrooms and Utility: Although notes may be made concerning electrical outlets, plumbing elements and appliances, this is not a Building Code compliance inspection. Floor coverings may limit the ability to make extensive evaluation of floor conditions. High or continued moisture conditions are favorable to mold growth. Client should discuss these factors and any historical conditions with Owner. Walls behind cabinets, mirrors, toilets or tub/shower enclosures are not accessible for detailed inspection.

(g) Living room, bedrooms and other living areas: Facings over fireplaces may hide structural defects in chimneys. Notes may be made concerning windows, but this is not a Building Code compliance inspection. New construction codes require double pane windows, with egress specifications for opening windows and size of window openings in bedrooms.

(h) Electrical service: Although notes may be made concerning observations of components of the electrical system, no evaluation is intended concerning the safety, serviceability or fire protection of the electrical system. Multiple miswirings may not be detectable using standard test equipment. New construction codes require a 200-amp service panel with circuit breakers, individual amperage loads to meet certain specifications, grounded circuits, and ground fault circuit interrupting devices for outlets in kitchens, bathrooms, garages and exterior service. Any past electrical work conducted on the structure without proper permitting or by unlicensed persons should be discussed in detail with the Owner. A condition may exist in the electrical system unknown to the Inspector. The scope of this inspection does not include testing any circuit to the limit of its service, nor the effect that multiple loads may have on the system. Client should be aware that smoke detectors must be installed in all bedrooms if any future work requiring a building permit is conducted on the structure.

(i) Roof: Evaluation of the roof Components is based on the Inspector's experience and is a visual assessment only. Type of roofing described in the report is meant to be of a general

nature, and does not imply serviceability at any future time. Past roof leaks near walls may have resulted in water damage inside walls which is not evident from the exterior. No assessment is made concerning compliance with building codes or application methods, which may not be in accordance with manufacturer's recommendations. Client should be aware that dramatic changes in the integrity of the roof could occur at any time. Subgrade drains or downspouts may be plugged. Client should discuss in detail the history of the roof with the owner, with respect to leaks or other losses of integrity, including flashing, gutters, downspouts, drainage, ventilation and soffit boxing.

(j) Fireplace, Heating and Cooling systems: This inspection is not intended to be an evaluation of the safety of the fireplace or heating/cooling system. Interior components may not be readily visible. No assessment is made concerning efficiency of fuel supply system or combustion. Client should discuss with the Owner any historical conditions concerning chimney fires, backdrafts, combustible gases or carbon monoxide levels which may be of concern to Client. The presence of friable asbestos in living spaces should be discussed with the Owner. A heating unit or heat exchanger may not be readily accessible at the time of inspection, rendering complete inspection impossible.

(k) Water heater: This inspection does not evaluate the temperature of water from the water heater, or assess the future serviceability of the water heater for any length of time. The age and condition of the water heater and its components should be discussed with the Owner. New construction codes require water heaters to have an earthquake strap installed, electric supply inside conduit, pressure relief valve to extend to 6 inches from the floor, a drain pan which drains to the exterior, and supply water shutoff installed. Inspection of gas water heaters does not include carbon monoxide, combustible gas leaks or backdraft conditions.

(l) Attic: Due to space constraints, a complete inspection of all points of the attic is usually not possible. Insulation may hide many surfaces. Evaluation is limited in most attic spaces. The Inspector will evaluate structural components, insulation and leak integrity in readily accessible areas.

(m) Garage: Assessment of door opener operations does not imply serviceability for any time in the future.

(n) Other Components not included in this inspection: The Inspector does not inspect, nor makes any warranty of any kind, concerning the following systems: security, alarm, central vacuum, electronic pet control, hot tub/spa, sprinkler systems, yard lighting, computer networking, home entertainment, solar, ambient heat exchange, geothermal or any other alternative heating or cooling system, or any other system not specifically mentioned in this report.

(o) Conditions or contaminants not covered in this Inspection: asbestos, mold, radon, formaldehyde, carbon monoxide, combustible gases, lead, mercury vapor, electromagnetic fields, subsurface petrochemicals, bacterial coliforms, nitrates, septic/sewer/waste disposal systems, exterior water systems, rural water supply and waste disposal systems.

C.7. The contents of the report shall not be dispersed to any third party by the Inspector without written consent of the Client. Disclosure of the contents of the inspection report is the sole responsibility of the Client, as described in C.8. below.

C.8. The report is copyrighted. Neither all, nor any part of the contents of the report, or copy thereof (including conclusions as to the property condition, the identity of the Inspector, professional designations, reference to any professional inspection organizations, or the firm with which the Inspector is connected), shall be used for any purposes by anyone but the Client specified in the report, or contractors involved in repair work indicated in the report, without the previous written consent of the Inspector; nor shall it be conveyed to any third party by any means without the written consent of the Inspector. **Client agrees to indemnify and defend the Inspector with respect to any complaints resulting from distribution of the inspection report to any third party.**

C.9. With respect to any suggested correction of "deficient" Components, Client is advised to seek written bids from at least three qualified, competent State Licensed Contractors who specialize in that particular field of work. Client should verify all Contractor's licenses with the Oregon Construction Contractor's Board. All repair work should be completed prior to the close of escrow. Client should be aware that some contractors offer "inspections" with the intent of obtaining employment.

C.10. The inspector will not reinspect alleged repairs made to defective components. Any warranty for repairs are the sole responsibility of the Contractor or person conducting the repairs. Client should obtain documentation of all repairs and associated warranties from the person who performed the repairs. For the protection of the Client, a standard Certification of Completion of repairs is provided, to be completed by the licensed contractors in each of three specialty trades. The Client is advised to have this form completed by the contractors who performed the repairs, to provide legal recourse through the Contractor's Board in the event of a complaint.

C.11. All suggested and/or required work orders, repairs and corrections should be made prior to closing so that if any further repair work is encountered it can be performed by those responsible for same prior to Client's taking ownership and responsibility. In many cases, the actual extent of damage requiring repairs can not be accurately diagnosed until the repairs are actually started. Client accepts responsibility for all repairs or consequential repairs for work not performed prior to closing.

INSPECTION FEE: $ 600-

I have read pages 1-4 of this Contract. I understand the inspection is to be a general visual inspection (not a technically exhaustive inspection, as described in paragraph A.9.), with liability limitations (as described in paragraph A.6.) and other conditions, and agree to the terms herein.

Agreed this 24 **day of** March **, 20** 09

→ _____

Signature of Client or Authorized Agent

Client'sAddress:

_____

_____

_____

Oregon Certified Home Inspector

I give the Inspector permission to release a copy of this Inspection Report to _____ my real estate agent.

Permission given by _____.

KOOS Environmental Services, Inc
P.O. Box 4068
Coos Bay, OR 97420
Ph. (541) 266-0511
Fax (541) 266-8721

INVOICE

Vendor No.	P.O. Number	Terms	Invoice Date	Invoice No.
		Upon receipt	01-11-10	KES-2457

SOL Construction
Mr. Seth Lucas

Qty	Job No.	Description	Price	Total
1	K 1904	Suspect ACM sample to lab for analysis	$60.00	$60.00
A $25.00 monthly service fee will be imposed on any delinquent balance				

Invoice Total $ 60.00

Ceiling Tiles

EMSL Analytical, Inc
2235 Polvorosa Ave , Suite 230, San Leandro, CA 94577
Phone: (510) 895-3675 Fax: (510) 895-3680 Email: sanleandrolab@emsl.com

Attn: **Ken Newman**
Koos Environmental Services, Inc.
P.O.Box 4068
Coos Bay, OR 97420

Fax: (541) 266-8721 Phone: (541) 266-0511
Project: **K-1904 SOL Construction DO**

Customer ID: KOOS50
Customer PO: K-1904 SOL
Received: 01/08/10 9:00 AM
EMSL Order: 091000102

EMSL Proj:
Analysis Date: 1/8/2010

Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos %	Fibrous	Non-Asbestos %	Non-Fibrous	Asbestos % Type
1904 CT DO 1-Ceiling Tile *091000102-0001*	Ceiling tile drop off	Brown/White Fibrous Homogeneous	40%	Cellulose	60%	Non-fibrous (other)	None Detected

Analyst(s)

Jorge Leon (1)

Baojia Ke, Laboratory Manager
or other approved signatory

Due to magnification limitations inherent in PLM, asbestos fibers in dimensions below the resolution capability of PLM may not be detected. Samples reported as <1% or none detected may require additional testing by TEM to confirm asbestos quantities. The above test report relates only to the items tested and may not be reproduced in any form without the express written approval of EMSL Analytical, Inc. EMSL's liability is limited to the cost of analysis. EMSL bears no responsibility for sample collection activities or analytical method limitations. Interpretation and use of test results are the responsibility of the client. Samples received in good condition unless otherwise noted.
Samples analyzed by EMSL Analytical, Inc San Leandro 2235 Polvorosa Ave , Suite 230, San Leandro CA NVLAP Lab Code 101048-3, MA AA000201, WA C2007

Contractors

General Contractor

Seth Lucas, SolCoast Construction
P.O. Box 174
Allegany, OR 97407
541 404-3354

Roof

Rich Rayburn, Flat Roof Specialists
541 267-7476

Paint

Freidan Painting and Design
Renee Freidan, 484 10th Ct, CB
541 267-4220

Plumbing

A-Z Plumbing, Curtis Rhoades
541 756-5589

Water supply system

John Wright, Wright's Artesian Well Drilling
1023 S. Broadway, CB 541 269-1048

Signs

Art Signs (Tracy)
541 267-7894

Rain gutters

Mutter's Gutters
56994 Parkersburg Rd, Bandon
541 347-9655

Glass

Wilson Dunn 541 347-9304

Chimney

Duncan McTaggart 541 810-1135

Furnace

Chambers Plumbing, 541 269-9334

Electrical

Kyle Electric 541 756-2723

Sep 09

Building Committee sub-committee report

Bob -

Here are some items you might want to include in your Building Committee Report on Thursday

1. Paint color – Report of the **Color Coordinating Sub-committee** of the Building Committee, which met on September 2 at noon. Marilyn Swartz, Carole Dawson, Lionel Youst, Donna Tyler, and others passing by agreed that the colors should be as follows:

a. color of building. Similar to what it is now except that it should contain less of the yellow tint and more cream tint.

b. color of trim. It was agreed by all that a bright shade of green, with a pigment that will not fade too much, should replace the current institutional red that is there now.

2. Seth Lucas has begun work on the siding and should be finished within a week or 10 days. He is coordinating with the roofer, Rich Rayburn, on several critical phases. Some of the work beyond what he bid on will have to be done, and he will itemize the charges for them, including

a. Cutting the brick on the west wall so the roofer can install a scupper drain.
b. structural rot discovered under some of the siding on the north side of the classroom roof, rot that was not visible at the time he made his bid.
c. A few other "deficient" items listed in the Arago Inspection Report which were not included in Seth's original bid but that should be corrected before the building is painted.
d. There will no doubt be other items come up as the work progresses.

3. The Chimney. This is a problem the building committee still has to graple with on this phase of the project:

The roofer thinks that the small water leak at the north end of the stage is actually coming from the chimney and that the chimney should be sealed with UGL Drylok masonry waterproofer. The Arago Inspection Report advised that the chimney is considered unstable, and has several cracks in it, and that it should be evaluated by a brick mason.

Recommendation of the committee – that we hire a brick mason to evaluate the chimney and advise us what our best course of action should be.

Our best projections are that the siding and the paint jobs should be complete by the end of September.

Building Committee met at the Allegany Community Center at 9 am, **October 1, 2009** to review progress and assess next steps. Present were Pres. Bob Mahaffy, Dean Stickler, and Lionel Youst.

Seth Lucas guided the committee around the building pointing out work that has been done, the various change orders, and work that will be delayed until later.

1. The **major change orders** to Seth's bid include

– about 30 feet of unseen rot behind the plywood siding on the north side of the classroom roof. All repaired.

– Rot from water at the upper northwest corner; extensive termite damage at the lower northwest corner of the building. All repaired.

– Rot in siding and studs behind girls showers. All repaired.

– Rot in siding and studs behind boys showers. All repaired.

– Rot in siding and studs, south side next to furnace room door. All repaired.

– Rot in siding at southeast corner of building; cover for telephone entry rotten. All repaired.

– West wall brick cut for scupper drains in two places. All completed.

– Three scupper drains (in addition to the ones the roofer installed). Completed.

– All storm drains were plugged up and **a plumber was called who spent most of a day** unplugging them. As it stands now all downspouts work, and the storm drains are open. Seth will include the plumber's bill with his bill.

Work deferred to later – for a seperate bid after November when funds become available – **extensive termite damage in north wall** behind the supply room. Seth covered this up with plywood for the time being.

2. Painters are coming along very well and will be **finished by the end of next week**. They found rot in six or more places in the plywood siding as they pressure washed the building. They replaced the bad siding as they went along, using Seth's plywood. They may or may not add this labor as a change order.

3. Duncan McTaggart, Brick Mason, was called to assess the chimney as recommended in the Arago Inspection Report of March 24 and 25, 2009. The chimney is considered unstable due to extensive cracks. It will never be used again as a chimney, but is an important part of the esthetics of the building and would be very expensive and unnecessary to remove.. The roofer believes that a small leak at the stage comes from the chimney. **Mr. McTaggart recommended a cap that closes the chimney, and two steel bands to stabilize it.** He believes that a cap will probably fix the leak, if indeed the leak is actually coming from the chimney.

Chambers Sheet metal is fabricating a 24 guage stainless steel cap, 51 x 51 inches with a 3-inch drip-line, per verbal approval by Carole. Cost is $585. It is expected that it can be installed by volunteers, but should be done prior to the rainy season.

The steel bands can be fabricated later, and they could also be installed by volunteers. The cost for the two 14 guage stainless steel bands, 10 inches wide, to be placed about 5 feet apart on the upper chimney, will be **$805.** That should stabilize the chimney indefinitly. The bands have not been ordered, awaiting board approval.

4. The Park and Recreation sign and the Post Office sign were taken to **Art Signs in Bunker Hill** by Kevin Kruse. The Park and Recreation sign is 2 feet by 20 feet, badly deteriorated plywood; the Post Office sign is 2 feet by 4 feet. Art Signs will replace them with .063 aluminum with baked white background. The colors will be same as the new colors for the building trim. They will have a sketch for us before they start. **Cost will be $698.50 for the two signs. The Post Office sign will be about $110.** Recommend that a bill be given to the postmaster for that amount so that she can run it through her system. The signs have not been ordered, awaiting board approval.

5. Willson Dunn Glass co. on October 2, quoted the cost of replacing all broken windows and all windows that had previously been replaced with plexi-glass or plywood. 29 windows involved on the south and the north sides of the building. Cost: $2,479 installed. Proposed replacement of the windows in the dining room with double hung, double pane vinel windows, cost $2,072. Building committee will meet later to decide best course of action.

6. The Committee assessed the next phase of the building project. As soon as all work on the outside of the building is completed, it is the **committee recommendation that work begin on the water damage to the ceilings inside the building.**

Board Action requested to approve the following Building Committee recommendations:

bill the Post Office $110 for their part of the sign job.

approve Art Signs to paint the two signs, $698.50 total, pending funds.

call Seth back for quote to repair the terminte damage, pending funds.

approve Chambers $805 for steel bands for chimney, pending funds..

approve Wilson-Dunn to install double-pane windows in Dining Room. $2,072. pending funds.

approve inside water damage to be next project after outside is finished. pending funds.

Await building committee recommendaton on replacement of the rest of the glass, $2,479.

Respectfully submitted,

Lionel Youst

Building Report November 3, 2009 meeting.

The first year of our five-year plan for capital improvement of the building is complete.

1. **The roof is on and does not leak, all storm drains are working.** Downspouts have screens which will have to be cleaned monthly during the rainy seasons forever. That is the only regular maintenance that should be needed. It is a 50-year roof. The roofer, Rich Rayburn, has been extremely helpful, and made more than a dozen trips out here during the year for various matters concerning the roof, at no additional cost.

2. **Seth Lucas, Sol-Coast Construction, completed repair of rot and insect damage to siding and structural members. There is one localized area of termite damage on the north side of the building to be repaired after the funds from the new tax year arrive.** Seth did excelent work and we are well satisfied with him.

3. **The painters completed their work – two coats of underseal and two coats of the paint – should be good for 10 to 15 years. We think it is an exellent job**, and the building looks better than it ever has. As they pressure washed the building they came upon several sheets of the siding plywood near the top of the gym that was rotten. They replaced all of them as they came upon them. There was no structural damage behind the vapor seal in those locations. The building was constructed in 1951 and some of the plywood siding is showing signs of weather and age and so it can be expected that a few sheets of plywood siding will have to be replaced each time the building is painted in future. That should be considered normal maintenance, fair wear and tear.

4. **Chambers fabricated the stainless steel cap for the chimney, as suggested by the brick mason Duncan McTaggart. Kevin Kruse, with help from Tim, Lionel, and Roger, placed it on the chimney and it looks very good.** The two straps for structuaral support of the chimney that was also recommended by Mr. McTaggart, will be ordered from Chambers after funds from the new tax year arrive.

6. **Other items to be completed with the new tax year's funds are the sign for the building, replacement of certain windows, and then to begin repair of water damaged ceilings inside the building. That will be the priority for the 2nd year of our 5-year captial improvement program.**

Building committee report Dec 1, 2009

Signs: the 20 by 2 aluminium District sign ($551.30) and the 2 x 2 post office sign ($147.20, paid for by the Post Office) are finished and have been installed by Kevin Kruse.

Chimney bands – the two 14 guage stainless bands for the chimney will be ordered from Chambers. $805.

Termite damage on north side – Seth will get cost estimate to us next week.

Windows, estimate of costs: 6 double pane vinyl windows for the cafeteria: $2,072. Recommend delay on replacing these windows – there may be a grant or energy reimburesment program available – in any case, there is no urgency.

26 other windows around the building either have cracks, or were at some time replaced with plexi-glass panes. Cost of replacement of all of them is $2,479. Recommend that this be held and decisions made on each room as we get to it over the next four year of the program.

Electrical: Dean has volunteered to be point man on all things electrical. From the Arago Inspection Report there are several items to take care of:

1. Service drop conductors have missing insolation with exposed wiring. The report lists this as "extremely dangerous."
2. Stage, outdated circuit braker boxes should be replaced. Probably should also have switches installed for the gym lighting at the time that the boxes and breakers are replaced. Need to get a bid on that project.
3. Several small items to be taken care of in-house – furnace room panels have some open slots; kitchen counter outlets need to be replaced with GFCI protected outlets; light covers are missing in several places.
4. Gym lights: there is a "buzz" on at least one of them which should be attended to. The cost of running those lights needs to be accuratley determined and be sure that fees for use of the gym include the full cost per minute or per hour. It is known that those lights were installed by the Board several years ago so that the gym would be illuminated sufficiently for basketball and other activities. If there are now less expecnsive and more energy efficient lights that would provide at least the same degree of illumination, then a cost comparison should be made to determine whether it would be worthwhile to replace them.
5. Disaster preparedness: There is talk of getting a generator for emergencies. A study needs to be made recommending which circuits should be connected to any emergancy system that is installed. It would probably not be practical to run the gym lights on emergancy power, but perhaps the grant for the generator could include the cost of wiring an emergancy lighting system in the gym.

Top priority for 2nd year: Repair old water damage on entire inside of building, including ceiling tiles that have to be replaced in the gym, the hall, and classrooms. Also, damage to south side of gym wall, and stage floor among other places.

Building Committee Report for Jan 5, 2010

1. Tim reports that all drains are working and there have been no leaks in the building during any of the rains thus far. Marilyn is ecstatic that there is no water anywhere!

2. The two steel straps for the chimney have been orded to be fabricated at Chambers. When they are installed, the chimney project will be complete.

3. Seth Lucas, Sol Coast Construction, completed repair of the termite damage on the north side of the building. He did not repaint it due to weather. The paint is stored in the funrace room and may be done by volunteers at a later time.

4. The priority for this, the second year of our 5-year project is to repair water damage to the ceilings and walls on the inside of the building. This is water damage from roof leaks, most of which were caused from clogged drains and an absence of periodic maintenance over the years. Repair of damage in the last (south) classroom is extensive and will not be included in this year's work.

a. Seth gave a preliminary estimate of cost to repair the water damage to the ceilings and the east wall of the gym at 8 or 9 thousand dollars. This includes repairing water damage to the sheetrock in the cafeteria ceiling, removing the ceiling tiles in the classroom hallway and replacing it with sheetrock; replacing missing and damaged tiles in the gym ceiling; repair of water damaged floor on the stage, and repair of water damaged south wall of the gym, where water had entered around the chimney over the years. There may be further damage in that area once the plywood is removed.

b. Seth is having one of the ceiling tiles sent to a lab for analysis of asbestos content. The Arago Inspection Report stated that they may contain 10% non-fryable asbestos, in which case special precautions will have to be taken in removal and disposal. If they do in fact contain asbestos, Seth will insure that we are in compliance. There will be some additional costs involved in complying with the DEQ rules on disposal of asbestos containing building materials.

5. Dean will report on progress of electrical repairs, as stated in last month's report.

Bob Mahaffy,
Chairman,
Building Committee

Building Committee Report, February 2, 2010, Bob Mahaffy, committee chair.

1. **Plumbing**. Curtis Rhoades, A - Z Plumbing, completed action on the plumbing items written up on the Arago Property Inspection Report. These included the toilets in the girls bathroom, wash basin sink in the boys bathroom, non-functioning sinks in classroom 2, 3, and 4. In addition, the Bradford-White hot water heater, which was installed in 1981, was leaking and was replaced. The tanks are now plumbed in series with only the new hot water heater (heater #1) on all the time. The older hot water heater (# 2) will be normally off and need only be turned on if there is to be an event that expects to use a lot of hot water. This should be a significant saving in the electric bills beginning with February.

The steel pressure tank at the pump was found to have a rusted hole with a one-inch stream of water coming out of it directly onto the electric switch box, making the pump cycle on every few minutes. No one knows how long the leak had been there – perhaps months. A new, 86 gallon "Well Mate" fiberglass pressure tank was installed. To make the system more efficient, it is recommended that we get John Wright (Wright's Well Drilling) to modify it with pressure contol. This item was not included in the original estimate for the plumbing, as the problem was not known at the time of the estimate.

The gate valves at the filtering and purification system in the girls shower room were found to be stripped, and stuck in the by-pass position. It is not known how long they had been that way, but the water had been bypassing the ulra-violet purification system for an unknown period of time – perhaps years. The old gate valves were replaced with four new ball valves. This was not included in the original estimate for the plumbing, as the problem was not known at the time of the estimate.

2. **Chimney.** Chambers completed fabrication of the stainless steel bands which will be installed to stabilize the chimney. Seth Lucas will install them.

3. **Ladder to top of gym roof**. The Marshfield High School metal shop fabricated quarter-inch stainless steel brackets to mount a ladder permanently to the side of the upper outside gymn wall for easier access to the rooftop for periodic cleaning of the gutter drains. Seth will install the brackets and the ladder. The Marshfied High School metal shop did not charge for their fabrication work and donated it to the District.

4. **Ceiling tiles**. Seth Lucas had KOOS Environmental Services provide asbestos analysis of the ceiling tiles. No asbestos was detected. They are composed of 40% cellulose and 60% other non-fibrous material. The Arago Property Inspectin Report advised that the tiles may have contained asbestos if they were installed prior to 1978. We conducted the analysis to be sure that they were free of asbestos, and they are. The charge for the analysis was $60, paid for by Seth Lucas and it will be added to his billings. (we had expected it to be a mere $25).

5. **Seth** will be available to do several jobs during the next two weeks – repair water damaged floors in the girls shower room and the stage. Install the ladder on the gym roof, and the bands on the chimney. He will have to schedule the big job of replacing the ceiling tiles at a later time.

Building Committee Report, March 2, 2010, Bob Mahaffy, Committee Chair

1 **Plumbing**. New valves installed on the urinals by Curtis Rhoades, A to Z Plumbing. John Wright worked on the pump system and got it working. It appears that the pressure leak from the rusted pressure tank had caused shorts in the circuit panel and in the Pump Tech pump protection system. The float valve at the 5000 gallon tank works, there is electricity there, and it turns the pump off and on as needed. There is, however, problems with the Pump Tech caused by water from the rusted pressure tank. John said he would be back to finish the job, but there is no rush because everything is working now. Lionel has donated 100 feet of 1 1/2 inch polypipe so that water will go onto the playground instead of under the building any time the 5000 gallon tank has to be drained.

2. **Electrical**. Two of the gas lights in the gym will be replaced with new flourescent lights so that it can be determined whether the flourescents will do a satisfactory job of lighting. The flourescent lights were installed by Seth and Dean.

3. **Chimney**. Water damage of the south gym wall was repaired – including new studs, structural support, and new plywood wall covering. Water had, over the years, been coming in from bad sealant where the siding panels butt against the brick chimney. Seth installed new aluminum flashing and sealed it, which should take care of that problem.

4, **Ladder.** Seth installed the ladder to the upper gym west wall, using the mounting brackets fabricated at the MHS metal shop.

5. **Water damage repair.** Seth has repaired all the water damage on the stage – including ceiling, west wall, and the floor. He repaired the water damage to the floor of the girl's shower room, caused from leaks and condensation of the piping associated with the filtering system. He installed new subfloor, new floor and tile, and he built a waterproof shower basin under the filtering system so that any future leaks or condensation will not cause a problem.

6. **Sheet Rock of the classroom hallway.** The major project was removing the water damaged ceiling tiles from the hallway – 125 feet long by 10 feet wide – and replacing it with insulation and sheetrock – complete. Water damaged plywood wall covering was replaced with new plywood. Sheetrock was textured and painted, and the the entire hallway was painted. This should eliminate all problems of dampness and bad odors in the hallway. There should no longer be the necessity of keep the furnace at 55 degrees, and 50 degrees should be sufficient from now on, which should be a significant savings in oil during the winters.

7. **Maintenance Handbook.** Lionel has written a draft maintenance handbook for the Community Center, based on what the committee has learned since the beginning of the project. He would like board approval to place it in its final form.

BUILDING COMMITTEE REPORT, April 6, 2010, Bob Mahaffy, committee chair

1. **Water Supply.** John Wright has completed repair and modification to the pump contol system. The pressure tank installed earlier by A-Z Plumbing is unnecessary with the modifications, and was removed. Seth Lucas has purchased it for the $240 that it cost. John had recommended that the treated planking on the floor of the pump house be replaced with non-treated cedar. This was done – Old growth Port Orford white cedar 2 by 12 planks were donated by Jim Eddings – thank you Jim – and were installed by Seth Lucas. Seth also replaced the treated 4 by 4's that hold up the plywood roof over the spring with galvanized pipe.

2. **Plumbing.** A-Z Plumbing was called to unplug the kitchen drain and to replace the galvanized fittings under the large kitchen sink, the library sink, and the faucet at the outside southwest end of the building with bronze fittings. (galvanized fitting in the classrooms had previously been replaced). It was found that the inside piping for the building is copper but that some of the fittings were galvanized, and that is thought to be the source of the occasional flow of rusty water. It is hoped that this will fix that problem.

3. **Ceiling tiles in the gymnasium.** The original 16-inch ceiling tiles are no longer made. All missing and water-damaged tiles in the ceiling of the gymn were replaced by Seth Lucas with tiles salvaged from the classroom hallway.

4. **Chimney.** Seth installed the two 10-inch stainles steel bands on the chimney, which completes the recommendations of the brick mason, Duncan McTaggart.

5. **Electrical.** The two new fluorescent lights in the northeast corner of the gym are very good, much better than the mercury-vapor lights, but they should have screens under them for safety. The circuit breaker panel for the lights at the stage still needs to be replaced.

6. **Maintenance Handbook.** The maintenance handbook is ready for use. It is recommended that the the Board **resolve** to establish the handbook for guidance toward a periodic maintenance schedule. A copy of the recommended **resolution** and the recommended periodic maintenance **schedule** is attached. The handbook itself contains all that has been learned about the building since the beginning of this 5-year capital improvement project. It is recommended that a master copy be retained in the office, and a second copy for ready reference be always available in the outer office.

BUILDING COMMITTEE REPORT, May 4, 2010, Bob Mahaffy, Committee Chair

1. **Electrical**: guards for the two new flourescent light in the gym have been received but no installed. A lift unit that will reach the lights may be available to borrow from the School District.

2. **Storm drain** for the drain at the east end of the porch plugged again. A to Z Plumbing was called with their roto-rooter machine and it was discovered that the ABS pipe runs into a concrete pipe about 20 feet north of the downspout. The plumber recommended that we cap that off and put a new drain line in running straight from the building to the road – about 30 feet. Bob with the help of Lionel dug the ditch and Lionel and Wendy West (with some other help) put the new drain line in. It now drains perfectly and there is not likely to ever be another problem with it.

3. **Vegetation Control**. Badly needed: weed eater work around the building, especially the east end. Also, grass ready to mow.