

# Memorandum



**To:** Mr. Douglas Smith, City Manager  
**From:** Craig Skalak, Director of Recreation & Parks  
**Date:** March 4, 2021  
**Re:** Violet Bank Museum – Update

Doug –

Mobilization for the Phase I project at Violet Bank Museum began February 16. According to a schedule provided previously, the project is to be completed by late May.

- Completed work as of March 1
  - a. Dumpster on-site
  - b. Installed safety fencing to protect Cucumber Tree and existing adjacent trees
  - c. Gravel for drainage system backfill delivered
  - d. Basement windows covered for protection
  - e. Removed shrubbery and yard hydrant storage near back porch
  - f. Removed former underground corrugated drainage pipe
- Removal of the existing brick grade gutter is almost complete
- Layout of new drainage system is in progress
- Foundation and chimney stucco removal began this week

Phase I focuses on Moisture Management from the roof and ground, and includes;

- New copper gutters with downspouts
- Replacement of damaged fascia boards
- New drywell drainage system from downspouts – taking water away from the building
- Removing and rebuilding damaged masonry of chimney and above surface foundation
- New chimney flashing and chimney caps
- New backup battery system for the sump pump
- Replacement of exterior basement door
- Structural repairs to the front porch ceiling

Recommended Phase II projects focus on rehabilitation of the front and rear porches, wooden cornice, siding, and exterior painting.