



**CLOSE OUT REPORT FOR WORK
ORDER #12281
CAREY RIDGE ELEMENTARY
May 29, 2026**

PRESENTED TO:

Westfield Washington Schools
Carey Ridge Elementary
Work Order #: 12281
Brian Kelly
16231 Carey Road
Westfield, IN 46074

Client: Westfield Washington Schools

Facility: Carey Ridge Elementary

Address: 16231 Carey Road
Westfield, IN 46074

Reported By: Cat Odindo

Description of Problem

Water test in the cafeteria area.

Arrival Date/Time: 05/27/2026 12:00 AM

Departure Date/Time: 05/28/2026 12:00 PM

Technician Name: Drew Sours

Roof Sections:

Proposal Forthcoming?: No

Summary of Work Performed

Moisture Management initially arrived on 5/27/2026 and we checked in with the front office. We then located the reported leaks inside the cafeteria. We attempted to perform the water test, but the rain continued outside which eliminated the possibility of accurate diagnosis via controlled water test. We rescheduled the controlled water test the following day when weather conditions were ideal.

We returned on 5/28/2026 and we checked in at the front office. We then proceeded to water test leaking area in the cafeteria and was able to get it to leak in the exact spot. It was leaking from the corner of the louver where the hip cap meets the louver flashing. We removed the first hip cap and found it was wide open. The louver flashing did not extend far enough. We installed a diverter flashing, then reinstalled the hip cap for a permanent repair. We also performed another water test after the repair was complete, and the leak did not activate, indicating a successful repair. We cleaned up all work-related material and debris and demobilized from the site.

Based on our long-term monitoring of this leak and after in-depth observation of the roof decking and adjacent areas during the 5/27-5/28 site visits, we did not see any visual evidence or indication of mold contamination. The area of this leak is well-ventilated which allowed for the affected areas to dry adequately in between leak incidents. Additionally, as the roof area has now been fully repaired, the ceiling tiles in this area can be safely replaced.

PHOTO REPORT



Site location



Leak location



Leak overview



Water tested louver and counter flashing - leak did not activate



Water tested corner of louver and soffit - leak did not activate



Water tested corner of hip cap where it meets the green metal - leak immediately activated inside cafeteria

PHOTO REPORT



Water test performed and leaked an exact spot running down I-beam



Corner of louver flashing was allowing water to enter the roof system



Removed first piece of hip, revealing that the area is wide open for water to enter the roof system



Diverter flashing installed and sealed



Re-installed hip cap and applied sealant for the repair