

Bel Mare Maintenance Committee Meeting Minutes

7/17/2019

Attendees:

- Peter Fehr, Maintenance Supervisor
- Morris Bencini, Board Representative
- Jeff Winsler, Chairperson
- Todd Loescher
- John Ollsen
- Coby Gaulien
- Bill Horton

Call the meeting to order

Review and Update Maintenance Priorities List

- Fixed items
 - Grill Replacement
 - New Perimeter/Security
 - Garage Fire Alarm System – water damage
 - Post tension cable study
 - Routine Building Inspection
 - Electric Service at North End of Garage
 - Service Hall lighting
 - Spa 2 Sediment Tank leak
 - Bldg 1 Fountain pump
- Combine Delaminated Doors/ Rollers with Lanai Inspection Follow-up
 - Need pictures to be taken during Lanai inspections
 - Deciding what delaminating doors should be replaced is to be a judgement call by those inspecting
 - Need to verify glass panels and rails are solid and secure
 - Need to go back to old checklist and verify all noted issues
- Combine Leaks in Lanai's over living areas with Owner Unit leaks
 - Peter reported there have been no leaks since he started
 - Have received no report from RL James
- Leak under Building 1, when pool is flushed, water backs-up
 - Peter to investigate if drain is restricted
- Expansion joints and garage leaks
 - Peter is putting up drains under the expansion leaks and fixed the issue. Not finished yet
- Maintenance Reporting and Prioritization – effort ongoing
 - Peter to send out reports to the maintenance committee members
- Ceiling cracks in garage
 - Need a structural engineer to review
 - Get quote from Slider Engineering to review on their next trip to the area

- Stucco cracks and waterproofing
 - Jeff is securing a quote from a thermal imaging company to scan both buildings
 - Need to get east side leak fixed ASAP
- AC insulation on common area units – armor flex on pipes
 - Will take care of the common area units as well as the owner units
 - We will get a contractor to take care of this
- Preventative Maintenance database – eMaint software was renewed for another year
 - Lower priority to 2.9, will revisit this item in a subsequent meeting
- Combine EFIS band repairs with Painting/Waterproofing Exterior
 - Needs to be laid out in schedule to develop Scope of Work and then go for RFP
 - Need input from Castle Group on how to do this
- Exterior Steel door maintenance
 - Replacing steel doors with fiberglass frames and doors – ongoing
- Pipe Hangers in garage
 - Peter is waiting on contractor proposals
 - May need to replace the threaded rod with stainless steel rods
 - Need to increase the prioritization of this item to 1.1
- AC balance in Lobbies
 - Getting quotes to put in AC ducts into the offices
 - May need to install fire dampers in duct
- HVAC Maintenance
 - Peter has quotes – need to compare with old contracts
 - Quotes need to include filters
- Eliminating the item for General Painting/Upkeep
 - Peter has incorporated this into regular daily maintenance
- Potable water valve replacement
 - Peter to check to see if valves are movable
 - If they are frozen, Morris’s team can address
- HVAC – Air issue
 - John to propose a plan using dehumidifiers to our engineering company
- Dampening Springs on roof AC units
 - Peter said springs need replacing and is getting quotes
- Well Monitoring system
 - Amenities level landscaping is watered by well. We need a monitoring system so we do not lose our landscaping
 - Need to put a low pressure alarm in the piping
- Door Sweeps
 - Peter reports it is in progress. Some doors have been completed already
- Building 2 fountain
 - Pump is on order for \$3800
 - Peter will install
- Emergency Generator Enunciator
 - Needs to be tested during gen maintenance
- Retention Pond Wellness/algae

- We are going to put in fish fence
- Also need to add more grass eating carp
- Need to determine where the storm water is coming from – Convention Center??
- John will see if he can locate the plans for the retention pond
- Bldg 2 pool re-surfacing
 - Peter has 2 quotes
- Lap pool pavers – no progress yet
- Landscape Lighting Repairs – no progress yet
- Replace Tennis Courts
 - Strategic Planning issue
 - An amenities issue that needs to be repaired
- Bocce Court Repairs
 - Strategic Planning issue
 - An amenities issue that needs to be repaired
- Pool table repairs – it is scheduled
- Fitness Center Fire Panel
 - Has a bad board that needs to be replaced
 - Peter is getting proposals
- Fire pump service contract – run by diesel engine
 - Diesel engine needs to be maintained
 - Peter is getting quotes for service contract
- Water pumps
 - Getting proposals to maintain the domestic water pumps

Discuss new items for Priorities List

- Unit water shut off valves are freezing up
 - Peter will inspect all the valves in the hot water closets in the units that they operated
 - He can also inspect the expansion tanks
 - Peter to put out a notification to alert the owners

Meeting adjourned