

Maintenance Committee Meeting Minutes

March 9, 2022

Members and Staff in attendance: Jeff Winsler – Board Liaison, John Olsen, Bill Horton, Gary Schuster, David Muzio, Keith Krusch - Maintenance

At 3:00, Board Liaison, Jeff Winsler, called the meeting to order.

The first item on the Agenda was to select a Committee Chairperson: John Ollsen was nominated and unanimously elected as Chairperson.

Agenda item 2, Introduction of the new Maintenance Supervisor: It was discussed that the new hire had resigned. John asked if the Committee could be involved in the selection process. (Jeff to discuss with Board)

Agenda item 3, Review Committee Charter: The following changes to the Charter are requested: Change item 1) to “annual” from “bi-annual” survey and include “balcony” in inspection. Change item 2) to read “Oversight of building structural certification”. Change item 3) to read “Review of Maintenance Management system used”. Change item 5) to include “and make recommendations to the Board”. The Committee asked if there is a maintenance property checklist that Castle uses. Also asked if maintenance had an old checklist.

Agenda item 4, Review Projects: The Committee requested that management keep Project List current and updated. Several items on the list were discussed for update.

Detail of the roof membrane repair.

If Karins was fixing the puddling on the stairs and landing off the amenities level of building 1.

If the tennis court cracks could be reviewed for repair. Morris said he would contact the Company that recoated the courts.

If the City fixed their potable water valve.

If the pool vault had been checked for leaks.

That we need to address how to get old water heaters replaced before they start to leak.

Bill mentioned that one of our water meters have stopped working causing us to be under billed for 5 or 6 months. Bill recommended telling the water company, maybe they won't charge us.

Discussed water usage and how we could get flappers changed. Discussed the clamp-on water meter to track unit usage.

Questioned Keith if he knew when BUSS was thermos tested, he did not (maybe 25 panels). Morris said he would discuss with AB Electric when they meet on EV project.

Water intrusion on amenities level is currently being fixed by Dixie.

Remote control for irrigation, to be able to ensure working.

Structural Engineer to review cracking in garage.

Pond algae growth is getting bad.

Parapet cap replacement is complete on building 2. Karins is overseeing the work. Morris will ask for report.

Review if exterior doors need to be replaced or remove from list.

Generator enunciator cannot be working without install of fiber optic cable. Check if needed.

Discussion of chipped and cracked tiles need to be repaired, as was done in past. Ask Toni for tile guy.

Discussion of leaks over lanai, have they been documented. Ask Toni if we have this info.

Lobby grout needs to be cleaned. Have Toni get quotes or have done.

Bill asked if Tremco reviewed balcony membrane issue. Morris will check.

Doghouse needs solution to keep water drained out. Review putting sump pump and removing the rest of blocking over louvers.

Discussion of the elevator vestibule. Asked if there is a report. Need to determine status. Mentioned that change of AC thermostat in service halls have improved the humidity issue. Also need to keep checking louvers in elevator shafts and variable speed fans for proper operation..

Agenda item 5, Vendor Status Report: When hired, contract term, insurance up to date, etc. Morris will check if Toni has report.

Agenda Item 6, Maintenance Program: Jeff will check what system Castle has available.

Agenda item 7, Review Reserve Study plan considering Proposed State Legislation: Some of the items the Bill would require; condos not to pool reserves, reserve study only by engineer, not allowed reserve funding by alternate methods and must mail full report to all owners. Morris to contact Castle about Lobbying efforts. It was discussed that we should have Engineer also work on Reserve Study.

Agenda item 8, Cost Savings: Bill made recommendations – telephone from 28k to 35k, elevators and fire could use different system. Geothermal for heating pools. Should have FPL do an audit. Water usage and fees. Building and exterior in budget at 80k, but painting should reduce this. John recommended – circulation pumps in the pool should go off at night.

Agenda item 9, Old Business: John questioned change orders for painting project. Morris provided Change Orders for review.

Agenda item 10, new business: No new business was discussed.

John moved meeting adjourned at 4:55