

Maintenance Committee Meeting Minutes

April 20, 2022

John, Bill, Gary, Dave – Jeff – Morris – Jeff, Val, JC

John called meeting to order at 10:30

Reviewed Action List –

- 1) Jeff will have Management to post new Committee Charter.
- 2) Need to discuss procedure to manage checklist. Suggested discussed with new Maintenance Supervisor. John will provide comments.
- 3) Property Manager thru Maintenance Department should maintain Project List.
- 4) Toni contacted Lawson Tennis Courts, they mentioned the proper fix was to redo the base. Morris will follow-up to see about fixing cracks.
- 5) Jeff will follow-up with Toni if City was contacted.
- 6) Still need to check.
- 7) Jeff to draft Email blast to be more specific of potential damage if water heater were to burst.
- 8) Jeff to discuss with City utilities if they do a water audit on usage. Maybe implement flapper “pills” for residents to check for leaks.
- 9) Scheduled May 12 – 13.
- 10) Keep on list. Morris to have Landscaper keep an eye on irrigation. Notify Landscape Committee to keep an eye also.
- 11) Scheduled May 17 at 1:00.
- 12) Keep on list.
- 13) Building 2 passenger elevators tile will be replaced. Morris will try to find tile repair specialist.
- 14) Need new Maintenance Supervisor to document all leaks.
- 15) Jeff to check with Dixie for report from Tremco on membrane failure.
- 16) Jeff to check that doghouse facia is fixed during waterproofing. Also need to confirm all louver covers are off and develop water sump system.
- 17) Morris will follow-up with Karins for report.
- 18) John to review files for data.
- 19) These items are not on maintenance checklist.
- 20) Jeff to follow-up with Toni for Vendor Status Report.
- 21) Reserve Study starts 29th at 10am. Jeff to notice as Maintenance Committee Meeting.
- 22) Jeff to have Toni contact FPL for Energy Study.

Review Project List – List was not reviewed.

Painting / Waterproofing Project Update - Bill mentioned that there are several issues with the waterproofing that has not been addressed properly. Caulking not removed, then not properly over-caulked. Lani tile edges caulked, not allowing water to drain. Some were later drilled, but some ponding on tile has occurred. South eyebrows of building 2 have not been painted.

Parapet cap Update – Morris to verify that wood is pressure treated. Building 2 is at ‘substantial completion’, working on punch-list items. Building 1 cap has been removed and membrane replaced, waiting for painting completion for workers to return to roof.

Roof Repair Update – Completed, except for damage done by window cleaning company. Sutter Roofing to complete repair.

Balcony Retile Update –Jeff to request protocol for expansion joints and for membrane slab edge. Working on 2-801, next 2-902. Left to do 404, 605, 1204 and 1 of 1503 of building 2. Total of 9 balconies to be retiled.

Cost Savings Ideas – Morris to provide Bill detailed financial spreadsheet. Bill suggested we contact fire panel and elevator contractor to reduce phone line expense required. Bill said that he did not think geothermal heating would be economical for our pools because of our heating protocol.

Discussed that Email about maintenance positions need to go to residents.

Meeting adjourned 12:40