

## Maintenance Committee Meeting Minutes

May 19, 2022

Attendance: John, Bill, Gary, Dave, Brian, Jeff, Morris, Keith E., Joanne, (Val, JC, Keith G. on phone)

John called the meeting at 12:00

- Item 6 was addressed first. The new Maintenance Supervisor, Brian Miller, was introduced to the Committee. Brian stayed for the meeting
  - Item 1, Draft Reserve Study was discussed. The listed interest rate and inflation rate were discussed that they should be close to the same. Balconies being covered with anything but tile will need an owner vote, need to use tile costs until change approved. Pavers should have longer life. Paver sealing not applicable. Tennis courts need servicing sooner than noted. Roof sealing was replaced with re-roof, need to verify with insurance company (this was verified by our broker after the meeting). Standing seam roof should be longer life and costs seem high. Building re-paint costs seems high. Roll-up doors replacement is too soon, doors replaced 2016 and not opening during day means longer life. Need to verify description and function of elevator dehumidifiers. Also verify that elevator dehumidifiers were installed in 2019 for \$130,000 each building. What is included in waterproofing of amenities deck and is cost accurate. No landscaping in Reserve Study. Railings should not be in the reserve study yet, it was provided just for information. Questioned if plumbing jetting should be in study due to being under \$10,000. Structural number seems too low. Greenheck downblast exhaust fan costs seems low.
  - Item 4, Gate openers was discussed. Both openers of the exit gate will be replaced with Viking brand high use openers, current are not high use.
  - Item 2, Action Items List was reviewed. Also see 5/19/2022 the attached Action Item List
    1. Jeff follow-up why not changed.
    2. Brian to follow-up with Castle to see what MM Systems exist. May possibly look at a system off the shelf
    3. Brian will maintain Project List.
    4. Past contractor only quoted total replacement. Brian will find another contractor to quote repair.
    5. Brian will follow-up with City on water meter not working and try not to get back-billed.
    6. Brian will check pool vaults.
    7. Jeff to prepare email blast and include approved plumber, also include expansion tank.
    8. Jeff to follow-up.
    9. Brian will schedule with company used in past.
    10. Brian to keep eye on irrigation.
    11. Met with Engineer, will respond after reviewing drawings.
    12. Brian to determine if they need to be fire-rated.
    13. Morris has contractor name. Brian said he also has contact.
    14. Brian will document leaks and notify Committee.
  - 15. Request report from Tremco of membrane failure.
  - 16. Covers over louvers will be removed, then have engineer make recommendation.
  - 17. Request report, again.
  - 18. Jeff to work with Brian on finding information.
  - 19. Done
  - 20. Brian to get copy of vendors.
  - 21. Done
  - 22. Still need to request from FPL.
  - 23. Morris to obtain copy of Contractors Punchlist
  - 24. Brian will follow-up to verify wood nailer is PT.
  - 25. Jeff will obtain copy of protocol
  - 26. Brian will investigate technology to replace phone lines for fire panels and elevators
- Need to notify owners of smoke detector battery life
  - Brian will address insulation on roof AC lines.

The meet was adjourned at 2:45