



BEL MARE CONDOMINIUM ASSOCIATION, INC.

MAINTENANCE COMMITTEE

MEETING AGENDA/NOTICE

IF YOU CANNOT ATTEND IN-PERSON, YOU MAY ATTEND THE MEETING VIA CONFERENCE CALL BY CALLING 1-540-792-0044 AND ENTERING ACCESS CODE 330837.

To All Members:

A Maintenance Committee Meeting of the BEL MARE CONDOMINIUM ASSOCIATION, INC. will be held at the following DATE, TIME and LOCATION:

- DATE / TIME: Thursday July 7, 2022 at 2:00 p.m.
- LOCATION: Bel Mare Building 1 Social Room, 130 Riviera Dunes Way, Palmetto, FL 34221

Agenda:

- 1) Review Action Items List (see Attachment)
- 2) Bel Mare Response to Senate Bill 4-D
- 3) Review potential projects and enhancements to maintenance program for input to Bel Mare's budgeting process.

All Owners are welcomed to attend.

Posted: Tuesday, July 5, 2022

BY ORDER OF THE BOARD OF DIRECTORS



Unparalleled Property Services

ACTION ITEMS LIST MAINTENANCE COMMITTEE 2022

ISSUE DATE 5/19/2022

ITEM #	DESCRIPTION	RESPONSIBILITY	DATE CPT		STATUS	REMARKS
			FORECAST	ACTUAL		
1	Post revised Maintenance Committee Charter. Board has approved changes and management will post on website	Jeff			open	
2	Brian will follow-up with Castle to see what other MMS's exists. Maintenance checklists as provided are not manageable.	Bldg Mgt			open	
3	Ensure that Building Management manages Projects List thru maintenance dept.	Jeff			open	Brian will make recommendation
4	Evaluated tennis court cracking with a local contractor for pricing.	Bldg Mgt			open	Past contractor only quoted total replacement
5	Maintenance Dept to contact city to inspect and correct malfunctioning water meter.	Bldg Mgt			open	
6	Check pool vaults for leaks. (Property checklist item)	Bldg Mgt			open	
7	Determine best way to address owners to replace water heater before they fail. (Electric water heaters have a 10 to 15 year life). Eblast community regarding possible liability issues if water heater fails. Also, include use of tablet to detect leaking flapper valve.	Jeff			open	Jeff to prepare email blast including expansion tks and include approved plumber
8	Develop program to determine how water usage savings can be achieved. Contact City for info on companies that can perform water usage audit.	Jeff			open	

ITEM #	DESCRIPTION	RESPONSIBILITY	DATE CPT		STATUS	REMARKS
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9	Schedule Next thermography inspection of electrical load centers and panels. (Last performed in 2016. NFPA recommends annual inspection)	Bldg Mgt			open	
10	Set up routine to observe and report that irrigation well and all other irrigation appurtenances are functioning properly. Advise Landscape Committee.	Bldg Mgt			open	
11	Conduct meeting with Structural Engineer to review structural recertification and cracks in the garage structural concrete.	Morris			closed	Held meeting with Dave Karins May 17 th at 1 PM
12	Determine if exterior doors are fire rated and need to be replaced	Bldg. Mgt			open	
13	Locate a tile repair specialist to address chipped tile on lanais and other common areas.	Morris			open	Brian has contact also
14	Insure that leaks into living areas under lanais are well documented. No documentation in files.	Bldg. Mgt			Complete	Brian will document leaks and notify committee
15	Initiate overall third party assessment regarding replacement of lanai tile including Tremco (manufacturer) assessment of membrane.	Jeff			open	Tremco has visited site. Secure Tremco Report
16	Investigate best solution to resolve water intrusion into roof doghouses including blocking over louvers. Review use of sumps with pumps. Verify that waterproofing is complete and louvers are not blocked. Verify facia damage is corrected.	Jeff			open	Engineer to make recommendation. Committee to review history of recommended solutions
17	Obtain and review elevator vestibule report produced by Karins	Morris			open	
18	Obtain status of Service hallway instrumentation (thermostats, and RH and Temperature Data loggers) results.	Jeff			open	Jeff to work with Brian on finding information

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19	Verify that building management has incorporated checking elevator shaft louvers and variable speed fans operation into building inspection checklist.	John			open	Verified not on the checklist
20	Obtain copy and regular distribution of Vendor Status Report	Bldg Mgt			open	
21	Maintenance Committee to provide input to reserve study kick-off. Maintenance committee meeting scheduled for April 29 th at 10 AM for the purpose of reserve study kick-off.	John			Complete	
22	Schedule comprehensive FPL Energy Survey.	Jeff			open	
23	Address with contractor and engineer Painting/water proofing non-compliant quality issues identified by Bill Horton's list including Caulking, Lanai tile drainage, eyebrow painting, various rooftop items, etc.	Morris			Open	Morris to secure contractor punchlist
24	Verify that parapet cap wood nailer is pressure treated wood.	Bldg Mgt			Open	
25	Request protocol regarding lanai expansion joints and for membrane slab edge termination detail	Jeff			Open	
26	Research through contractors improved technology addressing phone lines for fire panel and elevators.	Bldg Mgt			Open	
27	Distributed to Maintenance Committee up-dated Project List	Bldg Mgt			open	
28	Receive and review Structural engineers report, Re Dave Karins Site Visit.	Morris			open	
29	Review Status of insulation repairs on roof and report back to committee	Bldg Mgt			open	