

# **RAC Maintenance Committee Meeting Minutes**

**January 9, 2020**

Chair: Doug Atkins    Secretary: Doug Atkins    Mgmt: Siby Thadathil

Members Present- Sarah Chambers, Sandra Fleming, Roger Hassard, Marty O'Neill, Richard Meredith, Ron Sweet (RAC), Bob Youngblood.

Absent- Jean Aronson, Pearl Birnbaum\*, Al Hurlbrink\*, Dick Portenga\*, Tom Dixon, Jerry Titsworth \*, (excused\*).

A quorum being present, The Chairman called the meeting to order at 1:30 p.m.

The minutes of the previous meeting were approved as revised since no additions or corrections were received during the 7-day comment period after revision.

Doug canvassed the members present about moving the meeting up to 1:00 p.m. to avoid potential overlaps with the following meeting in the Club Room. Everyone was in agreement so next month's meeting is scheduled to start at **1:00 p.m.**

Siby handed out an updated DB report and reviewed all of the completed items. Members provided feedback on a few items that still needed attention.

Each member overviewed and discussed the new issues that they have observed. Siby thanked members for their feedback and all formally presented issues will be incorporated into the January DB report available later in the month.

Siby provided a brief overview of the renovation effort with the ECD now earlier than previously estimated. He also said the arborist has yet to see the browning pine trees reported by Sarah and Siby will reschedule with the arborist.

The meeting adjourned at 2:15 p.m. The next meeting is scheduled for **1:00 p.m.** on Thursday, February 13, 2020, in the Club Room.

Respectively submitted by Doug Atkins, Secretary (633-2562)



## MAINTENANCE COMMITTEE DATA BASE

1/9/2020

LOCATION	PROBLEM	ACTION
	<b>OPEN PROJECTS</b>	
GVT 5	Suggest move picket fence to front of water softeners	C&S after softners done
GVT Area	Pickle Ball Court - need access walkway to rest rooms	quoting
GVT	Pool lights not working	quoting
FP	Eaves over pool patio rusting badly in places	2019
GVT 5	Water softener problem - Master ON / Slave OFF	end of August
Parking Areas	Trash on ground - need to consider how to reduce (see June 13 issue)	housekeeping
Driveway	Additional "ARROWS" should be painted on the roadway	more info
Outside Grounds	Open areas to left and right of car parking sheds need new plantings	C & S working
GVT 7 & 8	Water softener picket fence falling over.	in progress
GVT Spa	Spa running unattended. Need exit reminder signs or timer adjustmt.	quoting
748E	Dirt with plants growing in gutter visible to residents. Clean gutters.	in progress
Bldg 6	Front pillars need painting.	low work order
Bldg 7 & 8	Fences around water softeners either need to be fixed or removed.	in progress
Gazebo	Need sidewalk extended west to street (Freedom Plaza Circle).	need more quotes
GVT pool	Deck surface coating cracking at expansion joint across from spa (2nd location).	working
1st Floor	Laundry Room-wall behind/beside utility sink needs repair/painting	working
Grille	Need new slides on chairs.	working
GVT 8	Gutter Torn Open, Over Inward Facing Golf Cart Garages on N. Side. Repair	working
GVT 8	Water Softener Motor Cover Not Covering Motor. Recover	working
GVT 8	Water Softener Salt Container Missing Cover. Recover	working
GVT 8	Garden Hose Faucet Leaking, At Water Softener. Repair Leak	in progress
GVT 8	Crotons (6) Missing, Front Side of Front Island. Replace	after first of year
GVT 7	Crotons (5) Missing, Front Side of Front Island. Replace	not until after end of year
GVT 7	Palm Tree Missing, Right Side of Front Island. Replace	not until after end of year
Plaza-Nile Door	Paint around the knob & latch missing. Rusting.Renovation traffic will not help this!	after reno

Maui Door	Doesn't close completely. Looks closed but does not latched.	after reno
All	Ceiling tiles are not snug throughout	on going project
4th Floor old Res office	Glass door surface needs to redone	january
3rd Floor Conf Rm	Walls need touch up	working
Grille	Baseboards need paint (several areas)	working
GVT 8	Window Sill Separating from Wall, 2nd Floor, Front Side, South Most Window	working
GVT 8	Sprinklers Behind Bldg. Need Complete Reevaluation, Redesign and Repair	quoting
GVT 7	Downspout not properly attached to wall, SW Corner of Golf Cart Garages, N end of Bldg.	working
GVT 7	Gutters on Both Golf Cart Garage Clusters, N & S Ends of Bldg. Need Debris Removed	working
GVT 7	Downspout not attached to wall Bracket and opening is bent, S End of Bldg, near door	working
GVT 7	Downspout opening bent, SE Corner of Bldg	working
Bldg 10	3rd floor R/H door to stairwell has too much tension (very hard to push open).	done
Back of PW	Rust and/or mold on gutters across from entrance to building 908	working
Back of PW	Clean gutters-grass growing in gutters by trees across from entrance to 908	working
Plaza West	Dining Room-Ceiling tile at entrance door	which one
Plaza West	Pantry-Cabinets should be replaced-discolored, drawers loose/blocked, hinges loose	which one
Plaza West	Pantry-Ceiling tiles missing over refrigerator	which one
Nile Door	Renovation traffic taking its toll. Runner keeps door from closing and locking.	working
Jade Door	Lock fixed to preclude locking	working
6th Floor	Broken ceiling tile in B-C Laundry Room	reported done but open
6th Floor	Water stained ceiling tile in Laundry Room	reported done but open
1st Floor	Laundry Room-Water damage to walls by utility sink.	working
7D	Small gouges in wall near and across from laundry room	reported done but open
Bldg 7	South center replacement new car O/H door needs to be painted (still original white).	working
Bldg 9	1st floor in bottom stairwell (northside) has 12+" circular drip spot on floor (needs sand/repair	working
Bldg 10	12" scratch on #207 Mechanical door-needs paint touchup.	working
Bldg 10	Hallway ceiling opposite #205 door to garage needs repair/repaint.	working
Fitness Center	Northside gable molding peeling 12-18" away from building on L/H lower corner.	working
Nature Trail	Overhanging trees on 'dusty trail" between pond & golf cart bridge need trimming.	after first of year
Bldg 5 & 6	Front walkway plantings look bad	after first of year
Bldg 5	Crack over garage hallway door (206-2)	working

Bldg 5	Bad smell in 3rd floor hallway	housekeeping
Bldg 5	Water softener area unsightly-needs full enclosure fence	working
Bldg 6	Leaves everywhere around building and pose a safety problem.	on going project
	<b>PROJECTS REPORTED COMPLETE BUT STILL OPEN</b>	
GVT 5	Gutter board is gone at end -- looks bad (gap still there 7/11/19)	see Ted B. @ 5-306 for loc
Bldg 6 & 7	Bushes by parking lot need to be filled in. Large open gaps.	C & S working
Bldg 7	Repaint entire water stained hallway ceiling adjacent to #306 garage dr.	work order
GVT 7 & 8	Dead border bushes need to be replaced.	C & S working
Atrium	Lamp cords running to outlets behind sofas are tripping safety hazards.	working
GVT 8	Crushed nearly closed downspout, N end of bldg. near Breezeway. Straighten	working
GVT 8	Bent Downspout, N End of Bldg. near East Wall. Straighten	working
GVT 7	Downspout Not Attached to wall, At Entrance on Right Wall, Attach	working
GVT 7	Downspout Not Properly Attached to wall, On Front Wall, Right Side, Attach	working
GVT 5-10	Recurring mildew in trash rooms	working
Bldg. 9	Water stain on 1st floor hallway ceiling adjacent to #201 garage door. Needs paint.	working
GVT 8	Downspout bent at bottom, N end of Bldg., SW corner of golf cart garages. Straighten	working
GVT 8	Palm Trees in Front Island needs pruning	working
Atrium	L/H bathroom next to dining entrance-pad missing from underside of toilet seat.	reported done but open
Bldg 6 & 7	Porch floor needs pressure washing where mats were removed	reported done but open
GVT 8	Dried Water Stain on Hall Ceiling, 1st Floor, S. End of Bldg., Outside Door 207K	reported done but open
GVT 8	Water Stain & Dry Wall Damage on Hall Ceiling 1st Floor, Outside Door 303-O	reported done but open
	<b>NEW PROJECTS</b>	
Williamsburg	Landscape deters emergency door egress-needs pruning.	
Williamsburg	Partial ceiling tile panel missing in corner near R/H window.	
Maui	Base of entry totems damaged.	
Grille	Largest table near outside exit needs chair or baseboard rail.	
Grille	Raingutter near pines needs cover to prevent needle clogs.	
B-C Stairwell	First floor landing has restaurant equipment & debris	
2nd Floor Deck	Rust from table bases staining deck.	
Auditorium	(11) ceiling tiles stained and need replacing.	
Auditorium	Need handrails on outside of steps to stage.	

B-C Wing	5th floor laundry room vent return open/needs filter.
3D	Wall 120 V receptical bent - needs attention
4D	Ceiling panel between 431 and 433 not fitted
4D	Ceiling panel by fire door is damaged
5D/E	Restroom door shuts too fast
6D	Ceiling panel out of place by 630
Nile Door	Locking mechanism is disassembled. Doesn't appear to be lockable. See attached
Jade Door	Locking mechanism is disassembled. Doesn't appear to be lockable. See attached
1DE Center	Junk stored. See attached photos
outside 1DE center	Junk stored. Door needs painting. Payment filthy. See attached photos
6 E Door	quarter sized paint chip into metal.
GVT 8	Entrance Lamp Post not on after dark
GVT 8	Golf Cart Garage Door, Needs to be Painted, Still replacement White, N. End of Bldg.
GVT 8 PIK	Second Floor Thermostat Cover Fallen off Thermostat, Can't Read Actual Temp
GVT 8 PIK	Prune Dead Palm Frond, Entrance of Bldg.
GVT 8	Trash Room Doors on 2nd & 3rd Floor Squeak. Lubricate Hinges.
GVT 8	Ceiling Lights outside 1st Floor Doors 306J & 207K Are Too Dim
GVT 8 PIK	Weeds in flower bed at Entrance Bldg. Need to be Sprayed
GVT 8 PIK	Weeds around Generator Need to be Sprayed
GVT 7	Downspout not properly attached to wall, S. End of Bldg., Near Breezeway. Screw Missing
GVT 7	Water Stain in Ceiling, 1st Floor, Over Mech 102 Door. Needs Painting
GVT 7	Emergency Light, 2nd Floor, Adjacent to Mech 207 Door, Not Light When Button Pushed.
GVT 7 PIK	Repairs and Stains Above Light Needs Paint, 2nd Floor Stairwell, S. End of Bldg.
GVT 7 PIK	Area Around Light Switch Needs Paint, 2nd Floor Stairwell, S. End of Bldg.
Bldg 6	South (R/H) front door possibly opening on its' own. done

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D & E Wings	Elevator paneling scraped badly.	done
TeaRose Door	Door slams closed too forcefully. Adjust closer.	done
4 BR	Bathroom door auto-close is stiff and takes too long to close	done
4E	Fire door scratched	done
Card Room	Window sills damaged from chairs need touch up	done
2nd Floor Deck	Need new chair cushions-(12) stack chairs needed	done
2rd Floor Deck	Bat droppings on front left corner of deck	done
Library	Drooping ceiling tile @ square light	done
Grille	Holes in wall need repair	done
Grille	Green paint bubbling back dining aea	done
Grille	Loose outlet area at coffee pots	done
Plaza Pool	Loose wires hanging down from wall across from windows	done
Atrium bathrooms	Pipe cover sleeve under sink dirty	done
Atrium	Electric cord trip hazard behind (2) sofas	done
Bldg 5 & 6	Bushes in front of buildings are being cut down too short	done
Bldg 6	1st Floor trash room door squeaking	done
GVT 8	Golf Cart Garage Door, Lower Panel, Damaged, N. Side of Bldg. Middle Door	done
GVT 7	Emergency Light, on 1st Floor, Outside Apt 102, Not Light When Button Pushed	done
GVT 7	Emergency Light, In Stairwell, Adjacent to Apt 201, Not Light When Button Pushed	done
GVT 7	Stairwell Door, Outside Apt 301, Slams Shut. Adjust.	done
GVT 8	Garage Door Opening Damaged, S End of Bldg., West most Door. Needs Paint T/U	done
1DE Center	Door to outside will not latch. Strike plate screws stripped. Latch disabled!	done
5DE center	Door does not close securely	done
1BC Center	Door does not close securely unless slammed	done
4BC Center	Door slow to close.	done
3BC Center	Door closes but doesn't latch	done
B Stairwell	5th floor door does not close well.	done
Auditorium Stairs	3rd, 4th floor landings have trash on them	done
1st Floor	Hinge screws loose-B Wing stairwell exit door.	done
1D/E	Water Fountain - low pressure	done
1D/E	Laundry Room Door doesn't close automatically	done

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1E	Baseboard molding broken by Apt 145	done
3D	Stairs Entry (by 338) - left side wall corner damage	done
4D/E	Rest Room Door - Too stiff opening & long time to close	done
5D	Apt 538 - Paint chip off left side of entry	done
7D	Thermostat - set at 72 with temp reading of 85 (I don't think it was that hot) (near 737)	done
Atrium 2nd Fl	2nd Floor bathroom opposite Resident Svcs needs higher wattage bulbs (very dark)	done
Bldg 9	Spray crack weeds in front of Unit #102 car/cart garage doors (back on southside)	done
Bldg 10	R/H back Exit Door from stairwell to outside fails to open incld using handicap plate.	done
Bldg 5	Humming sound inside by front door (alarm?)	done
Bldg 6	Noise coming from 102 Mech door	done
Bldg 6	Front door area-pruning branches bundled and not picked up	done