



## RAC Maintenance Committee Database Report Meeting

October 8, 2020 at 1 p.m.

Club Room

Chairman Doug Atkins called the meeting to order at 1 p.m.

Members present: Jean Aronson, Tim Broad, Sarah Jones-Chambers, Bob Cobe, Richard Meredith, Marty O'Neill, Jerry Titsworth, Bob Youngblood (quorum present) and Siby Thadathil (management). Absent: Tom Hart\*, Al Hurlbrink\* (excused\*)

A motion was made and seconded to accept the Agenda. Motion carried unanimously.

The minutes of the 10/23/20 special Database meeting were approved by the no comment period. They were submitted to RAC along with Sarah's summary of 9/14/20 Executive Com Database meeting with Siby.

Siby reviewed all of 8/27/20 Database Report Issues where he and his group had stasured each issue. The Committee appreciated Siby's efforts in getting the Report to this point.

During this constructive discussion, there were clarifications by Siby and also some challenges by Committee members on issues labeled as "done".

Doug agreed to remove C&S issues and list them on a separate spreadsheet. These issues will be addressed in the current landscaping long range plan.

Also a number of issues were labeled as Housekeeping responsibility in the Database Report. Doug will isolate these issues and send them to the Housekeeping Committee and management.

A couple of issues that resulted in extended discussion were the condition of ponds and resident door lock problems. Siby is working with the aquatic system contractor to expand the water treatments used.

Siby explained the unrelated two door lock issues and assured the Committee that critical spares have been obtained and the problems are hopefully behind us.

Chairman Atkins adjourned the meeting at 2:12 p.m.

The next meeting will be the **regular meeting on November 12 at 1 p.m. in the Club Room.**

Respectfully submitted,  
Doug Atkins, Chairman/Secretary

Pg 1 of 6

## Maintenance Committee Database Report

10/8/2020 Rev 1

DATE	LOCATION	PROBLEM	ACTION
		<b>PROJECTS REPORTED COMPLETE BUT STILL OPEN</b>	
8-Nov-18	GVT 5	Gutter board is gone at end -- looks bad (gap still there 7/11/19)	ecd 12/20
8-Aug-19	GVT 7	Downspout Not Attached to wall, At Entrance on Right Wall.	ecd 12/20
8-Aug-19	GVT 7	Downspout Not Properly Attached to wall, On Front Wall, Right Side.	ecd 12/20
17-Oct-19	GVT 8	Dried water stain on hall ceiling, 1st floor, S. end of bldg., Outside garage door 207K	
		<b>OPEN PROJECTS</b>	
8-Aug-19	GVT Circle	Paved walkway needed from Shuffleboard Courts to west roadway.	to be bid-Siby
17-Oct-19	GVT 8	Window Sill Separating from Wall, 2nd Floor, Front Side, South Most Window	ecd12/20
17-Oct-19	GVT 7	Downspout improperly attached to wall, SW Corner of Cart Garages, N end.	ecd12/20
17-Oct-19	GVT 7	Downspout bent & not attached to wall bracket, S End of Bldg, near door	ecd12/20
17-Oct-19	GVT 7	Downspout opening bent, SE Corner of Bldg	ecd12/20
12-Dec-19	Bldg 5	Crack over garage hallway door (206-2)	cds repair
9-Jan-20	GVT 7	Downspout improperly attached to wall, S. end of bldg., near breezeway. Screw missing	ecd 12/20
20-Feb-20	2nd Floor Deck	Tables disintegrating (tops broken/bottoms rusty). Chair cushions molded.	ECD 1/2021
20-Feb-20	GVT 5, 7-8	Replace missing white picket fences around water softeners to hide from view.	ECD 1/2021
20-Feb-20	GVT 7 & 8	Potted plants in parking areas are unsightly.	Policy memo w/kg
20-Feb-20	Back of PW	Paint or replace propane tank.	Out for bid
09-Jul-20	GVT 8	Large Hole in Exterior Wall, 2nd floor NE Corner of Bldg.	wo 10/5
09-Jul-20	240E Lanai	Rusted	ecd 12/20
09-Jul-20	Kitchen Wall	Exhaust pipe extension not installed	ecd 12/30
09-Jul-20	Kitchen Wall	Grease box splashes	ecd 2021
09-Jul-20	Kit Driveway	Grate needs work	ecd 2021
09-Jul-20	Door #6	Corner Smashed-need patching	ECD 10/20
09-Jul-20	Circle Sidewk	Side walk depressd and cracked	ecd 12/20
09-Jul-20	135D Lanai	Mold or rot on bottom of wood panel	investigating

24	09-Jul-20	W.side walls	mud or rust stains near ground on many walls	investigating
25	09-Aug-20	Plaza Walkway	(Picture 1) Electric light needs straightening	given cds 9/28
26	09-Aug-20	Post Office Space	(Picture 2) End of bumper broken	given cds 9/28
27	09-Aug-20	Walkway End	(Picture 3) End of bumper broken and metal rod sticking up	given cds 9/28
28	09-Aug-20	Covered Parking	(Pic 6) Only 1st row has gutters/down spouts. Need other rows done	will not schedule
29	09-Aug-20	Plaza Circle	(Pic 7) Single painted directional arrow is insufficient (see suggestion)	will not schedule
30	09-Aug-20	Plaza Circle	(Pic 8) Single painted directional arrow is insufficient (see suggestion)	will not schedule
31	09-Aug-20	Outside Nile	run off from pipe needs to be channeled into French drain	will not schedule
32	09-Aug-20	Outside Jade	run off from pipe needs to be channeled into French drain	will not schedule
33	09-Aug-20	Shrubbery	Sm hedge bordering both sides of front entry area has many dead patches	will not schedule
34	09-Aug-20	131 Lanai	Mold or rot on bottom of wood panel	will not schedule
35	09-Aug-20	133D Lanai	Mold or rot on bottom of wood panel	will not schedule
36	09-Aug-20	C Stairwell	Between levels 1, 2 & 3-Need paint touch up	routine
37	09-Aug-20	B/C Ctr Stairs	Between levels 4 & 5- need paint touch up	routine
38	09-Aug-20	B/C Ctr Stairs	Railings need painting most levels	routine
39	09-Aug-20	7th Floor	708B - Gouge on short wall right side of door	routine
40	09-Aug-20	7th Floor	711B - Corridor wall needs paint touch up	routine
41	09-Aug-20	7th Floor	Gouge in Wall between 713 B & 715 B	routine
42	09-Aug-20	D/E-7th Floor	chipped/damaged walls in the entryway of 733/734/735/740/741/747/749/750	routine
43	09-Aug-20	745	baseboard needs repair	routine
44	09-Aug-20	B/C -6 <sup>th</sup> Floor	619 C - gouge in wall	routine
45	09-Aug-20	D/E-6th Floor	middle of E wing baseboard needs painting	routine
46	09-Aug-20	D/E-6th Floor	baseboard needs repair on641/642	routine
47	09-Aug-20	D/E-6th Floor	chipped/damaged walls in the entryway of 630/634/635/640	routine
48	09-Aug-20	D/E-6th Floor	chipped/damaged walls in the entryway and baseboard needs repair on 630	routine
49	09-Aug-20	5th Floor	Gouge in Wall between 527C & 525C and b/t 523C & 525C	routine
50	09-Aug-20	5th Floor	5 B - Gouge in wall near Mechanical Room	routine

51	09-Aug-20	D/E-5th Floor	chipped/damaged walls in the entryway of 529/538	routine
52	09-Aug-20	D/E-5th Floor	550 baseboard needs repair	routine
53	09-Aug-20	D/E-5th Floor	painting missing in the elevator lobby	routine
54	09-Aug-20	B/C-4 <sup>th</sup> Floor	Both corridor doors to 4B hallway have major gouges	routine
55	09-Aug-20	B/C-4 <sup>th</sup> Floor	B/C hallway to elevators has gouges left and right sides	routine
56	09-Aug-20	B/C-4 <sup>th</sup> Floor	Large gouge in wall where 4C corridor meets elevator hallway	routine
57	09-Aug-20	B/C-4 <sup>th</sup> Floor	Gouge in Wall between 419C & 421 C	routine
58	09-Aug-20	D/E-4th Floor	chipped/damaged walls in the entryway of 430/432/433/447	routine
59	09-Aug-20	D/E-4th Floor	baseboard needs repair on 443/448	routine
60	09-Aug-20	auditorium	wet spots on wood floor from overhead condensation 2 places	routine
61	09-Aug-20	D/E-3rd Floor	chipped/damaged walls in the entryway to north stairs	routine
62	09-Aug-20	D/E-3rd Floor	chipped/dam walls in the entryway of 329/330/333/334/335/336/337/338	routine
63	09-Aug-20	D/E-3rd Floor	chipped/dam walls in the entryway of 329/330/333/334/335/336/337/338	routine
64	09-Aug-20	D/E-3rd Floor	baseboard needs repair on 337/345	routine
65	09-Aug-20	E wing	E wing wall near 340 needs repair	routine
66	09-Aug-20	E wing	chipped/damaged walls in the entryway by south door to 2 East	routine
67	09-Aug-20	B/C Wings	212B has corridor corner damage	routine
68	09-Aug-20	B/C Wings	2 B/C elevator area has 4 cracked floor tiles	routine
69	09-Aug-20	D/E-2nd Floor	chip/damaged walls in the entryway of 229/231/238/239/240/241/245/249	routine
70	09-Aug-20	D/E-2nd Floor	baseboard needs repair on 233/234/235/239/244/250	routine
71	09-Aug-20	D/E-2nd Floor	repair wall near 245	routine
72	09-Aug-20	D/E Wings	repair wall near storage room	routine
73	09-Aug-20	D/E Wings	repair wall near door to north stairsw	routine
74	09-Aug-20	laundry room	chipped/damaged walls in the entryway and baseboard needs repair	routine
75	09-Aug-20	1 <sup>st</sup> Floor	Gouge in Wall between 103B & 105B	routine
76	09-Aug-20	Plaza Club	Many of the light bulbs on the front awning have burned out.	ecd 10/15
77	09-Aug-20	PW	rear parking area curbing has been hit and broken up	out for bid

78	09-Aug-20	GVT 8	2nd Floor trash room door scrapes threshold, hard to close, and noisy.	ecd 10/15
79	09-Aug-20	GVT 8	Black mark on Cart Garage Door, N. End of Bldg., Side Facing Entrance	routine
80	09-Aug-20	GVT 7	N. end downspout not properly attached to wall, SW Corner of Cart Garages.	ecd 12/20
81	09-Aug-20	GVT 7	Downspout not properly attached to wall, S. side of bldg. Near Breezeway	ecd 12/20
82	09-Aug-20	GVT 7	Downspout not properly attached to wall, S. side of bldg. near doorway.	ecd 12/20
83	09-Aug-20	GVT 7	Downspout Opening Bent, SE Corner of Bldg.	ecd 12/20
84	09-Aug-20	GVT 7	The Drain Pan Behind Apt 104 Slopes so the Water Drains Back Toward the H	routine
85	09-Aug-20	GVT 7	The Drain Pan Behind Apt 102 is Broken	routine
86	09-Aug-20	Bldg. 6	Front door call box needs new light bulb	ecd 11/1
87	09-Aug-20	Bldg. 6	Frame repair on middle golf garage (N. side) needs to be repainted	routine
			<b>NEW PROJECTS</b>	
88	8-Oct-20	7th Floor	7B hallway warm. Check A/C	
89	8-Oct-20	538	missing painting on the wall	
90	8-Oct-20	Entry #3	outside door to the stairs needs sanding and painting- is rusted	
91	8-Oct-20	behind Plaza	Laundry dryer vent is clogged with lint. Needs to be cleaned.	
92	8-Oct-20	behind Plaza	Wooden fence needs repair or replacement.	
93	8-Oct-20	behind Plaza	Area behind fence needs to be cleaned of junk and lint.	
94	8-Oct-20	Corner, Door 6	Repair is incomplete. Looks sloppy. Currently marked "done."	
95	8-Oct-20	Plaza Fit Ctr	<b>The 3 TV Sets HAVE NOT BEEN OPERATIONAL FOR 6 Mos</b>	
96	8-Oct-20	GVT Fit Center	Handicap plate switch on door to W. parking not working.	
97	8-Oct-20	GVT Fit Center	Thermostat cover in foyer is unlocked and hanging against door to Fit Ctr	
98	8-Oct-20	GVT Pond	Scum with 8" grass growing on top 360° around pond extending out 6'.	
99	8-Oct-20	GVT 9	Front stand alone lantern by main entrance is still unlit at night- <b>Not Done</b>	
100	8-Oct-20	GVT 10	Lantern on wall by main entrance is very low wattage- <b>Not Done</b>	
101	8-Oct-20	GVT Gazebo Area	BBQ Grills not operational for residents, Propane Tanks Have Been Uninstalled.	
102	8-Oct-20	GVT 8	Sprinkler Aimed at Asphalt Parking Spaces (Cars), not at Grassy Area, N. End Bldg.	
103	8-Oct-20	GVT 8	Door & Frame, Garage 301-X, Needs Paint Touch-up	

104	8-Oct-20	GVT 8	Exterior Door, Rust Bleeding Thru Paint, S. End Bldg, Facing Circle	
105	8-Oct-20	GVT 8	Emergency Light, Fails to Light When Button Pushed, Near Mech. Room 301	
106	8-Oct-20	GVT 8	Emerg light, fails to light when button pushed, S. stairwell, 3 rd Floor	
107	8-Oct-20	GVT 8	Bench, NE of Bldg, doesn't sit well. Tilts fwd and to left. Needs to be Leveled	
			<b>PROJECTS COMPLETED SINCE LAST MEETING</b>	
108	12-Dec-19	Bldg 9	1st floor in bottom stairwell (northside) has 12+" circular drip spot on floor (needs sa	done
109	9-Jan-20	Williamsburg	Landscape deters emergency door egress-needs pruning.	done
110	09-Jul-20	4 <sup>th</sup> Floor	4 B/C Laundry Room very warm-check A/C	done
111	09-Jul-20	2 <sup>nd</sup> Floor	2 B hallway very warm – check A/C	done
112	09-Jul-20	1 <sup>st</sup> floor	1 C hallway very warm – check A/C	done
113	09-Jul-20	Exposed pipe	Underground pipe should be covered with mulch	done
114	09-Jul-20	Tea Rose	electrical outlet half out of wall	done
115	09-Aug-20	Parking Row A	(Picture 4) Faded Sign needs replacing	done
116	09-Aug-20	Parking Row A	(Picture 5) Faded and Hidden Sign needs replacing and given visibility	done
117	09-Aug-20	Door 6	corner smashed and repair attempted. Repair does not appear to be completed.	done
118	09-Aug-20	B/C Wings-5 <sup>th</sup> Floor	SC hallway warm - check A/C	done
119	09-Aug-20	5th Floor	Entry light out Apt 506B	done
120	09-Aug-20	PW	rear exit has trash plus 2 chairs and also liquids (Safety?)	done
121	09-Aug-20	PW	7 used mask in parking lot	done
122	09-Aug-20	PC	Front has unsightly trash	done
123	09-Aug-20	PW	boxes thrown out back door In rear	done
124	09-Aug-20	Pw	rear sitting area for residents & guest has couch decorative pillow wet from ra	done
125	09-Aug-20	GVT 8	Water Dripping from Ceiling to floor, 1st Floor Hallway Outside Mech 102.	done
126	09-Aug-20	GVT 8	Water Stain in Ceiling, 1st Floor, Outside Mech 102, Needs Paint, After Ceilir	done
127	09-Aug-20	GVT 8	Wasp Nest Needs Removal, Golf Cart Garage Door, N. End Bldg., Facing Bldg. 9, E	done
128	09-Aug-20	GVT 8	Wasp Nest Needs Removal, Golf Cart Garage Door, S. End Bldg., Facing Entrance,	done
129	09-Aug-20	GVT 8	Garden Hose Faucet, Btw Bldgs. 8 & 7, Broken Handle, Leaks Badly When T	done

130	09-Aug-20	GVT 8	Lid to Salt Container is lying on the ground, not covering the salt, between bld	done
131	09-Aug-20	GVT 8	Another Leak in the ceiling in the hallway outside Mech 102. Water Dripping	done
132	09-Aug-20	Bldg. 6	Black bench ( front, n. side) needs to painted	done
133	09-Aug-20	Bldg. 6	Black bench needs to be moved to shady area under oak tree	done
134	09-Aug-20	GVT 7	Exterior Vent Stuck Open, N. End of Bldg. Outside Apt 301. Great Potential for Crit	done
135	09-Aug-20	GVT 7	Edging at Entrance on Both Sides of Walk Need Reinstallation and Repair of Broken	done
136	09-Aug-20	GVT 7	2 Wasp Nest Need Removal, Golf Cart Garage, S End of Bldg., Side Facing E	done
137	09-Aug-20	GVT Pool	Men's room shower handle loose & hard to turn.	DONE
138	09-Aug-20	Gazebo	Bench supports rotting/splintering (south side) & railing paint peeling (north s	done