



RAC Maintenance Committee Meeting

July 8, 2021 at 1 p.m.

Club Room

Chairman Atkins called the Maintenance Committee (MC) meeting to order at 12:55 p.m.

Members present: Doug Atkins, Tim Broad, Ron Carter, Sarah Jones-Chambers, Bob Cobe, Gene Hemingway, Richard Meredith, Marty O'Neill, Glenn Spoerl, Jerry Titsworth, Jan Ulics, and Bob Youngblood, (quorum present) and Siby Thadathil (management).

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

The minutes of the 6/10/21 meeting had been approved previously.

Sarah opened the floor for nominations. One nomination was made for Chairperson and one for Secretary. Doug Atkins (Chair) and Jerry Titsworth (Sec) were elected unanimously.

Hard copies of the updated 6/10/21 Database Report (DB) were provided to MC members by Siby. All issues were reviewed. Some ECD dates were revised and (3) closed issues were reopened. Siby and his staff were again complimented for all the good work they perform.

Committee members overviewed with Siby new issues observed in this month's audits. After discussing they will be added to the July DB Report.

Siby reviewed a number of projects answering questions from members:

- 1. Parking/drainage improvements-** Siby is still working with our surveyor and the County for permits for filling in the curbed islands at the ends of covered parking rows. Siby continues reviewing Bob's suggestions. This project will be working into 2022.
- 2. Ponds-GVT pond** is looking better with recent heavy rains but close monitoring reqd.
- 3. Gazebos-** GVT Gazebo requires painting/new table which should be complete soon.
- 4. Elevators-** B/C wing will be complete mid-July. Siby is getting a quote to change audio.
- 5. Golf Cart Garage Replacement-**After meeting with residents, Siby is looking at 3-sided canvas enclosures.
- 6. Electric Car Charging Stations-**Siby is gathering concepts from other retirement communities for this 2022 project.

Chairman Atkins adjourned the meeting at 2:10 p.m.

The next monthly meeting will be **August 12th at 1 p.m. in the Club Room.**

Respectfully submitted,
Doug Atkins/Jerry Titsworth, Chairman/Secretary

Maintenance Committee Database Report				
7/8/21-Rev 2				
DATE	LOCATION	ISSUE/PROBLEM	Action/ECD	
PROJECTS REPORTED COMPLETE BUT STILL OPEN				
1	09-Aug-20	Post Office Space	(Picture 2) End of bumper broken (R/H end of bumper needs repair)	7/30/21
2	09-Aug-20	Walkway End	(Picture 3) End of bumper broken and metal rod sticking up <i>(The concrete bumper next to the walkway from the Marketing parking lot is broken)</i>	7/30/21
3	14-Jan-21	GVT Gazebo	Rotten boards and water running through it. Adding table & painting remain.	In Progress - CDS
4	13-May-21	GVT 8	Touch up Paint Needed in Breezeway on N. End of Bldg 8. See Pix	In Progress - CDS
5	18-Feb-21	Stairwell E	At bottom to the right of door, paint is peeling (top to bottom).	In Progress - CDS
OPEN PROJECTS				
6	09-Aug-20	Covered Parking	(Pict 6) Only 1st row has gutters/down spouts. Need other rows done	7/14/21
7	09-Aug-20	Plaza Circle	(Pic 7) Single painted directional arrow is insufficient (see suggestion)	7/30/21
8	09-Aug-20	Outside Nile	run off from pipe needs to be channeled into French drain	In Progress - C&S
9	09-Aug-20	C Stairwell	Between levels 1, 2 & 3–Need paint touch up / B side done/middle	In Progress - CDS
10	09-Aug-20	B/C Ctr Stairs	Between levels 4 & 5– need paint touch up/ B side done/middle	In Progress - CDS
11	09-Aug-20	B/C Ctr Stairs	Railings need painting most levels/ B side done/middle	In Progress - CDS
12	18-Feb-21	GVT 5	Trash room on the third floor is very musty/rusty and needs to be painted.	In Progress - CDS
13	18-Feb-21	GVT 6	Trash room on 3rd floor is rusty and needs to be painted.	In Progress - CDS
14	18-Feb-21	GVT 8	3rd floor trash room door difficult to open door and it slams shut. Replacing exhaust fans.	Siby w/ Cortez
15	18-Feb-21	Plaza exterior	damage to stucco by heavy equip used to repair gutters?(see pic. Rept)	In Progress
16	13-May-21	Din Rm Hallway	No caulk at bottom of baseboards. Looks unfinished.	In Progress - CDS
17	13-May-21	GVT 7	2nd floor trash room-new molding over door on inside never painted.	In Progress - CDS
18	13-May-21	GVT 7	Garage Door Frame Separating from Wall, South End of Bldg. 7. See Pix	In Progress
19	13-May-21	GVT 8 & 9	Need lines for 3 or 4 new parking spaces using recent additional asphalt.	7/30/21
NEW PROJECTS				

20	10-Jun-21	B/C 7 th Floor	Scuff mark on right side of entryway APT 706B	In Progress - CDS
21	10-Jun-21	B/C 5 th Floor	Corridor corner damage on right side of APT 517C	In Progress - CDS
22	10-Jun-21	B/C 4 th Floor	Vent fan in 4B/C restroom is not working	working
23	10-Jun-21	B/C 2 nd Floor	Small gouge on wall between corridor doors and Resident storage area	In Progress - CDS
24	10-Jun-21	B/C 2 nd Floor	Resident storage/trash room needs painting (requested by RAC floor rep)	In Progress - CDS
25	10-Jun-21	B/C 1 st Floor	Damage to right side hallway door	In Progress - CDS
26	10-Jun-21	Stairwell E	At bottom of the stairwell, to the right of the door, the paint is peeling	In Progress - CDS
27	10-Jun-21	Stairwell D	The outside entry door will not unlock from the outside, needs to be rekeyed	In Progress - CDS
28	10-Jun-21	Am. Grille rear	Rusted Vent near roof (see pictorial report)	In Progress - CDS
29	10-Jun-21	GVT Garages	All need outside numbers corresponding to apartment assignments	7/30/21
30	10-Jun-21	GVT 8	Touch up Paint Needed, South Stairwell, Lower Wall of Landing, Btw 1st & 2nd Flr	In Progress - CDS
31	10-Jun-21	GVT 8	Touch up Paint Needed, South Stairwell, on Wall, Going Up From Landing to 2nd Floor	In Progress - CDS
32	8-Jul-21	Plaza Exterior	SW bldg near D-1 corner: plants removed. Smash bigger than before	
33	8-Jul-21	Plaza Exterior	Lint on rug outside Door 2 means dryers above need vents cleaned.	
34	8-Jul-21	Plaza Pool	Patio door needs stopper-Locks people out	
35	8-Jul-21	Plaza Pool	Patio gutters need cleaning	
36	8-Jul-21	Plaza Pool	Pool steps-not used R/H & L/H areas/edges of steps get slippery-grip tape?	
37	8-Jul-21	Williamsburg	Emergency door-bottom of frame stained & bottom seal inadequate	
38	8-Jul-21	Tea Rose	Touchup paint-wall between table #21 & entrance	
39	8-Jul-21	Tea Rose	Pocket door to private dining room inoperable-won't open	
40	8-Jul-21	Nile	Touchup paint-base board between emergency door & chest	
41	8-Jul-21	Jade	Room Sign Missing	
42	8-Jul-21	Jade	Large gap under emergency door. 3/8" to 1/2"	
43	8-Jul-21	Jade	Wall covering peeling above server computer stand	
44	8-Jul-21	Jade	Touchup paint- railing right side of entry door & 1 st table	
45	8-Jul-21	Jade	Ants along rail	
46	8-Jul-21	B/C 6 th Floor	Hallway to elevators warm-check A/C	
47	8-Jul-21	B/C 3 rd Floor	Gouge on wall between 302B and 304B	
48	8-Jul-21	B/C 3 rd Floor	3B hallway warm – check A/C	
49	8-Jul-21	B/C 2 nd Floor	Gouges (3) on wall by Apt 203B	

50	8-Jul-21	B/C 2 nd Floor	Gouge on wall between Apt 214B and Stairwell door	
51	8-Jul-21	B/C 1 st Floor	Small wooden bench in hallway outside Apt 113B	
52	8-Jul-21	B/C 1st Floor	Multiple gouges on elevator hallway wall – Laundry room side	
53	8-Jul-21	GVT #5	Southeast corner downspout splash pan broken	
54	8-Jul-21	GVT #6	(3) pillars at front entrance rotting at base wood fascia (termites).	
55	8-Jul-21	GVT #6	Second floor hallway carpet soiled-clean or replace.	
56	8-Jul-21	GVT 8	Entrance Post Near Right Wall is Rotting at the Base. (pic)	
57	8-Jul-21	GVT 8	Light on Entrance Wall Not Illuminating at Night.	
58	8-Jul-21	GVT 8	Address Sign on South Golf Cart Barn Needs Letters Repainted. (pic)	
59	8-Jul-21	GVT 8	Water Softener Cover, Nearest Street, Not Attached Properly. (pic)	
60	8-Jul-21	GVT 8	Propane Tank for Generator, not properly maintained -- Rusty. (pic)	
61	8-Jul-21	GVT 8	The generator is not being properly maintained. The side panel is not closed. (pic)	
62	8-Jul-21	GVT 8	Downspout Extender, at NE Corner, Is Too Short. Water Stay at Foundation. (pic)	
63	8-Jul-21	GVT 8	Gutter Not Functioning Properly, Overflowing In Spots, NW Corner, At Roof. (pic)	
64	8-Jul-21	GVT 7	Wall Near North Breezeway and Garage Need Touch-up Paint. (pic)	
65	8-Jul-21	GVT 7	Propane Tank for Generator, not properly maintained -- Rusty. (pic)	
66	8-Jul-21	GVT 7 thru 10	Large number of wasps/hornets around main entrances & tunnel walkways.	
67	8-Jul-21	GVT 7	Standing water in 3rd floor trash rm (2nd time in 2 wks)-roof door issue?	
68	8-Jul-21	GVT Pool	Chaise lounge chair broken and needs replacing.	
			LANDSCAPING PROJECTS	
69	11-Mar-21	Outside 113	Dying landscaping is now removed. Need replacement landscaping	In Progress - C&S
70	10-Jun-21	N of Mkt. entry	vines taking over shrub (See pictorial report.) Reported still open 7/8/21	?
71	10-Jun-21	GVT 5 thru 10	Lg. pots in front of garages recently replanted with ground cover. Looks bad.	8/31/21
72	8-Jul-21	GVT Pool	Street entrance brickway/stones look terrible + water pools at doorway.	
73	8-Jul-21	GVT	Landscaping around island GVT entry has large unsightly leaf weeds.	
74	8-Jul-21	Plaza West	Lower south parking lot center utility enclosure has lg.weed on W. side	
75	8-Jul-21	all GVT	Many fire ant hills in grass around bldgs/green-need to be treated	
			PROJECTS COMPLETED SINCE LAST MEETING	
76	8-Oct-20	GVT Pond	Unsightly scum on pond(s). New contractor 3/21 & weather have improved. Reqs watching.	DONE

77	18-Feb-21	Plaza Ext.	Various splash pads under gutters misdirecting gutter water towards found.	DONE
78	8-Apr-21	Auditorium	Ceiling vents need to be cleaned. Crud hanging down from some.	DONE
79	13-May-21	GVT 7	Bench in front of GVT 7 badly needs paint. Siby will replace or scrap.	DONE
80	10-Jun-21	SW corner near D-1	plants growing out of smashed building corner. (see pix)	DONE
81	10-Jun-21	Gazebo Ramp	planters provide some protection, but ramp still tripping hazard (see pix)	DONE
82	10-Jun-21	SE corner near D-1	rubber sleeve connecting gutter to ground torn badly (See pix)	DONE
83	10-Jun-21	Door 5 rug	Lint on rug outside Door 5 means dryers above need vents cleaned.	DONE
84	10-Jun-21	Atrium	Gaps between baseboards and floor. Need to be caulked or covered.	NO ACTION
85	10-Jun-21	Atrium	Post office niche has a baseboard gouge.	DONE
86	10-Jun-21	Plaza West	At rear near overhead door by HVAC, empty boxes by half full dumpster.	DONE
87	10-Jun-21	Auditorium	Electrical receptacle near left side of stage needs cover.	DONE
88	10-Jun-21	GVT Gazebo	Two BBQ Grills, But Only One Is Operational. Propane Not Connected. See Pix	DONE
89	10-Jun-21	GVT Gazebo	Three Excess Propane Tanks and Mat need To Be Stored Somewhere Else. See Pix	DONE
90	10-Jun-21	GVT 8	Big Weed, Front of Golf Cart Barn, South End, Under Address Sign, Against Bldg.	DONE
91	10-Jun-21	GVT 8	Down Spout Drain, Missing. Water Drains Back into Bldg., Outside Apt 104. See Pix	DONE
92	10-Jun-21	GVT 7 & 8	Covers to Both Water Softeners Not Properly Attached. See Pix	DONE
93	10-Jun-21	GVT 7 & 8	Water Softener Closest To Street Leaking Water. See Pix	DONE
94	10-Jun-21	GVT 7	Down Spout Drain, Drains (Tilts) Back into Bldg., Outside Apt 104. See Pix	DONE
95	10-Jun-21	GVT 6 & 7	At the back of shared parking lot, there is poison ivy climbing middle oak.	DONE
96	10-Jun-21	GVT Pool area	Weeds on walkway from street to pickleball cts & st. entrance to pool need spraying	DONE
97	10-Jun-21	Lanai door 133	sprinkler sprays door regularly; has removed paint. Relocate sprinkler.	DONE
98	10-Jun-21	outside 133	large stand of cannas "eaten" by something. Please stop the nibbling	DOINE
99	10-Jun-21	GVT sidewalk	Adjacent grass full of anthills resulting in people getting bitten.	DONE
100	10-Jun-21	GVT Green	Several trees, sign posts etc. are missing mulch.	DONE
101	10-Jun-21	GVT Green	Many bald spots in grass.	DONE