

PMC Minutes February 7, 2019

Members present: Harold Crisp, Richard Bambach, Ruth Hunter, Stan Jones. Leona O'Reilly (non-voting Chairperson). Member absent: Russ Coburn, Rick Kaiser (not-voting Board Liaison), Guests present: Ronny Cabrera (PPD Special Projects), Jane Carona, Ron Krams.

Balcony Repair

Avon, the contractor who previously expressed an interest in this project has indicated they are no longer interested. Mr. Cabrera will try to find other contractors to bid on the project.

General Balcony and Railing Inspection and Repair

This effort by PPD will begin in the Spring, probably in March.

Architectural Standards for balcony enclosures

The PMC is evaluating various methods of moving forward on this project.

A/C Condensate line cleaning

The committee discussed the condensate line system, which consists of two parts. The committee recommended the following. Each owner is responsible for the portion of the line that goes from the A/C unit, through a trap and into a common collection pipe. The Mutual is responsible for the common collection pipe. Blockages can occur in the owner's condensate line and/or the common collection pipe. If a blockage occurs in the common collection pipe it could be very difficult or impossible to determine which owner's A/C unit caused the problem. In such case it would be the Mutual's responsibility.

Cable Covers

This project has been completed.

Fire Extinguisher Cabinets

Several of the fire extinguisher cabinets were in need of repair. This work has been completed except for two cabinets that have broken handles. PPD is trying to find replacement handles that will work.

Lobby Door Replacement

Replacement of the 2nd and 3rd floor storeroom and trash room doors is scheduled to begin on February 11th. It should not interfere with normal resident activities. After the trash doors are installed Mr. Cabrera will work with the contractor to install bumpers on each door to protect it from the trash dumpsters.

Lobby Painting

After the new 2nd and 3rd floor storeroom and trash room doors are installed, they will need to be painted. There will be additional touch-up in all three lobbies. A revised proposal was submitted by Avery in the amount of \$22,400. All issues previously raised by the PMC have been addressed. This quote which requests a down payment of 30% and a final payment after satisfactory completion of the project is being submitted to the Board for approval.

Dryer Vent Cleaning

This project is essentially complete. A make-up date for those who were not home be announced in the near future.

Ponded Water behind Building 14

A proposal has been received to install catch basins, drain lines from all down-spouts and condensate lines and grading the ground so that water will run to the drains. The Grounds Committee has indicated they will be responsible to have the graded area seeded or sod installed. Mr. Cabrera will try to get additional quotes for this expensive project.

Building 14 Sewer Pipe Clean-out

Recently there have been numerous sewer back-ups in Building 14. A plumbing contractor hydro-jetted the four main sewer stacks in the building on February 5th. After the results have been evaluated, this procedure may be recommended for the other buildings.

Maintenance Check List for Owners

Mr. Cabrera will develop a list of maintenance items that each owner should be aware of and responsible for. Examples include A/C annual inspection, water valve operation, etc.

Minutes prepared by

A handwritten signature in black ink that reads "Harold L. Crisp". The signature is written in a cursive style with a large, prominent "H" and "C".

Harold Crisp
February 12, 2019