

MINUTES
Mutual 14 Property Maintenance Committee
Thursday April 5, 2018 11AM
Harbor Room

Attending- Pat Leanza (chair), Richard Bambach, Harold Crisp, Charles (Rick) Kaiser, Barbara Martin, Linda O'Neil (board liaison), Ron Cabrera (PPD)

Guests- Ruth Hunter, Don Pruett, Elinor Walker

- 1) **Smoke Detector Batteries-** The committee agreed that the Mutual should schedule battery replacement this spring.
- 2) **Broken Pipes Forest Edge-** The plumbers were unable to find the leak in any of the 2 or 3-inch pipes in the carport of Building 15. They have been checking the pipes as weather permits. Mr. Lizer of PPD recommended that they check the lateral pipe on the 1st floor. They checked one unit but did not find a leak. They will submit a proposal for checking the other 6 units on the first floor. They did not charge us the (\$7500) for finding the leak or for additional trips (\$2500).
Mr. Cabrera agreed to ensure that a cold patch be placed on the asphalt hole on Forest Edge.
- 3) **Caulking Balconies-** Mr. Cabrera noted that caulking was on the maintenance schedule. The committee agreed that since all open balconies were caulked about 2 years ago that we could wait another year. Mr. Cabrera agreed that 2-3 years was acceptable.
- 4) **Balconies-** The first step (drawings) in repairing the Balconies will be completed tomorrow (4/6) by Colin McKensie. Then the RPF will be prepared. (see March minutes for steps). Mr. Kaiser will draft a letter to the owners of the enclosures of the four balconies that need to be removed.
- 5) **Dorothy Taylor Letter-** The committee deferred action to the Board on this.
- 6) **Common Door Inspection-** Mr. Cabrera reported on the inspection noting that there may be fire code issues with replacing the doors. Others only require replacing hinges.
- 7) **Fire Alarm Update-** Buildings 14 and 17, which had been delayed due to phone line issues and a defective control panel have now be complete, including the final County inspection. Mr. Crisp and Ms. Ruiz have reviewed and compared all invoices against the contracts. The amount paid to date of \$178,214 is correct. There is still an issue with getting the procedures associated with the alarm monitoring. This invoice for \$2,112 for monitoring is still being held. Mr. Crisp will pursue this item.
- 8) **Paving Glade-** Estimates for paving the remainder of Glade Drive will be obtained.
- 9) **Painting-** Avery will be contacted for the spot painting of catwalks. The committee was asked to review the buildings for recommendations.
- 10) **Lobby Mats-** It was noted that several buildings did not have mats in front of the entrance. Ms Walker agreed to search for adequate replacements.