

**MINUTES**  
**Mutual 14 Property Maintenance Committee**  
**Thursday June 7, 2018 11AM**  
**Harbor Room**

**Attending-** Pat Leanza (chair), Harold Crisp, Rick Kaiser. Ron Cabrera (PPD)

**Guests-** Roger Blacklow, Ruth Hunter, Laura Wiltz, Richard Bambach, Russ Coburn, Ron Krams

1. **Fire Alarm issues in Building 13-** Several issues were raised after a false alarm in Building 13 went off 3 times. 1-what caused late arrival of Fire Dept. (Hal will check with Security and Fire Dept. 2- is humidity issue only an aberration or sign of future problems. (Wait and evaluate later) 3- How to deal with residents with mobility issues. (Pat will explore purchase of handicapped decals for residents). Laura will ask the building representatives to prepare a list of residents with mobility issues. Pat will Include in the Grapevine a note about elevators not working during a fire and if fire alarm is going off do not activate the pull station.
2. **Repair of Cable Guards-** Rick agreed to provide Jocelyn with the list of broken or missing cable guards to forward to Comcast.
3. **Water leaks in Building 15-** while the actual cause of the leak is still to be determined, it is possible the leak was in the 3" pipe running down Forest Edge and into the carports. Replacing that pipe and running through the lobby into the trash room connector seems a possible solution. We will remove the repaving of Forest Edge until this can be resolved.
4. **RFP for the Balconies-** Drawings and specifications are in the hands of RMC. A proposal is expected in 10 days or so.
5. **Paint proposal from Avery-** The Mutual needs a more specific proposal from Avery. Pat will explore a proposal that addresses just the patches of peeling paint for Buildings 10-15 on a cost per hour basis. (Also request an estimate for staining the transformer fences).
6. **Tile remaining Lobbies-** The 2<sup>nd</sup> and 3<sup>rd</sup> floor lobbies of Building 11,13,15 and 17 still need to be completed. Committee was concerned with the esthetics of the 4 buildings that were done. The Architectual Design committee (Linda O'Neil) informed the committee that future painting of the lobbies will match better with the tiles used.
7. **Rotting Wooden Railings on Catwalks-** The Committee will make an inspection of the Mutual Tuesday June 12 at 1PM to look at all deficiencies especially railings along the catwalks.
8. **Staining Transformer Fences-** The committee agreed that both sides of the fences should be stained and several gates repaired. Ruth Hunter agreed to ask Jim Bostic to make a proposal.
9. **Building Brick Issues-** Rick noted following brick issues. Building 12,13 and 15 G end stairwell have erosion. Building 15 has problem at the A end.
10. **Reserve Study Update-** The Committee was informed that the Reserve Study has been completed and following the meeting was provided a link to download.
11. **Asphalt and Concrete-** The Committee approved and recommended to the Board a proposal from H & H to fix several catch basins, some curbing and cracks on Vantage Hill Road not to exceed 10K. Subsequently the cost came in at \$8,800.
12. **Lobby Doors-** PPD will be asked to repair or replace the rear lobby door in Building 16 Additionally, the committee is looking for an update to the repairs and rekeying the doors in the Fire Control and Elevator Rooms on the 2<sup>nd</sup> and 3<sup>rd</sup> floors.

