

Mutual 14
Property Maintenance Committee
MINUTES

Thursday October 4, 2018
10:00 AM Harbor Room

Meeting chaired by Leona O'Reilly, Board liaison

Attending – Harold Crisp, Richard Bambach, Ruth Hunter, Russ Coburn, Ronny Cabrera - Leisure World PPD

Guests – Roger Blacklow, Linda O'Neil, Jessie Fitzpatrick, Bob Clipper, Ron Krams

1) Storage and trash room doors

Ronny Cabrera contacted a contractor who will inspect all doors on Friday, October 5, 2018, for needed repairs and/or replacement. Re-keying all 2nd and 3rd floor doors will be included. If a quote is available it will be submitted at the October Board meeting.

2) Storeroom trash

Roger Blacklow and Linda O'Neil will inspect all storerooms for trash and resident owned furniture and stuff. Notices will be posted that resident materials must be removed. A trash removal service or LW trash services will be contacted to clean out these rooms. Quotes will be submitted to the Board for approval as required.

3) Building 15 carport water leak and paving of Forest Edge Drive

The exact source of the water leak in the Building 15 carport was not determined. It is generally believed to be from ground water that is common throughout Leisure World. For the past two months there has been another small leak in the center of Forest Edge Drive near the west end of Buildings 14 & 15. This too, is most likely ground water. The approved paving of a portion of Forest Edge has been delayed while trying to determine if there might be a water main leak. At this time the PMC recommends that the planned paving be delayed until next spring, to see what happens with these leaks over the winter. This delay should not have a serious impact on the Forest Edge paving.

4) Balcony Repair

The four balconies, identified by Colin McKenzie, that require major repairs, were inspected on October 2nd, by a general contractor. When the quote is available it will be analyzed and submitted to the Board as appropriate. The PMC has a concern about the four enclosures that will have to be removed to do these repairs, and the owner's responsibilities and knowledge of what the removals will entail. The engineer's report stated 'The enclosures should be removed, and evaluated to determine if they can be properly reinstalled. We would expect that in all or most cases, new enclosures would be required.' The reason for this is that the age of the enclosures and materials with which they are constructed do not dis-assemble without damage. If any materials are salvageable, storage must be provided. Before the actual planning and scheduling of the enclosure removal and balcony repair, the PMC recommends that the impact of this work be reviewed with each affected owner.

5) Balcony Inspection and Repair

The PMC will be working with PPD to develop a balcony inspection check list. This will include both open and enclosed balconies. A schedule will be developed to inspect all balconies and follow-up with needed repairs. Repairs to open balconies will normally be at Mutual expense and enclosed balconies at owners' expense. If this program can be fully implemented it should prevent the expensive rebuilding of the balconies that we are currently experiencing. The PMC will also work to develop a set of structural standards for future enclosure installations.

6) Balcony Railing Inspection and Repair

Ronny Cabrera will develop a checklist for ongoing routine inspections and will facilitate inspections and repair. This will probably occur in the spring and may be done in conjunction with item 5.

7) Pressure Wash Plaza Homes

The PMC recommends that the siding on all Plaza Homes be pressured washed. The retaining wall behind Building 13 should also be included. PPD will give us a quote for this work. Will also check with outside contractors.

8) Parabola Mirrors for Carports

The PMC recommends that, upon request by owners of parking spots 1, 12, 13 and 21, parabola mirrors be installed on buildings 14, 15, 16 and 17, to allow cars parked next to the carport walls to see on-coming traffic and pedestrians before pulling out of parking spaces. Each case will be evaluated when requested by an owner. Roger Blacklow will follow this project and get quotes from PPD for purchase and installation.

9) Stripping Building Entrance Ramps

The striping in front of the entrances needs repainting. Linda O'Neill will follow this project.

10) Patio Drainage at 2 Vantage Hill Court

The patio at 2 Vantage Hill Court has sunk on one corner causing water to pond and ultimately seep in around the foundation. The most expeditious fix is to put in a drain at the low spot and route it to the nearest downspout drain. A quote from H&H is expected shortly and will be presented to the Board when available.

11) Follow-up for the catwalk ceiling pan touchup

Ruth Hunter will inspect the workmanship of the touch-up contract effort and will remove the blue tape identifying the work areas.