

PMC Minutes November 1, 2018

Members present, Leona Reilly, Harold Crisp, Russ Coburn, Richard Bambach, Ruth Hunter and Rick Kaiser (the Board Liaison).

Discussion:

1. PMC needs to create a work process for all projects to insure accountability, naming the party or entity who will be responsible for the duration of the project and insuring proper record keeping of the project.
2. Doors and Locks – PMC reviewed the proposal from Just Doors for \$37,176 and recommend the Board accept the bid. The PMC further recommends that the Board approve \$40,000 for the project because additional unforeseen work that may be needed to complete the project.
3. Lobby Doors – Ronnie inspected. Lobby door in Bldg 11 does not work.
4. Cable covers-Rick and Ruth plan to have a bid presented to the Board to replace and repair the cable enclosures for the condo buildings.
5. Patio drainage for unit 2 in Vantage Hill Court will commence. A bid of \$1,950 was received and the Board approved \$2,000 for the work.
6. Storage room clean out – Robo call will go out to remind everyone to remove belongings; posters up in lobbies and Roger will contact movers to remove the discarded property. Building 13, the second floor, will keep the existing medical equipment which can be used by all residents of the Mutual.
7. Dryer vent cleaning – Ronnie will schedule this activity the second week in December.
8. Power washing – Ronnie had a cancellation for power washing in another Mutual so he sent the workers to Mutual 14 and the work started on October 29. Ronnie was requested to please contact Leona to insure Robo calls to all affected owners. Quote from Avery to paint lobby doors, shelves and walls – PMC recommends to wait until new doors are installed. Painting will occur in spring.
9. Gutters Cleaning scheduled for the last week in November.
10. Work was completed on the yellow painting in the safety areas of the condo building roads.
11. Rusted metal on balcony of unit 3(g) in building 16. Ronnie stated he will schedule work. Leona will check in 5 days to assure scheduling has occurred.
12. Carpet stains on first floor of condo buildings. Bobbie Palmer will contact Stansbury to clean soiled carpets per contract.
13. PMC recommends the Board immediately contact affected unit owners whose balconies need repair and enclosures need to be removed to enlist their cooperation in the project.. A licensed engineer has instructed Mutual 14 that this work must be performed to insure the safety of the owners, their guests and the stability of the building.

All voting PMC Members present voted unanimously on all of the above recommendations except item 13, with one member abstaining.

Submitted: Rick Kaiser