

PREVENTIVE MAINTENANCE /ENGINEERING/ TECHNOLOGY COMMITTEE

March 24, 2008

ATTENDANCE: Dick Bertrand, Dave Lisbon, Ridgely Huntt, Keith Sopha, Zack Murphy

GENERAL:

The meeting was convened at 9:00 AM on March 24 in the Social Room. The agenda included discussion of the topics and recommendations listed below. The committee toured the generator room and the roof top.

RECOMMENDATIONS:

1: The garage doors have a limited life cycle. One way to extend the service life for the garage doors would be to leave them open for a limited time during weekday daytime hours while staff is present in the building. Security would be maintained by the presence of staff in the building and the existing keypads and keyed locks on the interior doors. It is recommended that the garage doors be opened by staff at 7:30AM and left open until 4:30PM Monday through Friday. (Estimated cost of replacing a door is \$20,000)

2: The asphalt pavement should be treated this summer. Treatment should include pressure washing of the oil stains, filling cracks, application of a high quality sealer that cures to a hard surface and repainting of the lines. Management should ask about inclusion of latex in liquid stage.

3: A suitable area could be established for a workbench in the bicycle storage room. It's centrally located, electricity, air compressor and shop vac are all available there. Currently there are 85 bicycles throughout the building storage areas. The removal of just a few unused, unmaintained, unsightly, or otherwise unwanted bicycles would easily free up enough space for a work bench with sufficient work area around it. It is requested that a general notice be sent to all unit owners to notify staff of their intentions to keep or discard their bicycles.

4: A notice should be posted over the recycle bins suggesting that larger plastic water and milk jugs be "Stepped on" before throwing them in the bin. (Even if only half the residents do this, the bin capacities will be improved.)

5: Notify the elevator vendor that the "DOWN" buttons on the floors and the "L" & "G" buttons in the elevators are not responding well when pushed.

6: Submit a request to the Fire Marshal for a copy of the statute mandating the running of the Fire Pump motor. We are currently running that large diesel unit 30 minutes every week to prove its working. A reduction to 15 minutes run time would accomplish the same task and reduce engine wear and fuel consumption by 50%.

OTHER DISCUSSION ITEMS:

- 1- The leak in the garage roof over the north door has been repaired-stain on wall to be painted over.
- 2- The tile roof over the front entrance canopy needs cleaning.
- 3- There are paint specs on some of the lenai railings (804 & 1404 noted)
- 4- Residents would like to be notified when back garage screens are going to be spray washed.
- 5- Staff requested to use stainless steel cleaner on barbeque grills before the pool party.
- 6- Dick requested a copy of the Roof Top Unit maintenance contract for review. Any item that could extend the life of the RTU could result in a deferral of an estimated \$100,000 expense when that unit fails.
- 7- Unit owners should be notified that proper servicing of their air conditioning units requires 2 people.
- 8- There are several locations where wall hooks could be installed that would allow the storage of unit owner's kayaks.