

Silver Queen West Condominiums
Manager's Report For 02/28/2015

Vehicles

Both the backhoe and the plow truck have had minimal problems so far this season and both are in good operating condition. The plow hydraulics have been acting up intermittently all season so I hope to have a closer look at it this summer.

Boilers & Water Heaters

I've been cleaning, inspecting and making repairs to all the boilers. A, B & C buildings are mostly done and the parts for D boilers were just delivered. Most of the repairs have been minor and the total cost for bringing all 14 boilers up to par was about \$900.

All the boilers and water heaters are in good working condition with no issues. A few weeks ago I thought we may have to replace a section of vent on some of the boilers but I came up with an inexpensive solution that should be acceptable to the boiler inspector.

Plumbing Systems

Typical leaks but no disasters. Most leaks happen in the boiler rooms and crawlspaces and are temporarily patched until permanent repairs are made in the summer or fall.

Buildings

Electrical: House panels at Bldgs C & D exceed load when heat tapes are on and dryers are running. This resulted in Bldg. D losing power in the common areas on several occasions.

The easiest solution was to remove the third dryer from each of those buildings. Each now has two washers and two dryers.

Roof leak at 7134 found & repaired. Roof leak in 7332 (manager's unit) was caused by ice buildup on the roof and went away after turning the heat tapes back on.

When they're ready, I'll try to rent the closets to unit owners so I don't have to deal with anymore situations like this.

Rules

Rule violation issues will be listed on a separate sheet that is not part of the manager's report.

The revised Owners Manual has been distributed to all units. I was receiving negative feedback about costs associated with mailing an additional copy to all owners, and questioned whether it was necessary, so the Board may want to discuss this. I do think it would be worthwhile and would suggest that the mailing be done with a cover letter addressing issues like metal edged shovels and parking.

Summer Projects

- Clean up grounds
- Repair winter damage to landscaping & retaining walls
- Replace unit isolation valves
- Roof maintenance. A/B roofs are 13 years old and C/D including garages are 11 years old.
- Plumbing repairs in boiler rooms and crawlspaces
- Insulate or wrap crawlspace cold water lines to prevent leak damage
- Upgrade boiler condensate traps
- Reconnect hose bibs (disconnected for siding)
- Replace water meter flanges at Bldg. A (replace iron with brass)
- Replace C/D water meter (will be required by BMMD for system upgrade)
- Organize garages.
- Repair dog cleanup stations

Construction Related

- Install garage & unit address signs
- Replace garage weather stripping
- Paint garage door trim
- Siding A/B dumpster shed (Travis)

Punchlist Related

- Patio screen doors do not operate smoothly or don't work at all.
- Storm door issues, especially jambs that flex & stick, and chain hardware
- Window installation plugs & liquid vinyl
- Leaks at garage soffits
- Still lacking assorted flashing & sealant
- Deck wrinkles at C/D
- Remove stickers/clean windows
- Install casement window screens
- Adjust tight entry doors at thresholds
- Wrong color stucco on section of north B
- Mismatched metal siding
- Rubber matting on the top floor of A is a problem
- Materials left on site
- Seal downspout scuppers