

Building and Grounds Committee Meeting 3/8/18- 10:30 AM

Minutes from DBOT Building and Grounds Committee meeting March 8, 2018

Chairman Peter Stavros called the meeting to order at 10:30 a.m. Present were members Deb Finley, Tom Flemming, Sid Hansen, and Carol Nelson. Charlie Blake and Awanda Norton were missing. There was a quorum.

Towers Manager Ryan Boothby reported on the status of the hot water repairs to the gas line. He reported that we have applied to the city for a permit, work will be done by the gas company today, and the contractor will begin his work tomorrow. When the work is completed, it must then be approved by the city then the gas company will turn on the gas. The work will cost in the ballpark of \$25,000. Discussion by the members followed.

Tom explained guidelines and goals the committee is working with. He also discussed the way the meetings will be run: we will discuss the agenda items, and take questions at the end. The guidelines and goals are as follows:

1. Assist the Building Manager by serving as liaison to the Unit Owners on building and ground issue and concerns
2. Identify short (1-3 yr) and long term (5 yr) maintenance and improvement needs with input and feedback from Unit Owners.
3. For identified needs, use an ad hoc committee process to define the project scope, priority, and estimated cost. Projects are presented to the Building and Grounds Committee.
4. Serve as liaison to the Unit Owners who have a special interest in providing volunteer expertise and service to the Towers community (ex: had hoc Beautification Committee).
5. At least one Board of Directors member shall serve on the Building and Grounds Committee.
6. At least one Building and Grounds Committee member shall serve on each ad hoc committee.

Sid explained the proposed organization the committee recommends should be followed, with the committee reporting to the building manager. We also will be making use of ad hoc committees. Each ad hoc committee will have one Building and Grounds Committee member and be made up of volunteers from the membership.

Sid discussed and provided a diagram of the exhaust stack for ventilation in the garage for the emergency generators. Currently, the garage fans blow inward, potentially trapping the fumes unless the garage doors are open. We need to have the fumes blow out of the garage, especially if the generators come on at night. The cost would be approximately \$2800.

The Board of Directors is currently working on this. Peter mentioned that since the backup generator did not function during Hurricane Irma, this must be looked into also. This manager is currently looking into this issue, therefore no action is needed at this time by our committee.

Peter talked about the problems we have with the beach access that is between the Towers and the Daytona Beach Resort & Conference Center. This is supposed to be maintained by the county and is currently in need of resurfacing and being maintained. Since the hurricane, we have had problems exiting the garage due to sand piling up. In order to get the county to act, he proposed our manager and the managers of the Conference Center and the Belair Condos across A1A from us which uses this as their beach access need to meet to come up with a plan, explaining our requirements to the county. Sid added that once that is submitted, it may still take 1-3 years to get done at an undetermined cost.

MOTION was made by Sid to form an ad hoc committee to look into all aspects of this complex issue. Seconded by Peter. The proposal was unanimously approved.

Deb presented a need for us to deal with the problem of dog waste on our grounds. She proposed that an ad hoc committee be formed to discuss dog waste stations be placed near the north and south with plastic disposal bags and covered waste receptacles like the ones in dog parks. This cost may be approximately \$200. Volunteers are needed to discuss how to make dog owners become more responsible.

MOTION was made by Sid that we form an ad hoc committee to investigate this issue. Peter seconded. The proposal was unanimously approved.

Carol proposed another ad hoc committee be formed to work on making our property look more inviting. A beautification committee will be formed to help with mulching and planting and discuss other ideas to beautify the Towers, along with giving a sense of community. There is a Budget line of \$300 for beautification.

MOTION was made by Tom that we form an ad hoc committee to begin this process. Peter seconded. The proposal was unanimously approved.

Sid spoke to the problems we have with the west side lift station and reported that we are currently not in compliance. He explained that the waste water during a storm currently overflows from the roof into catch basins and the pumps we have are not doing the job they are meant to do. Peter pointed out that this is the reason why the Lower Level (including the office, the carpets, and the elevator shafts) have frequently flooded in the last few years.

Sid presented a diagram and plan to repair and use the lift station on the west side of the building, rewire and repair it at a cost of approximately \$3700, enabling the other pumps to function properly. This is a priority and should be done before hurricane season if possible. The manager is aware of this problem

MOTION was made by Sid that the committee present the plan to the Board of Directors. Deb seconded. The proposal was unanimously approved.

A question and answer session followed.

MOTION was made by Tom and seconded by Carol to adjourn. The meeting was adjourned at 12:20 p.m.

Submitted by Carol Nelson, secretary

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