



Terraces at Meadows Run HOA  
Monthly Maintenance Update  
March 2019

**SITE CHECKS**

- 3/6 – DW 11:10AM – 12:10PM: 1301 – 1402 – Commons need paint touch-up. Terraces #402 - Needs repair (main supply line) to tank. Big Ice both left side of 1101-1402 buildings. Terraces #802 – Repair gutter end cap (entry)
- 3/12 – DW 10:00AM – 11:00AM: Terraces #701 - #802 Back Flow leaking. Terraces #1202 Repair Hanging soffit board at corner. New Tanks: 301, 302, 401, 402, 101, 102, 201, 202, 701 & 1102.
- 3/20 – DW 9:45AM – 10:49AM: Liquid Gold all wood trim, doors & etc. Terraces #402 building make repairs ceiling 2<sup>nd</sup> landing. Need to get with the board and decide about boilers & various leaks – leaks in all buildings. Drywall repairs need made & repaint in #1301 - #1402. All commons pretty scuffed (needs painted)
- 3/26 – DW 8:44AM – 10:30AM: Numerous repairs to water lines, boilers, gauges, tanks etc., in all buildings. Repair light sensor (free standing garages). #301 - #402 missing water control. Back Flow still leaking at 701 – 802 building.

**JANITORIAL**

- 3/1 – Vacuumed & Mopped all buildings
- 3/4 – Vacuumed & Mopped, Washed door glass & cobwebs
- 3/7 – Vacuumed & Mopped all buildings
- 3/11 – Vacuumed & Mopped, washed door glass
- 3/14 – Vacuumed & Mopped & cobwebs
- 3/18 – Vacuumed & Mopped & washed door glass
- 3/20 – Vacuumed & Mopped all buildings
- 3/25 - Vacuumed & Mopped, washed door glass & Cobwebs
- 3/28 – Vacuumed & Mopped all buildings
- 3/31 - Vacuumed & Mopped & washed door glass

**General Maintenance**

- 3/1 – Dug out bench
- 3/3 - #102 – Garage door not closing. Had to tighten play in the track bar & on the arm. Also adjusted settings on the motor.
- 3/9 – Meet roofers & show them what needed done.
- 3/9 – Terraces #1101 – Emergency Water Damage
- 3/20 – Dig out trash cans both ends
- 3/11 – Terraces #1102 – Inspect leak
- 3/11 – Checked Parking Lot & Cleaned Trash Shed

- 3/17 – Terraces #1202 – Checked Issue with no hot water
- 3/18 – Checked Parking
- 3/18 - #1101 Put light back together
- 3/26 – Check all keys & get BTU readings

### **Roof Repairs**

- 3/6 – Cima Construction LLC – Terraces #1001: Roof leak inspection & removed snow and Ice on roof where it was leaking.

### **Mechanical Repairs**

- 2/20 - Pallante Plumbing - Terraces #1402 - Checked thermostats, pump's and boiler for proper operation. System was operating correctly. \*\*\*NOTE- Highly recommend Full Boiler Service.
- 3/14 - Pallante Plumbing - 3/14 - Terraces 300 & 400 Buildings - Troubleshoot noise in mechanical room. Found low pressure for entire heating system. Raised pressure to 20 P.S.I. and purged of air. Boiler on left hand side was not operating due to bad pump. Replaced pump to correct that problem. NOTE\*\*\*Fresh water make-up station is bad and needs to be replaced. HIGHLY recommend full boiler service for both boilers
- 3/17 - Advanced Hydronics - Terraces 1202 - After hours service call. Troubleshoot why heat not working properly. Found low system pressure. Replaced boiler triadicator, air separator; rebuild boiler fill valve combo. Replace actuator serving master bedroom and rewire thermostat for proper operation.
- 3/17 - Pallante Plumbing - Terraces 700 & 800 Buildings - Cleaned debris from diaphragm on 2" domestic cold-water main back flow preventer to temporarily stop leak.
- 3/18 - Advanced Hydronics - Terraces 1301 - After hours service call. Troubleshoot why no hot water. Attempt to free up zone valve. Still not working properly. make run for new zone valve, return to replace.
- 3/18 - Advanced Hydronics - Terraces 301 - After hours Service Call. Troubleshoot why no hot water. Found water heater switch off, turned on and verify operation.
- 3/18 - Pallante Plumbing - Terraces 1402 O.T - Shut water off to unit and drained. Cut out and repaired leak on 1/2 domestic hot water recirc line. Re-charges house. Bled lines of air and checked for proper operation. NOTE\*\*\*HIGHLY recommend replacing entire domestic hot water recirc line in mechanical room and replacing domestic hot water recirc pump to TACO 003 with timer
- 3/21 - Pallante Plumbing - Terraces 700 & 800 Buildings - Cleaned debris from diaphragm on 2" domestic cold-water main back flow preventer to temporarily stop leak.

### **Roof Snow Removal**

- 3/7 - #1001 & #1202 – Roof Snow Removal & Ground Coverage & Clean-up for #901-1001 & #1101-1202

### **Snow & Ice Removal**

- Chip out walkway in front of 1100 & 1200