

# Las Posadas Six County Maintenance Board

## November 9, 2015

**Attendance:** Alameda: Jim Bennett, Charles Ferreira, Jim Richards. Contra Costa: Don Hanlon, Kyle Cursi. Marin: Allison Brandenburg, Scott Brandenburg, Glenn Parks, guest. Napa: Kerri Abreu, Bobbi Lindwall, guest. Sonoma: Charles Hampton, Margaret Close

The meeting was called to order by Jim Bennett at 7:00PM

**Minutes:** Charles Ferreira moved to approve the September minutes.

**Vice President's Report:** Tammy was not present but sent word that last year's lifeguard wants to return this year. Let her know if your county wants to reserve a weekend.

**Treasurer's Report:** Charles Hampton was not present but sent copies of the last two bank statements. We will discuss them at the next meeting. As of 9-28-15, the balance on hand was \$53,678.38.

### New Business

**Insurance:** Jim is looking into the possibility of switching insurance companies. Markel, the current company, is becoming hard to deal with.

**Maintenance List:** We looked through the maintenance list and prioritized jobs. Counties took responsibility for some jobs but others are unfilled. Jim asked that counties look over the list, choose jobs, and get back to him. A copy of the updated list is attached to the minutes.

**Kitchen:** Charles Ferreira suggested that we invest in a new hood to cover the oven and install the fire suppression system. Both are sore points with the Health Department and the Insurance Company.

Charles shared a drawing of kitchen plans for a possible remodel to meet Health Department and insurance requirements.

There was much discussion about the future of the kitchen:

Jim suggested making the hood longer to accommodate the possibility of a new oven. Glenn suggested replacing the burners with induction burners which will take more room. The fire suppression tank could possibly be placed above the kitchen. Jim asked that we continue to investigate options. He will continue to look into a used fire suppression system that can be used with the oven we have now. He believes it can be grandfathered in.

**Chlorinator:** Glenn has plans for replacing the electric lines, using posts instead of trees at a cost of about \$3,000. Solar panels might work but may not be secure. Charles has found mechanical chlorinators on line.

**Bunks:** Bobbi offered to contact Napa Rotary to see if they are interested in replacing bunks as they have done in the past. They also supplied the wood.

**Pool Septic Tank:** Contra Costa will contact Roto-Rooter to get an estimate to root seal the tank.

**Fire Extinguisher Hooks:** Bobbi will contact Best Fire to find which hooks will meet the requirements.

The meeting was adjourned at 8:30

Submitted by

Margaret Close

# Las Posadas Maintenance Board -Camp Walk Through – October 4, 2015

## Maintenance List (\*\* = Priority \*\*\*\*\* = High Priority)

### Pool

- Two drought damaged trees – Fred will check in the spring. **Sonoma**
- Sweep roofs
- Repair buckled fence behind the pool.
- **Caulking** \*\*\* **Charles / Alameda**
- **Roto – Rooter septic tank (may need root treatment)** \*\*\*\*\* **Contra Costa**
- Rid-X in tanks (Wait for warm weather.)
- Put a clean out at the bathroom
- Repair sloping concrete east of the pool
- Fix cracks near the diving board
- Replace fascia board at the pool house
- Clean up wood debris behind the pool house
- **Fix leaky intake pipe below pool** \*\*\*\*\*

### Bridge

- **Loose railing** \*\*\*
- **Broken boards** \*\*\*

### Burnside

- Fire hose from hydrant at Woody's Circle to reach campfire. **Kyle / Contra Costa**
- Clean up fire debris in creek
- Riprap creek bank behind campfire ring
- Build a fire ring
- Replace chicken wire barricade behind campfire ring
- **Replace missing stair** \*\*\*\*\* **Napa 2**
- **Repair broken benches** \*\*\*\*\* **Napa 2**
- **Backfill steps** \*\*\*\*\* **Napa**

### Woody's Circle

- Power wash and reseal benches      **Contra Costa**
- Put away fire extinguisher

## Crafts

- Light cover
- Replace linoleum floor

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## Nurse / Cooks

- Put away lumber (beams for bunks) Contra Costa
- Replace wooden toilet seat Contra Costa
- Clean gutters Contra Costa
- Paint gutters with Rustoleum Contra Costa
- **Strap water heaters \*\*\*** Contra Costa

## Girl's Camp

- **Repair steps from dining area to gate \*\*\*** Napa 2
- **Erosion control on hillside \*\*\*** Napa 2
- **Repair broken boards on bunks \*\*\*** Napa 2
- **Replace fir boards with redwood \*\*\*** Napa 2
- Add bunks or extend existing bunk

## Bathroom #1

- Fascia
- Replace screen
- Patch walls and paint **Charles F. / Tammy Napa 1**
- Remove ugly stump
- **Replace ( or patch) roof panel\*\*\*** Charles / Alameda

## Bathroom #2

- Demo **(Charles F. and Rex)**
- Grind Stump
- Repair

## Garbage Area

- **Remove dead limbs \*\*\*\*\*** Sonoma

- Build a platform for garbage cans or buy a garbage trailer (Kerri will get prices)

### **Dining Area**

- Seamless spray top for roof
- **Replace fire extinguisher hooks \*\*\*\*\* Napa 1**
- Remove tape, staples, nails, wires, strings from posts and fascia **Sonoma (done)**
- Replace brooms (Buy 24 brooms – Half delivered at start of camp, half mid-way)
- Replace sign taken from the posts below the dining area
- Replace 5 tables **Marin – (done)**
- Replace metal tops on side tables by the outside sink **Sonoma**
- Paint railing
- Fill in low spots on the floor where water collects.

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### **Boy's Camp**

- Replace broken boards on bunks \*\*\*\*\* **Bobbi will check with Napa Rotary.**
- Circulating pump \*\*\*\*\*
- Drain water heaters to remove sediment
- Remove horizontal limbs outside of fence. **Sonoma**

### **Kitchen**

- UL300 fire suppression system (Investigate used) \*\*\*\*\* **Alameda**
- Hood (Investigate used) **Alameda**
- Replace stainless steel counter
- Triple sink / prep sink
- Rodent proof pantry and cupboards - Seal holes, new wall board, rubber sweep under door \*\*\*\*\* **Alameda**
- Upgrade shop vac
- Patch holes in floor
- Repaint floor
- Seal area between walls and floor

### **Fun in the Forest** (From inspection report)

- Replace broken board on zig-zag \*\*\* Sonoma
- Treat wooden elements with wood preservative \*\*\* Sonoma
- Upgrade cable \*\*\* Sonoma

### Miscellaneous

- Repair / replace chlorinator \*\*\*\*\*Marin will investigate
- Hang bee traps
- Reach out to Cal Fire regarding road repair, especially between the graveyard and parking lot
- **Make sure kitchen is completely clean before Health Dept. inspection \*\*\***