

Pier 3 Condominium B.O.D. Meeting

MINUTES

12.12.18

6:30PM

3 N. COLUMBUS BLVD. PHILA.,PA 19106

MEETING CALLED BY	Ed Collins- Board President
TYPE OF MEETING	Monthly Board Meeting
FACILITATOR	FirstService Residential
NOTE TAKER	Cathy Proctor (CP) / Sam Pasquariello (SP)
ATTENDEES	<p>Board Members: Ed Collins (EC)-President Mike McGOWan (MM)- Vice President Jo Ann Benner (JB)- Treasurer Maria DeMarco(MD)- Member at Large (Absent) John Gagliano (JG)- Secretary</p> <p>FirstService Residential: Cathy Proctor (CP)- Community Manager Gina Donovan (GD)- Executive Director Sam Pasquariello (SP)- Administrative Assistant Mitchell Spies (MS)- Maintenance Supervisor</p>

Agenda topics

OCTOBER & NOVEMBER BOARD MEETING MINUTES

TOPIC	Approval of Oct/Nov Board Meeting Minutes
	<ul style="list-style-type: none"> - October Minutes approved as drafted - November Minutes to be amended to include notation for 3rd Floor Artwork item to state that JG will provide remaining artwork selections from phillyhistory.org to MD.
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CONCLUSIONS	Approved as noted.

CAM DISPUTE

TOPIC	5 N. Columbus Blvd. Partners (Lavi S.) Request for Meeting w/Pier 3 Board
	<ul style="list-style-type: none"> - Many concessions have been made to date - Discussion would serve no purpose as further concessions will not be considered prior to mediation - 5 N. Columbus indicates they cannot start audit process until after the first of the New Year
CONCLUSIONS	Board approved having counsel notifying 5 N. Columbus Blvd. Partners Pier 3 will not entertain further discussion prior to mediation process.

ATRIUM DOCUMENTS PEER REVIEW

TOPIC	Review Larsen & Landis Proposal
	<ul style="list-style-type: none"> - Hourly rate schedule reviewed - Relevant Project Experience and References to be requested - Estimate of time required to be requested
CONCLUSIONS	Awaiting (2) additional bids prior to selection of vendor

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ATRIUM PROJECT LOAN INVESTIGATION

TOPIC	Attorney Opinion re Board Authority to obtain loan
	- Attorney, Eric Phillips, confirmed membership approval not required for Board to take out a loan.
CONCLUSIONS	Loan Investigation will continue – Discussion with Firstrust and FirstService Financial will be scheduled.

UNDERWATER PILING REPAIRS / ENGINEER
FINAL PAYMENT REQUEST

TOPIC	Completion of Work / Engineer Final Invoice
	- Repairs are expected to be completed by 12/20/18 - Anchor Consultants final invoice for repair design presented; invoice will require revision as some approved bid support services were not necessary nor performed.
CONCLUSIONS	Board approved negotiating credit prior to payment of invoice.

SURVEILLANCE CAMERA UPGRADE

TOPIC	Revised Proposal
	- Revised proposal cost approved: \$13,114.60 - Maintenance Plan not approved at this time, but will be considered at end of one-year warranty period - Cost to be charged as operating expense
CONCLUSIONS	Board approved revised project cost of \$13,114.60 and to charge as operating expense; maintenance plan not approved at this time.

ATRIUM STAIRS PROJECT

TOPIC	Installation of Remaining (2) Wall Side Handrails
	-L&I spoke with Pencoyd to obtain project update -Pencoyd advised L&I Pier 3 opted to have Home Techniques (HT) install the handrails as HT will perform wall repairs prior to railing installation. -L&I advised HT must pull permit to install handrails -To save expense and time, Board approved having Pencoyd proceed with handrail installation at this time to avoid issues with L&I; wall work will be done when weather allows. - L&I to re-inspect prior to Pier 3 closing out Pencoyd contract.
CONCLUSIONS	Board approved Pencoyd to install handrails under existing permit

DRWC RIVER TRAIL

TOPIC	Piers 3&5 Board Reps Meeting with DRWC and Streets Dept. Rep
	-Due to holidays, meeting w/ Piers #&5 Board reps to review revised plan will be scheduled after the New Year -A future public meeting will also be scheduled
CONCLUSIONS	Will await notification of January 2019 meeting date

CROW'S NEST BALCONY
WATERPROOFING/REPAIRS

TOPIC	O&S Proposal to inspect crow's nest balconies
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	<ul style="list-style-type: none"> - Access to inspect underside of upper story balconies in exterior space impeded by stucco ceiling underneath. - As repair method has already been developed/implemented for north and south 3rd floor balconies, this process will continue with crow's nest - Home Techniques will provide cost for repair/waterproofing - Crow's Nest unit owners to be advised of cost/timing of repairs
CONCLUSIONS	Board approved addition of crow's nest balcony repairs to 3 rd floor balcony repair program in process, with ample prior notice of repair scope and costs to be provided to affected unit owners

3RD FLOOR HALLWAY ARTWORK/SIGNAGE

TOPIC	Unit Number Directional Signs Review of Proof
	<ul style="list-style-type: none"> - Sign Proof to be revised to clarify/simplify address listing and arrow directionals - MS to determine logical locations - JG to supply CP with remaining photo selections from phillyhistory.org. CP to order selections.
CONCLUSIONS	Revised proof will be obtained for Board review/approval. CP to order electronic photo files/license

LIABILITY INSURANCE PACKAGE POLICY RENEWAL

TOPIC	Renewal Proposal for period 12/28/18 to 12/28/19
	<ul style="list-style-type: none"> - Proposed Travelers' renewal premium \$128,521; minimal increase of \$1,159, less than 1%, over previous policy period. - Many carriers declined to bid due to building built on a pier - Flood insurance is separate policy; renews 3/2/19 – separate proposal to be provided in January 2019
CONCLUSIONS	Board Approved package policy renewal proposal as presented.

3407 RESALE CERTIFICATE DISCLOSURE

TOPIC	Update Disclosure Language
	<ul style="list-style-type: none"> - Reviewed updated draft language provided by Association's attorney - Second sentence to be revised as follows: Replace "\$3,715,000.00" cost with "4,000,000.00 – 5,000,000.00"; delete "any may increase" and end sentence with "final project cost has not yet been determined."
CONCLUSIONS	Board Approved with noted revisions.

UNIT OWNER REPAIR REQUEST

TOPIC	Review request for Association to cover cost of unit repairs resulting from leak
	<ul style="list-style-type: none"> - Association responsible to bear cost of repairing source of leak in common elements - Unit Owners are responsible for repairs to individual units
CONCLUSIONS	In keeping with Declaration provisions, request was not approved.

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PARKING CONCERNS	
TOPIC	Review concerns submitted by (2) unit owners regarding relocation of existing reserved spaces and suggestions for improving parking policies and availability of first come, first serve spaces
	<ul style="list-style-type: none">- Concerns centered around reported denial by previous Board of request to relocate reserved parking space- This issue not address in written rules/policies- Response to unit owners to include:<ul style="list-style-type: none">o current Board not responsible for actions of past Boardso suggested improvements will be consideredo upgrade to card reader access system has been approved and will be implemented after first of the yearo No rules/policy changes regarding parking will be made at this time due to pending atrium project that will impact garage parking.
CONCLUSIONS	Board approved of response to Unit Owners as noted.