

# Pier 3 Condominium B.O.D. Meeting

## MINUTES

1.24.19

6:30PM

3 N. COLUMBUS BLVD. PHILA., PA 19106

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

### Agenda topics

#### DECEMBER BOARD MEETING MINUTES

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Review/Approval of December Board Meeting Minutes |
|                    | - Minutes reviewed and approved as drafted        |
| <b>CONCLUSIONS</b> | December minutes approved.                        |

#### CAM DISPUTE

|                    |  |
|--------------------|--|
| <b>TOPIC</b>       | 5 N. Columbus Blvd. Partners Delay in performing audit and proposing suggested mediators |
|                    | - Association attorney proposes filing a Petition to Compel Mediation                    |
| <b>CONCLUSIONS</b> | Board approved having counsel file Petition to Compel Mediation.                         |

#### ATRIUM PROJECT DOCUMENTS PEER REVIEW

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Review (3) Peer Review Proposals and Pricing Comparison Spreadsheet   |
|                    | - Further info needed to clarify quantity of engineering hours and process for submission of alternate project cost estimate. |
| <b>CONCLUSIONS</b> | Tabled pending receipt of further information; when info received, Board to vote via email to keep process moving.            |

PULLMAN DRAFT CONTRACT

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Status of Receipt of Draft Contract                 |
|                    | - Draft contract is expected wk/of February 4, 2019 |
| <b>CONCLUSIONS</b> | Tabled pending receipt of draft contract documents  |

ATRIUM PROJECT LOAN INVESTIGATION

|                    |  |
|--------------------|--|
| <b>TOPIC</b>       | Review Lender Proposals Cost Comparison Spreadsheet  |
|                    | <ul style="list-style-type: none"> <li>- Proposals from Firstrust Bank, along with (3) unnamed banks (Banks "1", "2", and "3") were reviewed</li> <li>- The unnamed banks will be identified should Association elect to move forward with FirstService Financial as consultant</li> <li>- Main roof replacement to be included in loan</li> <li>- Further meetings with banking reps will be necessary</li> </ul> |
| <b>CONCLUSIONS</b> | Board approved pursuing "Bank 3" and including main roof replacement in loan.  |

TAX ABATEMENT / GRANT INVESTIGATION

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Discuss potential tax abatement and grant options   |
|                    | <ul style="list-style-type: none"> <li>- Board reps will meet w/Rep. Isaacson 1/25/19, 10 AM on Mezzanine</li> <li>- Tax Abatement and/or tax appeal strategies were discussed; as some owners may be favorably impacted and others negatively impacted, will not pursue as a community. Individuals may file individual requests.</li> </ul> |
| <b>CONCLUSIONS</b> | Association will not pursue tax appeal/abatement process as a community effort.   |

ATRIUM PROJECT RESIDENT COMMUNICATION VEHICLE

|                    |  |
|--------------------|--|
| <b>TOPIC</b>       | CoUrbanize online community engagement solution  |
|                    | - CoUrbanize communication vehicle was suggested to Board as resident communication vehicle. |
| <b>CONCLUSIONS</b> | Further investigation is necessary.  |

ATRIUM RE-BUILD

|                    |  |
|--------------------|--|
| <b>TOPIC</b>       | Review Arbol Furniture and Design Proposal   |
|                    | <ul style="list-style-type: none"> <li>- Bid discussed; additional carpentry bids to be sought, along with lighting and landscaping</li> </ul> |
| <b>CONCLUSIONS</b> | Tabled pending receipt of further proposals  |

1.24.19 Approved Board Meeting Minutes

UNDERWATER PILING REPAIRS / ENGINEER  
FINAL PAYMENT REQUEST

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Completion of Work / Engineer Final Invoice   |
|                    | <ul style="list-style-type: none"> <li>- Project Completed 12/28/18.</li> <li>- (1) Apron Boards section not completed (mid, south side elevator)</li> <li>- Additional Concrete Repair not able to be completed in conjunction with piling project; will be addressed at later date</li> </ul> |
| <b>CONCLUSIONS</b> | Management to follow up with Anchor Consultants   |

SURVEILLANCE CAMERA UPGRADE

|                    |  |
|--------------------|--|
| <b>TOPIC</b>       | Project Start Date   |
|                    | <ul style="list-style-type: none"> <li>- Project to commence 2/1/19</li> <li>- 50% of \$13,114.60 total project cost paid to vendor; balance due upon successful completion</li> </ul> |
| <b>CONCLUSIONS</b> | Project proceeding as planned  |

ATRIUM STAIRS PROJECT

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Installation of Remaining (2) Wall Side Handrails   |
|                    | <ul style="list-style-type: none"> <li>-Pencoyd installed handrails 1/4/19</li> <li>-L&amp;I to re-inspect prior to Pier 3 closing out Pencoyd contract.</li> </ul> |
| <b>CONCLUSIONS</b> | Awaiting L&I Inspection   |

DRWC RIVER TRAIL

|                    |  |
|--------------------|--|
| <b>TOPIC</b>       | Piers 3&5 Board Reps Meeting with DRWC and Streets Dept. Rep   |
|                    | <ul style="list-style-type: none"> <li>-Meeting took place 1/17/19.</li> <li>-Updated plan, with added safety improvements, reviewed.</li> <li>-Pier 3 Board reps suggested plan revision to reflect sacrificing driveway at loading dock to achieve additional lay-by parking;</li> <li>- Management to advise DRWC sacrificing driveway does not conflict with Association docs</li> <li>-Public Meeting will be held spring 2019.</li> <li>-Trail Construction at Piers 3&amp;5 Section expected 2020.</li> </ul> |
| <b>CONCLUSIONS</b> | Board approved potential driveway modification as suggested; awaiting revised plans  |

CROW'S NEST BALCONY  
WATERPROOFING/REPAIRS

|                    |  |
|--------------------|--|
| <b>TOPIC</b>       | Schedule for Completion of Third Floor Balconies   |
|                    | <ul style="list-style-type: none"> <li>- Current vendor, Home Techniques, has indicated to Pier 3 staff that he is not interested in bidding on remaining balcony work.</li> </ul> |
| <b>CONCLUSIONS</b> | Other vendors/bids to be sought in the event Home Techniques is unwilling or unable to continue project.   |

3<sup>RD</sup> FLOOR HALLWAY ARTWORK/SIGNAGE

|                    |  |
|--------------------|--|
| <b>TOPIC</b>       | Unit Number Directional Signs Review of Proof and  |
|                    | <ul style="list-style-type: none"> <li>- Sign Proof reviewed</li> <li>- JG supplied CP with remaining photo selections from phillyhistory.org. CP ordered selections.</li> </ul> |
| <b>CONCLUSIONS</b> | Board approved proof with vertical line separating numbers; awaiting digital historical files  |

Comcast Bulk Contract Negotiation

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Seek alternate services proposal                                |
|                    | -Board discussed using survey to determine resident preference. |
| <b>CONCLUSIONS</b> | Awaiting updated proposal for bulk agreement                    |

Flood Insurance Renewal

|              |   |
|--------------|---|
| <b>TOPIC</b> | Flood Renewal Proposal  |
|              | <ul style="list-style-type: none"> <li>- Renewal premium came in at \$25,682; minimal \$494.00 over previous policy period</li> </ul> |
|              | Board approved renewal policy premium.  |

ROOF REPLACEMENT PROPOSALS

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Review available proposals  |
|                    | <ul style="list-style-type: none"> <li>- Awaiting one additional bid from Jottan Roofing</li> </ul> |
| <b>CONCLUSIONS</b> | Tabled – pending receipt of all bids  |

POOL DEHUMIDIFIDER

|                    |   |
|--------------------|---|
| <b>TOPIC</b>       | Maintenance Proposal  |
|                    | <ul style="list-style-type: none"> <li>- Proposal from Elliott Lewis reviewed.</li> </ul> |
| <b>CONCLUSIONS</b> | Board did not approve of proposal. Other bids to be obtained                              |

WATER BOOSTER PUMP

|              |  |
|--------------|--|
| <b>TOPIC</b> | Maintenance Proposal   |
|              | <ul style="list-style-type: none"> <li>- Proposal from A.C Schultes reviewed.</li> </ul> |

1.24.19 Approved Board Meeting Minutes

**CONCLUSIONS** Board did not approve of proposal. Maintenance to cycle pumps.

Next meeting date: February 21st