

**PH&L COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Via Zoom
13020 PACIFIC PROMENADE, PLAYA VISTA, CA 90094**

THURSDAY, MARCH 25, 2021 – 7:00PM

OPEN SESSION MINUTES

DIRECTORS PRESENT

Jordan Persell, President
Jennifer Rice, Treasurer
Kevin Trosian, Vice President
Bert Walker, Secretary

DIRECTORS ABSENT

FIRSTSERVICE RESIDENTIAL

Chris Moran, Senior Community Manager

I. CALL TO ORDER

The Board of Directors Meeting was called to order at 7:06 pm by Board President, Jordan Persell.

II. ANNOUNCEMENT – EXECUTIVE SESSION MEETING

In accordance with Civil Code Section 4935(a) the board will be meeting in Executive Session immediately following the Regular Session meeting on March 25, in order to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments, as specified in Civil Code.

III. COMMITTEE UPDATES

A. PRESIDENT'S REPORT

Director Persell noted that the entry way replacement was set to begin.

B. TREASURER'S REPORT

This report was included in management's budget review.

C. LANDSCAPE COMMITTEE

Diane Hudock was present to discuss current landscape status—management to seek competitive proposal on tree removal.

IV. HOMEOWNER FORUM

Several homeowners were present to discuss the following items:

- Commercial unit grease trap
- Landscape proposals
- Garage leak
- Cigarette smoke

V. UNFINISHED BUSINESS

A. 6099 LEAK

The Board requested management solicit additional proposal, as well as inquire whether current contractor would be open to saw-cutting 3-5 additional sq. ft. into the concrete to expose additional waterproofing.

B. LANDSCAPE ENHANCEMENTS

This matter was tabled.

VI. NEW BUSINESS

A. RESERVE STUDY

Motion: Persell
Second: Walker

Resolution: The Board resolves to accept the reserve study presented by Strategic Reserves. Vendor notes the community is currently at 43% of 'ideal funding level.'

The motion carried unanimously.

B. 2021 BUDGET

Motion: Persell
Second: Rice

Resolution: The Board resolves to approve the 2021 FYE budget, which will be effective May 1, 2021. Assessments to increase between 9-12.8%, depending on unit size.

The motion carried unanimously.

C. CONTRACTS

Motion: Persell
Second: Walker

Resolution: The Board resolves to approve proposal from Schindler Elevator for regular maintenance at a rate of \$600 per month, to be paid from GL Elevator Contract.

The motion carried unanimously.

Motion: Persell
Second: Walker

Resolution: The Board resolves to approve proposal from ACT for regular monitoring of the methane system and fire system at a rate of \$1,080.00 per month, to be paid from GL Methane Monitoring.

The motion carried unanimously.

Motion: Persell
Second: Rice

Resolution: The Board resolves to approve proposal from Stanley Louis for regular maintenance of the boiler system a rate of \$1,190 annually, to be paid from GL Boilers

The motion carried unanimously.

VII. ADJOURNMENT

There being no further Executive Session business, the meeting was adjourned at 8:17pm.

APPROVED: _____ DATE: _____