



October/November Newsletter – 2018



BOARD OF DIRECTORS	MANAGEMENT
<p>Board President: Irv Weintraub Vice President: Lenore Kayne Treasurer: David Leveton Secretary: Nate Nahmias Member at Large: Steven Good</p>	<p>General Manager: Eli Bar Phone: 310-474-0649 Email: ebar@actionlife.com</p> <p>Manager Assistant: Rocky David Phone: 310-474-0649 Email: rdavid@actionlife.com</p> <p>Operations Manager: Josh Cieszynski Phone: 310-474-0649 Email: jcieszynski@actionlife.com</p>

New Resident Portal



The New Resident Portal Launched on October 16th

Resident Portal Features (formerly VIVO Portal):

- Pay your assessments and view your balance online
- Setup Auto-Pay
- Register for e-Statements
- View/Change account information such as mailing addresses
- Submit/view work orders

Please reach out to Management if you need assistance...

- Registering for a New Account
- Managing e-Statements
- Linking Multiple Properties (Resident)
- Accessing the Board Portal (Board Members Only)

You can access the new resident portal here: <https://resident.actionlife.com>


Resident Portal

Email Address

Password [Forgot Password](#)

Remember Me

Version 2.0.3



PROPERTY MANAGEMENT

The Action Property Management Resident Portal (formerly VIVO Portal) allows residents to access their account information, pay bills online, setup AutoPay, register for eStatements, view financial information, manage work orders and much more!

THE CARLYLE FAMILY WELCOMES:

- JOHN WOODLEY
- ARISTIDES ALVARADO

FITNESS UPDATE

- The TV on the Recumbent Bike has been repaired and is working properly now.
- The laminated signage has been removed throughout the Fitness Center and we are currently receiving proposals to have signs made that will match what was previously displayed.
- If you notice anything out of the ordinary or have ideas on what you would like to see in the fitness center, please contact the Front Desk or Management.

NEXT PROPOSED BOARD OF DIRECTORS MEETING NOV. 26TH at 5:30PM

- **We welcome and encourage all homeowners to attend!**
- Find out details on new projects and updates that are happening throughout the building.
- Let us hear your feedback and ideas during the Open Discussion portion of the meeting.

PET ETIQUETTE

- All pets must be carried by hand when entering or exiting the building through the front of the lobby.
- For pets that are not carried, please walk them through the side exits of the building, using the East or West gates.
- Please always keep pets on a leash and never leave them unattended whenever you are outside of your unit.

ELEVATOR ETIQUETTE

- Please remember the single-ride policy when taking the elevator up from the ground level to your unit.
- Please do not hold the elevator without pressing your desired floor to prevent unexpected visits to your neighbor's unit. Please inform all guests of this as well when they are leaving your home and coming down to the lobby.
- There is a 30 second time frame from when the front desk unlocks your floor to when it automatically locks again. If for whatever reason you are in the lobby area longer than the 30 second time frame, please remind the front desk so they can ensure your floor is unlocked for you.

AMENITY RESERVATIONS

- When making a reservation for your event, please keep in mind set-up and tear-down time. Depending on the size, it may be helpful to reserve time on the day prior and/or after to avoid any issues.
- This time of year is ALWAYS busy with parties and events. Please make sure to reach out to rdavid@actionlife.com with a completed Recreational Facilities Agreement and your holiday party plans so we can ensure the space is properly reserved for you.
- Please have an accurate count of how many cars we will be parking for your event. If there are more than 5 cars, we will need to plan for additional staffing which may include an outside valet company to assist us and/or require off-site parking at an additional charge.

Building Updates and Announcements

- The exterior window washing began on Monday, October 22nd starting with elevator stack 4 (including 02 penthouse units). MPM is running on schedule and if there are any changes with the service, Management will notify you right away.
- If you ever need to change or update payment or banking information that is saved for your account, you can call Revopay (our payment processing company) and they will be able to assist you. Call 310-593-4833 and provide them with your account number. They will be able to take care of the rest
- The leak detection systems are still being installed throughout the building and we about 50% done with installations. If you have specific questions regarding this process, please reach out to Building Management.
- Please remember, anytime you schedule work or a delivery to your unit, one of the first things to do is get the vendor's insurance! There are separate sets of requirements for work and deliveries. The Front Desk and Management has a copy of both sets. Once you hire someone, let us know and we are happy to either send you the insurance requirements or reach out to your vendor. We don't want any delivery or work to be delayed because we are waiting on the proper insurance documents to arrive.
- The Resident CPR/First Aid/AED certification class was cancelled due to the amount of interest we received. For those of you that did express interest, there is still a chance to get certified. We have secured a training with the staff on October 25th at 1:00pm and would like to open this to any resident interested in joining us! The training will take place from 1:00pm-5:30pm. To clarify, you must participate in the entire class to become certified. If you are unable to stay the entire training, you can still come and participate as long as you can but it will not count as being officially certified.
- There are still four units undergoing renovation work in the building so you may hear some noise emanating from those units. At this point most of the excess noise should be past. However, if you do hear anything that concerns you then please let management know and we can follow up with the General Contractors.
- As a reminder, contractor working hours in the building are Monday-Friday 9:00am-5:00pm (except for major holidays). **Saturday Deliveries should only be scheduled once approved with Management.**

Neighborhood News

Click this link to see all current Metro link work updates – purple line extension:

www.metro.net/projects/westside

Exciting things happening around Westwood and LA:

Local Westwood Events: www.thewestwoodvillage.com/calendar



HALLOWEEN EVENTS

Get in the **Halloween Spirit** by visiting some of these **Fun and Frightening Halloween Events** Happening around Los Angeles

For a good scare:

- Halloween Horror Nights at Universal Studios (through Nov. 3, 2018)
- Dark Harbor- Queen Mary in Long Beach (through Nov. 2, 2018)
- Los Angeles Haunted Hayride-The Old Zoo (through OCT. 31, 2018)
- LA OPERA PRESENTS "VAMPYR" - The Theatre at ACE HOTEL (Oct. 27 & 31, 2018)

Bring the Kids:

- Danny Elfman: The Nightmare Before Christmas - Hollywood Bowl (Oct. 26-28, 2018)
- Pumpkin Festival - Kidspace Children's Museum (Oct. 27-28, 2018)

Check out many more Halloween events at:

- <https://www.discoverlosangeles.com/blog/halloween-events-los-angeles-events-attractions>

Check out these links for more options (updated daily):

- <http://www.laweekly.com/calendar>
- www.discoverlosangeles.com/what-to-do/events
www.timeout.com/los-angeles/events-calendar