

**PARK TOWERS HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
September 19, 2006**

BOARD

Bob Infantino- President
Tanya Dragan Voyevodka-Secretary-Treasurer
Mike Fuess- Director—arrived at 6:40 p.m.
David Yamaoka - Director

MANAGEMENT

Terri Kenyon
Claire Harry

GUESTS

List on File

CALL TO ORDER/ROLL CALL

President Bob Infantino called the meeting to order at 6:15.p.m. With three out of the four Board members present, a quorum was established. The meeting was held in the conference room at the office of Park Towers.

APPOINTMENT OF NEW BOARD MEMBER

The Board reviewed the two applications for the vacant position on the Board. Mike Cox and Shirley Palmisano were the two homeowners who submitted applications. **David Yamaoka made a motion to nominate Mike Cox for the vacant Board position. Bob Infantino seconded. Tanya Voyevodka-Dragan opposed. The motion carried with two in favor and one opposed.**

MEMBERSHIP OPEN FORUM

Paula McDonough owner of unit 1202 wanted to ask the Board if the water shut off day could happen in October as she has a leak and will be out of town in November and will not be able to schedule the plumber. Paula stated that she would be pay for the extra mailing cost to advise all of the homeowners of the shut off day. The Board agreed to have the water shut off day on October 10th, 2006 and that Paula McDonough will be billed for the mailing cost if no other homeowner needs the water shut off in October. Paula McDonough stated that on Sunday the 17th of September she witnessed items being tossed off of the balcony of unit #1205 and feels this is in violation of the CC&R's and can the Board do something about this.

Jere Whitney owner of unit #906 wanted to state to the Board that she is not paying for her parking space for the time that the basement garage was out of commission. Jere wanted to know if the Board was held up to the same rules as the homeowners in regards to the parking situation. Bob Infantino stated that he has offered the use of his vehicle for the maintenance person to pick up supplies and go to the dumps, so some of the time the association will see his vehicle parked in the reserved space for the maintenance and management personal.

Bradley Epsteyn of unit #401 was present to dispute the charges that he damaged the wall in the parking space allotted for the management and maintenance staff and the parking fees for space #17. Bradley Epsteyn stated he did not hit the wall and was not paying for the damage. Bradley Epsteyn stated the parking space was given to him to use by Troy Boyington who was with the developer because the space is too small for a vehicle to park correctly. The Board asked Bradley if he had something in writing stating that he was not responsible for the space and Bradley stated no it was all verbal. The Board informed Bradley that he will be notified by mail of their decision.

Bob Infantino informed all present that open forum is the place where the homeowner can address the Board. Bob asked all present to please not speak during the Board meeting unless they are called upon by the Board. Bob stated that the Board is conducting business and there are a lot of items on the agenda which need to be covered.

APPROVAL OF MINUTES

The Board discussed the minutes of the August 15, 2006 meeting. The Board would like the following changes to be made. In the call to order section, change the word "two" to read "three" and change the

word “three” to read “four”, in the acceptance of financials change the word “Bob Fuess” to read “Mike Fuess”, and in the financial section add unit #17 to the paragraph referring to the parking spaces. **David Yamaoka made a motion to approve the minutes as corrected. Mike Fuess seconded. The motion carried with all in favor.**

ACCEPTANCE OF FINANCIALS

Tanya Dragan-Voyevodka stated that the August financials were late getting to the Board. Terri Kenyon informed the Board that the bank statements are getting delivered to her office on the tenth (10th) of the month at the earliest. Terri Kenyon stated that the financials can be delivered to the Board by the fifteenth of the month pending the delivery date of the bank statements. Tanya Dragan-Voyevodka would like Terri to move \$28.76 from the maintenance supplies category to the supply category. Tanya Dragan-Voyevodka stated that the maintenance supplies category needs to be deleted; the association does not need this category. Tanya Dragan-Voyevodka stated it's the same usual suspects with the overages. Maintenance and custodial categories are over budget. **Tanya Dragan-Voyevodka made a motion to accept the July 2006 financials as corrected. Bob Infantino seconded. The motion carried with all in favor.**

The banks statements were in the Board packets for review.

FINANCIAL COMMITTEE REPORT

Shirley Palmasino reported to the Board that she and Tanya Dragan-Voyevodka have done quite a lot of work for the preparation of the budget. Shirley reported that there are several areas where the association has spent over the current budget especially in the maintenance and office categories. Shirley reported that she is currently working on the sewer bills and will have some information shortly for the Board and the management company.

DELINQUENCY REPORT

Terri Kenyon stated that the delinquencies should be discussed in the executive session. The Board agreed and the delinquencies will be discussed in the executive session.

MANAGEMENT REPORT

Terri Kenyon stated there was no report at this time.

OLD BUSINESS

Item A. Implementation of Forensic Engineering Report on Domestic Water Pump Replacement: The Management Company informed the Board that the report has not been submitted from Joe Beard, and they have called numerous times. The Board would like the Management Company to contact Joe Beard's office again and inform Joe Beard that the Association needs to get started on the bidding process and to please have the plans and scope of work provided to the Management Company right away. This item will remain on the agenda until further notice.

Item B. Status of Sun Deck: The Board reviewed the proposals for the sun deck project. There were three proposals for the iron work, however only one company chose to submit a proposal for the concrete work. Reno Iron Works came in at \$22,511.00 with a crane; Bighorn Iron came in at \$23,500.00 with out a crane, and Martin Works came in at \$27,582.00 with a crane. Diversified Conctete gave a proposal in the amount of \$12,865.00. **David Yamaoka made a motion to accept the proposal from Reno Iron Works in the amount of \$22,511.00 with the word “crane” to be stated in place of the word “hoisting”. Tanya Dragan-Voyevodka seconded. The motion carried with all in favor.**

David Yamaoka made a motion to accept the proposal form Diversified Concrete in the amount of \$12,865.00. Tanya Dragan-Voyevodka seconded. The motion carried with all in favor.

David Yamaoka made a motion to accept the proposal for the re-surfacing the sun deck from the contractor who comes in with the lowest proposal. The two companies who will be bidding are Surface Systems and Puff Incorporated. Tanya Dragan-Voyevodka seconded. The motion carried with all in favor.

The Board would like the Management Company to contact Diversified Concrete for a new proposal on sloping the sun deck in certain areas to avoid water pooling and causing damage to the areas below.

Item C. Update of Alarms for Basement Garage: Bob Infantino stated that the monitors have been installed and a notice needs to go out to the homeowners stating if you hear the alarms go off do not go into the basement to investigate, please contact the Management Company.

Item D. Update of Web Site: Mike Fuess reported that the Web Site is in the works and the addresses are partowerhoa.com and parktowerhoa.net. Mike Fuess would like input from the other Board members as to the items that would be of interest to the homeowners. The Board would like to have minutes, agendas, and governing documents made available to the homeowners on the Web Site. Mike Fuess will report back to the Board at the next meeting on the progress of the Web Site

Item E. Update of ADT Owner Speaker Installation: The Management Company stated that the work is completed, however the bill is being held pending verification on the scope of work performed for each unit. The Management Company stated that there are homeowners who did not need to have a new speaker or speaker box installed, but just needed some wires connected. The Management Company will report to the Board at the next meeting on the progress. **This item has been tabled until the next Board meeting pending verification from ADT to the Management Company.**

NEW BUSINESS

Item A. Budget Adoption: David Yamaoka stated that he had only received the proposed budget tonight and feels that the Board needs one more meeting to go over all items. The other Board members agreed to have one more workshop to go over the proposed budget before it goes out to the homeowners. This item has been tabled for the next Board meeting.

Item B. Sewer Fees: Shirley Palmisano stated that she is still working on the sewer bills and which homeowners are paying for their own bill instead of the Association paying for the bills. Shirley Palmisano will need to meet with Terri Kenyon with the Management Company and go over all of the bills from the time that Edington & Associates took over the Management of Park Towers. The Board would like to have a refund issued to the homeowners who have been paying for their sewer bills. This item will be tabled until the results have been verified. Shirley Palmisano will report back to the Board at the next meeting.

Item C. Wrought Iron Fencing Arlington /Ramp: The Board received one proposal from Deluxe Welding to install a security railing on top of the existing wrought railing along Arlington. The Board has tabled this item until the next Board meeting.

Item D. Wrought Iron Fencing Old Janitorial Area: The Board has received one proposal from Deluxe Welding to install wrought iron fence around the area where the janitorial shed was in the amount of \$2,774.00. The Board will table the wrought iron fence installation bidding process until the forensic engineering company can submit the dimensions for the equipment to be placed in that area. Joe Beard submitted a letter stating the importance of moving the cooling tower to the platform where Nora's janitorial room was.

Item E. Chiller and Cooling Tower maintenance Proposal: The Board reviewed the two proposals for the maintenance of the chiller and cooling tower. Chemsearch in the amount of \$230.00 per month which includes the rental of the equipment needed to release and monitor the chemicals. Garratt-Callahan in the amount of 335.25 monthly with the Association purchasing the equipment. **Tanya Dragan-Voyevodka made a motion to accept the proposal from Chemsearch in the amount of \$230.00 per month. David Yamaoka seconded. The motion carried with all in favor.**

Item F. Damage to Wall @ Maint/Office Parking: This item was tabled until the next Board meeting.

Item G. Common Area Deeds: This item was tabled until the next Board meeting.

Item H. Jet Drain Estimate for Hydro-Flush: This item was tabled until the next Board meeting.

EMERGENCY REPAIRS

David Yamaoka stated that the only emergency was the unexpected water shut off on Monday the 18th by unit #503. The homeowner will be billed \$500.00 to have the water shut off. The Board agreed to have the next water shut off day on October 10, 2006.

COMMITTEE REPORTS

A. Compliance Committee: Bob Infantino that Shirley Palmisano will be on the committee with him. Bob Infantino stated that there is not report at this time.

B. Rules & Regulations Committee: David Yamaoka stated no report at this time.

C. Conservation Committee: Tanya Dragan Voyevodka stated no report at this time.

D. Parking Committee: David Yamaoka stated that he is drafting the second letter to the City of Reno asking for a yellow zone area in front of Park Towers. David Yamaoka stated he will keep the Board informed on the out come.

E. Architectural Committee: Paula McDonough informed all present that she is currently working on a check list for all current homeowners and future homeowners of what is needed when any remodeling is going to be done and the appropriate agencies to contact. Paula McDonough stated she will present the check list to the Board at a later date when it is completed and would like some more input from other homeowners.

F. CC&R Committee: David Yamaoka stated no report at this time.

MEMBERSHIP CORRESPONDENCE

There was correspondence from the owner of unit #1502 stating his gutter is leaking from the patio above his unit and to be put on the parking wait list for three (3) additional parking spaces. The Board would like Tom Brookes the maintenance man to repair the gutter leak, and to put Mr. Harvey on the wait list for the additional parking spaces; however the Board would like the Associations attorney to respond to Mr. Harvey's request.

There was correspondence from the owner of unit #904 stating there was some damage done to her vehicle from the maintenance man taking paint buckets and painting supplies out of the paint storage area and banging against her vehicle. The homeowner has requested the Association pay for the repairs to her vehicle. The Board will table this item until a bill is presented to the Board by the homeowner.

ADJOURNMENT

With no further business to discuss, **Bob Infantino made a motion to adjourn the meeting at 8:30 p.m. and convene into executive session. David Yamaoka seconded. The motion carried with all in favor and the meeting was adjourned.**

Respectfully Submitted,

Claire Harry
Recording Secretary

Secretary