

**PARK TOWERS HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING**

March 20, 2007

BOARD

Tanya Dragan-Voyevodka- President
Mike Cox- Vice President
Shirley Palmisano- Treasurer
Mike Fuess- Secretary- arrived at 7:10
Paula McDonough- Director- arrived at 7:10

MANAGEMENT

Terri Kenyon – CAM
Claire Harry – Assistant

GUESTS

See List

CALL TO ORDER/ROLL CALL

President Tanya Dragan-Voyevodka called the meeting to order at 7:00pm. With all of the Board Members present, a quorum was established. The meeting was held in the front office at Park Towers.

MEMBERSHIP OPEN FORUM

Kathy Pfister owner of unit #607 wanted to inform the Board of some water issues she is having. Kathy stated that she is getting very lukewarm water and low water pressure. The Board stated that when the water to the building is shut off, the lines get air in them and it takes approximately two weeks to get all of the air out of the lines.

APPROVAL OF MINUTES

The Board reviewed the minutes from the February 20, 2007 meeting. **Shirley Palmisano made a motion to approve the minutes from the February 20, 2007 meeting as written. Mike Cox seconded. The motion carried with all in favor.**

ACCEPTANCE OF FINANCIALS

Shirley Palmisano stated that the committee had reviewed the financials and everything is in order. Shirley stated the Association's expenses have risen, however projects are getting completed the correct way and there will be no more temporary patches. Shirley stated that financials are ok to approve. **Mike Cox made a motion to accept the financials through February 2007 as presented. Paula McDonough seconded. The motion carried with all in favor.**

The Bank statements were included in the Board packets for review. Terri reminded Shirley that the original bank statements are in the management office and are available for review also.

SECURITY

A. Arlington Retaining Wall: This item was tabled until the April, 2007 Board meeting.

B. Fencing Old Janitorial Area: The Board discussed the fencing ideas for the area where the old janitorial shed once stood. The Board is considering having a wrought iron fence that runs from the second floor to the first floor with a gate to access the cooling tower. Shirley informed the Board there will be a plywood skin installed to cover the electrical wires, and the studs on the outside of the remaining shed wall until the ventilation system has been moved and installed. Then the fencing will be installed once the Board has chosen a style and contractor.

OLD BUSINESS

Item A. Status of Sun Deck: Management reported that the hold harmless agreement according to Karen Dennison will be signed by Wednesday by Dr. Illiescu and then it needs to be signed by Reno Iron Works. Once the agreement has been signed the Association has a completion date of April 21, 2007. The Management Company will keep the Board updated.

Item B. ADT Owner Speaker Installation: Shirley informed the Board that the ADT project is complete and the Association needs to charge the fourteen homeowners who received a new speaker the cost set by the Board when the contract was signed. Shirley stated the homeowners who received just repairs should be charged half the cost of the new speaker, and the Associations cover the rest of the bill. The Management Company stated they have email ADT Jim Baldwin to inform him of the final inspection for the twenty units and what happens to the remaining speaker assemblies that were not used by the Association that the Association has paid for. The Board discussed the notification information list that will need to be filled out and send to ADT for the chain of contact names. The Board wants the contact list at follows: Dave Typer, Tanya Dragan-Voyevodka, Mike Cox, Mike Fuess, Shirley Palmisano, Paula McDonough, Terri Kenyon and Claire Harry. The Management Company will keep the Board updated on the outcome of the email send to Jim Baldwin.

Item C. Common Area Deeds –Update: Terri Kenyon stated that the information has been sent to the attorney's office and she is working on the issue.

Item D. Basement Garage Ventilation System Update: There was a meeting with Kirk Ellis from KNE Engineering firm in regards to the basement venting issues that Forensic Engineers had brought to the attention of the Board. Kirk Ellis will supply the Board with his report and recommendations for the Board to review. This item will be tabled until the April Board meeting.

Item E. Parking Agreement Update: Terri Kenyon stated that the parking agreement is at the attorney's office for review.

Item F. Earthquake Insurance Survey: Terri Kenyon stated there were thirty-nine surveys mailed back in and out of the thirty-nine, twenty-seven voted not to have earthquake insurance and twelve voted to have earthquake insurance. The Board will keep the survey results for future reference.

Item G. Association Insurance Renewal: The Board reviewed the insurance proposals. Terri Kenyon stated that the current insurance company ABD is still the cheapest out of the two companies that chose to bid. American Family and State Farm were the other two companies that had submitted a proposal. **Mike Cox made a motion to renew the Association Insurance with ABD (CIBA & Ian Grahm). Shirley Palmisano seconded. The motion carried with all in favor.**

Item H. Maintenance Personnel Policies: The Board would like to table this item until the meeting in April allowing all of the Board members to review all of the maintenance policies and rules provided to them by Kenyon & Associates.

NEW BUSINESS

A. Structure Engineer- Parking Space #12: Kirk Ellis from KNE has come out and taken a look at the structural issues the Association is having with the parking garage ramps. There are some other areas that the Board is having Kirk assess. Kirk Ellis will submit a report with his recommendations for the structural issues at Park Towers. This item will be tabled until the next Board meeting in April 2007.

B. Common Areas Being Converted to Non-Smoking: Tanya stated there is a problem with people that are smoking in the garage and the smoke seeps into the other units. Tanya stated she is tired of having her unit smell like cigarette smoke and would like to see the smoking in the common areas restricted. Tanya will contact the person who she suspects is smoking and try to work things out. The Board discussed the possibility of having more insulation from the parking garage doors that lead into the building to try and elevate the smoke from getting into the halls. The Board will revisit this issue next month to assess if the insulation has worked or if the Board needs to take a different direction.

MANAGEMENT REPORT

Terri Kenyon reported on a new senate bill #362. Terri has emailed this bill to all of the Board members to review and write their senator expressing their opinions. Terri stated there are quite a few proposed changes that will affect all of the Associations.

EMERGENCY REPAIRS

There were no emergency repairs at this time.

COMMITTEE REPORTS

A. Compliance Committee: No report at this time.

B. Rules & Regulations Committee: No report at this time.

C. Conservation Committee: Tanya presented to the Board a proposal for recycling at Park Towers. Tanya stated that Waste Management is willing to work with Park Towers on the recycling program. Tanya stated the cost for one bin is \$378.00 per year or \$756.00 for two bins per year. Tanya would like to have approval from the Board to install one bin and see how the program goes. If it goes well then a second bin can be installed. **Mike Cox made a motion to allow the conservation committee to proceed with the recycling program and install a bin at a cost of \$378.00 for one year. Paula McDonough seconded. The motion carried all in favor.**

D. Parking Committee: No report at this time.

E. Architectural Committee: There was a set of plans submitted by the owner of unit #506 to remove the shower stall and install a stackable washer and dryer. The homeowner stated the requirements to obtain a permit have changed for the City of Reno and you now need prior approval before you can obtain a permit. **Tanya Dragan-Voyevodka made a motion to approve the plans for unit #506 providing once the permit is obtained a copy be provided to the Board, the exhaust/venting is going directly into the room in which the washer/dryer is, and to make sure the lint trap is located in the appropriate place. Shirley Palmisano seconded. The motion carried with all in favor.**

F. CC&R Committee: No report at this time.

MEMBERSHIP CORRESPONDENCE

There was a request from the Tanya Dragan-Voyevodka for reimbursement in the amount of \$5,706.00 for damages to her bathroom due to the Association's main water pipe leaking into her unit. **Mike Fuess made a motion to reimburse Tanya Dragan-Voyevodka for the damage done to her unit from the Association's main water pipe leaking into her unit in the amount of \$5,706.00. Mike Cox seconded and with Tanya Dragan-Voyevodka abstaining, the motion carried with four votes in favor.**

ADJOURNMENT

With no further business to discuss, **Tanya Dragan-Voyevodka made a motion to adjourn the meeting at 9:03 p.m. and convene into executive session. Mike Fuess seconded. The motion carried with all in favor and the meeting was adjourned.**

Respectfully Submitted,

Claire Harry
Recording Secretary

Mike Fuess - Secretary