

**PARK TOWERS HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
August 21, 2007**

BOARD

Tanya Dragan-Voyevodka- President
Mike Cox – Vice President
Paula McDonough- Director

MANAGEMENT

Terri Kenyon – CAM
Claire Harry – Assistant

GUESTS

See List

ABSENT

Mike Fuess- Secretary- Excused

CALL TO ORDER/ROLL CALL

President Tanya Dragan-Voyevodka called the meeting to order at 7:00 p.m. With three of the four Board members present at 7:00, a quorum was established. The meeting was held in the front office at Park Towers.

APPOINTMENT OF BOARD MEMBER

Tanya Dragan –Voyevodka informed all present that the Board has agreed to appoint another person to the Board when all of the Board members are present. Tanya Dragan-Voyevodka stated that this decision comes from comments the Board has received from homeowners stating there needs to be a vote from all of Board members. This item will be tabled until the September meeting.

ELECTION OF OFFICERS

This item will be tabled until the September meeting.

MEMBERSHIP OPEN FORUM

John Aguilar, owner of unit #1203, was present to bring to the attention of the Board a leak from his unit to unit #1103 below his, to the attention of the Board. John Aguilar stated that D&D has come out and supposedly repaired the valve for the shower head in the guest bathroom. John stated that he and his tile contractor had let the water run for approximately 20 minutes and there did not seem to be a leak at that time, however this evening John and Claire with Kenyon & Associates went and inspected the ceiling in the unit below John's and it was leaking, and John Aguilar stated that the valve is still not functioning properly and he will need to contact D&D Plumbing again. John Aguilar will have his tile man out on Wednesday to provide him with a repair proposal or suggestions on what needs to be done to repair the leak. John Aguilar will keep the Board informed of the outcome.

Hwa-di Brodhead owner of unit #1101 wanted to state that she backs up Bob Infantino in his decision to run for the vacant Board position.

Bob Infantino owner of unit #201 wanted to know about the ramp and why is there been no progress from the previous month? Terri Kenyon stated that per Kirk Ellis, the engineer the Association has hired to design the modifications needed to make the ramp safe, the Board needs to hire a general contractor to run the ramp project and hopes the Board will approve the hiring of Frank Evans to take on the role of general contractor.

Terri Kenyon informed Bob Infantino that she is not qualified to run a project like this and must hire the appropriate companies to get the work done. In addition, individual contractors have not responded to bids, or have responded that they are not interested in taking on this project.

APPROVAL OF MINUTES

The Board reviewed the minutes from the July 17, 2007 meeting minutes and had the following corrections in the financial section delete the words "available to help the Board with the budget" and add the words "prepare a budget draft for the board to review", and in the old business item A change the word "word" to read "would" **Tanya Dragan-Voyevodka made a motion to approve the July 17, 2007 minutes as amended. Mike Cox seconded. The motion carried with all in favor.**

ACCEPTANCE OF FINANCIALS

Mike Cox stated he had reviewed the financials with Terri Kenyon and everything looks to be in order. **Mike Cox made a motion to accept the financials through July 2007 as presented. Paula McDonough seconded. The motion carried with all in favor.**

B. The Bank statements were included in the Board packets for review.

SECURITY

Claire Harry stated that there were no reports of any vehicle break-ins or of anyone's bicycle being stolen this past month. The Board would like to have this item left on the Agenda.

OLD BUSINESS

Item A. Status of Sun Deck:

Terri Kenyon stated that Barry Cox with Reno Iron Works will be out on property on Thursday to re-assess the pool deck and the possibility of installing trusses verses having to wait for approval for a crane to be placed on Dr. Illiescu's lot. Tanya Dragan-Voyevodka stated that Dave the maintenance man had suggested building a fence around the pool until the deck can be replaced to save the cost of renting the temporary fencing from Tholl Fence. Mike Cox will contact a few companies and get some quotes on cheaper fencing and if he is not able to get a cheaper price then Dave will take care of building a temporary fence to secure the pool area until the deck is completed. This item will be tabled until the next meeting in September.

Item B. Common Area Deeds –Update:

Terri Kenyon stated she has spoken with Amber and was informed the deeds are being reviewed and there should be an update soon.

Item C. Parking Agreement Adoption:

The Board was presented with the revised version of the parking agreement policy which was revised by John Aguilar and Hwa-di Brodhead. There was some discussion on the revisions. Terri Kenyon stated that she would recommend having the finalized draft of the parking agreement policy reviewed by Gayle Kern the Associations attorney before sending it out to the membership. There was some discussion as to how other HOA's in

Reno deal with parking shortages. Tanya Dragan-Voyevodka asked the Board and the homeowners present to brainstorm over the next month as to what strategies the Association can adapt which will be reviewed at the next Board meeting. The Board would like to have the finalized draft parking agreement policy for review and approval at the September Board meeting.

Item D. Structure Engineer- Parking Space #12 Update:

Terri Kenyon stated that on August 22, 2007 the beam will be x-rayed to determine if there is any rebar in the way of the drilling. Thursday the 23rd the steel beam will be installed, and on Friday the final concrete will be poured. This will complete the structural beam installation.

NEW BUSINESS

A. Parking Garage Ramp Proposals:

Terri Kenyon reported on the initial meeting with Rob Rauh with Frank Evans Construction to discuss taking on the role of the general contractor for the ramp project. Terri Kenyon stated that Frank Evans Construction was highly recommended by Kirk Ellis and Dave Tyrer, the Association's maintenance man has worked for Frank Evans for five years and stated at the meeting he feels very confident working with Evans Construction on the ramp project. **Mike Cox made a motion to hire Frank Evans Construction to be the General contractor for the ramp project. Paula McDonough seconded. The motion carried with all in favor.** Terri Kenyon stated the Board will have proposals for the next Board meeting. The Board would like to have Rob Rauh give a brief presentation at the September Board meeting. This item has been tabled until the next Board meeting.

B. New Bank Signature Cards:

The Board would like to have this item to remain on the agenda until a new Board member has been assigned or until after the annual meeting. This item will be tabled until the September meeting.

C. Audit Proposal:

The Board reviewed the proposal from Gene Clawson to prepare an audit. The cost for the audit is between \$4,500.00 and \$5,000.00. Terri Kenyon stated there are only a couple of CPA's in the area who will work with HOA's and the other company Kohn Colodny charges anywhere from \$7,000.00 to \$9,000.00. **Tanya Dragan-Voyevodka made a motion to accept the proposal from Gene Clawson to prepare the annual audit with the amount not to exceed the proposed amount of \$5,000.00. Paula McDonough seconded. The motion carried with all in favor.**

MANAGEMENT REPORT

1. Terri Kenyon reported on the generator and that the automatic turn on switch is broken and according to Nevada Generator the parts are obsolete and so is the machine. Terri Kenyon stated that the ADT Alarm system is affected by a power outage and if the generator does not start up when there is an outage, the paging system will not function. Terri Kenyon stated that when the power goes off, the generator needs to be turned on manually and, the Association needs volunteers to perform this task as Dave can not be on call all of the time. Cons Voyevodka and Kathy Pfister volunteered. Claire stated she will post a flyer on the office door asking for additional volunteers. Terri Kenyon stated

that Mark with Nevada Generator will supply the Board with a proposal for the cost of a new generator and a used generator. This item will be tabled until the next meeting in September.

2. Terri Kenyon reported on a leak in unit #407 which is managed by Providence LLC. Terri Kenyon stated all parties have been advised and it is up to the owners to determine where the water is leaking from. Terri Kenyon stated that Dave has looked at the leak and has asked unit #307 to keep a look out for any signs of water leaking into his unit from above. Terri Kenyon stated that Providence has contacted American Leak Detectors to address this leak.

3. Terri Kenyon stated that AT&T will be on property on Friday the 24th to install a new phone line solely dedicated to the ADT alarm system which will allow the system to function more efficiently.

4. Terri Kenyon stated the key turnover is approximately 95% completed and there are only four homeowners who still have not contacted us for a key and these homeowners have been sent a third notice.

5. Terri Kenyon stated that Claire will bring a flyer for classes given by the Ombudsman's office if anyone would like to attend. Terri Kenyon recommends to the Board to take as many classes as possible.

6. The Board and management company discussed the recent trend of residents leaving furniture, etc by the garbage bins, which is against the HOA's rules. The management company will reprint the "garbage facts" flyer and will leave it at each door in the building. The Board agreed that the management company should enforce the rules and bill those owners (or their tenants) who leave large items the cost of disposal of these items.

EMERGENCY REPAIRS

Terri Kenyon stated unit #407 and the leak was addressed in the management report section. Terri Kenyon presented the Board with a proposal from Clear View Window Cleaning Inc, to re-caulk all of the windows on the West side of the building in the amount of \$23,520.00. The Board stated that the leaks seem to be on the higher floors and would like a price quote on just the ninth floor up. This item will be tabled until the next meeting in September.

COMMITTEE REPORTS

A. Conservation Committee:

Dave Tyrer the maintenance man for Park Towers reported the recycling project is going very well. Dave reported on the light situation in the building. Dave stated that light fixtures in the hall are being stolen and are breaking beyond being repaired. Dave suggested going with one of the sample light fixture on the third floor and exchange the old ones out for a new fixture when the old breaks. The Board agreed this is a great idea and would like to use the light fixture located directly in front of unit #305.

B. Architectural Committee:

Paula McDough stated that there is no report at this time.

C. Parking Committee:

The Board would like to have the parking committee draft up an amendment to the CC&R's regarding the parking issues. The Board would like to have the committee review the current CC&R's to find out exactly what language is being used and revise the words to reflect what the committee would like to have the CC&R's state for the parking and what happens when an owner sells his/her unit which has a parking space

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assigned to it and the limit of parking spaces that will be allotted to any on individual homeowner if that homeowner only owns one unit.

MEMBERSHIP CORRESPONDENCE

There was correspondence from John Aguilar owner of unit #1203 stating what is happening with his leak. This was addressed in the open forum section of the meeting.

ADJOURNMENT

With no further business to discuss, **Tanya Dragan-Voyevodka made a motion to adjourn the meeting at 8:27 p.m. and convene into executive session. Mike Cox seconded. The motion carried with all in favor and the meeting was adjourned.**

Respectfully Submitted,

Claire Harry
Recording Secretary

Mike Fuess - Secretary