

Park Towers Meeting Minutes of the Board of Directors August 18, 2009

BOARD PRESENT

Paula McDonough – President
Linda Wolf – Treasurer
Helen Kliestik - Director
Dale Hammermeister –Vice President

MANAGEMENT

Don Lamers- Prov. CAM
Terri Kenyon - CAM

GUESTS

List on File

BOARD ABSENT

Steve McNeel – Secretary

Call To Order / Roll Call:

President, Paula McDonough called the meeting to order at 6:05 PM with all four Board Members present a quorum was established.

Membership Open Forum – Agenda Items Only:

No membership wished to comment at this time.

Approval of Minutes:

The Board reviewed the minutes from July 21, 2009. *Linda Wolf made a motion to accept the July 21, 2009 minutes as written. Dale Hammermeister seconded the motion which carried unanimously.*

Posting of Minutes on the Website:

Management stated that all minutes had been forwarded to the webmaster for posting on the website.

Acceptance of Financial Statements:

A. Bank Statements Reviewed:

Linda Wolf made a motion to accept the June 2009 financials and review of banks statements as required by NRS 116. Dale Hammermeister seconded the motion which carried unanimously.

B. 2010 Draft Budget:

Management presented a draft 2010 budget for the board to review, which increased the fees from .50 cents per square foot to .55 cents per square foot. Discussion was had. Linda Wolf asked why the line item for Supplies Maintenance was decreased to \$5,000.00 and asked that it be increased to \$7,000.00 as per last year's budget. Management will rework the budget and present another draft for the September 2009 board meeting.

C. Approval of Final 2008 Audit:

Final Audit was not received from the accountant. Item postponed to September 2009.

Committee Reports:

A. Conservation Committee: Paula McDonough met with Jason Geddes of Environmental Services to discuss wind spires. She indicated that he stated there is money available and she would follow up with him.

B. Architectural Committee: Paula McDonough stated that the light switch on the deck could be an electrical source for the rope lights. However there is no ground wire. Paula emailed the Board that the lights will be installed by Maintenance. Dave Tyrer stated next time Action Electric is on property the lights will be hooked up.

C. Parking Committee: Karen Craig has been out of town but will address the parking with Mr. Frisch on her return. Paula stated that perhaps something could be worked out with Dr. Eliesque as his lot could accommodate 16 -18 cars. Membership commented that for the use of the lot for 1 year or 1.5 years that might be too expensive.

Old Business:

A. Anchors (Update):

Linda Wolf made a motion that pending the outcome of the legal opinion that the anchors could be installed on Common Area and Limited Common area that the bid from Digital Concrete Scanning up to \$7,800.00 be accepted. Paula McDonough seconded the motion which carried unanimously.

1. **Anchor Construction**
Item postponed pending legal opinion.
2. **Concrete Scanning**
See Above.
3. **Window Hatch Installation**
Item postponed pending legal opinion.
4. **Anchor Installation**
Item postponed pending legal opinion.
5. **Anchor Testing**
Item postponed pending legal opinion.

- B. GARAGE REMOTE SYSTEM:** *Paula McDonough made a motion to accept the bid to purchase two new garage gate openers with key chain remotes from Thompson Garage Door in the amount of \$2,887.00 to be paid out of contingency. Linda Wolf seconded the motion which carried unanimously.* Anyone without a garage door clicker to exchange would be charged \$50.00.

New Business:

A. Ancillary Plumbing Issues:

Maintenance stated there is a toilet leak in 904 and that there was one in the lobby.

B. Garage Sale:

Management was asked if the governing documents prohibited Garage Sales at the Park Tower. Terri Kenyon stated that she believed this would be a liability to the Community. Paula stated that if the Community held a garage sale some of the proceeds could be used to purchase new furniture for the roof deck. Paula suggested the community be polled to see if they would like to have a garage sale. Linda Wolf moved to table the issue until February or March of 2010.

C. Exercise Room:

Helen Kliestik stated that she was very opposed to the idea of an exercise room in the Park Tower Lobby. The results of the survey were given with 12 owners in favor and 15 not in favor. No action was taken and this item will be removed from future Agendas.

Maintenance Report:

Maintenance (Dave Tyrer) stated that the water shut off day that was scheduled for August 11, 2009 was not required. He asked that management contact him in the future to let him know if anyone has requested that the water be shut off. If noone needs the water to be shut down the shut down does not have to take place. The Board instructed management to write a letter to all the 07 units that states they shall at their expense install a door to close off the breeze way section of the hallway within 30 days of receipt of the letter.

Security:

A. Security Cameras:

Dale Hammermeister and Dave Tyrer are working on getting bids to update the security cameras in the Park Tower. Item postponed to September 2009.

Emergency Repair Report:

Maintenance stated there was a problem with the Fire suppression system down in the basement and that Park Tower had to spend \$1,200.00 on an emergency repair.

Management Report:

Management stated that there was water damage in unit 1406. Maintenance stated the water

is believed to be coming from the deck at 1502. ***Linda Wolf made a motion to have maintenance seal the deck at 1502. Dale Hammermeister seconded the motion which carried unanimously.*** Management stated that he emailed the City of Reno with regards to the change of address for the sewer bills on August 12, 2009 requesting that all accounts at 280 Island Avenue be changed over to Park Tower HOA. Management asked for authorization to expend funds to repair the vacuum cleaner. ***Linda Wolf made a motion to approve the funds required to repair the vacuum cleaner. Paula McDonough seconded the motion which carried unanimously.***

Membership Correspondence:

Unit 405: There was an email asking stating he lost his keys down the elevator shaft. This issue has been resolved.

Unit 1602: A letter was received from the Owner of 1602 addressing communication with the community, website posting, the exercise room question, the lobby and the window anchors. Management will follow up and address the concerns with the owner.

Membership Open Forum – Any Other Items:

Unit 906: Owner stated that the water at the Park Tower was really hot. She stated she had a plumber come check her faucet and the plumber could find nothing wrong. Linda Wolf stated that the Association might be willing to pay for the plumber visit cost as the hot water might be a building issue. Linda Wolf also stated that anytime there is a building issue that a Notice should be posted so the residents can be made aware of the issue.

Unit 307: Owner stated that residents continue to throw stuff off the balconies and patios and that a window at 1002 blew open and broke onto the third floor patio. A cigarette butt was found in unit 301 which was tossed off a balcony and could have caused a fire. Management was directed to post a notice on all the 07 units stating not to throw trash and cigarette butts off the balconies and patios.

Unit 1203: Owner asked when the Laundry Room sign stating “Notice: If you don’t pick up laundry within ten minutes after the dryer has completed that your clothes can be taken out and put on top of the dryer.” would be posted.

Adjournment:

Linda Wolf made a motion to adjourn the regular meeting to go into Executive session at 7:48 PM. Paula McDonough seconded the motion carried with all in favor.

Respectfully Submitted,

Don Lamers
Recording Secretary

Steve McNeel
Secretary