

Park Towers

Meeting Minutes of the Board of Directors

May 1, 2012

Board Present

Mike Fuess – President
Joe Kliestik – Vice President
Linda Wolf – Treasurer

Management

Don Lamers – CAM

Guests

Paula McDonough
Dahl Rask
Marion Hose

Vendors

Dave Pasco
David Linch
Dan Clark

1. Call To Order / Roll Call:

Vice President, Joe Kliestik called the meeting to order at 6:00 PM, which was held in the lobby office at Park Towers, 280 Island Ave., Reno, NV 89501. With two of the three Board Members present a quorum was established. Mike Fuess completed the quorum, arriving at 6:16 PM.

2. Membership Open Forum – Agenda Items Only:

There were no membership comments at this time.

3. Acceptance of Resignation / Appointment of New Board Member

Linda Wolf made a motion to accept the resignation of Steven McNeel effective immediately. Joe Kliestik seconded the motion which carried unanimously.

4. Guest Speaker – Dave Pasco, Season Building Solutions

Joe Kliestik introduced Dave Pasco and thanked the Vendor Guests for their efforts and attending the meeting. Joe Kliestik stated the objective of the meeting was to get everyone on the same page for the Patching of the Building, the vendor's commitment as to the timing of the project in preparation for painting of the Park Tower. Mr. Kliestik stated that the application for the vendor's C-17 License is ready to go the only thing missing was the Financial Statement. Mr. Kliestik stated that the process could be expedited if Dave Pasco submitted the compiled financial statement and dropped his bid limit to \$245,000.00. Mr. Pasco stated that 1st quarter of 2012 had to be incorporated so there is a little bit of work to be done yet before submission of the financial statement. Mr. Pasco stated the financial statement should be completed on May 25, 2012, and he will follow up with his CPA to expedite the process.

Mr. Kliestik stated that he phoned Custom Painting and informed the painter that the repairs to the siding are projected to begin and the painter wanted to know when the stucco repairs would be completed.

Mr. Kliestik asked the vendors how long the repairs would take. Dave Pasco replied that it would take about four to five weeks to complete. Dave Pasco stated that a realistic start time would be June 15, 2012 for the stucco repairs and anticipated to complete the repairs mid to end of July.

Linda Wolf stated that the glazing part of the repairs has to have a dry time. Linda Wolf commented that she understood that Dave Pasco was already licensed to do the glazing/putty repair. Dave Pasco agreed. Linda Wolf asked if the glazing repairs could be completed prior to the stucco repairs. Mr. Kliestik noted that none of the silicon is paintable, but the putty/glazing has to be painted. Joe Kliestik asked about the proposal submitted by Dave Pasco (Seasons Building Solutions, Inc.) and clarified the options on the bid that was submitted with regards to the putty/glazing vs. the silicon products.

Discussion was had about the benefits of Silicon vs. Linseed Putty/Glazing. Mr. Pasco stated that mostly the bottom putty was the issue at Park Tower. Mr. Pasco suggested that a newer product might be preferred over the older putty glazing. Linda Wolf asked why would Park Tower HOA expend more money if only the failure of the putty is on the bottom. Mr. Kliestik asked if there was a way to test the viability of the current putty. Mr. Kliestik asked Mr. Pasco what is the advantage of Silicon over Putty/Glazing. Mr. Pasco stated that the newer silicon technologies has a lot more flexibility than the old style putty and does not have to be painted. The old style putty has to be painted. Mr. Fuess asked how hard is it to remove the silicon product if you needed to remove/replace a window. Mr. Pasco stated that you can just cut the silicon out with an exact-o knife or other tools. Mr. Pasco stated that Silicon is a better product, but it can not be painted. Linda Wolf asked if the silicon could be colored. Mr. Pasco stated that there are six standard colors, and custom colors are available. Linda

Wolf stated that a tinted silicon product might alleviate the necessity to paint the glazing on the building.

Mr. Pasco stated that A-1 include replacement of Linseed Casement Putty on the South, East, and West sides only which would have to be painted for \$17,200.00.

Mr. Pasco stated that B-1 in the contract includes re-caulking of casement windows with Linseed Putty for the South, East and West sides only (which would have to be painted) for a price of \$42,500.00. If a Silicon Product was used on the South, East and West Sides Only it would cost (\$49,100.00 for Pecora 890 or \$50,400.00 for Dow Corning 790.)

Mr. Pasco stated that Section C-1 in the contract covers the North side of the building floors 2-17. If a Silicon Product was used on the north side it would cost (\$16,600.00 for Pecora 890 or \$17,500.00 for Dow Corning 790) If the original Linseed Putty style were used on the North side the cost would be \$13,800.00.

Mr. Pasco stated that Section D-1 in the contract covers the Single/Double/Triple Windows on North, South, East and West Sides for original caulking for \$19,650.00 if a silicon product were used it would be \$23,450.00 for Pecora 890 or \$24,550.00 for Dow Corning 790.)

Mr. Pasco stated that B-1 and C-1 would prepare the building for painting and that D-1 would be an option to address the rattling of windows. He repeated that the silicon product is not paintable. Dave Pasco stated that the silicon product has a warranty, but the product provider has to inspect the application to issue the warranty.

Mr. Kliestik asked for material data information on Linseed Putty. Mr. Pasco stated he would provide the name of the manufacturer to Mr. Kliestik. Mr. Pasco stated that most new windows utilize the silicon products, because it flexes, and withstands heat.

Mr. Pasco stated that the tops and bottoms on the south side were bad about 40%. The east side wasn't as bad. Mr. Kliestik stated maybe they could use the south side with silicon and the east side with glazing putty. Mr. Kliestik asked for Mr. Pasco to delineate each side with Linseed Putty vs. Silicon. Linda Wolf would really like to have the glazing started as soon as possible. Mr. Pasco stated that he could start the glazing repairs by May 15, 2012 and the Stucco repairs by June 15, 2012.

It was decided that a spreadsheet comparison would be constructed by Joe Kliestik and presented for action at the May 15, 2012 meeting.

A. Patching of Building to prepare for paint - Status

Mr. Kliestik introduced Dan Clark and David Lynch the stucco repair vendors that work for Seasons Building Solutions. They committed to a starting date of June 15, 2012 (+/- a week) if they were awarded the contract. Dan Clark stated that the stucco on the South Side was the worst condition. David Linch reiterated that the silicon products do not need to be painted and that is a huge benefit to cost of maintenance over time. David Linch stated that the tinted caulk can fade so he would suggest a neutral color if the Board chose to use a tinted caulk. He stated that re-caulking should be done every 15 years. Mr. Pasco noted that there was an issue on the flat roof level between the curved wall there was a fiberglass application outside of unit 1801 that would need to be repaired. Puff roofing should be contacted to put a membrane over this area because the foam is flaking off and comes up right to where the stucco repairs would begin and water could get in if its not sealed properly from the roof side.

B. Painting Project – Mr. Kliestik reported that Custom Painting is submitting a new bid because the cost of material has increased by 30 to 40%. Joe stated he would contact Custom Painting to have the new proposal available for the May 15, 2012 meeting. The painter stated that the fully cured stucco repairs would be three weeks, but dry in forty eight hours. It was estimated that the painters could start painting on July 15, 2012. The Painters would be using their own swing stages. Mr. Kliestik related that the painter would like to begin after completion of the glazing and stucco repairs.

C. Exterior Repairs to Units 1501 & 1502 – No action was taken.

5. Unfinished Business

A. Board Policy for Homeowner Repairs that Affect the Exterior of Units

This item was postponed to the May 15, 2012 meeting. No action was taken.

B. Pest Control Contract

This item was postponed to the May 15, 2012 meeting. No action was taken.

C. 2012 HVAC Contractors

This item was postponed to the May 15, 2012 meeting. No action was taken.

D. Entry Door Replacement

This item was postponed to the May 15, 2012 meeting. No action was taken.

E. Certification of Anchors

A Proposal was submitted from Forbes Engineering in the amount of \$875.00 for the annual certification of the window anchors. **Linda Wolf made a motion to approve the contract with Forbes engineering in the amount of \$875.00 for the annual Certification of the Anchors. Mike Fuess seconded the motion which carried unanimously.** Management stated that Dave Tyrer has this scheduled for May 4, 2012 with Trevor Card.

F. East Ramp Update

Mike Fuess asked if the Ramp had been inspected and if TNT had been paid. Management stated that Dave Tyrer met with TNT and that they completed sealing the ramp because initially maintenance tested the ramp and it leaked. Management advised that they installed a curb to direct the water flow to the drain. Mike Fuess was concerned with the wood form material in the joints at the sidewalk level and whether or not they would leak. Management will follow up with Maintenance to ensure that TNT is aware of the concern. Management advised that the check to TNT had yet to be released. No action was taken.

6. Security:

There were no security issues to discuss at this time.

7. Membership Correspondence:

There was no membership correspondence at this time.

8. Membership Open Forum – Any Other Items:

Dahl Rask of Unit 1501: Owner asked when the Chiller would be turned on for the season. Discussion was had by the board that there is a certain day to turn on the Chiller each year. Management was asked to investigate what the date is and schedule it on an annual basis. **Linda Wolf made a motion to turn on the Chiller on May 15, 2012 for the 2012 year. Mike Fuess seconded the motion which carried unanimously.** Owner also asked if the garage could be painted, because if the building gets painted it will look great and the garage should be painted at the same time or before. Owner commented that Maintenance stated he could paint the garage. The Board would like to add this to the upcoming agenda.

Marion Hose of Unit 1801: Owner suggested that each year that the Association turn the air on April 1st of each year.

Paula McDonough of Unit 1202: Owner commented that there is a dog that incessantly barks in Unit 1102.

9. Adjournment:

There being no further business to discuss at this time, **Linda Wolf made a motion to adjourn the meeting at 7:30 PM. Mike Fuess seconded the motion which carried with all in favor.**

Respectfully Submitted,

Don Lamers
Recording Secretary

Linda Wolf
Board Member