

# Park Towers

## Meeting Minutes of the Board of Directors

### July 15, 2014

#### **Board Present**

Mike VanKley - Secretary  
Dahl Rask – Vice President  
Mike Fuess – President (6:45PM)  
Leilani DeMarzo – Treasurer

#### **Management**

Kelli Jones- CAM  
Terri Kenyon – Supervising CAM

#### **Guests**

List on file

#### **Board Absent**

Corrine Clark – Director

#### **1. Call To Order / Roll Call**

The meeting was called to order at 6:40PM, which was held in the lobby office at Park Towers, 280 Island Ave., Reno, NV 89501. With three of the five Board Members present a quorum was established. Mike Fuess arrived at 6:45 PM.

#### **2. Membership Open Forum – Agenda Items Only**

None

#### **3. Approval of Minutes**

*Dahl Rask made a motion to approve the April 15, 2014 minutes as written. Leilani Bailey seconded the motion which carried unanimously.* There was no meeting held in May 2014 due to a lack of quorum. *Mike VanKley made a motion to approve the June 17, 2014 minutes as written. Dahl Rask seconded the motion which carried unanimously.*

#### **6. Acceptance of Financial Statements**

*Leilani Bailey made a motion to accept the financials through May 2014 as presented. Dahl Rask seconded the motion which carried unanimously.*

#### **7. Maintenance – Dave Tyrer/Management**

##### **A. Emergency Repair/Maintenance Report**

David Tyrer (Maintenance) reported that the sump pump in the basement had to be replaced. There were also two new security lights installed. There was a water shut down scheduled for July 24, 2014.

#### **8. Unfinished Business:**

##### **A. Revision of the Winterization Policy - Approval**

This item was postponed until the next meeting.

##### **B. Roof Drain Repairs – Update**

This item was postponed until the next meeting.

##### **C. Full Reserve Study – Adopt**

This item was postponed until the next meeting.

##### **D. Epoxy Upper Garage Floor - Proposals**

*Mike VanKley made a motion to approve the proposal in the amount of \$18,240.00 from Desert Coatings. Mike Fuess seconded the motion which carried unanimously.*

**E. Unit 1402 Repairs**

*Dahl Rask made a motion to ratify the cost of \$325.00, for the water damage repairs caused by the leaking of the building, which were completed by LC Property LLC. Mike VanKley seconded the motion which carried unanimously.*

**9. New Business**

**A. Security Patrol- Proposals**

*Mike VanKley made a motion to hire Securitas Security Company to patrol the property two times a night on both Friday and Saturday nights. Each Patrol is at a cost of \$8.00. Dahl Rask seconded the motion which carried unanimously.*

**10. Management Report**

Management reported that Charter Communications was requesting a nonexclusive service agreement be put in place. *Dahl Rask made a motion that Management negotiate a price for the contract. Leilani Bailey seconded the motion which carried unanimously.*

**11. Membership Correspondence**

There was none at this time.

**12. Membership Open Forum – Any Other Items:**

There was none at this time.

**13. Adjournment:**

There being no further business to discuss at this time, *Mike Fuess made a motion to adjourn the meeting at 7:55 PM. Dahl Rask seconded the motion which carried unanimously.*

Respectfully Submitted,



Kelli Jones  
Recording Secretary

  
Michael VanKley  
Board Secretary