

**Park Towers**  
**Meeting Minutes of the Board of Directors**  
**February 11, 2015**

**Board Present**

Mike VanKley – Vice President  
Dahl Rask – Treasurer  
Mike Fuess – President

**Management**

Kelli Jones- CAM  
Terri Kenyon - CAM

**Guests**

List on file

**Board Absent**

Corrine Clark – Director  
George Engler – Secretary

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

The meeting was called to order at 6:36 PM, 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.

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

None at this time.

**4. Approval of Minutes**

*Dahl Rask made a motion to approve the November 18, 2014 minutes as written. Mike VanKley seconded the motion which carried unanimously.*

**5. Acceptance of Financial Statements**

*Dahl Rask made a motion to approve the financial statements through December 31, 2014 as presented. Mike VanKley seconded the motion which carried unanimously. Bank Statements were reviewed at this time.*

**6. Maintenance – Dave Tyrer/Management**

**A. Emergency Repair/Maintenance Report**

David Tyrer (Maintenance) reported that a main drain pipe that is located in the basement garage needs to be replaced due to deterioration. There is also a main drain pipe that needs to be repaired by a plumber. There was a power surge that shorted out the elevator and Otis Elevator had to be called out to reset the elevators. All of the buildings fire extinguishers have been serviced.

**7. Unfinished Business:**

**A. Window Washing**

The Board requested that Management request bids.

**B. Pipe Cleaning – Rapid Rooter - Ratify**

*Mike Fuess made a motion to ratify the contract with Rapid Rooter in the amount of \$1,720.00 to hydro flush all main drain lines. Mike VanKley seconded the motion which carried unanimously.*

**C. Security Review**

There was nothing to report at this time.

**D. Parking Garage Concrete Replacement - Proposals**

The Board requested that all proposals be sent to Forbes Engineering for review.

**E. CCR Amendment**

This item was postponed.

F. **Security Fencing – Update**

*Mike VanKley made a motion to approve the change order from Tholl Fence in the amount of \$2,728.00. Dahl Rask seconded the motion which carried unanimously.*

8. **New Business**

A. **Flood Insurance - Renewal**

*Mike Fuess made a motion to renew the Flood Insurance in the amount of \$35,886.00, and to also spend up to \$1,000.00 for a Certified Flood Map Assessment. Dahl Rask seconded the motion which carried unanimously.*

B. **Entire Building Galvanized Nipple Replacement**

This item was postponed.

C. **Garage Pipe Heat Tape and Insulation – Proposal**

This item was postponed until July.

D. **Building Drain Pipes – Heat Trace – Proposal**

This item was postponed until July.

9. **Management Report**

Management reported that it was time to perform the annual tube cleaning on the condenser tubes for the Chiller System. *Mike VanKley made a motion to approve the proposal from Sur-Temp in the amount of \$950.00. Mike Fuess seconded the motion which carried unanimously.*

10. **Membership Correspondence**

A. **Unit 1502 – Deck Flooding**

The Board is requiring that the wood slats be removed from the deck permanently before the Association will seal the deck. Because the deck is both a deck and a roof the Association will seal the deck with a roofing system. The owner will still be required to keep the drain free of debris at all times.

B. **#301 Reimbursements for Lodging**

The Board reviewed the lodging receipts from the tenant in 301. The receipts did not appear to be complete and also included room service, pet fees and videos. Of the receipts provided by the tenant \$425.93 was for lodging and \$465.27 was for the pet fees, room service, gift shop purchases and video rentals. *Dahl Rask made a motion to reimburse the resident in the amount of \$425.93 for lodging. Mike VanKley seconded the motion which carried unanimously.*

C. **Unit 1201 – Reimbursement of Move-In / Move-Out Fee**

This request was denied.


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

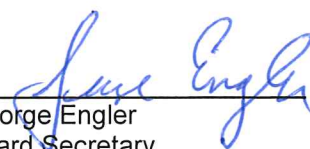
The owner of unit #1202 presented the Board with a plaque that will be placed under the donated picture of the cityscape.

12. **Adjournment:**

There being no further business to discuss at this time, *Dahl Rask made a motion to adjourn the meeting at 8:32 PM. Mike VanKley seconded the motion which carried unanimously.*

Respectfully Submitted,

  
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Terri Kenyon  
Recording Secretary

  
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George Engler  
Board Secretary