

Park Towers

Meeting Minutes of the Board of Directors

July 19, 2016

Board Present

Michael VanKley – Vice President
Dahl Rask – Treasurer
Dave Aiazzi- Director

Management

Gary Kenyon – CAM
Terri Kenyon- Sup. CAM
Lesley Zepeda- Admin. Assistant

Guests

List on file

Excused

Mike Fuess- President
George Engler- Secretary

1. Call to Order / Roll Call

The meeting was called to order at 6:46 p.m. The meeting 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

1401- April Conway asked about replacing the windows to her unit. The Board stated that she needed to let the Board and Management know that she is planning to replace her windows and if possible to provide pictures of the windows for approval. Management also stated that they needed 48 hour notice whenever she was planning to replace her windows so they can post up notices letting other owners know the vendor would be repelling from the building.

3. Approval of Minutes – May 17, 2016

The Board of Directors reviewed the meeting minutes for May 17, 2016.

Dahl Rask made a motion to approve the May 17, 2016 minutes. Dave Aiazzi seconded, the motion carried with all in favor.

4. Acceptance of Financial Statements through April 2016

A. Bank statements Review

The Board of Directors reviewed the financial statements for April 2016.

Michael VanKley made a motion to approve the financials through April 2016. Dahl Rask seconded, the motion carried with all in favor.

5. Maintenance Report- Management

Management reported that they would be getting a new person for the porter service because the person that was there previously was let go.

The Board and Management discussed if they were doing good without having a maintenance person. Management let them know they were doing good and Nora Puga contacted him if there was anything wrong that needed attention and Gary will contact someone to go fix the problem. Therefore, there is no need for a maintenance person.

7. Unfinished Business:

A. CC&R Amendment- Update-

Management provided the Board with a copy of the CC&Rs so they can review them and make any changes they wanted to make.

Park Towers

Meeting Minutes of the Board of Directors

July 19, 2016

B. Security Review Update

Management provided a copy of the security review to the Board of Directors and informed the Board that no incidents have been reported to management.

C. Garage Floor Sealing – Street Level & Basement-Update

Management reported to the Board that the garage on the street level was finished and they would be getting dates and times on when the basement can be started. The Board wanted to know why they didn't do the garage and basement at the same time. Management let them know it was because the contractor didn't have enough time on their schedule to do them all together.

D. Exterior Crack Inspection Repair-Bid-Update

Management reported that Dave Pasco called after he was finished with the window cleaning and was asking for the pictures he took from the inspection he did last year. Gary stated that Mike Fuess was going to look for the USB drive.

8. New Business

A. Waste Management- Update

Management reported that he talked to waste management and got it all figured out. There was a glitch in the system and when there is a new driver Park Tower doesn't show up in the computer. The Board also decided to keep the extra container.

B. Water Shut off Date Scheduling

A mailing was sent out stating the water shut off would be on July 25th. Gary reported that about five forms have been received of people who have leaks and D&D Plumbing is aware of this.

9. Management Report

The Board of Directors opened and reviewed three bids for painting of the inside of the building, Universal Site Services for \$39,375.00, Radcliffe Painting for \$45,500.00, and SCK Painting and Drywall, Inc. for \$39,900.00. ***Michael VanKley made a motion to accept the bid from Universal Site Services for \$39,375.00, but wanted specifications on areas to be painted and dates when they would start and finish, Dahl Rask seconded, the motion carried with all in favor.***

10. Executive Session Report

Management reported at the last Executive Session the Board of Directors approved the minutes. The delinquencies were reviewed and took the appropriate action as per the collection policy.

11. Membership Correspondence

No Members wished to speak at this time.

12. Adjournment:

With no further business to discuss at this time, ***Dahl Rask made a motion to adjourn the meeting at 8:02 PM. Dave Aiazzi seconded, the motion carried with all in favor.***

Respectfully Submitted,

Park Towers
Meeting Minutes of the Board of Directors
July 19, 2016

Lesley Zepeda
Recording Secretary

George Engler
Board Secretary