

Park Towers

Meeting Minutes of the Board of Directors

February 20, 2018

Board Present

Mike Fuess- President
Michael VanKley – Vice President
Gary Nelson – Treasurer
George Engler- Secretary – (Excused)
Dave Aiazzi – Director

Management

Gary Kenyon – CAM
Terri Kenyon- Sup. CAM

Guests

List on file

1. Call to Order / Roll Call

The meeting was called to order at 6:30 p.m. The meeting was held in the lobby office at Park Towers, 280 Island Ave., Reno, NV 89501. With four of five Board members present, a quorum was established.

2. Membership Open Forum – Agenda Items Only

No Membership was present to speak at this time.

3. Approval of Minutes – November 21, 2017

The Board of Directors reviewed the meeting minutes for January 16, 2018. Approval of minutes was postponed until the next Board of Directors meeting.

4. Acceptance of Financial Statements through November 30, 2017

A. Bank statements Review

The Board of Directors reviewed the financial statements through December 2017. Approval of the financial statements was postponed until the next Board of Directors meeting.

5. Maintenance Report- Management

Gary Kenyon reported the interior painting project is still a work in progress. The water on the roof has been moved by Universal Site Services. The front door entrance is now complete.

6. Unfinished Business:

A. CC&R Amendment- Update-

The Board of Directors stated that they would like the CC&R's to specify which units are allowed to have propane barbeques, so that it is clear. Management is to update Gayle Kern that units 301, 302, 306, 307, 1501, 1502, 1601, 1602, 1702, and 1801 may use propane barbeques and the rest of the units must use electric barbeques. If the HOA installs a barbeque on the top deck then residents may use it to barbeque in that area, but no personal barbeques will be allowed on the top deck at any time.

B. Camera Bid – Guest Speaker – Rick Hill with Tyco Integrated Security –

Manager, Gary Kenyon, reported that Rick Hill postponed the meeting with Management again. Management will now be looking for other vendors that can provide an all in one service for the building cameras, entry systems, and fire access control panel.

C. 3-year Window Washing & Crack Inspection Agreement

Management provided the Board of Directors with an email from Dave Pasco with Certified Access. The email stated that Certified Access will provide Park Towers with a 3-year Window Washing Agreement that includes an increase of 3.5%. The email did

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not have a formal proposal. The Board of Directors asked Management to look into finding other vendors to service Park Towers HOA with window washing.

7. New Business

A. Reno Improvement District

The Board of Directors discussed the new tax from the Reno Improvement District. It was decided that Board President, Mike Fuess, would write a letter to the Reno Improvement District to voice the Board of Directors concerns and ask that a residential owner in the Downtown Reno area be on the Board for the Reno Improvement District.

B. 2018 Project Prioritization List

Management reviewed the 2018 Reserve Budget with the Board of Directors. It was noted that there are no major projects for 2018.

C. CPA, Gene Clawson, December 31, 2017 Audit Engagement – Approval

The Board of Directors reviewed the proposal provided by CPA, Gene Clawson. ***Dave Aiazzi made a motion to approve the December 31, 2017 Financial Audit and tax preparation. Michael Van Kley seconded the motion. The motion carried with a vote of all in favor.***

D. December 31, 2016 Audited Financial Statement – Approval

It was reported that the Board of Directors reviewed the Audited Financial Statements for December 31, 2016 in a previous meeting and a motion was in order now that it is an agenda item. ***Dave Aiazzi made a motion to approve the December 31, 2016 Audited Financial Statements provided by CPA, Gene Clawson. Michael Van Kley seconded the motion. The motion carried with a vote of all in favor.***

8. Management Report

Management reported that the Reno Police Report for the car that crashed into the Park Tower Lobby has finally been approved by the Property Destruction Division for the Reno Police Department and is available for the Board of Directors to review.

9. Executive Session Report

Management reported at the last Executive Session the Board of Directors approved minutes, reviewed delinquencies, and discussed violations. The appropriate action was taken per NRS116, the Governing Documents and Collection Policy. No legal counsel was present at the meeting.

10. Membership Correspondence

The Board of Directors reviewed correspondence from unit 802 regarding a request for reimbursement for water damage from the windows that occurred due to aged caulking around the exterior of the window and building in the amount of \$325.00. ***Michael Van Kley made a motion to reimburse the owner \$325 for the damages. Dave Aiazzi seconded the motion. The motion carried with a vote of all in favor.***

11. Membership Open Forum- ANY OTHER ITEMS

No Members wished to speak at this time.

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12. Adjournment:

With no further business to discuss at this time, ***Michael Van Kley made a motion to adjourn the meeting at 8:33 PM. Dave Aiazzi seconded the motion. The motion carried with a vote of all in favor.***

Respectfully Submitted,

Gary Kenyon
Recording Secretary

George Engler
Board Secretary