

# Park Tower Homeowners Association



# Park Tower News



WWW.PARKTOWERHOA.COM

April / May 2009

Spring/Summer Edition

## Monthly Assessments

- 2009 Payment Schedules and should have been received by December 2008.
- If you have not received your payment schedule please contact Management at 775-674-8000 Ext. 107.
- The Monthly Assessments for 2009 are .50 cents per square foot and are due at the first of each month.
- Please do your part and pay your Monthly Assessments on time.

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## Security at the Park Tower

Everyone has heard the phrase "SAFETY FIRST". That applies to the individual as well as communities.

During these economic times it is more and more common that people are turning to crime in order to survive.

Park Tower is centrally located and while it provides security locks on the doors and a locked garage, these deterrents are only as good as the people using them.

1. BE SURE THAT WHEN YOU ENTER AND EXIT THE PARK TOWER THE DOOR or GARAGE GATE IS FIRMLY CLOSED BEHIND YOU.
2. NEVER LET ANYONE INTO THE PARK TOWER BUILDING UNLESS YOU KNOW WHO THEY ARE.
3. ALWAYS BE AWARE OF YOUR SURROUNDINGS.

4. DO NOT LEAVE THE GARAGE CLICKER IN YOUR CAR. IF YOU MUST LEAVE IT IN YOUR CAR, DO NOT LEAVE IT IN PLAIN VIEW.

INFORM MANAGEMENT AS SOON AS POSSIBLE IF :

1. YOUR GARAGE DOOR CLICKER IS STOLEN.
2. YOUR SECURITY DOOR KEY IS LOST OR STOLEN.



INFORM MANAGEMENT AS SOON AS POSSIBLE AND CALL THE POLICE (334-2677) IMMEDIATELY IF YOU:

1. SEE ANY SUSPICIOUS PERSON OR ACTIVITY.
2. WITNESS A THEFT.

IF YOU ARE THE VICTIM OF A CRIME, GO TO THE POLICE STATION (SOUTHEAST CORNER OF THE BOWLING STADIUM, AT CENTER STREET AND THE TRAIN TRENCH) AND MAKE A REPORT. FILL OUT THE LOG AND LEAVE A COPY OF THE POLICE REPORT WITH MANAGEMENT (USE DROP BOX); AND THEY WILL MAKE SURE YOU GET A PRINT OUT OF THE ACTIVITY ON THE SURVEILLANCE SYSTEM FOR YOU TO GIVE TO THE DETECTIVE HANDLING THE CASE.

You and your neighbors are the best primary defense against trespassers and would be burglars.

Follow the above steps and have a safe and enjoyable summer! Thank You!

## Community Improvements

The Park Tower was built originally as an apartment complex in 1958. The Building converted to individually owned Condominiums in 2004.

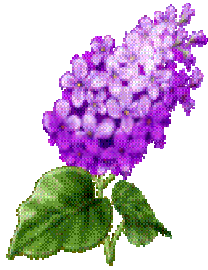
Since the last installment of the newsletter back in December 2008, your Board of Directors has continued to improve the property at Park Tower by installing two water pumps, resurfacing the west ramp, installing a drop box for

Association Payments and correspondence in the lobby near the Office door above the fire extinguisher, upgrading the security system to provide a months worth of storage capacity and a new LCD monitor for better visualization, the deck on the 16th floor is finished and ready for your enjoyment, and shoring up the East Ramp. The Board plans to resurface the west ramp with a material so that

during the winter months more traction will be available on the ramp, and we are looking into installation of additional security cameras or hiring part time onsite security. The window washing anchor project is in process and will be addressed more completely in the Window Washing Anchor article on Page 2 of this newsletter.

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# Parking



## Spring / Summer Reminders

**DO NOT dispose of LARGE ARTICLES such as Furniture and Appliances, or Boxes at the Dumpsters!**

**Report Graffiti and Vandalism Immediately to Management at 674-8000 extension 107**

**Please Report Lost or Stolen Keys or Garage Clickers to Management**

As residents/owners of units in the Park Tower we all are too much aware that Parking is a much desired commodity.

The Parking Committee has sent out the 2009 Parking Agreements and will be sending the **Final Notice** to those who have parking spaces to send back the executed agreements.

If the Parking Agreements are not sent back within 30 days of mailing of the Final Notice, the Parking Spaces will be released to those next on the Parking List.

It is important that we have the Parking Agreements filled out and returned to Management at **645 Sierra Rose Drive, Suite 105A Reno, NV 89511** so that we can track the usage of the Parking Garages and inform owners of issues that may arise.

Also, if you are an owner of a space that you only utilize part time, or from time to time, please contact Management at 775-674-8000 so we can put you in touch with a resident that is **EAGER** to sublease your space.

If you are interested in being placed on the SUBLEASE Parking List please contact Don Lamers via email at **don@kenyonandassociates.com** or via phone at **775-674-8000** extension 107.

**If you currently have a Parking Space and would like to SUBLET your Space, there are many residents eager to do so!**

**Please contact Don Lamers at 7 75-674-8000 extension 107**

**Please fill out and return all Parking Stall Lease Agreements by May 30, 2009 in order to keep your space!**

# Window Washing Anchors Update

The Park Tower offers some of the most magnificent views of the Truckee River and is uniquely positioned on the south bank of the Truckee.

The Board of Directors is quite aware of the value that the views from the Park Tower add to your enjoyment of living and property values.

The window washing anchors at the Park Tower were found to be non-compliant with current OSHA guidelines last October 2008. Since that time your Board and Management have been working tirelessly with Kirk N. Ellis, Structural Engineer to bring these

window washing anchors into compliance.

As of the April 2009 Board Meeting, the Board received the draft drawings from the Structural Engineer and since then have had a meeting with the engineer to finalize the drawings.

After management receives the stamped final drawings from the engineer a concrete scan and roof inspection must be conducted. After that the Anchors must be fabricated and installed. Then testing of the new anchors must take place to certify they are in compliance with OSHA guidelines. In addition, new

window hatches will be installed on the lower portion of the roof deck to facilitate the use of the anchors. We know this has been an arduous task and we thank everyone for their patience during this process.

We look forward to completion of the Window Washing Anchor Renovation Project in the next few months and will then proceed to have Park Tower windows professionally cleaned so you may better enjoy your homes.

**Thank you for your understanding and patience.**

# Trash Talk



Living in a community where everyone pays a part of the TRASH REMOVAL costs can be a benefit.

However please be reminded that the Park Tower Dumpster is **MAY NOT BE USED for Building Supplies, Mattresses, Furniture, Appliances, Large Boxes, Paint, Car Batteries, or Oil.** Nor are such items to be left on or about the Park Tower Property.

Reno's dump station is located on Commercial Row at Kirman (the spotlight between the River and the railroad tracks). To the west

(behind the large steel building) are dumpsters to recycle cardboard for free. To the east is the station for dumping e-waste and other toxic or large waste — a small fee is charged (**call 775-326-2402 for details**) . Look under "Thrifty" in the Yellow Pages to arrange for pick-up of usable furniture and appliances directly from your unit.

In addition, **please refrain from dumping**



**large trash items in the Laundry Room can.** It is all Residents responsibility to dispose of trash in the dumpster in the garage.

Please be reminded that the dumpster and the Laundry Room trash are under 24 hour surveillance. If you are caught disposing of large items or depositing bags of trash in the laundry room trash, **you will be fined for the cost of removing that trash, (A minimum of \$50.00 per occurrence.)**

*Thanks for your understanding and continued compliance.*

## Committees at Park Tower

Condominium living is a community endeavor. The Board of Directors oversees the daily issues of the Association. These volunteers work tirelessly in order to maintain, protect and enhance your property values. But remember they are your neighbors and they like yourself have busy lives.

One way you can assist the Board of Directors is to volunteer your time and expertise by serving on one of the Committees here at the Park Tower.

Currently there are three active Committees.

1. *The Architectural Review Committee*
2. *The Conservation Committee*
3. *The Parking Committee*

The Architectural Review Committee is chaired by Paula McDonough and serves to provide insight and oversight to those doing renovations and modifications of their units. Per the Governing Documents, before you renovate your unit you must submit plans to the Architectural Review

Committee for approval. If you are interested in serving on this committee please contact Paula at [paula@parktowerhoa.com](mailto:paula@parktowerhoa.com)

The Conservation Committee has been instrumental in the lighting retrofits at the Park Tower that have resulted in energy savings. The Conservation Committee is interested in presenting to the Board innovative ways that the Park Tower might be retrofit in order to save energy and promote recycling. The temporary Chairman of the Conservation Committee is Paula McDonough. She is currently looking into wind spires for energy generation and methods of recycling that might generate funds for the Park Tower.



If you are interested in joining the Conservation Committee, please contact Paula at [paula@parktowerhoa.com](mailto:paula@parktowerhoa.com)

Finally, we have a very active Parking Committee at the Park Tower. Everyone is aware of the issue presented due to the lack of adequate parking at the Tower. The Parking Committee currently has four members and is actively seeking input on innovative ways to solve the parking shortage at the Park Tower. Linda Wolf is the Chair of the Parking Committee, with Active Members: Hwa-di Brodhead, Helen Kleistek, John Aguilar and Karen Craig. If you are interested in joining the Parking Committee, please contact Linda at [linda@parktowerhoa.com](mailto:linda@parktowerhoa.com)

The Board wishes to thank all volunteers who have served on these committees in order to better their community and invite anyone interested to join a Committee!

**NOTE:**  
If you have not left an extra key to your unit with management, please contact Don at 775-674-8000 extension 107 to arrange to do so.

## Flood Insurance / Insurance

Every Spring, those of you with loans through Countrywide, Wells Fargo, Bank of America and other various lenders are required to show Proof of Flood Insurance. This year management has the ability to email you that information. Typically, management can also FAX this information directly to your lender but we must have a LOAN NUMBER, UNIT NUMBER and FAX Number in order to do so. If your lender is requiring certification of Flood Insurance ONLY, you may request an email by emailing management at

[don@kenyonandassociates.com](mailto:don@kenyonandassociates.com) or by FAX request to 775-674-8010.

If your lender requires Insurance verification on the Structure at Park Tower, Management is unable to provide that.



You must contact Scott Johnson of Wells Fargo Insurance At 775-827-1555 and request that directly from him. The Insurance Policy is issued through Wells Fargo Insurance and is a CIBA policy.

Please rest assured that your building is covered by the Insurance required by the Association.

In addition, please remember to purchase Homeowners Insurance for each individual unit in the Park Tower.

**THANK YOU!**

## Spring/Summer

**SCHEDULE OF BOARD OF DIRECTORS MEETINGS FOR 2009**

**MAY 19, 2009**

**JUNE 16, 2009**

**JULY 21, 2009**

**AUGUST 18, 2009**

**SEPTEMBER 15, 2009**

**OCTOBER 20, 2009**

**NOVEMBER 17, 2009**

**HELD AT THE DOWNSTAIRS LOBBY OFFICE OF THE PARK TOWER**

**280 ISLAND AVENUE**

**RENO, NV 89501**

Your Board of Directors, Paula, Dale, Linda, Steve and Caleb wish to invite you to attend an upcoming Board Meeting and would like to wish the Community at the Park Tower a safe and happy Summer.

*PARK TOWER HOMEOWNERS  
ASSOCIATION*

Professionally Managed by  
Kenyon & Associates, Inc.  
645 Sierra Rose Drive, #105A  
Reno, NV 89511

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Fax: 775-674-8010  
E-mail:  
don@kenyonandassociates.com



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HAVE A SAFE SPRING AND  
SUMMER!!!

ENJOY THE RIVER!

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SPRING IS UPON US HERE IN NORTHERN NEVADA. AS SUCH, THE  
PARK TOWER WILL SWITCH OVER FROM HEATING TO AIR  
CONDITIONING ON TUESDAY, MAY 5, 2009.

**WATER SHUT OFF DAY WILL BE TUESDAY, MAY 12,  
2009. THE WATER WILL BE SHUT DOWN ALL DAY!**



**IF YOU HAVE ANY PLUMBING TO BE DONE IN YOUR  
UNIT, FILL OUT THE “WATER SHUT OFF REQUEST FORM”  
AND FORWARD IT TO MANAGEMENT SO THAT THEY  
CAN CHECK WITH YOU ON THAT DAY TO BE SURE  
YOUR JOB IS COMPLETE BEFORE TURNING THE WATER  
BACK ON!**

**PLEASE REFRAIN FROM THROWING CIGARETTE BUTTS,  
PEANUT SHELLS, SUN FLOWER SEEDS AND OTHER  
GARBAGE FROM PARK TOWER BALCONIES OR THE  
COMMON AREA DECK. WE THANK YOU FOR YOUR  
CONTINUED COMPLIANCE.**



*PARK TOWER HOMEOWNERS ASSOCIATION*

c/o Kenyon & Associates, Inc.  
645 Sierra Rose Drive #105A  
Reno, NV 89511

