



Park Tower CONDOMINIUM ASSOCIATION

5415 N. SHERIDAN ROAD • CHICAGO, IL 60640 • (773) 769 3250 • FAX (773) 769 0047 • www.ptcondo.com

May 19, 2017

2017 ANNUAL MEETING NOTICE Monday June 12, 2017 at 7:30PM

Dear Unit Owner,

The Park Tower Condo Association's 2017 Annual Meeting of the Unit Owners will be held on Monday June 12th, 2017, at 7:30pm, in the 2nd Floor Party Room at 5415 North Sheridan Rd., Chicago, IL, 60640. Owners are welcome and strongly encouraged to attend and participate in the meeting.

At the Annual Meeting, the Association will hold an election to fill three positions on the Board of Directors for two year terms. The meeting requires a minimum 20% presence of unit owners for quorum, either in person or by proxy. To participate via proxy, please follow the enclosed instructions and either return a signed and dated proxy form in the addressed envelope, or have the individual you assign as proxy attend the meeting with the form. For owners of multiple units, a proxy form for each unit is enclosed.

Owners attending the annual meeting can be counted towards quorum and vote with a ballot to be provided at the meeting. The Association's auditor, hired to tabulate the vote and certify the results of the election, will register all ballots for use at the election. To receive ballots at the meeting, owners and proxy holders will need to bring a current government issued picture ID to confirm their identity.

The election will be conducted by 'Secret Ballot'. Ballots shall be marked only with the percentage of ownership for the unit, and the list of candidates and lines for write-ins. The auditor will register the ballots to owners and proxy holders who attend the meeting. They will also assign ballots to any proxy forms mailed without another individual assigned as proxy.

Owners who cannot attend the meeting and instead use the proxy form, can either assign another individual as proxy (where indicated), or leave it blank and mail the form in. The auditors will assign and cast a ballot as indicated on the form. If a vote is not exercised on the proxy form, your unit's percentage of ownership will only be counted towards quorum.

Owners of record who submitted Candidate Application Forms by the May 5, 2017 deadline are listed as candidates on the proxy and ballots. There are blank spaces for write-in candidates. Nominations for additional candidates can be taken from the floor at the meeting. Candidates listed on the proxy have agreed to abide by the 'Board Election Rules' from the Park Tower Condominium Rules and Regulations Handbook. Included in the 'Board Election Rules' are the policies on campaigning, solicitation, and advertisement. Please contact the Management Office if you would like a copy. (over)

Information submitted by each candidate is enclosed for consideration. The candidates have also been invited to speak at Meet the Candidates events:

Saturday June 3rd 11am – Candidate Meet and Greet

Wednesday June 7th 7pm – Meet the Candidates Night

The candidate “Meet and Greet” event is intended as an informal gathering to meet, mingle and discuss issues in person with the candidates. The “Meet the Candidates Night” is intended as a more formal group meeting, chaired by a non-participating Board Member or an individual selected by the Board. Candidates will answer questions from members of the audience. Each of these events will be held in the 2nd Floor Party Room at 5415 North Sheridan Road, Chicago, IL, 60640.

Owners who cannot attend the events are invited to email questions in advance to parktowercondo@dkcondo.com. We will forward these questions to the meeting chair for consideration, and respond with the answers once they are made available. We encourage owners to attend these informative gatherings to meet the candidates and discuss issues with them.

Due to the nature of these events, it is likely a quorum of the current Board will be present and may be discussing business related to the operation of the Association. Voting on resolutions will not take place and minutes will not be kept. However, consistent with the Association’s Bylaws and applicable law, since a quorum of Board Members is anticipated, **please consider this formal notice of a Board Meeting** at the **above** dates and times.

Please contact the Management Office if you have any questions regarding the Annual Meeting, proxy form, voting procedure or any other election related business.

Respectfully,

Timothy Patricio, LCAM
Property Manager
Park Tower Condominium Association

PROXY FORM

Park Tower Condominium Association 2017 Annual Meeting and Election

Owner: _____

Unit Number: _____

KNOW ALL BY THESE PRESENT that the undersigned Unit Owner of the Park Tower Condominium Association, an Illinois not-for-profit Corporation (the "Association"), does hereby constitute and appoint as my primary proxy _____ and in the primary proxy's absence, or if I have failed to designate a primary proxy, Picker and Associates LLC., as my secondary proxy, the attorney and proxy (the "Proxy") of the undersigned, with full power of substitution, for and on behalf and in the name, place and stead of the undersigned, to attend the 2017 Annual Meeting of Unit Owners of the Park Tower Condominium Association and any adjournments thereof, and thereat to vote all of the percentage interest of the Association standing in the name of the undersigned, or which the undersigned may be entitled to vote, upon such business as may properly come before said meeting, as fully as the undersigned might or could do if personally present, hereby ratifying and confirming all that said Proxy shall lawfully do or cause to be done by virtue hereof, and hereby revoking any proxy or proxies heretofore given by the undersigned to vote and act at such meeting; provided, that the Proxy shall cast my votes for election of members of the Board of Directors of the Association as follows:

Candidate

Number of Votes

Paul Heck

You may cast up to three (3) votes.

Michael Parrie

Cumulative voting is permitted, so

Jean Shamo

more than one vote may be cast for a

candidate. However, fractional votes

are not permitted. If you cast no votes,

but return this form signed and dated,

the unit percentage of ownership will

be counted towards quorum.

TOTAL =

No more than 3

Signature of Unit Owner

On this the _____ of _____, 2017
Day Month

IMPORTANT: Each Proxy must be dated and signed or it will be voided. You may cast a total of three (3) whole number votes totaling no more than three (3). Cumulative voting is permitted, so more than one vote may be cast for a candidate. Fractional votes are not permitted. If you cast more than three (3) votes, your Proxy will be voided. If you cast no votes, your unit's percentage of ownership will be counted towards quorum.

2017 Annual Meeting and Board Election Park Tower Condo Association

Exercising A Proxy Form

Owners who cannot attend the meeting in person, June 12th, 2017 at 7:30pm in the Park Tower Party Room, may participate in the Annual Meeting and Election by completing a proxy form.

Each unit owner will receive one blank Proxy Form (enclosed) for each unit owned. There are three (3) candidates listed running for three (3) positions, as well as spaces provided for write in candidates. For each proxy, you may cast up to three (3) votes as depicted below. Vote with 'whole' numbers (1, 2 or 3) without exceeding a total combined of 3 votes. No fractional votes are accepted. The three (3) candidates receiving the most votes will be elected to serve terms of 2 years each. If you indicate no votes, as in "Example #4", your percentage of ownership will only be counted towards the meeting quorum.

Name	Example #1	Example #2	Example #3	Example #4
Jake Arrieta	<u>1</u>	<u> </u>	<u>2</u>	<u> </u>
Kim Kardashian	<u>1</u>	<u>3</u>	<u> </u>	<u> </u>
General Zod	<u>1</u>	<u> </u>	<u> </u>	<u> </u>
(space for write in)	<u> </u>	<u> </u>	<u>1</u>	<u> </u>
(space for write in)	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Votes:	3	3	3	0

The auditing firm **Picker and Associates, LLC**, is contracted by the Board of Directors to conduct vote tabulation and certify the results of the 2017 election. If you leave the space toward the top of the Proxy Form blank (where indicated), they will cast a ballot on your behalf, with the votes you exercise on the form. If you do not vote on the Proxy Form, they will only count your percentage of ownership towards quorum. You must **sign and date** where indicated.

Please seal the completed proxy form(s) in the enclosed envelope, add postage, and drop in the mail. Or, a lock box will be provided at the doorman's station in the Park Tower lobby. Only the auditors have keys to this box to gather the Proxy Forms. If you intend to use this lock box instead of the mail, please seal Proxy Forms in the enclosed envelope and drop in the box.

If you designate a proxy, but wish to change your vote, you may do so. The Proxy Form with the latest date will be recorded. Should you be able to attend the annual meeting, you may also change your desired vote by casting a ballot at that time. You must bring a current government issued picture ID to sign out a ballot at the Annual Meeting.

Additional Proxy Forms are available by request from the management office.

BE SURE TO SIGN AND DATE YOUR PROXY!

Thank you for participating in the election process.



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CANDIDATE APPLICATION FOR 2017 BOARD ELECTION

General Instructions:

1. Complete Section A: Nominee Information
2. Complete Section B: Statement of Qualifications
3. Complete Section C: Candidate Agreement
4. Hand deliver the completed application to the office by Friday May 5th, or via:
 - US MAIL: Park Tower Condominium Association
5415 N. Sheridan Road
Suite 107
Chicago, IL 60640
 - FAX: 773-769-0047
 - E-MAIL: parktowercondo@dkcondo.com

SECTION A: Nominee (Please print or type)

<u>PAUL HECK</u>	<u>2905</u>	<u>paul.heck@hotmail.com</u>
Name	Unit #	E-Mail Address

SECTION B: Statement of Qualifications (May attach one page resume)

SECTION C: Candidacy Agreement

I PAUL HECK (Print Name) acknowledge willingness and agree to be nominated as a candidate for the office of Director of Park Tower Condominium Association, and serve in that capacity for two years if duly elected at the Annual Meeting on Monday June 12, 2017. By signing below, I certify that I am an owner of record and agree to abide by the 'Board Election Rules' from the Park Tower Condominium Rules and Regulations handbook and acknowledge I can be disqualified from candidacy, with any votes cast for me voided, should I be found to be or have been in violation of the 'Board Election Rules'.

Dated: 5/4/17 Signature: Paul Heck

COMPLETED APPLICATIONS MUST BE RECEIVED IN THE MANAGEMENT OFFICE NO LATER THAN 5:00PM FRIDAY MAY 5, 2017 WHETHER MAILED, FAXED, EMAILED, OR HAND DELIVERED.



My name is Paul Heck and I have owned and lived at Park Tower for just over 2 years. I originally moved to Uptown in the 80s and Edgewater in the 90s. I love the neighborhoods around Park Tower and the proximity to downtown Chicago by public transportation.

During the first 18 months I lived at Park Tower, I attended many of the board meetings and owner's forums as an owner/observer to see how the Board functioned and represented the interests of the owners. In the Fall of 2016, I volunteered to become a member of the Budget and Finance Committee with the goal of assisting with the tasks related to the finance of the Association. Late in 2016, I was appointed by the Board to fill the remaining term of a vacancy created by a resignation. Since that time, I have attended all scheduled Board meetings, most owner's forums and many social activities. I also serve as a member of the Home Improvement Committee and the board liaison to the Newsletter Committee.

In my professional role as a college vice president, I have worked with a local not-for-profit college supporting technologies for faculty, staff and student learning. I have also lead the College's facility planning team. We have developed and maintained facilities in five locations in and around Chicago. This gives me a great deal of insight into the function and complexity of the building, which is Park Tower.

To broaden my ability to support the Park Tower Condominium Association, I have taken training classes with ACHTA (Association of Condominium, Townhouse, and Homeowners Associations) covering 6 topics pertinent to the operation of a condominium association. These topics include: 1) Governance of the Association, including the fiduciary responsibilities of board members; 2) Administration of the Association, including members, communication and proper reporting; 3) Meetings/Elections of the Association, including meeting types and legal requirements related to the Illinois Condominium Act; 4) Finance of the Association, including budgeting and financial reporting requirements; 5) Physical Aspects of the Association, including major building components, repair and replacement scheduling and financing, and major capital projects; and 6) Risk Management of the Association, including Insurance coverage and risk reduction procedures.

I enjoy working with my fellow owners on the Board, and would like to continue to work with them to preserve and improve Park Tower moving forward.



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 - E-MAIL: parktowercondo@dkcondo.com

SECTION A: Nominee (Please **print** or **type**)

<u>Michael Parrie</u>	<u>5401</u>	<u>michaelparrie@gmail.com</u>
Name	Unit #	E-Mail Address

SECTION B: Statement of Qualifications (May attach one page resume)

Please see attached.

SECTION C: Candidacy Agreement

I Michael Parrie (Print Name) acknowledge willingness and agree to be nominated as a candidate for the office of Director of Park Tower Condominium Association, and serve in that capacity for two years if duly elected at the Annual Meeting on Monday June 12, 2017. By signing below, I certify that I am an owner of record and agree to abide by the 'Board Election Rules' from the Park Tower Condominium Rules and Regulations handbook and acknowledge I can be disqualified from candidacy, with any votes cast for me voided, should I be found to be or have been in violation of the 'Board Election Rules'.

Dated: 4/30/2017 Signature: Michael Parrie

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Michael Parrie, Ph.D.
Unit 5401
Candidate for Park Tower Board of Directors

**SUMMARY OF
QUALIFICATIONS**



A resident owner of Park Tower since 2004 and had the opportunity to serve as Board 1st Vice-President from 2013 – 2016 and as Board President from 2016 to the present. My focus on the Board has been and will continue to make sound decisions following the recommendations of our professionals, and work collaboratively with Management, my fellow Board members, and Owners.

Accomplishments:

- Served as the Board Liaison for
 - Home Improvement Committee that oversaw the driveway/plaza project, including terrazzo style/color choice, hand-railings, and lighting.
 - Rules & Regulations Committee that listens to owners and alleged violations.
 - Ad Hoc Rules Review Committee that completely overhauled the Construction & Remodeling Guidelines, re-structured Board elections to be secret ballots, as well as updated rules and fines overall.
- Chaired open- and closed-session Board meetings and Meetings of the Unit Owners.
- Supported the replacement of our health club equipment and remodel of locker rooms original to the building to strengthen an amenity and to help increase property / re-sale value.
- Supported owners' requests to review our declaration and bylaws for possible amendments.
- Followed recommendations from our reserve study (2014 and 2016) and engineers to complete necessary projects such as the main roof replacement, masonry / tuckpointing, and continuation of riser replacements.
- Assessment increases capped at 3.5% to maintain a 40+ year-old building (versus average assessment increase over Park Tower's life since 1980 of 4.5%), provided modest predictability for owners, and continued Park Tower's distinction of no special assessments.
- Increasing our reserves to prepare for unknown expenses (i.e., OSHA's anchor requirement for buildings over 300 feet) as well as large expenses down the road, such as the curtain wall sealants and capital repairs in 2025 and 2037, heating / cooling pipes in 2027, new boilers in 2031, new chillers in 2035, and new elevators in 2036.

**CONDO
CERTIFICATION**

ACTHA (Association of Condominium, Townhouse, and Homeowners Association)

Learn & Lead Program – All Classes Completed for Certification

- | | |
|--|-------------------------------------|
| • Governance – February 2017 | • Finances – July 2016 |
| • Administration – January 2017 | • Physical Aspects – September 2016 |
| • Meetings and Elections – August 2016 | • Insurance – October 2016 |

Other Classes with ACTHA

- How to Be a Compliant Board Member – January 2017
- How to Deal with Non-Compliant Board Members – February 2017

**PROFESSIONAL
EXPERIENCE**

J. Sterling Morton High School District 201, Cicero/Berwyn, Illinois

Assistant Principal	2013-Present
Director of Curriculum, Instruction, and Assessment	2008-2013
Chemistry Teacher	2003-2008

Concordia University of Chicago, River Forest, Illinois

Adjunct Professor of Educational Leadership for master's and doctoral-level classes	2006-Present
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EDUCATION

Loyola University of Chicago

Superintendent's Endorsement	2016
Doctor of Philosophy – Administration and Supervision	2006
Master of Education – Administration and Supervision	2002
Bachelor of Science, <i>cum laude</i> – Chemistry	1999

I ask for your vote in the 2017 Board of Directors election.



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SECTION A: Nominee (Please print or type)

<u>JEAN SHAMO</u>	<u>4606</u>	<u>jeanshamo@rcn.com</u>
Name	Unit #	E-Mail Address

SECTION B: Statement of Qualifications (May attach one page resume)

SEE ATTACHED

SECTION C: Candidacy Agreement

I JEAN SHAMO (Print Name) acknowledge willingness and agree to be nominated as a candidate for the office of Director of Park Tower Condominium Association, and serve in that capacity for two years if duly elected at the Annual Meeting on Monday June 12, 2017. By signing below, I certify that I am an owner of record and agree to abide by the 'Board Election Rules' from the Park Tower Condominium Rules and Regulations handbook and acknowledge I can be disqualified from candidacy, with any votes cast for me voided, should I be found to be or have been in violation of the 'Board Election Rules'.

Dated: 4/24/17 Signature: Jean Shamo

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Jean Shamo, currently Treasurer of Park Tower's Board of Directors and running for reelection

Why do I want to continue serving on the PTCA board? I believe ours is a first class association with excellent management and amenities and a great location. I want to support management in maintaining the high quality of our building. Our Property Manager and Board have done an outstanding job in improving our services and keeping our assessment increases to 3.5% a year, despite large maintenance projects that are necessary due to the age of our building. Some projects have been

mandated by city and state laws. More are likely to come. We have never had a special assessment but strengthening our financial reserves is one of the most important challenges we face.

Even with strong leadership and effective management, it will require prudent actions to maintain and improve our situation going forward. Residents will need to support measures that balance competing interests: of owners and tenants; of retired persons on fixed incomes and those looking to modernize; of single/two-adult families and those with small children.

Our management does an outstanding job keeping us informed with its weekly News & Updates and with text blasts when unexpected events occur. Our Newsletter Committee, which produces our quarterly Tower Talk newsletter, and our Website Committee, which maintains our online website, assist in providing useful information for our owners. I encourage owners and residents to volunteer for these and other committees that attend to the needs of the building and its residents and also enhance our living experiences. Please consider how you might contribute.

Background: 25 years living in housing cooperative of 79 families on 60 acres in a suburb of Chicago, serving as treasurer and membership chair.

Earned CPA certification in IL (1976) and worked in corporate accounting for 17 years, with last two positions as controller of two different companies in the Chicago area.

Earned CFP certification, Certified Financial Planner (1990) and worked as a fee-only financial planner in IL and SC for 22 years.

From 2011 to 2015 I served on the Budget & Finance Committee. I am currently Board liaison for the Budget & Finance committee, the Social Committee and the New Residents Committee. In the past I have served on ad-hoc committees on Rental Policy and Review of Rules & Regulations. Last year I was Board liaison for the ad-hoc committee which produced a well-researched report to recommend amendments to our Declaration and By-Laws, which are currently being considered and voted upon. In this past year I have completed the ACTHA "Lead and Learn" series, to educate myself about the fundamental areas of community association governance.

My husband and I purchased our apartment in 2007 and also own two rental units in this building. We believe that landlords deserve representation in the building. We believe that by improving the conditions of their apartments and addressing the concerns of their tenants, responsible landlords help and support management.
