



Park Tower CONDOMINIUM ASSOCIATION

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

Board of Directors Meeting Minutes October 14, 2019

Meeting Location: 5415 N. Sheridan Road
2nd Floor Party Room

Call to Order: 7:37pm

Members Present: Michael Parrie
Sheldon Atovsky
Cheryl Ronnett
Monique Fouant

Members Absent: Jean Shamo

Management: Scott Oblander, Property Supervisor
Tricia Bulaclac, Assistant Manager
Christopher Rayburn, Assistant Manager

Closed Session (6:30pm in Office)

The Board met to discuss business related to owner accounts and collections, personnel matters, and rules and regulations violations.

Commission Reports

Social Commission Chair Sheldon Atovsky discussed the recent presentation by Eve Brownstone and the TGIF event on September 20th. They reviewed planned upcoming events including the Restorative Justice presentation by former Judge and owner Martha Mills on October 23rd, the Potluck dinner on November 10th, and the next movie night planned for November 16th – “Music Man”.

Health Club Commission liaison Monique Fouant reported on current business, including the weight room wall painting, the installation of the bicep/tricep machine, the delivery of the pool light samples, and the developing plans to replace locks on the lockers.

Home Improvement Commission liaison Michael Parrie reviewed current business including results of owner votes on which of the three light fixtures they liked at the top of the tower, 55th floor. There were 132 valid ballots turned into management. The fixture with the most support was fixture #1. It is the intent of the Committee to recommend this fixture to be installed for the other two sides of that floor, and to plan for use in the possible hallway improvement project tentatively being planned for in two years.

Board Report

On behalf of the Board, Michael Parrie discussed that members of the Board, the property manager, the assistant manager, and chief engineer of Park Tower met with representatives of four potential managing agents expected to respond to our request for proposals. To be fair, he stated

the tour was provided for all of them at the same time to see important areas of the building, and potentially what management would be responsible for overseeing. This was followed by a Q&A session. He said we are on target with our timeline for RFP responses being due to the Board on November 1st.

Action Items

Closed Session Business

After a motion by Michael Parrie, seconded by Sheldon Atovsky, the Board of Directors voted unanimously in favor of a resolution to approve a write off to bad debt for an account determined to be uncollectible for a past unit owner in the amount of \$702.98.

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to fine 5 unit owners \$100 for the first month, and may double thereafter for each subsequent month, up to the maximum fine of \$1,000, for not having provided adequate proof of insurance.

After a motion by Michael Parrie, seconded by Cheryl Ronnett, the Board of Directors voted unanimously in favor of a resolution to fine 4 unit owners \$50 for the first month, and may double thereafter for each subsequent month, up to the maximum fine of \$200, for not attending the new residents' meeting.

After a motion by Michael Parrie, seconded by Cheryl Ronnett, the Board of Directors voted unanimously in favor of a resolution related to case #9.20.19, to fine a unit owner \$350 for an unauthorized move, and that, in addition, the typical \$550 registration fee be charged to the unit owner.

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution related to case #8.21.19, to fine a unit owner \$100 for the first offense, which may double thereafter for each subsequent offense, up to the maximum fine of \$1,000 per offense, for disruptive and threatening behavior.

After a motion by Michael Parrie, seconded by Sheldon Atovsky, the Board of Directors voted unanimously in favor of a resolution to deny a unit owner's request to waive the bed bug treatment fee.

Minutes – Board Meeting September 23, 2019

After a motion by Sheldon Atovsky, seconded by Cheryl Ronnett, and discussion, the Board of Directors voted unanimously in favor of a resolution to approve the minutes from the Board of Directors Meeting held on Monday September 23, 2019, as submitted by Timothy Patricio, Property Manager, with the noted correction. Plan For Board Member Appointment

Proposed Rules & Regulations

This business was tabled for further consideration.

Annual Auditing Contract

After a motion by Cheryl Ronnett, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to approve a 5 year contract as proposed with Picker & Association, to audit the Association financial statements annually at a cost of \$5500, for years 2020 and 2021, \$5,700 for years 2022 and 2023, and \$5800 for year 2024.

Waste Removal Contract

After a motion by Monique Fouant, seconded by Sheldon Atovsky, the Board of Directors voted unanimously in favor of a resolution to approve for management to negotiate terms and conditions to enter a 3 year renewal contract beginning in 2020 for waste removal services as proposed by Republic Services, at a starting base rate rate of \$2,378.75 per month, and annual increase capped at 4%.

Window Washing Contract

After a motion by Cheryl Ronnett, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to approve for management to negotiate terms and conditions to enter a 5 year renewal contract for window washing and spider kill treatments as proposed by Corporate Cleaning Services, at a starting base rate of \$28,615 per year, and annual increase capped at 3% per year for 5 years.

Go Grocer Signage/Awning Request

After a motion by Sheldon Atovsky, seconded by Cheryl Ronnett, and discussion, the Board of Directors voted unanimously in favor of a resolution to approve the additional signage and awning at the commercial entrance as proposed by Go Grocer, at the expense of Go Grocer for materials and installation, subject to an agreement to be drawn up by Association counsel requiring Go Grocer to hold the Association harmless for the presence of the added sign and awning, requiring Go Grocer to be responsible for ongoing maintenance and requiring Go Grocer keep these fixtures in a good state of repair at all times after installation.

Garage Surface Repairs

After a motion by Monique Fouant, seconded by Cheryl Ronnett, the Board of Directors voted unanimously in favor of a resolution to approve payment to JLJ Contracting for garage surface repairs, including concrete, drain and membrane repairs, totaling \$37,537.35, with \$14,570 to be designated as a reserve expense, and \$22,967.35 as an operating expense.

Carpet Cleaning Machine

After a motion by Sheldon Atovsky, seconded by Monique Fouant, and discussion, the Board of Directors voted unanimously in favor of a resolution to approve a purchase not to exceed a cost of \$9,535 for tax and the cost of delivery for the purchase of a professional carpet cleaning machine, plus a provision of \$1500 for extended warranty and/or a maintenance contract to be researched by the engineer.

Garage Heater Replacements

After a motion by Cheryl Ronnett, seconded by Sheldon Atovsky, and discussion, the Board of Directors voted unanimously in favor of a resolution to approve a budget not to exceed \$50,000 to replace up to 6 garage heater units as proposed by a vendor to be chosen by the Board and Management.

Construction Request

After a motion by Michael Parrie, seconded by Sheldon Atovsky, the Board of Directors voted unanimously in favor of a resolution to approve the remodeling plans of unit 2607, as submitted by the unit owner, following the recommendations of the building engineer as outlined in their written specifications and in accordance with the Rules and Regulations and remodeling guidelines of the Park Tower Condo Association.

Business Reports

Treasurer's Report

Board Member Chery Ronnett reported that at the end of August 2019, the Association held Operating Funds of \$553,117 and Reserve Funds \$2,103,753 for a total balance of Cash and Investments of \$2,656,870.

In the month of August 2019, there was total Operating Revenue of \$554,155, total Operating Expenses of \$415,931 income From Garage of \$37,615 a contribution to the Reserve of \$144,975, resulting in a surplus of income from expenses of \$30,863.

Management Report

Assistant Manager Tricia Bulaclac reviewed current business and activities of interest, and the most recent sales activity.

ADJOURNMENT

There being no further business, after a motion by Cheryl Ronnett, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to adjourn the October 14, 2019 Board Meeting a 8:12 PM.

Michael Parrie
Michael Parrie, Board President

11/11/2019
Date

Sheldon Atovsky
Sheldon Atovsky, Board Secretary

11-11-2019
Date