



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 April 13, 2020

Meeting Location: ZOOM.com Online

Call to Order: 7:47pm

Members Present: Michael Parrie
Monique Fouant
Cheryl Ronnett
Jean Shamo
Sheldon Atovsky

Management: Dave Barnhart, Property Supervisor
Timothy Patricio, Property Manager
Tricia Bulaclac, Assistant Manager

Closed Session (6:30pm Via ZOOM.com Online due to national health emergency)

The Board of Directors met in closed session to discuss Unit Owner account related matters, violations of the rules and regulations, and personnel matters.

Open Session

Board President Michael Parrie, called the meeting to order at 7:47pm and confirmed a quorum of Board Members was present, via ZOOM.com Online due to national health emergency.

Board Report

On behalf of the Board of Directors, Board President stated the Board shares in owners' concern about the coronavirus pandemic and economic downturn. These are some of the steps the Board has directed be taken in response:

1. Proceed with only essential duties and expenses to keep the building running, clean, and safe. The Board thanks all of our staff at Park Tower for reporting to work and carrying out their roles as best as reasonably possible.
2. Close the health club temporarily, and cancel all social gatherings, in order to help prevent the spread of coronavirus.
3. Postpone the garage and riser projects until the stay-at-home order is lifted and health professionals state it is safe to resume daily activities. Management will provide updates at the beginning of each month on the status of when these necessary projects will resume, giving everyone one month's notice
4. Postpone, indefinitely, projects that are not deemed essential, such as elevator cab interiors, hallway decorating / carpeting / light fixtures, party room flooring, rooftop lighting, etc., until the economy improves.

Finally, while most people remain at home during this time, the Board respectfully asks residents to please be considerate of your neighbors. Don't create excessive odors or noise.

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 fine 2 unit owners \$100 for not having proof of insurance, and may double thereafter for each subsequent month, up to the maximum fine of \$1,000, until adequate proof of insurance is provided

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to fine a unit owner \$250 for unauthorized construction, and may double thereafter for each subsequent occurrence, up to the maximum fine of \$1,000 per occurrence

After a motion by Michael Parrie, seconded by Cheryl Ronnett, the Board of Directors voted unanimously in favor of a resolution to fine a unit owner \$250 for a smoking odor disturbance, and may double thereafter for each subsequent occurrence, up to the maximum fine of \$1,000 per occurrence

After a motion by Michael Parrie, seconded by Cheryl Ronnett, the Board of Directors voted unanimously in favor of a resolution to fine a unit owner \$250 for a smoking odor disturbance, and may double thereafter for each subsequent occurrence, up to the maximum fine of \$1,000 per occurrence

After a motion by Sheldon Atovsky, seconded by Jean Shamo, the Board of Directors voted 4 to 1 in favor of a resolution to waive the 30 day notice for parking cancellation, in response to a written Unit Owner request. Michael Parrie abstained from the vote.

Minutes – Board Meeting March 9, 2020

After a motion by Sheldon Atovsky, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to approve the minutes from the Board Meeting held on Monday March 9, 2020.

Annual Meeting Calendar

After a motion by Cheryl Ronnett, seconded by Jean Shamo, and discussion, the Board of Directors voted unanimously in favor of a resolution to approve scheduling of the 2020 PTCA Annual Meeting of Unit Owners for Monday June 8th, 2020, at 7:30pm, as well as Meet the Candidates Night on Wednesday June 3rd at 7pm, and directs the necessary notices and mailings be drafted and distributed by Management as proposed.

Guest/Permission To Enter/Construction Guidance

After a motion by Sheldon Atovsky, seconded by Cheryl Ronnett, and discussion, the Board of Directors voted unanimously in favor of a resolution to accept a policy, for the purpose of providing specific guidance to our residents and owners, suggesting that the following are examples of traffic and guests in the building which are considered acceptable and reasonably considered to be essential including:

- Operable kitchen sinks and faucets. Supply lines and drains.
- Operable bathrooms, sink/toilets/tubs. Supply lines and drains.
- Operational HVAC convectors.
- Anything dealing with major electrical work (if it poses a fire hazard).
- Fire prevention, Health and Safety.
- Leaking, flooding.
- Repair/replacement of non-operational appliances.
- Broken windows, or structural damage.

- Food delivery.
- Health care and volunteer assistance for the ill, seniors or elderly,

and the following are examples of traffic and guests in the building which are considered not acceptable and are reasonably considered to be non-essential, and therefore strongly discouraged including:

- General remodeling upgrades (painting, decorating, adding/removing interior walls, etc.).
- Hardwood flooring/carpeting replacement, unless water damaged or trip hazard.
- Anything cosmetic or aesthetic.
- Personal housekeepers (Mighty Maids, Dirt Devils, Stanly Steamer, etc.)
- Guests in general that are not for the purpose of an essential activity.

Health Club Closure

After a motion by Monique Fouant, seconded by Sheldon Atovsky, and discussion, the motion was amended by Monique Fouant and seconded by Sheldon, and the Board of Directors voted unanimously in favor of a resolution to approve the closing of the Health Club weight room, cardio room, pool, locker rooms and saunas, and directs they remain closed until it is deemed more than reasonably safe to re-open, and hereby approves for Management to extend memberships that were active and in good standing, respective to the amount of time the Health Club remains closed.

Lettuce Parking Agreement

After a motion by Jean Shamo, seconded by Cheryl Ronnett, the Board of Directors voted unanimously in favor of a resolution to approve temporarily reducing the parking reservation obligation for Lettuce Entertain You from 60 spots to 20 spots, until further notice or until the State of Illinois 'Stay At Home' Order is lifted, whichever comes first.

HVAC – Main Isolation Valve

After a motion by Jean Shamo, seconded by Sheldon Atovsky, the Board of Directors voted unanimously in favor of a resolution to approve replacement of the main heat exchanger isolation valve, at a cost not to exceed \$30,000, by a reputable vendor chosen by Management and the building engineer once at least four formal proposals have been received.

Natural Gas Valve Train

After a motion by Monique Fouant, seconded by Jean Shamo, the Board of Directors voted unanimously in favor of a resolution to approve the action by Management to replace the Natural Gas Valve Train for boiler #2 without delay, and hereby sets a budget not to exceed \$30,000, to replace both valve trains for boiler #1 and #2, and direct Management to present the invoices for the work, for formal ratification at a future Board meeting.

Support Animal Request

This matter was tabled.

Rental Policy Exception Request

After a motion by Jean Shamo, seconded by Sheldon Atovsky, the Board of Directors voted unanimously in favor of a resolution to deny the rental exception request for the Unit Owners of 2309.

Construction Requests

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to approve the remodeling plans of units 1114, 2106, 2707 and 4407, 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 Treasurer Jean Shamo reviewed financial data for the month.

Operating assets at the end of February 2020 totaled \$1,348,756 and the Reserve Fund totaled \$1,876,412, a total of Cash and Investments of \$3,225,168.

Total Operating Revenue for February 2020 was reported as \$570,373, total Operating Expenses were \$410,454, net garage income was \$50,710, a contribution to the Reserve Fund was reported as budgeted at \$144,975, and that resulted in a net Total Surplus for February 2020 of \$210,629.

Management Report

Property Manager Timothy Patricio reviewed the outlook for the years planned repair and improvement projects, as it relates to the 2020/2021 budget and in consideration of the impact the COVID-19 pandemic may have, and the most recent sales activity.

ADJOURNMENT

After a motion by Sheldon Atovsky, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to adjourn the April 13, 2020 Board Meeting at 8:27PM.

Michael Parrie
Michael Parrie, Board President

5/11/2020
Date

Sheldon Atovsky
Sheldon Atovsky, Board Secretary

5/11/2020
Date