



# Park Tower CONDOMINIUM ASSOCIATION

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## Board of Directors Meeting Minutes Monday August 9th, 2021

<b>Meeting Location:</b>	2nd Floor Party Room
<b>Call to Order:</b>	7:50pm
<b>Members Present:</b>	Michael Parrie Monique Fouant Jean Shamo Sheldon Atovsky
<b>Member Absent:</b>	Catherine Kestler
<b>Management:</b>	Dave Barnhart, Property Supervisor Timothy Patricio, Property Manager Christopher Rayburn, Assistant Manager

### Open Session

Board President Michael Parrie called the meeting to order and confirmed a quorum of Board Members were present.

### Commission Reports

Acting Health Club Commission Chair and Board Vice President Monique Fouant requested that members not abuse the new bins. They are for storage of Association property and not intended for other use. Also, the coat rack is not intended for permanent storage of safety vests or other clothing. It is a coat rack for members' temporary use while swimming.

Acting Social Commission Chair and Board Secretary Sheldon Atovsky mentioned the Commission is working on a possible TGIF event for September 10th. There would be masking and social distancing requested, and any food would be served rather than self served. However the event is not set in stone. He said the next Commission meeting will be held in the Party Room, Wednesday August 11th at 11am.

On behalf of ASCO Liaison and Board Member Catherine Kestler, Michael Parrie reviewed the most recent ASCO report including business related to new developments in and around the neighborhood, our new Senator Michael Simmons, and a ZOOM meeting discussion with CDOT and Alderman Osterman regarding the Sheridan Road Resurfacing Project.

On behalf of the Home Improvement Commission, Board President Michael Parrie shared current business of interest. They are pleased with the improvement in plantings by Brightview. At the direction of the Board, the commission collaborated with maintenance to decide on new gray burlap walls for service elevator #6, which will be done in house. In addition, they are proud of the two BBQ islands as a new amenity, and collaborated with management and maintenance to come up with instructions and rules for the grills and grilling areas. Finally, they are discussing heightened interest in electric car charging stations as permanent parking and offered a proposal to the Board for its consideration to install a row of outlets along the north wall on 2P. While the Board would need to spend money upfront, it would be recouped as residents with electric cars moved into the

spots in the future. The commission's next meeting is on Thursday, September 2<sup>nd</sup> at 6 pm in the party room.

## **Board Report**

Board President Michael Parrie, on behalf of the Board and management, apologized for the delay in the riser projects. He explained that with construction teams entering residents' units, we have been firm that the workers need to show proof of vaccination. The contracted team revealed at the last minute that not all workers were vaccinated, and thus were unable to fulfill their end of the contract. He thanked Habitat property supervisor Dave Barnhart, who identified a new construction team with experience in risers in other buildings similar to ours and who will to be considered on tonight's agenda, albeit with a slight delay in beginning date. Management and maintenance will keep a close eye on the new team to ensure they meet our expectations and earn our future business. There are a total of 14 risers needing to be replaced between now and 2027.

## **Action Items**

### **Closed Session Business**

After a motion by Michael Parrie, seconded by Jean Shamo, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to offer an owner the opportunity to install a working, code-compliant smoke detector, and return the association's detector, after which the \$25 charge will be credited within 14 days.

After a motion by Michael Parrie, seconded by Sheldon Atovsky, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to affirm management's position that a \$550 registration move in/move out fee be charged to a unit owner.

After a motion by Michael Parrie, seconded by Monique Fouant, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to fine 5 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 Jean Shamo, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to fine 3 unit owners \$50 for the first month, and may double thereafter for each subsequent month, up to a maximum fine of \$200, for not attending the new residents' meeting.

After a motion by Michael Parrie, seconded by Sheldon Atovsky, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to fine a unit owner \$1,000 per month for an unauthorized occupant.

After a motion by Michael Parrie, seconded by Monique Fouant, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to fine a unit owner \$50 for unauthorized elevator use.

After a motion by Michael Parrie, seconded by Jean Shamo, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to fine a unit owner \$500 per month for hoarding and conditions with the unit (until corrected), and \$1000 per month for an unauthorized washer and dryer (until resolved); in particular, the owner has 30 days to comply and allow the building clear access to limited common elements within the unit.

After a motion by Michael Parrie, seconded by Sheldon Atovsky, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to fine a unit owner \$500 for an unauthorized washer per month until resolved.

After a motion by Michael Parrie, seconded by Monique Fouant, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to fine a unit owner \$250 for a construction violation (unauthorized installation of hard surface flooring) per week until proof of final product is provided.

After a motion by Michael Parrie, seconded by Jean Shamo, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to not charge a tenant for 6 months of rent moving forward and have them pay for the entire prior balance over equal installments during the next 6 months, and they also must move forward with installing an awning over their outdoor mall entrance to advertise their business.

### **Minutes – Board Meeting July 12, 2021**

After a motion by Sheldon Atovsky, seconded by Monique Fouant, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to approve the minutes from the Board Meeting held on Monday July 12, 2021.

### **COVID-19 Policies**

After a motion by Jean Shamo, seconded by Sheldon Atovsky, and discussion the Park Tower Condo Board of Directors voted unanimously in favor of a resolution that in light of ongoing concerns over the COVID-19 pandemic that present signage should be updated to reflect that face coverings are recommended to be worn on the property by everyone including those who are vaccinated, and particularly where 6 feet of social distancing cannot be maintained, and that it is recommended occupancy in elevators be limited to no more than 4 individuals.

### **Garage Spray Washing**

After a motion by Jean Shamo, seconded by Sheldon Atovsky, and discussion the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to approve garage power washing be performed by Skyline Building Services, as proposed for \$4775.

### **Riser Project – New Carpentry Proposal**

After a motion by Monique Fouant, seconded by Jean Shamo, and discussion, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to replace MPD Construction Group with Green Tech Decoration, Inc., as the contractor to complete carpentry on the 07/08 high zone bathrooms riser, as proposed for \$82,500 (or \$1650 per unit).

### **1P Storage Lockers**

After a motion by Sheldon Atovsky, seconded by Monique Fouant, and discussion, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to approve month to month licensing of the small 1p lockers at \$50 per month, and the large 1p lockers at \$100 per month.

### **Electric Car Charging**

After a motion by Michael Parrie, seconded by Jean Shamo, and discussion, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to approve a cost not to exceed \$45,000 to expand the 2P garage electrical panel and run wiring and meters to accommodate 10 electric car charging spaces along the 2P north wall as a reserve expense, and directs management to get additional bids from reputable contractors for consideration.

### **Racquetball Court Exterior**

After a motion by Monique Fouant, seconded by Sheldon Atovsky, and discussion, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to approve painting of the discolored east facing exposure of the racquetball court/weight room and nearby deteriorating iron near the pool and hallway windows, as proposed by MPD Painting as proposed at an expense of \$11,720.

### **Construction Requests**

After a motion by Michael Parrie, seconded by Sheldon Atovsky, the Park Tower Condo Board of Directors voted unanimously in favor of a resolution to approve the remodeling plans of units 1501 and 2304 as submitted by the unit owner, following the recommendations of the chief engineer as

outlined in their written specifications and in accordance with the Rules and Regulations and remodeling guidelines of the Park Tower Condo Association.

### Treasurer's Report

Board Treasurer Jean Shamo reviewed key details from the June 2021 Balance Sheet and Statement of Income & Expenses from the Habitat Company.

At the end of June 2021, Operating assets totaled \$1,299,675, and the Reserve cash and investments were \$2,937,443 for a total of cash and investments of \$4,237,118.

June 2021 Revenue and Expenses included Total Operating Revenue of \$537,469, Total Operating Expenses of \$413,329, Income From Garage of \$28,678, and a Contribution To Reserve of \$254,298, resulting in a Deficit for the month of \$101,481. The Treasurer noted a prior year's operating surplus was moved to the reserve fund, causing the deficit. This is expected to be adjusted by accounting so it does not reflect as an expense. It was surplus income from prior year operations which the Board approved to be transferred to the reserve fund for expected future capital needs.

### Management Report

Property Manager Tim Patricio reviewed current business and activities of interest, key Monthly Activity Report items, the Engineer's Report for the month and recent sales activity.

### ADJOURNMENT

After a motion by Sheldon Atovsky, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to adjourn the August 9, 2021 Board Meeting at 8:45pm.

Michael Parrie  
Michael Parrie, Board President

9/13/2021  
Date

Sheldon Atovsky  
Sheldon Atovsky, Board Secretary

9-13-2021  
Date