



PARK TOWER CONDOMINIUM ASSOCIATION

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Board of Directors Meeting Minutes Monday, November 10, 2025

Meeting Location: 2nd Floor Party Room

Call to Order: 7:38pm

Members Present: Michael Parrie
Monique Fouant
Sheldon Atovsky
Lloyd Allison
Sheridan Hodges

Management: Tricia Conway, VP of Condo Management
Timothy Patricio, General Manager (via speakerphone)
Danny Bravman, Community Manager
Scott Turton, Community Manager

Open Session

Board President Michael Parrie called the meeting to order at 7:38pm and confirmed a quorum of Board Members were present.

Commission Reports

Social Commission Liaison Sheldon Atovsky reported that last month's movie night had 36 guests in attendance. He thanked volunteers, management, and maintenance for assistance with the movie night, and especially Sheri Hodges for popcorn help and cookies, Terry Gorman for the speaker, and two neighbors for wine. The next event will be Holiday Cheer on Friday, December 5, at 5:30-7:30pm in the Lobby Lounge, featuring food and drink, multicultural holiday celebrations, harp music, and decorations. The Social Commission will next meet on Monday, November 17 at 7:30pm via Zoom. For more information, see posted flyers, notices in the Weekly News and Updates, or join the Social Commission's email list by sending a request to ptcasocial@rcn.com.

ASCO Liaison Sheridan Hodges reported that the Alderwoman's office encouraged residents to go to their website the48thward.org for neighborhood news and to report neighborhood issues.

New Resident Committee Co-Liaison Sheridan Hodges reported that the next New Resident Meeting will be on Saturday, December 13 via Zoom.

Home Improvement Commission Liaison Michael Parrie reported that the Home Improvement Commission will next meet on Monday, November 17 at 6:00 pm in the Party Room.

Board Report

On behalf of the Board of Directors, Board President Michael Parrie reported the following:

The Board offered condolences to William Kay and David Nicosia on the passing of their bedbug dog, Scout.

The Board confirmed that a termination notice had been sent to Admiral Security. The Board and Management looked forward to working with security firm Harvard Protection Services under a new 1-year contract.

The Board thanked Management and Maintenance leadership for putting together a proposed 2026-2027 budget. The Board, Management, and Budget & Finance Commission met on Saturday November 8, and will meet again on Saturday, November 15 and Saturday, November 22, from 9am-12pm in the Party Room.

The Board put out a call for volunteer owners to serve on an ad hoc commission to consider uses for the former market space, Suite 114. Interested owners should contact Management.

The Board reminded parkers about the upcoming garage power wash scheduled for the week of December 8. Parkers will incur a fee for failure to remove their car by 9am on their designated days. The fee starts at \$150, and will double for each subsequent event, up to a maximum fee of \$1,000 per event. Fees cannot be waived. Self-parkers will lose their spot after three events. Staff can move vehicles for a \$100 fee with at least 7-day notice to Management, on a first-come, first-served basis.

The Board reminded residents to check the package room regularly and remove their items quickly. The Board also thanked the package room volunteers: Betty Terry-Lundy, Bob Shamo, Cairn Hutter, Catherine Kestler, Cheryl Bombay, Debbie Bell, Jim Jardine, John Loftus, Kevin DePhillips, Kim Lange, Lauren Groves, Maggie Burns, Monique Fouant, Monty Rowell, Neil Averick, Rita Allison, Sheri Hodges, and Vince DiFruscio.

The Board thanked all Park Tower commission members and Park Tower employees. The Board encouraged owners and residents to consider employee dedication with the annual Park Tower Employee Holiday Fund.

Closed Session Business

After a motion by Michael Parrie, seconded by Lloyd Allison, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to fine three unit owners \$100 for not having proof of insurance, to 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 Sheridan Hodges, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to fine three unit owners \$50 for not attending the new residents meeting, to double thereafter for each subsequent month, up to a maximum fine of \$200, until attendance to the meeting is satisfied.

After a motion by Michael Parrie, seconded by Sheldon Atovsky, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to fine an owner \$400 for two confirmed noise disturbances, for a total of \$800, with a warning that such fines may double for future events, and that the Board may file a lawsuit against this owner if the bad behavior does not stop.

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to fine an owner \$50 for unauthorized access to the pool area.

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to fine an owner \$500 for two confirmed smoking disturbances, for a total of \$1,000, with a warning that such fines may double for future events.

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to fine an owner \$50 for unauthorized access to the pool area.

After a motion by Michael Parrie, seconded by Sheridan Hodges, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to fine an owner \$100 for an unauthorized pet, to double thereafter for each subsequent month, until either the pet is removed or is properly registered as an assistance animal.

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to deny an owner's request to conduct a survey and dissertation on Park Tower owners.

After a motion by Michael Parrie, seconded by Lloyd Allison, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to deny an owner's request to waive an additional occupant fee.

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve an owner's request for an assistance animal, consistent with guidance from the Association's legal counsel.

After a motion by Michael Parrie, seconded by Lloyd Allison, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to deny an owner's request for a second late fee to be waived within a year beyond the typical one that is already waived.

Minutes – Board Meeting October 13, 2025

After a motion by Sheldon Atovsky, seconded by Sheridan Hodges, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve the minutes from the Board Meeting held on Monday, October 13, 2025.

Minutes – Board Meeting November 8, 2025

After a motion by Sheldon Atovsky, seconded by Lloyd Allison, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve the minutes from the Board Meeting held on Saturday, November 8, 2025.

Updated 22.1 Disclosure

After a motion by Monique Fouant, seconded by Sheldon Atovsky, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve the 22.1 disclosure as drafted with the best available information through September 2025.

Copier Lease & Maintenance

After a motion by Sheridan Hodges, seconded by Lloyd Allison, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve a 60-month lease and maintenance agreement for a new office copier, as proposed by Impact Networking, at a rate of \$495/month + tax year 1, \$503.69/month + tax year 2, \$513.03/month + tax year 3, \$523.07/month + tax year 4, and \$544.86/month + tax year 5.

Heating Boiler Repairs

After a motion by Sheldon Atovsky, seconded by Lloyd Allison, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve a proposal with Boiler Equipment Company, LLC, to conduct a limited burner inspection at an expense of \$1,720, and repairs as may be deemed necessary to the diffuser and burner drawer, as proposed at an expense of \$28,096, to be funded by the Reserve.

Management Contract Extension

After a motion by Lloyd Allison, seconded by Sheldon Atovsky, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve a 1-year extension of the management contract with The Habitat Company, to begin on January 1, 2026 and expire on December 31, 2026, consistent with the provisions of the original condominium management agreement and term beginning on January 1, 2020, and expiring on December 31, 2022, which was followed by a 3-year extension for calendar years 2023-2025, expiring on December 31, 2025.

Construction Requests

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve the remodeling plans for units 2007, 3615, and 4911 as submitted by the unit owners, 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 Lloyd Allison reviewed highlights from the most recent financial reports, for the period September 2025, as submitted by the Habitat Company.

At the end of September 2025, Operating assets totaled \$1,908,159, and the Reserve cash and investments were \$5,270,853, for a total of cash and investments of \$7,179,012.

September 2025 Revenue and Expenses included Total Operating Revenue of \$690,840, Total Operating Expenses of \$545,665, Income from Garage of \$45,540, and a Contribution to Reserve of \$176,058, resulting in a surplus for the month of \$14,660.

Management Report

General Manager Timothy Patricio reviewed current business of interest.

Community Manager Danny Bravman reviewed recent sales activity.

Adjournment

There being no further business, after a motion by Sheridan Hodges, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to adjourn the November 10, 2025, Board Meeting at 8:07pm.

Michael Parrie
Michael Parrie, Board President

11/22/2025
Date

Sheldon Atovsky
Sheldon Atovsky, Board Secretary

11-22-2025
Date