

Directors Meeting Minutes
Promenade Towers
November 30, 2017

Directors present: Nick Ciciretti, Andy Glassberg, Megan Ladd, Dave Mathieu, John Rastl and Jim Zafirson

Directors absent: Mark Rockwood

- 1) The meeting was called to order in the Community Room at approximately 7:00 PM.
- 2) The meeting minutes from October 19, 2017 were approved as written.
- 3) Treasurer's Report:
 - John Rastl presented a summary of our income and expenses through October. The Operating account balance was \$34,447 and the Reserve balance was \$575,660 as of October 31, 2017.
 - The 2018 budget was ratified.
- 4) Unfinished Business:
 - Verizon Status Update – Jim Zafirson presented 4 items for discussion:
 - The proposed 6 new antennas are 10 feet tall which is 3 feet taller than existing antenna and will be more visible from the street and penthouse units.
 - A sled to hold the new equipment will be built on i-beams which are bolted to the building walls. This would provide a crawlspace should roof repairs be needed.
 - The generator will be placed beyond the existing planter area and behind the carport that is directly north of Building 2.
 - Power to the rooftop equipment will be via a conduit.
 - A motion was made and approved to take the next step and begin negotiations for a lease with Verizon.
 - Unit Inspection Status – All 80 units were inspected between November 7th and November 30th. Individual letters will be sent to unit owners indicating the status of their unit (including whether their water heater needs to be replaced in the upcoming year).
 - Electrical Issues:
 - The power outage on October 27th was traced to the transformer needing to be replaced. Installation of the new transformer occurred on October 28th. There was a cost of \$1800 to our electrician for their work in the process.
 - The front door relay was re-wired so it would continue to work when power switches to the generator.

5) New Business:

- Andy Glassberg reported on the City Council District 1 Meeting. Items of note:
 - A signal light is expected to be added at the intersection of Walnut, Washington and Fox streets.
 - Sewage Treatment Plant – There appears to be movement in dealing with the odors produced by the plant.
- No Smoking Policy for the Building – Mr. Rastl presented steps to take in order for Promenade Towers to become non-smoking. The proposed plan would allow current smokers to be grandfathered. A motion was put forward to draft and send a letter to owners and residents stating our intentions to do so. The motion was accepted.
- Mural Solicitation – A local artist had approached David deBree about being commissioned to paint a mural on the back of the lower carport which faces Eastern Promenade. The Board voted not to do so.

6) Property Manager report:

- Island View Apartments' management has notified Mr. deBree that the fence repairs will be completed in December.
- Fire Pump Repair – A pin-hole sized leak in the coolant section of the fire pump was repaired at a cost of \$750.
- T-Mobile Construction – Mr. deBree reviewed the procedures/process for installing the new equipment with SBA Communications. As part of the work, two old broken TV antennas will be removed at no cost. The scheduled start date for the work has not been set.
- Roof Damage – The storm on October 30th caused a cable tray cover to come almost completely off. The roof was scuffed by the tray. In addition, some of the mushroom covers on the vent stacks came loose and needed to be reattached.

7) Meeting was adjourned at 8:11 PM.



Megan H. Ladd
Secretary