

**Lakeside Plaza Condominium Association  
Board of Directors Meeting  
August 11, 2015**

**Board Present**

Mike Crespan – President  
Ralph Hart - Vice President  
Rich Svihla-Secretary  
Mary Harris-Treasurer  
Ray Corrigan – Director

**Management**

Don Lamers – Supervising Community Manager

**Membership**

List on File

**1. Call to Order/Roll Call**

President, Mike Crespan called the meeting to order at 2:30 PM, which was held at the Lakeside Plaza Community Clubhouse between the 2955 Lakeside Drive and 1000 Beck Buildings. With all five of the board members present, a quorum was established.

**2. Members Open Forum - Agenda Items**

No membership spoke at this time. No action was taken.

**3. Committees**

A. **Interior Design Committee:** Ms. Francine Petrovich presented the two exterior proposed exterior paint colors which where from Reno Paint Mart. The proposed colors were Pumice Stone (1197) for the trim (replaces the current brown) and Mustard Seed (222) for the body of the building (replaces the current beige peach). She stated that the recommendation for the exterior body of the building is a lighter yellow. Mike Crespan stated that he would like to know the warranty on the paint. Management stated that the paint specifications were provided by Sherwin Williams and is on file.

B. **Landscape Committee:**

Mr. Robert Boyer submitted written recommendations from the landscape committee dated 8/6/2015. The recommendations were as follows:

1. Replace missing small crabapple tree by pool fence at Beck building entrance side with has died and been removed. Match the new tree to the existing tree with remains in that area. Also remove rock and create a profession base under both trees.
2. Remove completely the three juniper plants which were recently trimmed at the Unit 107 patio fence on Beck Street side, and replace with three rose of sharon. This rose of sharon should be like the plant near the bench by the Beck Courtyard entrance.
3. Unit 128 patio fence at Lakeside entrance. Place 2 small shrubs, like those at the Beck entrance, to where previous plant was removed. Also along the front of this fence place vinca minor; bowles blue - 3 plants, burgandy - 3 plants.

Management added there would be a walk through regarding landscape with AQD and the Board of Directors on Thursday, August 15, 2015 at 10:30 AM

**4. Approval of Previous Meeting Minutes**

The July 14, 2015 minutes were presented for review. *Rich Svihla made a motion to approve the July 14, 2015 Meeting Minutes as written. Ray Corrigan seconded the motion which carried unanimously.*

**5. Financial Reports**

A. **Review of Financial Reports and Bank Statements**

Treasurer, Mary Harris reported that as of June 30, 2015 the balance in the operating account was \$398,331.54 with receivables of \$60,730.57 and the balance in the reserve account was \$621,711.41.

*Rich Svihla made a motion to acknowledge that the board has fulfilled their duty to review and accept the June 30, 2015 financial statements in accordance with NRS 116.31083 subject to the year end audit. Mike Crespan seconded the motion which carried unanimously.*

It was noted that all Board members have received copies of the bank statements through June 30, 2015

#### **6. Correspondence**

- A. 1000 Beck Unit 374:** Unit Owner at 374 submitted three emails dated July 17, 2015 (11:58AM) and (12:05PM) and July 21, 2015 respectively. The content of the emails were reporting an alleged violation (11:58PM), and two emails regarding noise from A/C condensers.

Management stated that the Contractor's Board had come out and signed off on the roof installation, the A/C Condensers were inspected by Sur-Temp, the Association had hired an acoustical engineer and received a report, the board has a legal opinion from legal counsel with respect to ownership of the A/C Condensers and it has been determined that they are the property of the Unit Owners, not the Association. ***Mike Crespan made a motion to acknowledge the emails received. Mary Harris seconded the motion which carried unanimously.***

**B. 2955 Lakeside Drive Unit 125:**

A second letter from Bradley, Drendel and Jeanney was received on behalf of Unit 125, dated August 5, 2015. The letter stated that her unit must be completed by November 3, 2015 or they may contact an outside contractor to complete the repairs in a timely fashion. Management stated that the Association Attorney, Gayle Kern would respond to this letter.

In addition, since the Owner of 125 was present at the meeting, Management asked why she had not yet selected her interior choices with Belfor so they could order the materials needed. to proceed with the restoration. The Owner stated that she was unable to reach Chris Nelson with Belfor and had left him several voicemail messages. Management then called Chris Nelson at during meeting and had the owner and Mr. Nelson speak to coordinate a time that the owner could select her choices for rebuild so the restoration could commence. The Board of Directors acknowledged the letter received dated August 5, 2015. No action was taken.

**C. 2955 Lakeside Drive Unit 114:**

A response to the July 23, 2015 letter written to the owner of Unit 114 was received in a letter dated August 6, 2015. Discussion was had. Management provided a written response dated August 12, 2015 that will be sent certified mail to the owner after the board's approval. The contents of the response indicated that Items 1-8 were acknowledged and Item 9 and answer had been provided in the board's response in their letter dated July 23, 2015. ***Mary Harris made a motion to send the response letter as written to acknowledge and answer the letter dated August 6, 2015. Ralph Hart seconded the motion which carried unanimously.***

#### **7. New Business**

**A. Snaking of Drains on Both Buildings**

Bids were received, opened and reviewed. Discussion was had. ***Rich Svihla made a motion to approve the bid from River City Plumbing, (775) 786-8222, to provide all labor to run sewer snake through kitchen sink vents at both 1000 Beck and 2955 Lakeside Drive in the amount of \$2,002.00 per visit to be scheduled every ninety days. Mike Crespan seconded the motion which carried unanimously.***

**B. Add Additional LED Lighting to Hallways - Bids**

Bids were received, opened and reviewed. It was noted that perhaps changing the LED color in the bulbs could brighten the hallways negating the need to install additional lighting. Discussion was had. ***Mary Harris made a motion to approve the bid from Almighty Electric, (775) 338-5026, in the amount of \$4,275 to install 15 additional LED Lights (5 per hallway) at 1000 Beck in the hallway at 150-160, 1000 Beck Hallway 350-360 and 2955 Lakeside Drive hallway at 301-311. Mike Crespan seconded the motion which carried unanimously. Mike Crespan seconded the motion which carried unanimously.***

**C. Art Installation –Labor and Frame Cost**

Management stated that Francine Petrovich and the vendor met and placed the artwork design in the Beck Hallway. We are anticipating pricing for hanging and framing of the Association Provided Art Work. This item was postponed to the next meeting. No action was taken.

**D. Carport Repairs - Bids**

Management stated that he has solicited a bid from H. Vince Wells Construction for repairs to the damaged carports. He stated that at this time a bid was unavailable. This item was postponed to the next meeting. No action was taken.

**E. Signage / Interior Hallways Signage – Cost/Bids**

Management stated that after the hallways were painted in both buildings that new signage would be necessary, 1<sup>st</sup> Floor, 2<sup>nd</sup> Floor, 3<sup>rd</sup> Floor, Unit Designation Arrows, No Running in the Hallways, Do Not Use Elevator in Case of Fire. Mary Harris stated In addition he mentioned that some of the exterior signage should be replaced as well. Discussion was had about the style and size of the signage. This item was postponed to the next meeting. No action was taken.

**8. Unfinished Business**

**A. Fire Restoration - Status**

Management stated that the scope of work for the four units has been approved by Nationwide and that the permits for the renovation have been approved for the build back of the four units. Management stated that the painting in the Lakeside Building would be completed by August 19, 2015. Management stated the tile has been received and the laying of the tile would commence as soon as the layout was signed off on. Management on August 28, 2015 the cove base and carpet would be received as it was already on order. He stated that the installation of the new light fixtures in the Beck Building would be done first to see if the board would like to have them installed community wide in both buildings. Management stated that he anticipates all common area restoration besides the exterior painting of the buildings to be completed by October 2, 2015.

**B. 2015 Full Reserve Study – Adoption by Board**

A 2015 Full Reserve Study was conducted using the full funding method by Professional Reserve Studies, LLC and presented to the board for review. The results of the study show that the Association is 47.78% funded as of August 1, 2015. Discussion was had. ***Mary Harris made a motion to adopt the August 1, 2015 Full Reserve Study as presented. Mike Crespan seconded the motion which carried unanimously.***

**C. Exterior Paint Colors – Adopt Palette**

Discussion was had with respect to the recommended exterior paint palette that was presented by the Interior Designer at Reno Paint Mart and the Design Committee. ***Mike Crespan made a motion to approve the exterior palette as Pumice Stone (1197) for the trim (replaces the current brown) and Mustard Seed (222) for the body of the building (replaces the current beige peach). Mary Harris seconded the motion which carried unanimously.***

**D. 2955 Lakeside 315 Deck Repairs – Approve Cost / Bid**

A bid was presented to repair two decks (Unit 315 and Unit 313) on the third floor that is sagging. Discussion was had. ***Rich Svihla made a motion to approve the cost of \$5,490.00 with Donovan Contracting, Inc. to repair the two deck ceilings at 2955 Lakeside Unit 315 and 2955 Lakeside Drive Unit 313. Mike Crespan seconded the motion which carried unanimously.***

**E. Baseboard Heating – Replacement Cost for Both Buildings**

Bids were opened, and reviewed. Discussion was had. A bid from Wiley's Plumbing & Heating, Inc. (775-851-7114) was presented for replacement of 75' of baseboard registers (covers and end caps only to be painted brown to match the cove base cover by Gale Building Products) in the amount of \$2,150.00. Discussion was had. ***Mary Harris made a motion to approve the bid from Wiley's Plumbing & Heating, Inc. in the amount of \$2,150.00. Ray Corrigan seconded the motion which carried unanimously.***

**F. Bike Racks – Purchase and Placement – No Parking Bikes in the Planter Areas**

Bob Boyer presented a plan for installation of bike racks around the property. There was no budget given by the board of directors. Management gave a budget of not to exceed \$1000.00 as this is an unbudgeted item. Discussion was had. ***Mary Harris made a motion to***

*postpone installation or purchase of bike racks until it could be included in the 2016-2017 Budget. Mike Crespan seconded the motion which carried unanimously.*

**G. New DVR/Camera Cost Proposal for Lakeside Building - Bids**

The Board wanted to wait until they received at least one more bid. This item was postponed to the next meeting. No action was taken.

**H. Exterior Cameras – Approve Locations**

Ralph Hart and Rich Svihla have not yet met with management to provide the locations of the new exterior cameras. This item was postponed. No action was taken.

**I. Exterior Gates on Ground Floor Condos – Discussion**

Rich Svihla and Mike Crespan had no additional information with respect to this item. This item was postponed. No action was taken.

**J. Fire Evacuation Plan – Form Committee – Discussion**

Mike Crespan stated that the committee is working on this. This item was postponed. No action was taken.

**K. Amended CC&Rs / Rules & Regulations Vote – Status**

Management stated that he has yet to mail out the revised documents. He stated that with the last four meetings perhaps some additions to the Rules and Regulations should be added prior to sending the documents out for a vote. No action was taken.

**9. Management Report**

Management reported that on August 17, 2015 we will begin pigeon abatement by AQD specifically to address issues at Units 314, 214, 114, 325, 318, 314, and 301 and the entrances at the back of the Lakeside Building.

Management did a walk with ABC Fire and Cylinder Service to ensure that all the Exit Signs and the emergency lights were functioning in the Beck and Lakeside Buildings. Management stated that \$366.33 was expended to fix the issues found during the walk. Management also solicited a bid for testing the emergency lighting on a quarterly basis.

Management advised that perhaps a Service Schedule be created for all components within the community including boiler maintenance, hall fan turn on / turn off, boiler temperature turn down, elevator service, testing of emergency lights, testing of alarm panel, back flow testing, drain cleaning schedule, fire door testing, etc.

Management asked for authorization to have Advanced Locksmith change out two more paddles with the bar style exit on the Lakeside quad doors. *Mary Harris made a motion to get the two paddles in the Lakeside quad retrofitted with the bar style handles for \$2,334.17. Mike Crespan seconded the motion which carried unanimously.*

Management advised that the board should respond to the American Family Risk Management Assessment. Management stated that perhaps the board can respond to the Risk Management Assessment with the fact that the owners would be advised annually to have chimneys inspected and / or cleaned and that the membership could be advised that no charcoal BBQs are allowed on any deck. Discussion was had. *Mike Crespan made a motion to respond to American Family with the fact that owners would be advised annually to have chimneys inspected and / or cleaned and that the membership could be advised that no charcoal BBQs are allowed on any deck. Ray Corrigan seconded the motion which carried unanimously.*

Management presented a bid from Donovan Contracting in the amount of \$375.00 to fix the patio at Unit 104. *Rich Svihla made a motion to approve the expenditure of \$375.00 to fix the patio issue at Unit 104. Mike Crespan seconded the motion which carried unanimously.*

Management advised that the squatters in Unit 129 have been served an eviction notice.

Management advised that he has asked for the ASTM485 test from Design Tile on the new tile that is to be installed in the elevator.

10. Membership Open Forum

2955 Lakeside Unit 109: Unit owner stated that he would like to have the bathroom drains snaked on a regular basis as well as the kitchen drain lines. He also asked about the status of eviction of the squatters.

11. Next Scheduled Board Meeting

It was announced that the next regularly scheduled Board Meeting would be September 15, 2015 at 2:30 PM at the Lakeside Plaza Community Clubhouse.

12. Executive Session Summary for 7-11-2015

It was reported that the board met in executive session on 7-11-2015 and discussed delinquencies and took the appropriate action pursuant to the Lakeside Plaza Condominium Association Collection and Fine Policy. No action was taken.

13. Adjournment

There being no further business to discuss at this time, *Mary Harris made a motion to adjourn the meeting at 3:38 PM. Ray Corrigan seconded the motion which carried unanimously.*

Respectfully Submitted,

Don Lamers  
Recording Secretary

Rich Svihla  
Board Secretary

**NOT FOR RESALE NOT FOR RESALE**