

Parkway Towers Board of Directors

Meeting Minutes

February 27, 2018

Owners present: Joanna Sullivan, 601; Joseph Page, 207; Adam Ellis, 1207; Debra Hamon, 906; Homer Gallan, 1208; Jim McTiernan, 1101; John Thomas, 1407; Phil O'Brien, 202 and 1106; Bob Simon, 504; Michael MacLachlan, 402.

1. **Call to Order** -- 6:32 p.m. by Branislav Strizak, President.
Robert Boczkiewicz, Secretary; Jared Miller, Treasurer; Clara Evans, Director-at-large.
Absent: Paul Winner, Vice President.
Roberta Selig of Weststar Management Co., off-site manager assigned to PWT; Cathe Mitchell, on-site manager.
Mr. Boczkiewicz stated Clara Evans, a newly elected Board member is here. Mr. Strizak said Paul Winner, another newly elected Board member is unable to attend.
Mr. Boczkiewicz stated: As always, keep in mind that an answer or a comment from a Board member may not necessarily be the position of the Board. It may be only the viewpoint of that Board member.
2. **HVAC Project Update**
Ms. Evans stated there is not much new information. She said contractors are, on various dates, presenting to the Board specific options for possible additional renovation of the heating and cooling system. She said more analysis of our building will be needed.
3. **Approval of Minutes of January 23, 2017 Board meeting.**
Approved 3-0.
4. **Review of Current Financials**
 - a. **Financials for the period ending January 30, 2018**
Treasurer Miller said: Operating account balance: \$25,500 on Jan. 30 and \$27,000 yesterday. He said the Reserves Account balance was \$258,000 yesterday, a bit lower than a month ago.
5. **Unfinished Business**
 - a. **Elevator Renovation Update**
Mr. Miller said Board members had met with elevator consultants. One of them just today recommended that he perform an audit of how well Parkway's elevator service contractor, KONE Company, has maintained the elevators. Mr. Miller said results of an audit could be taken to KONE, with the goal being better operation of the elevators. He said the cost of the proposed audit is \$1,600.
 - b. **Comcast Contract**
Mr. Boczkiewicz stated that our Association's attorney recommended that a proposed contract from Comcast not be approved, due to numerous provisions she said are not in the best interest of our HOA. The Board voted 4-0 to disapprove the proposed contract.
6. **New Business**
 - a. **Pool Connection Change Order for Additional Pool Surface Repairs**
Mr. Strizak said the scope of the project has to be expanded due to conditions of the pool surface that the contractor found after the work began to resurface the pool to prevent leaks. Mr. Strizak said the conditions were found after the liner was removed. He said the contractor found years of patching of the surface. He said the cost for the additional repairs is \$23,000. Mr. Strizak said there is no other way to complete the resurfacing of the pool and have a warranty. He offered to show photos to explain the condition that the contractor found recently and called

to the Board's attention. The Board voted 4-0 to approve the additional repairs by Pool Connection Company at a cost of \$22,548.

b. Pool Bathrooms Remodel

Mr. Strizak said new tile flooring and a new wall surface will be installed, as well as protection over the bathrooms.

c. Estimates to Remove Asbestos from Pipe

Mr. Boczkiewicz and Ms. Selig explained that there is a pipe in the north stairwell where it enters the garage that has a leak and needs to be replaced. But first, asbestos around the pipe must be removed. One bid is for \$900, another bid is \$2,000 and it includes removal of asbestos from another pipe that does not need repair. The Board voted 4-0 to approve the \$932.46 bid from American Technologies Inc. Mr. Boczkiewicz asked Ms. Selig to ask David Duran, a licensed plumber and Parkway's maintenance person, if he would submit a bid to replace the leaking pipe.

d. Proposal of Inspection of Drain Lines on Pool Deck

Mr. Strizak stated that Mr. Duran recently pointed out that the drains on the pool deck are 60 years old, so Ms. Selig got bids for testing them to determine if they have leaks. The bids were \$450, \$650, and \$2,024.00. The Board voted 4-0 to approve the \$650 bid from 5-Star Plumbing. Unlike the lower bid, the \$650 bid is a smoke test to find the location of any leak (in addition to determining that there is a leak).

7. Building Manager's Report

Ms. Mitchell said there is no resolution regarding replacing the supermarket big-size shopping carts with smaller carts that are intended to cause less damage to walls and elevator surfaces. She said a "trolley" cart she purchased is in use and others that can be test-used are behind the reception desk in the lobby. Mr. Miller said two will be returned for a refund. Ms. Mitchell showed a brochure of the original advertising for our building. Some owners attending tonight's meeting were pleased to see the brochure.

8. Association Manager's Report

Ms. Selig stated she is seeking bids from pool maintenance companies for the pool season. She said the maintenance work (testing of water, etc.) would be done two times weekly. (In years past, it was three times weekly by a maintenance company.) She stated the City of Denver last year began requiring pools to have water and temperatures tested daily. She said our maintenance person would do the testing the five days per week that the company is not here. She said he will take a course (\$250) to be trained to do testing. Mr. Boczkiewicz said that having our maintenance person handle pool maintenance will be advantageous, especially on Saturdays and Sundays, because he will also do clean up and straightening on the roof top. Previously, our HOA had no employee on duty on Saturdays and Sundays to do clean up and straightening. Ms. Selig said she will be coordinating with the current company that leases washers and dryers to our building and with the new company to make the transition to the new company in April. Mr. Strizak said a day or two between the removal of the current machines and installation of new machines would provide an opportunity to clean the laundry rooms and do maintenance. Ms. Selig said she would compile a list of maintenance that is needed. Ms. Selig said the \$90 monthly contract with Orkin Company for rodent control will be canceled effective April 1. That function is being added to the job description of our maintenance person.

9. Homeowners Open Forum

Mr. Page said the grate at the entrance to the garage is making less noise after maintenance was done on it. Mr. Boczkiewicz stated he forgot to mention during the Annual Meeting earlier this month that some residents volunteer to help around our building. Joanna Sullivan, for example, cleans the elevators, lobby and some other common areas on some of the days that the cleaning service is not here. Residents who help deserve our thanks. Ms. Sullivan was applauded for her service to our community.

Adjournment: 7:20 p.m.