

ANNUAL 2011 MINUTES
PARKWAY TOWERS HOME OWNERS ASSOCIATION ANNUAL MEETING

MEETING February 14, 2011

Record of Proceedings

Call to Order & Roll Call

- Called to order at 6:39 pm, February 14, 2011 by Henry Meadows, President.
- Directors present: Henry Meadows; President, Robert Boczkiewicz; Vice President, David Auten; Treasurer, Kathy Benham; Secretary, Tim Campion, Member at Large.
- Weststar: Ricardo Lases
- Parkway Towers Manager: Cathe Mitchell
- PWT Attorney: Kim Porter
- PWT Insurance Agency: Stan Buerger
- Members present: 27 Homeowners and 7 proxies.

Acceptance of Previous Annual Meeting Minutes

- Motion to wave minutes made by John Thomas: seconded by Debbie Hamon; All present in favor.

2009 Audit Results – 2010 Financial State of PWT HOA.

- David Auten, Treasure; reviewed Financials for 2009 & 2010
- 2009 Audit Results
 - Removed accumulated depreciation vs. the fixed assets listed.
 - End the year with a net negative of \$2,891.00, an accrual basis and assumed that everyone paid their dues.
 - Based on the 2010 reserves study auditor estimates that the building has currently \$1,287,701. worth of pending repairs verses a reserve balance of \$99,619, a shortage of \$1,188,082.
 - 2009 Federal taxes for the association were \$3,008, Colorado taxes were \$487.
 - We ended 2009 with a balance of \$107,289 left on the loan for the parking resurfacing, the auditor split that amount equally between 2010 and 2011, but in reality it was primarily paid in 2010.

2010 Financial State of the HOA

- Started 2010 in a good place, Operating over \$65,000, Reserves at \$99,619.
- 2010 saw a significant increase on deferred maintenance costs: plumbing, HVAC, and on-call repairs (typically with HVAC) totaling \$96,703.

- We saw a significant decrease in our income with the salon not being rented (\$10,500), and Unit 105 only being rented 5 months out of the year (\$4,200.)
 - 2010 - \$5,000 unexpected insurance payment to our deductible.
 - Accounts receivable for money due to the association from delinquent homeowners went from \$27, 471 to \$52,306, an increase of \$24,835.
 - Operating account dropped to \$6,758.34, much too low for the building, we should never be dropping below one month's worth of expenses.
 - Currently conducting a review of 2010 expenses that can be moved from maintenance to capital repairs, and transfer funds from reserves to operating, since this would be the actions taken by an auditor.
- David also announced the reserve balance was at \$121,000. Also changing the policy for late day notice of delinquent dues from 40 days to 30 days.
 - Motion made: **Acceptance of Previous Financials**

Limited Amendment Discussion

- Attorney Kim Porter explained Limited Amendment forms for Homeowners to sign. Due to the amount of water losses and floods in the building and units, the Board of Directors requests the Homeowner approval of this Limited Amendment to Amend the Declarations of Parkway Towers. It serves to preserve the financial integrity of the association by requiring owners to obtain insurance to protect assets within their units. She also discussed H06 – Policy and Homeowners should review with their Insurance Policy Agency for “Loss Assessment”
- Update on Roger Lucas Lawsuit. It might go to trial this summer.

Lobby Remodel Discussion and Vote

- A Homeowners vote was taken on the “Color Scheme” of the lobby remodel – either blue/gray or green/orange, and the blue/grey color scheme was voted in by a large majority.
- Other discussions where chairs for older residents in the new lobby besides the ones presented.
- Taking old lobby furniture to the Library.
- Talk about when the elevators and hallway carpet might be considered.

Report of Officers

1. Took down old vertical blinds in the Lobby and 16th floor and replaced with Dark Film Window Treatment.
2. Remodeled Unit # 105 (old Managers unit) with new carpet, paint & linoleum, so it can be rented out.
3. Repaired “Walls” in the pool area & exercise room.
4. Corrected back flow issues for Denver Water.
5. Completed Reserve Study and we are off by \$200,000.00

6. Damaged parking deck repaired from snow plow.
7. Cleaned parking deck and garage.
8. Resurfaced west parking and restriped parking areas.
9. Replaced Lobby ceiling area above the big planter with replaceable ceiling tile instead of the flat popcorn ceiling for easier access and if any other water leaks, then only need to replace the water damaged tiles and not the whole ceiling.
10. Have an 'Emergency Plan and 'Buddy Plan'
11. Installed new building pump and motor.
12. Changed lighting fixtures around the pool and invested in new pool chair cushions.
13. New plants on the sunroof.
14. New planter design in the lobby by Cathe Mitchell.

Election of Directors

- David Auten, Treasure; three year term is up and he stated he was not running again. David stated he has seen a large improvement over the last three years and we are going in the right direction.
- Robert Boczkiewicz, Vice President; was appointed by the Board to replace Ruth William's term which was 2 years left.
- Henry Meadows, President; had another year term but resigned stating he was moving.
- Need to elect three (3) Directors:
 - 3 year term – to replace David Auten
 - 2 year term – to replace Ruth Williams
 - 1 year term – to replace Henry Meadows

Nomination for Directors:

- Robert Biczklewicz for two years.
- John Schneider for three years
- Brian Vick for 1 year

Motion made by Joseph Page to vote all three nominees in as Directors, seconded by George Erickson; all present in favor. Abstaining was David Auten and Debra Hamon.

Owners Forum

- Mel Norton – leak in garage from rain/snow coming from the ceiling in the garage. Missing grate in Basement floor. Weststar to include on their list.
- Sue Dugan – concerns that FHA it will expire soon. Weststar to include on their list.
- John Schneider – Stairwell lights need to be repaired. Weststar to include on their action list.
- This year there was NO drawing for condo dues credit.

Adjournment

- No other business came before the board. Motion to adjourn at 8:45 pm made by Mel Norton; seconded by Tom Campion, all present in favor.

Respectfully submitted by
Kathleen Benham, Secretary