

MINUTES
PARKWAY TOWERS HOA BOARD MEETING
APRIL 24, 2012

Record of Proceedings

Call to Order

- The meeting was called to order at 7:00 pm by Robert Boczkiewicz, President
- Present Board Members: Robert Boczkiewicz, President; John Schneider, Treasurer; Tim Campion, Member-at-Large; Joseph Page, Member-at-Large (on cell phone); Ricardo Lases, Weststar Management.
- Excused Absence: Cathe Mitchell, Manager and Justin Chris-Tenson, Secretary;
- Unit owners/renters present:

Roger Radke – 1501	Debra Hamon – 906
Gail Nawls – 1108	Carey (Gail Nawls legal representative)
Shirley Williams – 1202	Arturo Estrada – 1404
John Thomas – 1407	David auten – 1201

President Robert Boczkiewicz expressed thanks to those who have helped to obtain and plant the new trees on the Hale Parkway side of the property. Robert also reminded all present of the request for volunteers to help with four different projected HOA projects. All those interested please sign up with Cathe at the lobby desk. Carey volunteered to help with the watering of the trees.

Robert also commented on the acquisition of a new tread mill in the Exercise Room.

Home Owners' Forum

- Gail Nawls questioned our building exterior expenses.
- Debra Hamon commented on the increased expenses in her brother's building.

Acceptance of Previous Meeting Minutes (March 27, 2012)

Robert suggested that we postpone the acceptance of these minutes until Justin returns due to the need for more changes.

Report of Financial Statement by John Schneider

As of March 31, 2012

- Operating Cash Balance - \$16,194.36
- Reserves - \$92,699.63

As of COB April 24, 2012

- Operating Cash Balance - \$41,299
- Residual balance after outstanding checks are paid - \$19,163.17
- Reserve Balance - \$96,367

As of March 31, 2012

HOA income is positive - \$3,253

Parking income is down - \$140

HVAC repairs are under budget - \$7,031
Gas is down - \$1,200
Plumbing is over - \$1,127 (over \$600 last month)
On-Call Maintenance and repairs are under \$3,750
Snow removal is over - \$3,000, budget \$4,000 for the year
Legal expense is over budget \$1,038 (over \$500 last month)
Overall expenses are down - \$9,700
Reserve contribution is on target
8 units are behind \$1,000+ (same as last month)
Total unpaid charges - \$63,000

The 2012 Budget posted on line is not correct.

There is a total amount of \$12,652 due to reserves from our operating account. Beginning in April we would like to move \$3200 a month over a 4 month period from the operating account to the reserve account.

Motion to move the above monies.

Motion made: John Schneider Second: Tim Campion All present in favor.

Acceptance of March 2012 Financials

Motion made: Robert Boczkiewicz Second: John Schneider All present in favor.

Unfinished Business

a) The Board selected the proposal from Choice Mechanical to repair the leak between units 1205 and 1107 in the amount of \$3565. The other estimates were Economy A/C & Heating in the amount of \$3147 and Aspen Air & Mechanical, Inc. in the amount of \$4500. The Board felt that Choice was more familiar with our building.

Motion made: John Schneider Second: Robert Boczkiewicz All present in favor

b) Handyman update: The applicant's resumes were read.

c) Xcel Energy Audit:

The audit was quickly reviewed. Because of its complexity, only a short discussion was held. It will be reviewed and discussed in detail at a later date. A copy of this audit will be given to Choice Mechanical so they may review it and give their comments on areas they take care of.

d) There were no additional items from the Board.

New Business

a) Proposal for rooftop and pool new furniture: John Schneider explained in detail the reasons why we need to redo the roof terrace and pool area.

Motion made: John Schneider Second: Joe Page All present in favor

b) Rooftop walls/windows repairs proposal:

- concrete work needs to be done
- painting walls
- reconditioning the metal and glass structure around the pool

Ricardo presented an estimate from Maximum Leak Repair to do the concrete and paint work on the rooftop. The total amount of the bid came to \$16,842.00.

John Schneider presented a budget to cover the above projected expenses.

c) Pool Cover Proposal –

We received two bids from Elite Pools, one for \$3,940 and the other for \$2,570. This topic was tabled until next year.

d) Pool Security Camera

We received an estimate from Protection 1 which is the company that installed our present security system. The cost is \$1,276.38 for the installation of two security cameras in the pool area, with a monthly maintenance charge of \$31.08.

The discussion and decision on this topic was tabled until next month, May 2012.

e) Remodeling of Hallways – this topic was not discussed.

f) Annual Shredder proposals – there are several different dates and sites listed on the garage level elevator bulletin board.

g) A/C – date to turn off heat and turn on A/C.

The heat will be turned off on May 1st for at least two weeks to let the system cool down.

h) Manager's Report

Discussion was held on the concrete chips falling on cars in the parking garage. Ricardo has been speaking with Brown Brothers, and Micah from that company has repaired some areas. When our handyman is hired one of his jobs will be to break off and remove any loose chips.

i) There were no additional items from the Board.

Correspondence

We have received a request for a “companion cat” for unit 704. Ricardo has notified the resident what requirements and paper work is needed for this to be granted. If the necessary requirements are not fulfilled by May 1st Ricardo will send a warning letter to the resident and owner.

The General Session was adjourned at 8:34 p.m.

Executive Session.

Discussion was held on controlling meeting time and procedures.

Discussion was held with respect for a wage increase for the building manager, Cathe Mitchell. An increase was granted.

The next scheduled Board Meeting will be held on Tuesday, May 22, 2012 at 7:00 pm.

The meeting adjourned at 9:01 pm.

Motion made: John Schneider

Second: Robert Boczkiewicz

All in favor.

Tim Campion acting for Justin Chris-Tensen
Secretary