

Parkway Towers Board of Directors Meeting

Meeting Minutes

April 23, 2013

Present: Roger Radke (1501); John Thomas (1407); Debra Hamon (906); Gregg Cupp (308); Paul Grioux (1504); Tim Campion (1503); Joseph Page (207)

Next meeting: May 28, 2013, 7 p.m., Parkway Towers Library Room

1. Call to Order

7:04pm

Present: Aaron Shaffner President, Robert Boczkiewicz Vice President, John Schneider Treasurer, Jill Hrobosky Secretary, Cathe Mitchell Building Manager, Ricardo Lases Weststar Manager

2. Homeowners Open Forum

Joseph Page unit 207- please return shopping carts to basement when done, not the middle of the hallway.

Joseph Page unit 207- also wanted to correct a possible misinterpretation about "flooding". Joseph said he has only been flooded last month but has had water damage previously. He fears that people are misinterpreting the severity of the word flooding and that his unit has had catastrophic damage many times. This is not true. He has never before March 12th, experienced that level of catastrophic flooding and damage.

Greg Cupp unit 308- what about the progress of the bike rack?

Debbie Hamon unit 906- we could get a tractor for snow removal from Craig's List as a cost saving measure.

Tim Campion (1503)- Bellevue-Hale Neighborhood Association general meeting is on Thursday, May 2nd at 7pm. It will be held at the V.A. Medical Center Auditorium, 9th Avenue & Clermont Street

3. Approval of Previous Minutes

Motion- John **Second-** Aaron **All in Favor**

4. Review of Current Financials

Operating Acct a/o 3/31 = \$44,080
Operating Acct a/o COB 4/23 = \$66,831
Residual after Pending Checks = \$48,593
30-day High = \$70,685
30-day Low = \$50,800
YTD High = \$70,685 on 3/27
YTD Low = \$25,722 on 1/2
2013 Starting = \$28,210

Reserve Acct a/o 3/31 = \$157,134
Reserve Acct a/o COB 4/23 = \$160,884

Income

MTD Income = \$35,785

YTD Income = \$115,845

MTD Total = (\$508)

YTD Total = (\$266)

Operating Expenses

Electric = (\$3,088)

Gas = (\$4,993)

Water = (\$1,680)

Total = (\$10,760)

Maintenance Expenses

HVAC Repairs = (6,793)

Plumbing = (3,040)

Repairs & Maintenance - On Call = \$6,693

Total = (\$13,380)

Administration Expenses

Insurance = (\$3089)

Total = (7,665)

Total Under/Over = \$31,539

Motion: John **Second:** Jill **All in Favor**

5. Unfinished Business

- a. Wiring Installation-Wi-Fi/ Camera Monitoring update- Century Link has promised an on site visit within the next 48 hours. There shouldn't be any problems getting the wiring done because of the existing phone line on the 16th floor.
- b. Compressor Replacement Proposal- Due to the 3/12/13 flood and the costs the board is anticipating in relation to a long term fix for the pipes and the fact that we have two compressors that are working well and a third that is working adequately, the board is shelving replacing the fourth compressor at this time.
- c. Jill Hrobsky mentioned to Ricardo that on the Weststar website there are no February minutes plus nothing on the website about the insurance forum that took place on April 15th.

6. New Business

- a. Engineer Proposal-HVAC System- Ricardo received three engineering bids. Lohr Design Group submitted a bid of \$3860. Concord West submitted a bid of \$8,850. 360 Engineering Inc. submitted a bid of \$40, 220 + reimbursable costs. The board agreed to meet with both Lohr Design and Concord West to find out how long each firm thought it would take to get the board their engineering reports and an example of previous work. Ricardo asked for references from each firm and hopes to receive those in a week or so. The board will make a decision about which engineering firm to go with after meeting with the two firms and before the next board meeting.

- b. Engineer Proposal-207 External Wall Gap- After looking at the submitted bids, SBSA estimate \$4550.00 (to perform oversight duties and provide direction), WJE phase one \$4500 (to perform oversight and direction) phase two estimate TBD, Reconstruction Experts, Inc. \$5153.70 (side panel investigation and repair) and 5280 Drywall & Repairs, Inc. \$4381.45 (side panel investigation and repair) the board voted to go with SBSA and Reconstruction Experts for the repair of the gap in unit 207. **Motion:** Robert **Second:** John **All in Favor**
- c. Manager's Report - Work has begun on the concrete repairs to the 17th floor. The weather has slowed the progress but the work is expected to be completed by next week.

Ricardo Lases and Cathe Mitchell saw a significant leak today from the parking deck into the garage where the water is flowing from a horizontal beam in the ceiling behind parking spaces 20-22. Ricardo notified Brown Brothers Asphalt & Concrete Inc. about the leak and sent pictures he had taken of the situation. Brown Brothers is the contractor that installed the parking deck-coating product in 2009 and has made repairs to it. A company rep is coming to Parkway Towers tomorrow to view the problem.

Jill Hrobsky asked about the Chem-Aqua report and what it meant. Cathe Mitchell said there are chemicals in the garage that have been there for a couple of weeks that Chem-Aqua has not used.

Aaron Shaffner will again check with David Auten and Justin Chris-Tensen again to see if they will volunteer for the 17th floor bathroom remodel.

7. Correspondence

N/A

8. Executive Session

General session adjourned 7:56pm

The Board approved reimbursements for Cathe Mitchell.

While reviewing the paid bills, a question arose about the number of hours Lightning Mobile has billed Parkway Towers versus how many hours were actually worked. The board asked Ricardo Lases to have Parkway Towers go back to a flat seasonal rate for snow removal with Lightning Mobile, as opposed to our current hourly billing system for snow removal.

There is a unit that is in foreclosure. The board is advising Kim Porter, Parkway Towers legal counsel, to not redeem the lien against the unit.

Adjournment

8:21pm