

Parkway Towers Board of Directors Meeting

Meeting Minutes

April 15, 2014

Present: Tim Campion (1503); Roger Radke (1501); Debra Hamon (906); Paul Giroux (1504); Robert Guschewski (1403); Jim McTiernan (1101); Homer Gallan, Jr. (1208); Gregg Cupp (308); Kathy Cupp (308); David Auten (1201); John Schneider (1201); (804); Melvin S. Norton (1408); Benjamin Glenday (405); Flo Raitano (1005); Kathleen Benham (1008); John Thomas (1407); Cory LaPrise (1007); Phil O'Brien (406 & 202); **Brandon Standor (spelling) (601);**

Next meeting: May 27, 2014, 7 p.m., Parkway Towers Library Room

1. Call to Order – 7:37 p.m.

Present: Jill Hrobsky President, Aaron Shaffner Vice President, Robert Boczkiewicz Director at Large, Jeff Teter Secretary, Joseph Page Treasurer, Ricardo Lases Weststar, Cathe Mitchell Manager, Kim Porter HOA Attorney for Executive Session only

2. Homeowners Open Forum

Mr. Auten and Miss Hamon expressed their appreciations the other HOA unit owners present for their participation in the community forum and staying through the monthly HOA meeting. David noted that unit owners are faced with a major investment decision and contributing to the process is best for all.

Mr. Page repeated that the 2nd floor carpet was on its' way and that it will "looks outstanding" and that a "ribbon cutting" was in order. With his characteristic smirk, Tim Campion asked if the carpet was waterproof. Ms. Raitano asked the board at what level will the HOA participate towards new carpet, lighting and paint improvements for the 10th floor. JP responded that the board would provide "paint pallet binders, paint and paint brushes", but not much else. Ms. Raitano asked when the air conditioning would be turned on; Cathy Kupp chimed in to say "it's hot." The three-day flushing and conversion process would be conducted by Choice Mechanical and after that the A/C would be available. Mr. Shaffner reminded everyone how fickle our Denver weather can be during the month of May and cautioned folks about the possibility of a mid-May cold snap and related snow and then offered a % likelihood that we might see upwards of 4" of the white stuff on or by May 11th. (Aaron is currently studying Biostatistics, Probability and Theoretical Statistics.)

Ms. Mitchell observed that the library book paper had been removed and appreciated Mr. Auten, Mike Duval, Mr. Radke, Mr. Schneider, Jim McTiernan, Mr. Page, Monsieur Giroux, Mr. Campion, and Mr. Guschewski for their help with the disposal process. Cathe said after logging and photographing, the "books would be sent off to Habitat for Humanity."

3. Approval of Previous Minutes

Motion- Jeff **Second-** Jill **All in Favor-** Joseph, Aaron **Abstain-** Robert

4. Review of Current Financials

Account Balance Review

- Operating Acct a/o 03/31/2014 = \$50,198
- Reserve Acct Balance a/o 09/30/2013 = \$221,188

Income

- YTD HOA Dues = \$111,891
- YTD HOA Dues Variance = \$340
- YTD Total Income = \$118,437
- YTD Total Income Variance = (\$685)

Operating Expenses

- Electric YTD Variance = (\$1,555)
- Gas YTD Variance = \$4,433
- Water YTD Variance = (\$1,806)
- Total Operating Expenses = \$36,341
- Total YTD Variance = \$2,128

Maintenance Expenses

- HVAC Repairs YTD Variance = (\$5,426)
- Plumbing YTD Variance = (\$2,478)
- Parking Surface YTD Variance = (\$5,000)
- Snow Removal Variance = (\$3,772)
- Total Maintenance Expenses = \$38,683
- Total YTD Variance = (\$3,617)

Administrative Expenses

- Total YTD Variance = (\$5,881)
- Total Administrative Expenses = \$29,327

Reserve Contributions

- Reserve YTD Contributions = \$31,250
- Reserve YTD Variance = \$20,000

Total Expenses YTD = \$135,601

Total Expenses YTD Variance = \$12,630

Net Income/(Loss) = (\$13,119)

~ Motion to approve the financials

Motion: Joseph **Second:** Robert **All in Favor**

5. Unfinished Business

a. Repairs/Replacement of Building Pump #2

Choice Mechanical submitted two bids, the first for \$4,200 to rebuild the existing pump with a new motor and water shaft seal, and the second for a replacement pump for \$7,585. Colorado Heating and Cooling submitted a bid for a replacement pump for \$5,679.

Motion to approve the proposal 2nd bid for a replacement pump from CM: Aaron **Second:** Jeff
All in Favor

Unfinished Business (con'd)

b. Spa Proposal-

Bids for \$17 thousand, \$43 thousand and a third higher bid were received for demo and remodel for the spa – steam room. Extensive electrical and plumbing updates will be required to bring the spa – steam room up to current city building codes, and Federal OSHA and ADA standards. Mr. Shaffner suggested that we table the discussion until further notice.

6. New Business

a. Pool Service Proposal from 5280 Pool and Spa

Since the incumbent vendor met performance expectations during the previous year, and since the service fees remained unchanged for this year, the board decided to accept the proposal for the summer of 2014.

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

b. Estimate to Repair Leak in Garage, 1st Floor Heating Line

Choice Mechanical submitted a bid for \$1,892 which included labor, materials and tax. The vote was tabled until more information could be gathered.

c. Proposal to replace one of the leaking condensate pumps, Mechanical Room

\$4,624 per pump, includes materials, labor and tax. The vote was tabled until more information could be gathered. There is a five week lead time to order this pump and it is required to operate the PWT air conditioning system.

d. Additional Items from the Board-

Conversion from heat to air conditioning-- past practice was to shut off the heat between May 1st and 7th and then wait until Memorial Day to turn on the AC. Mr. Schneider noted that there would be a \$100 per day savings during the time where neither the heat nor AC was in use.

7. Manager's Report-

Sentry, Inc., the fire protection folks replaced 230 sprinkler heads (v. 300 in proposal). The cost will reflect the lower number of heads replaced.

Maximum Leak has completed the patching and painting of the balcony canopies on the floors 14 & 15. Mr. LaPrise raised a concern about water landing on his car originating from the 15th floor; Mr. Page confirmed this. Maximum Leak will investigate.

Demo on unit 104 was completed over the weekend; the electrical and plumbing work will be finished by May 6th, carpet and paint samples have been sent to Ms. Mitchell; the Fridgidaire was ordered today; Tim says to "replace the stove, for gosh sakes!" Mel says Sears has the best deals around; Deb reported that she bought an ice box, stove and a Lincoln Town Car for \$600 on Greg's List. Ms. Garcia inquired about an open house and Mr. Radke asked about the monthly rental amount. The liner has been installed and there's water in the pool, Aaron says it looks mighty fine, by golly!

8. Correspondence – none

9. Adjournment 8:19 p.m.

10. Executive Session –

The Board agreed to Kim Porter's recommendation that we foreclose on a delinquent unit for unpaid HOA fees totaling almost \$15 thousand; the HOA would be second in line after the mortgage holder.