

Parkway Towers Board of Directors Meeting

Meeting Minutes

October 28, 2014

Present: Tim Campion (1503); Roger Radke (407); Melvin Norton (1408); Jim McTiernan (1101); Phil O'Brien (1106) & (202); Debra Hamon (906); Libby Bergstrom (1406); Clara Evans (604); John Thomas (1407); Robert Guschewsky (1403); Joanne Sullivan (601); Libby Bergstrom (1406); Paul Giroux (1504); Kathy Benham (1008); Homer Gallan (1208); Branislav Strizak (1001)

Next meeting: November 25, 2014, 7:00 p.m., Parkway Towers Library Room

1. **Call to Order** – 7:02 p.m. By Jill Hrobsky

Present: Jill Hrobsky President, Flo Raitano Vice-President, Robert Boczkiewicz, Member at Large, Jeff Teter Secretary, Joseph Page Treasurer, Ricardo Lases Weststar

2. **Homeowners Open Forum**

Miss Hamon remarked about an unpleasant sewer odor emanating from the vent in her 9th floor bathroom. There was some discussion about the jetting (cleaning) that is periodically done to the sanitary sewer line. We do not scope the line. Mr. Norton asked that the monthly HOA meeting start time be included on the agenda heading. Mr. Campion thanked the Board for making arrangements with Choice Mechanical to turn the heat on. Monsieur Giroux noted the plants in the lobby had not been watered. John Thomas commented that several pieces of gym equipment needed servicing. Mr. Page had four observations to make: 1). the metal grates below his unit at the garage entrance make a clanking noise when cars pass over it. Mr. Lases has requested two repair bids. 2). It is time the HOA revisit the bike rack discussion and consider opening the maintenance room space in the garage to allow residents to store their bikes. A year ago during the previous bike rack discussion, 38 building residents expressed support for the creation of a secure place for their bikes. 3). There are several scooters being parked in the front of the building on the sidewalk and their presence detracts from the building's aesthetics. 4). The annual holiday party will be held on December 4th at 7:00 p.m. in the lobby of PWT. Adult beverages and soft drinks will be provided. This is a pot luck affair, so break out your Bobby Flay – Rachel Ray crockpots everybody!

Ms. Evans stated that an inconsiderate person left a large bag of stinky trash below the trash chute on the 6th floor. She asked that the un-named person to not repeat this behavior. Mr. Mike will remove the bag first thing in the morning. Mr. Thomas noted that in the vestibule door was left wide open one day last week, so he closed it. Miss Benham observed that the stairway door inside the garage does not lock, but the door from the garage to the elevator room has a lock. She pointed out a security risk. The Board responded that the fire code prevents us from locking the stairway door. Mr. Campion said the lock on the garage elevator door sticks. Mr. Lases said he will report it to Famous Greg of Famous Greg's locksmith company. Homer Gallan asked what he should do with old keys. The response was, give them to Cathe Mitchell to be recycled.

3. Approval of Previous Minutes

Mr. Page moved to approve September's Meeting Minutes, electronically after Robert has a chance to review them. Mr. Teter was late in submitting the minutes to the other Board Members, which did not allow adequate review time before the 10/28 meeting. Mr. Teter was appropriately tongue-lashed for his tardiness.

4. Review of Current Financials

Account Balance Review

- Operating Acct as of 10/28/2014 = \$33,672
- Reserve Acct Balance as of 10/28/2014 = \$247,767
- Operating Account high balance on 10/17 = \$36,131
- Operating Account low balance on 9/30 = \$14,258

A full set of financials for September/YTD (balance sheet, income statement, check register, YTD accruals, Actual v Plan Comparison) will be available for anyone to view on the PWT page of the Weststar website.

<http://www.weststarmanagement.com/hoa/hoalegals/prkwytwrs/prkwytwrs.html>

Motion to approve the financials by Mr. Page Second: Miss Hrobsky All in Favor 100%

5. Unfinished Business

a. Ratification of Parking Deck Repairs - Yearly Maintenance

The Board voted electronically to approve, and the contractor, Brown Brothers has started the process

b. Snow Removal Proposals

The Board could not agree on proposals from the two vendors, HSP and Mobile Lightning. Their customer lists and schedules are now full and they have withdrawn their proposals. Mr. Lases will pursue two more options.

c. Trash Chute Door Replacement – 10th Floor

Two proposals were submitted; the winning bid from PST came in a \$2,206 which was about \$200 more than the other bid, but it comes with a 5 year warranty v. 30 days.

Motion: Dr. Raitano Second: Miss Hrobsky All in Favor 100%

Robert commented that Mr. Mike has been doing a thorough cleaning on the outside of the trash doors and frames on each floor. He is also wiping out the inside of the trash chute for as far as he can reach. It is an unpleasant task for which Mike was appreciated. An unplanned round of applause ensued.

d. Draft of 2015 Budget...

...has not been finalized. The Board had a working session on Sunday, October 26th. Items under consideration- the percentage dues increase over current year, carpet upgrades on the

16th floor and hallways throughout the building, exercise equipment, replacement of library and party room furniture and on-going balcony ceiling repairs. There will be a budget meeting open to all home owners on November 19th at 7:00 p.m. Robert commented that three years ago, the Board got bids for new carpeting for every hallway. The cost was around \$60,000; Ms. Benham then corrected Mr. Boczkiewicz noting the number was for both paint and carpet, whereupon Mr.

Boczkiewicz consented. Mr. Page said the cost for new carpet on the second floor installed last month was around \$2,000. Deb Hamon mentioned that Empire Carpet is currently running "Big Deals" on tile, flooring and carpets.

e. Additional Items from the Board

No items.

6. New Business

a. HVAC System Report – What is next?

Engineer Scott Lohr attended a recent meeting to answer home owner questions. Three pertinent questions, a vote to go forward with the design phase and proxies will be mailed to home owners immediately. A meeting to vote for the design phase question will be held on November 13th at 7:00 p.m. in the PWT library. If you are unable to attend, please forward your proxies to Mr. Lases at Weststar.

b. 2014 -2015 HOA Insurance Policy Proposals

Four bids ranging from \$43k to \$49k were offered by our agency, Anderson Ban Insurance, Castle Rock. The coverages were virtually identical, so the Board decided on the low priced bid by the incumbent provider, Scottsdale. Our annual premium increased by about \$7,000 to \$43,183.

Motion- Miss Hrobsky **Second-** JT **All in Favor-** 100%

c. 2014 Financial Audit Proposal

The Board approved a proposal by Frank J. Sassolino, CPA, P.C., Centennial, Colorado for the annual review of our income statement, expenses, year-end balance sheet, bank and balances. Mr. Sassolino provided his services this past year too and his fee remained flat for 2014 at \$2,500.

Motion- JT **Second-** JH **All in Favor-** 100%

d. 2015 HOA Management Contract

Weststar submitted a proposal with a modest \$50 per month increase or 2.5% to \$24,300. This is the first fee increase since 2012.

Motion- JT Second- JH All in Favor- 100%

e. Offensive Smells in the Building

Flo Raitano started the discussion around the on-going issues of marijuana and cigarette smoke that permeates the hallways and units throughout the building. She would like to explore with Kim Porter, the HOA's legal options to stop residents from smoking cigarettes or weed in their homes.

f. Additional Items from the Board

No items.

7. Manager's Report-

Concrete and water mitigation repairs were completed on the 07 unit stack

Parking deck repairs have started and will be completed by week's end.

8. Correspondence- No correspondence

9. Adjournment- 8:37 p.m.

10. Executive Session- None