

Parkway Towers Board of Directors Meeting

Meeting Minutes

October 27, 2015

Present: Tim Campion (1503) (1101); Homer Gallan, Jr. (1208); Brock Teter (2059); Jim McTiernan (1101); Jamie Gordon (508); Kathleen Benham (1008); John Thomas (1407); Phil O'Brien (202/1106); Ben Raitano (1005); Dragana & Branislav Strizak (1001); Debra Hamon (906); Marie Solzan (204/1107); Roger Radke (407); Joanna Sullivan (601); Larry Bargas (901); Kathy and Greg Kupp (308)

Next meeting: November 24, 2015, 7 p.m., Parkway Towers Library Room

1. **Call to Order** – 7:00 p.m. By Jill Hrobsky

Present: Jill Hrobsky, President, Glenn Mottau Vice-President, Robert Boczkiewicz, Member at Large, Jeff Teter Secretary, Joseph Page Treasurer, Ricardo Lases Weststar, Cathe Mitchell Manager

2. **Homeowners Open Forum**

Tim Campion inquired about the heat – when will it be functioning? The engineer is targeting this Friday. Building in lot has been completed; Excel Energy was out today to install the new gas meter. The ductwork installation will be finished this week. Marie Solzan reported that there is a puddle of water in front of the washing machine on the 11th floor; the machine repairman was out and says the washer is working properly. Mr. Mike has tried to fix the issue to no avail; Five Star Plumbing has been called and will snake the drain line. A question was raised about the salvaged copper in the garage leftover from the boiler project. Choice Mechanical will recycle it and keep the proceeds; this arrangement was agreed upon in their bid and is reflected in a lower price for their portion of the project work. Tim asked about the Cathe Mitchell's certification. Her test is scheduled for next week. Kathy Benham said a trash can in the garage is being used to prop open the mail room door. She wants to get rid of the dang thing. She also wants the HOA to tow the white Dodge Charger that is parked in the guest lot! There was a vigorous discussion about reintroducing a sign in sheet at the front desk (guest book). It was agreed that no change would be forthcoming.

Approval of July and September minutes – 100%

3. **Review of Current Financials**

Account Balance Review as of 9/22/2015

- Operating Acct - \$54,019

- Reserve Acct Balance - \$240,529

Year to date revenues and expenses are trending favorably versus budget. The HOA prevailed against a unit owner for non-payment of monthly dues. A check for \$17,000 was received and deposited in the HOA bank account. A full set of financials for October/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>

5. Unfinished Business

- a. Brown Brothers was selected to complete the parking lot repairs. Three other companies considered the job, but declined to submit proposals.
- b. Two Project Management contracts were submitted; the Board considered only one from Hammersmith to be a viable option which was selected. Mr. Boczkiewicz continues his due diligence on the contract.
- c. Additional items from the Board- Mr. Boczkiewicz asked Ricardo Lases why it took nearly four months to bring the code violations into compliance that were cited by the Denver Fire Department during their walk through. Mr. Lases responded that repair parts or bulbs for our EXIT light system have not been produced for many years and are obsolete. He did an exhaustive nationwide search for replacement to no avail. He suggested and purchased a newer model.

6. New Business

- a. Proposals to Replace Corroded Pipe in the Boiler and Chiller Room- the Board accepted a \$2,800 proposal, JH made a motion, REB seconded
- b. Carpeting of 1st Floor Hallway and Elevators Proposal- further investigation is needed
- c. Draft of 2016 Budget- brief discussion around a modest increase (under 3%) no decision
- d. Insurance Policy Proposals for HOA- the Board unanimously agreed to stay with the incumbent who had the quoted the low bid
- e. 2016 Management Contract- four bids were considered with JH, JT and JP voting for the Weststar proposal and REB and GM voting for Hammersmith. By a 3 to 2 vote, the Parkway Towers HOA will continue with Weststar Management as it's' management company for another year. Weststar agreed to not increase their monthly fee of \$2,025. At \$875 per month and an overseas call center, the proposal from Real Management fell short of our needs. The Hammersmith proposal included a provision where they would take 10% cut of our payments to outside vendors that was off putting to the Board majority because of its' opened ended nature. At \$2,500 per month, the bid from ACCU was not competitively priced.

f. Outside Financial Audit/Tax Preparation Proposal- the Board unanimously agreed to accept the proposal from Frank J. Sassolino, CPA for \$2,500 with no increase from prior years.

g. Additional items from the Board- Mr. Mottau asked that we swap the larger bin with the smaller one in the trash room. Mr. Lases will follow up with the fellas from 5280 Trash Company. Kone elevator techs have made suggestions to replace certain electrical components. JP asked that we seek bids to replace the metal grates at the garage entrance.

7. Manager's Report-

Floor drain repairs in garage have been completed. RL suggested we lower the rate for our two rental units by \$100/mo. Both units are available with few inquiries.

8. Correspondence- No correspondence

9. Adjournment- 9:34 p.m.

10. Executive Session-

No items