

Parkway Towers Board of Directors Meeting

Meeting Minutes

November 24, 2015

Present: Homer Gallan, Jr. (1208); Jim McTiernan (1101); Jane Ward (307); Roger Radke (407); Lisa Sullivan (606); John Thomas (1407); Phil O'Brien (202/1106); Ben Glenday (405 – 903); Dragana & Branislav Strizak (1001); Debra Hamon (906); Marie Solzan (204/1107); Roger Radke (407); Joanna Sullivan (601); (901); Kathy and Greg Kupp (308); Casey Cupp (403)

Next meeting: December 15, 2015, 7 p.m., Parkway Towers Library Room

1. **Call to Order** – 7:00 p.m. By Glenn Mottau

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

2. **Homeowners Open Forum**

Mr. Boczkiewicz requested a moment for Ms. Mitchell to express “good deeds” by Jim McTiernan, who located a pinhole leak in the washing machine that was causing a small pool of water to form. The Board appreciates Joel Axner who discovered and escorted an inebriated, non-resident out of the building. Deb Hamon complained of cat smells on the 9th floor. Mr. Lases will send a note to all 9th floor cat owners with a request to walk their cat litter bags down to the trash bin in the garage. John Thomas noted the mailroom door was stuck in an open position. Mr. Mike will fix it. Jim McTiernan raised the ownership claims of certain lockers in the basement. Miss Hrobsky is in possession of the folder containing chain of title for those lockers. The Board will follow up with Jill. Casey Cupp, Jane Ward, Branislav Strizak and Kathy Cupp asked the Board to notify unit owners of their portion would be towards the HVAC special assessment. Ben Glenday asked the Board to post a notice by the front entrance alerting the PWT community and perspective buyers to the impending HVAC special assessment. Casey Cupp asked the Board to switch the construction permits related to the boiler installation out of his name. Mr. Lases will follow up. Tim Campion (absent) forwarded a message to the Board through Mr. Boczkiewicz relayed a message from Tim Campion stating that an omission was made during the August’s HOA meeting minutes regarding his dissenting opinion towards Weststar Management Company continuing in its’ role as the PWT Management Company.

Approval of January and May minutes – 100%, October minutes pending

3. **Review of Current Financials**

Account Balance Review as of 10/31/2015

- Operating Acct - \$16,484
- Reserve Acct Balance - \$240,569

Board members pointed out that the HOA is being hit by unexpected expenses: a HVAC pipe leak early in November caused damage to a living unit. Initial repairs and water mitigation for that

was one unexpected expense. Re-piping of the HVAC pipe serving #207 and #208 is going to cost an additional \$5,820. Additional, yet unknown, costs are expected for repairing HVAC in #308, #408 and perhaps other living units that are receiving no heat or inadequate heat. Ricardo reported today that the elevator service company said a key component of elevators is obsolete and is estimated to cost about \$28,000. Mr. Boczkiewicz and Mr. Page said that all of those unexpected items are having a significant negative impact on Association's finances. The log-in information to our new bank, Mutual of Omaha was unavailable prior to the start of the meeting. Above are balances as of October 31, 2015. Year to date revenues and expenses are trending favorably versus budget. A full set of financials for November/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/prkwytws/prkwytws.html>

5. Unfinished Business

- a. Construction Services Contract – HVAC Project Management. The Board voted unanimously to select Hammersmith. JT made the motion, REB seconded with JP and GM in favor.
- b. Draft of 2016 Budget. JP made the motion to increase the dues by 2%, JT seconded with GM and REB in support.
- c. Additional items from the Board- JP asked the Board to check into the metal grate at the entrance of the garage door. It may need repairs. Mr. Mike will follow up.

6. New Business

- a. Replacement (repairs) to the base of the 07/08 Stack Proposal from Choice Mechanical. JT made a motion, REB seconded with GM and JP in support. The cost is \$5,820.00
- b. New rules around service animals were written and will be sent to HOA Attorney, Kim Porter for review.
- c. Additional Items from the Board. It was agreed to move the December meeting ahead one week to the 15th.

7. Manager's Report-

Mr. Lases will seek three bids for roof repairs above the exercise room. Four parking lot lights are in need of repair; waiting on a boom truck. Brown Brothers has scheduled a date for the annual maintenance of the parking lot deck. Discussions are on-going with the snow removal company for compensation for repairs to the wall of the new metal building.

8. Correspondence- No correspondence

9. Adjournment- 9:06 p.m.

10. Executive Session-

No items