

Parkway Towers Board of Directors Meeting

Meeting Minutes

February 23, 2016

Present: Debra G. Hamon, 906; Abbay Shastri , 1202; Dragana Strizak, 1001; Kathleen Benham, 1008; Joanna Sullivan, 601; Deore Bullert , 804; Jim McTiernan, 1101; Cori Koberlein, 802; John Thomas, 1407; Bob Simon, 504; Clara Evans, 604, Michael MacLauchlin, 402.

1. Call to Order -- 7:00 p.m. by Joseph Page

Jill Hrobsky, president (via video link); Joseph Page, vice president; Jeff Teter, treasurer; Robert Boczkiewicz, secretary; Branislav Strizak, director at large. Ricardo Lases of Weststar Management Co., off-site manager assigned to PWT. (Cathe Mitchell, on-site manager, absent due to illness.)

Mr. Page announced the list of officers (shown above) who Board members chose after the 2016 Annual Meeting. Mr. Boczkiewicz pointed out that comments by a Board member are not necessarily the official position of the Board. A Board member's comment or answer to a question may be only that member's point of view.

2. HVAC Project Report

Mr. Page stated the HOA's project manager for the next phases of the HVAC renovation project (Michael Kern of Hammersmith Construction Services) is looking into options for possible financing. He is continuing discussion with Alpine Bank (which provided \$500,000 loan for the first phase). Mr. Page said Alpine has concern about what level of support owners have for a possible loan to the HOA for the next phases and what level of support owners have for those phases of the project. Mr. Page said Mr. Kern is working with Mr. Lases for possible sources of financing other than Alpine. Mr. Page said he asked Mr. Kern to find out if **PACE (Property assessed clean energy) financing is available for condo buildings. Mr. Page stated that Mr. Kern is contacting engineering firms because engineering would be needed to design the next phases. Mr. Page stated that Mr. Kern and engineer Scott Lohr will develop a plan for ultrasonic testing of the HVAC pipes. The Board approved a \$1,600 contract with Lohr Design Group "to identify the locations for testing the thickness of the piping, assist in the testing insofar as to help the testing team locate and access the testing points and to help the owners interpret the results of the testing."** Mr. McTiernan asked about the possibility of putting new HVAC pipes on the outside and abandon (rather than replace) some current pipes. Mr. Page said he personally opposes doing that, but Mr. Kern needs to be asked Mr. McT's question. Ms. Bullert said at least two bids should be sought for ultrasonic testing if the cost is anticipated to be more than \$3,000. Mr. Teter said some projects have been delayed while more than one bid was sought. Mr. Boczkiewicz said the Board procedure to seek more than one bid on amounts above \$3,000 has worked successfully for many projects. Ms. Bullert and Mr. McT said that to avoid delay, more than one company should be asked *simultaneously* to bid. Ms. Strizak said to avoid delay, bidders should have a time limit to submit bids. Mr. McT said it should not be hard to obtain more than one bid in a city the size of Denver because multiple companies exist who are competing for business

3. Approval of January Minutes. Those Minutes had not been written.

4. Review of Current Financials

Treasurer Teter stated:

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Today's balance in the Operating Account is: \$37,340 (A month ago it was \$56,658.) Today's balance in the Reserves Account is: \$244,163. (A month ago it was \$254,270.)

January revenue was \$47,000. Both apartments owned by the Association are leased and rent is being collected.

Reserves had to be tapped in order to pay some bills because Operating Account balance was not large enough. "We're in good shape."

a. Additional Items:

Mr. Strizak asked about possibility of reworking the HOA's contract with the company that furnishes and services PWT's washers and dryers. Mr. Page said he made two service calls to the company. Mr. Lases said the contract is month-to-month. Ms. Strizak said the humidity from the unvented dryers is unpleasant in summer and is damaging paint on walls. She said the 10th Floor washer continues to wash badly and is destroying clothes. Others also commented about washers and dryers. Mr. Page said he hadn't made more progress on preparing a draft of possible regulations on service/comfort animals. Mr. Lases said it may be another month before Choice finishes all aspects of the new-boilers project. Mr. Boczkiewicz questioned the amount of a payment check to Brown Bros. for parking deck repairs because the amount seemed to be significantly higher than the amount in Brown Bros.' proposals that the Board previously approved.. Mr. Lases said he look into it.

6. New Business

a. 2016 Pool Maintenance

Mr. Lases presented a proposal from Metro Pools to open (\$400, not including parts or chemicals) and close (\$400, not including parts or chemicals) the pool, and to provide service twice a week (\$65 each day = \$2,080 for period from May 27, 2016 through Sept. 5, 2016). He said the same company provided the same service for the same price last year. He said PWT maintenance man Mike Duvall will service the pool three days per week when Metro Pools doesn't provide service. Mr. Lases presented report from Metro Pools that the secondary heater for the pool is in poor shape. A replacement would cost about \$5,000. Mr. Lases presented a report and proposal from Metro Pools regarding copper pipes that are part of the pool system. Leaks have occurred in past years. Metro recommended replacing them with plastic pipes at a cost of \$4, 5,000. Board unanimously approved both proposals

b. Proposal for Replacement of Flooring in Mailroom Area

Mr. Lases presented proposal from 5280 Drywall and Repairs to remove flooring and replace it with 123.99 sq. ft. of vinyl, self-adhesive, premium grade: \$783.80. He said the product has a warranty if installers follow instructions. Board unanimously approved the proposal.

c. Installation of Waterproofing Sealant to Pool Deck

Mr. Lases presented \$3,320 proposal from Ace Roofing to match the appearance of the remainder of the of the pool deck to the appearance of the small area near the bathrooms where waterproofing was applied recently. He said the new proposal was for aesthetics only. Board decided not to spend money for that purposes and decided not to approve the proposal.

7. Manager's Report

Mr. Lases said Brown Bros, were going to finish parking deck repairs, including sealing around the flue vent building, this week. He said roof repairs near the pool bathrooms were finished recently. He said phone line had been connected to new gas meter.

8. Homeowners Forum

Mr. Boczkiewicz commended owner Joanna Sulliva for cleaning elevators and lobby on day(s) that cleaning service is not here. Applause from all around. Ms. Benham thanked the Board for its "hard work" on the HVAC renovation. She said email notifications to owners and resident from on-site manager sometimes are not effective because owners and residents typically do not look at new email frequently enough to benefit from a notification that is particularly timely. Notifications that are needed on a timely basis should be posted in elevators, rather than sent via email, she said. She said she and her mother sent a letter to Board members in July 2015 about assigned/unassigned storage locker and they have not received a reply. Ricardo said he is making a note to follow up. Mr. Page said the monthly newsletter has not been issued in recent months due to being "in flux." Mr. Boczkiewicz said the Board has not discussed it at all.

9. Adjournment

8:44 p.m.