

Parkway Towers Board of Directors Meeting
Meeting Minutes
April 26, 2016

Present: Owners Kathy Cupp, 308; Kathleen Benham, 1008; Joanna Sullivan, 601; Deore Bullert , 804; Jim McTiernan, 1101; John Thomas, 1407; Bob Simon, 504; Clara Evans, 604; Homer Gallan Jr., 1208; Tim Champion, 1503; Glenn Mottau, 1501&407 ; Phil O'Brien, 1106 & 202, Joel Axner, 1502. Non-Owner: J.B. Teter, 205.

1. Call to Order -- 7:16 p.m. by Jill Hrobsky

Jill Hrobsky, president; 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.

2. HVAC Project Report

Mr. Lases had submitted to the Board in its packet of materials for tonight's meeting a "Letter of Interest" from Pacific Premier HOA and Property Banking. The letter dated March 30, 2016 pertained to a possible loan of \$5.5 million to the Association for (1) paying off of an \$500,000 loan with Alpine Bank for the new boilers, (2) funding a possible project for further renovation of the HVAC system, and (3) costs of closing of the possible \$5.5 million loan. The bank's conditions for making the possible loan would include: Approval of a special assessment by at least 85% of Parkway's living units and an 84% increase in monthly dues. The dues increase would be in effect over the 15-year life of the possible loan. Mr. Lases also had submitted a Asbestos Final Air Clearance Report from EnviroSpec company of results of recent testing for asbestos in randomly selected living units. The Pacific Premier letter or the EnviroSpec report were not discussed.

3. Approval of March Minutes. They were approved previously by voting via email and the vote was ratified tonight.

4. Review of Current Financials

Treasurer Teter stated:

March 31 balance in the Operating Account is: \$44,269. Feb. 29 balance in the Reserves Account is: \$276,076.

Mr. Boczkiewicz stated that a final payment of \$180,000 is being made to Choice Mechanical Inc. for the new boilers.

5. Unfinished Business

a. Additional Items:

Mr. Strizak said he followed up with the company that provides washers and dryers to Parkway about the 10th Floor washer. Mr. Lases said new metal grates at the entrance to the garage are to be installed within a few days. Mr. Boczkiewicz asked how the amount was determined for an invoice credit from Elite Snow removal company for damage it caused in November to the parking deck. Mr. Lases said the credit was determined based on the company not charging for snow removal on the day it caused the damage.

6. New Business

a. Ratification of Additional Parking Deck Repairs

After the March meeting of the Board, Mr. Lases submitted a proposal dated 4/11/16 from Brown Bros. company in the amount of \$4,483 for more repairs to the parking deck. He said the proposal was for repairs to areas of leaks into the garage that occurred on 3/18/16 (and other days due to melted snow and rain). The Board had voted via email to approve the proposal and voted tonight to ratify the e-mail vote.

b. Pool Door Repairs

Mr. Lases submitted a proposal dated 3/18/16 from Arapahoe County Security Center in the amount of \$1,450 to remove and reinstall an existing door so that it would swing the opposite direction and install "panic and pull." He said the work is needed to comply with City code. Mr. Mottau said a door in a stairwell to the rooftop near the pool has a deadbolt lock on it. Mr. Lases said the Fire Department wants people to go down the stairwell, not to go up to the rooftop. Mr. Mottau said there should be a sign. Ms. Mitchell said the door is not locked during the season when the pool is open. Board voted unanimously to approve the \$1,450 proposal.

c. Elevator Inspection Report

Mr. Lases submitted a report from KONE Inc., Parkway's elevator service company. The Board had requested that KONE evaluate the elevators and related systems to determine their condition. The report states: "The entire elevator is old and other components are also reaching the end of their lifecycle so they may also fail or become obsolete in the near future." The report is to help the Board prioritize and budget for improvements. The cost estimates are between \$274,640 and \$396,924, but not all recommendations in the report are essential.

d. Additional Items

The Board agreed to have the heating system turned off on May 16 and to have the air conditioning turned on about one month later.

At 7:40 p.m., the president left the meeting and the vice president began presiding..

The Board discussed, briefly and in general terms, proposals from three engineering companies who would design remaining phases of the HVAC system if a decision is made to move forward. The Board agreed to set up a non-binding interview with one of the companies, EVStudio.

7. Homeowner Open Forum

Mr. Lases said that a recent leak into the Exercise Room is covered by a warranty. Several owners complained that the cleaning service is doing a poor job. Mr. Mottau asked when new flooring will be installed in the room where the mailboxes are located. Mr. Lases said sample of flooring will be brought to the Board. Mr. Lases said he thinks painting the pool deck is on the work list of PWT maintenance man Mike Duvall. Mr. Campion asked if Ms. Mitchell has obtained her manager certification from the State of Colorado. Mr. Lases said she still is working on obtaining it. Mr. Campion said, "We've been hearing that for months." Ms. Cupp said guests often can not park in the Visitor Lot because people who should not be parking there are taking up most of the available spaces.

8. Manager's Report

Mr. Lases said parking deck repairs, done under previously approved proposals, recently have been completed. Ms. Mitchell said flooring sample are to arrive tomorrow. Mr. Lases said he met today with an engineer and a contractor today to consider how to go about repairing panels on the exterior wall of the building that are hanging loose outside Unit 1401. He said he would send a report to the Board.

9. Adjournment: 8:20 p.m.