



PARKWAY TOWERS HOMEOWNERS' ASSOCIATION NEWSLETTER October, 2014

What Happened at the Sept HOA Meeting

- The HVAC Community Forum was scheduled for Sat. 10/18 10:00am. Discussion of the HVAC updating continued.
- The current budget expenses were discussed and the Board Budget Committee meeting was scheduled
- Different areas of the building that are needing repair were discussed and action decided.
- There was a report about current plans for the development of the old hospital area and input that our HOA might want to add to the discussion.

!!We continue to contribute to the reserves each month!!

Get To Know Our Staff- Cathe Mitchell

Cathe has been the Building Manager for Parkway Towers since 2009. Her responsibilities include supervision of contractors in/out of the building, maintaining a current roster of residents/owners, facilitation of move-in/move outs, party room reservations, communication with owners & residents via email and phone. Her hours at the front desk are 9am to 12:30pm, after which she works on building tasks until 2pm. Currently she is working to obtain the certification for property managers in Colorado.



Originally from Nebraska, Cathe has previously worked at an art teacher, in retail and as a landscape architect. On her own time, Cathe enjoys gardening, home improvement, crafts, thrift store shopping and all things mid-century.

Let's use October to let Cathe know we appreciate her work for Parkway Towers.

Community Calendar

- Oct. 7th Water cut-off (if needed)
- Oct. 18th HVAC Community Mtg
- Oct. 28th Homeowners' Association Board Meeting
- Nov. 4th Water cut-off (if needed)



Sat. Oct 18th HVAC Community Mtg

On Saturday October 18th, a Community Forum will be held at 10:00 a.m. in the reading room of Parkway Towers. The purpose of the community forum is to answer any questions that you may still have concerning the HVAC systems. The engineer, Scott from Lohr Design Group will be present to address questions.

We ask all owners to please submit any questions you still have (i.e. legal, financial, structural, mechanical, etc.) to Ricardo Lases or Cathe Mitchell not later than **Thursday, October 2nd**.

This deadline ensures the professionals will be able to give us the answers before the community forum.

Resident Ambassadors Wanted

The board is seeking "Resident Ambassadors" to assist with the dissemination of information concerning the HVAC project to other residents in the building.

If you are interested in helping your neighbors understand the factors involved in the HVAC updating process, please contact Ricardo or Cathe not later than **Thursday October 2nd**.

The Building Common Keys

The locks to all common doors have now been changed. If you still have one of the old keys, you can turn it in for a new one now.



Welcome to Our New Owners/Residents

We have no new owners/residents this month.

About the Newsletter

Remember to check your spam if you asked to receive the newsletter by email and are not seeing it. If you want to start receiving the newsletter by email, contact Cathe at parkwaytowers1155@gmail.com

All Parkway Towers HOA documents including minutes (after approval) and newsletters are posted at:

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