

**Mercer Park Condominium Association
Board of Directors Meeting
April 23, 2013**

MERCER PARK BOARD MEMBERS PRESENT:

Allan Zander	President
Walter Casto	Vice President
Randy Morales	Treasurer
Wendy Shol	Member at Large
Curtis Johnson	Member at Large

Association Members Present:

#1-202/Sabin
#4-201/Kuniyuki

Call to Order: Allan Zander called the meeting to order at 6:00 p.m.

Open Forum/Community Discussion:

Sean Sabin attended the meeting to discuss a parking violation assigned to his unit and to request the fine be repealed. The violation and fine were assigned following reports of the drivers of an unpermitted car parking and entering the unit. Mr. Sabin discussed the issue with his renters, who claim to have not been at the unit during the time the visitors are alleged to have come. His tenants claim to have no idea whose car it was. Mr. Sabin pointed out that his tenants have been honest in the past in dealings with the Association. The Board explained the events leading up to the unit being ticketed and acknowledged having not witnessed the passengers of the car entering the unit first-hand. The Board agreed to deliberate and respond to Mr. Sabin's request to have the fine dropped. Mr. Sabin stressed that he is very willing to be involved and requested to be informed of all future issues regarding his unit. (During Executive session the Board discussed the situation. A motion was made, seconded and approved to waive the fine. Management forwarded a letter to inform.)

Mr. Kuniyuki attended the meeting to discuss the fabric door mat in front of his unit. He brought a picture to show the Board where the fabric had worn through. Management informed the owner that the fabric in front of all units is on the list for summer projects. The Board intends to send out a letter requesting information on necessary repairs from homeowners.

Kevin Frost, owner of unit #15-102, wrote in (as he is out of state) to dispute and request removal of the fine assigned to his unit for his tenants' use of a duplicate parking pass. The duplicate parking pass has been disposed of and a second replacement pass has been issued. The Board discussed reducing the fine rather than rescinding it entirely. A motion was made, seconded and approved to reduce the fine to from \$100.00 to \$50.00. Management forwarded a letter to inform.

Dustin Abrahamson, unit #16-101, wrote in to request reimbursement for tow charges, on the basis that he and his friends were in the process of moving when one of their vehicles were towed. A member of the Board witnessed several cars parked without passes (at least four); however, saw no moving activity. A motion was made, seconded and approved to deny the requested reimbursement of towing charges.

Minutes of Last Meeting: Minutes from the February 26, 2013 meeting were presented for approval. A motion was made, seconded and passed to approve the Minutes. A copy of the Minutes will be posted in the clubhouse area for residents to review.

Financial Report: March 31, 2013

Total Operating Income	\$ 45,230.68	YTD	\$135,226.12
Total Operating Expenses	\$ 13,615.85	YTD	71,840.00*(excludes transfer to & reserves exp.)
Reserve Expenses	\$ 12,071.28	YTD	25,773.28
Transfers to Reserves	\$ 10,756.00	YTD	<u>21,512.00</u>
Net Operating Income (loss)	\$ 8,787.55	YTD	\$ 16,100.84
Insurance Reserves	\$ 21,184.16		
Cash in Checking & Sweeps	\$ 21,082.36		
Capital Reserve & CD	\$851,246.98		

Homeowner Delinquencies as of March 31, 2013 = \$ 58,584.09

Property Manager Report on Active Homeowner Delinquencies by Len Gonzales:

There is one account in collections with Association Attorney, totaling \$10,560.46 including legal fees. The Attorney has submitted documents for Sheriff's Sale of the unit. The Association intends to seek control of the unit.

There are two accounts 60 days past due, totaling \$5,055.89. One outstanding balance is due solely to repair charges, not dues; these charges are currently being disputed. By the date of the meeting, the second account had submitted payment and reduced their outstanding balance to a 30 day delinquency.

There are three delinquent accounts, from previous homeowners, that are in collection with the Association Attorney, totaling \$42,447.23. Two of these accounts have been foreclosed on by the Association. Both units are currently being rented by the Homeowner's Association, month-to-month while awaiting eventual lender foreclosure. Rent collected on these units can be applied to pay down the balances owed to the Association. These accounts are currently inactive but are regularly monitored by the Board, Management and Attorney for any/all potential collection opportunities.

OLD BUSINESS

- 1) The Board wants more information before coming to a decision on how to proceed in replacing the Clubhouse blinds. The Board would like more of a diagram along with pricing for tinting southern and West-facing windows. The Board requested that the Budget Blinds representative be asked to attend the May meeting.
- 2) The Board discussed bids from AAA Fire and Safety and The Safety Team for updating the monitoring system/24 hour RF monitoring. AAA Fire included the cost of rewiring the system in their bid. Safety Team does not include rewiring; they do not have an idea of how the current wiring is configured and can't guarantee it will be suitable for the new equipment. In their case, need for rewiring would be submitted as a change order. The Board feels the AAA bid is more thorough and that the services offered are higher quality. A motion was made, seconded and

passed to accept the bid submitted by AAA Fire for updating the monitoring system/24 hour monitoring.

- 3) Trip hazards near Building 1 caused by raised concrete were repaired by McLeod Construction. Work on the sidewalk gap is ongoing and is expected to be completed in the near future.
- 4) The parking stall numbering will be completed when there are more optimal weather conditions. The project will be addressed in May.
- 5) There are still no ideas on what should go in the space that will be left by removing the old mailboxes. It was suggested that the mailboxes be removed and the space enclosed by vinyl. The vinyl could be removed at a later date for a more complete project. Once the mailboxes are pulled out it will be possible to see what is behind them; contractors will know better what they are working with. Once it is revealed what lies behind the old mailboxes, the space can be covered temporarily and bids can be solicited. A motion was made, seconded and passed to approve removing the mailboxes and covering the space temporarily with weather-proof material, matching the siding as closely as possible.
- 6) The Board reviewed the progress on completing the following loss control recommendations by Community Association Underwriters (CAU):
 - Workout room and sprinkler closet signs have been replaced
 - Sequoia electric repaired and replaced sprinkler closet heaters. Three operational heaters were kept and cleaned; four were replaced.
 - McLeod will install insulation and flooring in the sprinkler closet by April 27.
 - Denis installed a new steam room thermometer
 - Raised asphalt areas pressure washed; Dennis will paint them per the recommendations once the weather improves

Once everything is complete, Management will sign and return Loss Control Recommendation report to CAU.

- 7) #9-302 front entry surface repairs are on hold pending improved weather conditions, at which time Dennis will apply the new surface.

NEW BUSINESS

- 1) There was a discussion regarding new Board Positions. A motion was made, seconded and passed to maintain Allan, Wendy and Walt in their current positions, Curtis assumes the position as Treasurer and Randy takes position as Secretary.
- 2) The Board reviewed a bid from Specialty Door for replacing the clubhouse doors. Replacing the doors would provide additional security as the mailboxes have now been moved in-doors. The Board would like to get more bids to compare to as this one seems high. Management will get bids from several companies for comparison.
- 3) The Board approved a Dry Rot Repair Project Letter and Survey mailing to be sent to all homeowners. The Board instructed Management to send the notice, along with a self-addressed/stamped envelope, a flyer concerning the new Web site, and an Owner/Resident Information form for homeowners to complete. Management forwarded all documents to all homeowners.

- 4) #15-101/HOA has been vacated by the most recent tenant and is being prepared for renting. Bulger Safe and Lock rekeyed the unit door and recoded the garage door. Bob Culjat will complete touch up painting and Dennis will do minor repairs, including: replacing closet door knobs as required, repairing electrical outlets, etc. The unit should be ready for new tenants by the first week in May.

- 5) The Board discussed the new landscaper, including the need for more aggressive trimming in several areas. The summer planting will take place in May.

Adjournment: Board President Allan Zander adjourned the meeting at 7:20 p.m.

Respectfully submitted by

Shiree Teixeira
Administrative Assistant
Property Concepts, Inc.