

**Mercer Park
Board of Directors Meeting
February 4, 2015**

Mercer Park Board Members Present:

Wendy Shol	President
Randy Morales	Treasurer
Catherine Chan	Secretary
Phillip Heil	Member at Large (remote)

Call to Order: 6:10 p.m.

Community Discussion:

- 1) Unit 08-201 attended the meeting to discuss a letter received from the Board regarding planters containing dormant/no plants in an area outside of the building entry in a reserve parking area. The homeowner explained that the planters were not blocking any areas that created a safety hazard. The Board is concerned about the appearance of the property. The rules concerning plants and pots were discussed. The Board will update the rules to clarify parameters regarding planters. Once the update is finalized a letter will go to all homeowners.
- 2) Unit 11-301 owner attended the meeting to discuss a letter received regarding parking violation by their tenant. Tenant parked overnight in an area outside the unit, but outside of a parking stall. The owner and tenant attended the meeting to request the violation lowered to a first offence and the fine be rescinded.

Minutes of Last Meeting: Minutes from the January 7, 2015 meeting were presented for approval. A motion was made, seconded and passed to approve the Minutes as written. Management will post a copy of the Minutes in the clubhouse mailbox area for residents review.

Financial Report:

Total Operating Income	\$45,151.00	YTD	\$ 45,151.00
Total Operating Expenses	\$22,390.18	YTD	22,390.18
Transfer to Reserves	\$ 0.00	YTD	0.00
Net Operating Income (loss)	\$ 22,760.82	YTD	\$ 22,760.82

Insurance Reserves	\$ 6,519.23
Cash in Checking & Sweeps	\$ 6,199.43
Capital Reserve & CD	\$866,992.23

Total Delinquencies 01/31/15 \$ 34,936.76

****NOTE: 4TH AND FINAL QUARTERLY RE-PAYMENT OF RESERVE FUNDS (USED FOR NON-RESERVE EXPENSES) WAS NOT MADE IN JANUARY. THE PAYMENT IS PENDING. FUNDS ARE NEEDED.**

Property Manager Report on Active Homeowner Delinquencies:

There are seven accounts 30 days past due, totaling \$1540.00. The outstanding amounts are for repair charges, January dues increases and fines. The Board discussed fines for outstanding/unpaid fines.

There are two accounts 60 days past due, totaling \$400.00. Homeowners have been contacted regarding outstanding balances.

There are two delinquent accounts, from previous homeowners, that are in collection with the Association Attorney, totaling \$31,794.76. Supplemental hearing proceedings for one account; results are pending. A settlement and garnishment are in effect on the other unit. All collection accounts are regularly monitored by the Board, Management and Attorney for any/all potential collection opportunities.

All other delinquent accounts are less than 30 days past due or consist of outstanding fines, legal fees or late fees.

Old Business:

1. Edmonds Landscaping – Management and Board gave landscapers updated action items and a reminder about planting – pending completion mid February.
2. Dumpster build-out was completed and two new recycling containers ordered.
3. Main drain line jetting will be scheduled with The Plumbing Joint for April/May.
4. 07103 water intrusion repairs were completed. The Board discussed inspecting other units for similar water intrusion issues.
5. Building 16 supply line leak repairs: Four units were affected when rats chewed through a hot water line. Pest and original construction issues complicated and extended the scope of repairs. Insurance claims for the repairs were discussed. Motion made, seconded and passed to move forward with filing insurance claims Management will contact all affected homeowners with instructions on submitting claims to their personal insurance.
6. Banks for Association Funds – Pending.
7. Unit 11-301 deck repairs are complete.
8. New signature cards are pending.
9. An email was submitted to a traffic advisor regarding 118th Ave SE traffic concerns. No response received to date.
10. The Board reviewed a bid from Davey Tree for tree pruning and surgery. The bid includes installation of support for a cracked tree at Building 9. Motion made, seconded and passed to approve the bid.
11. Unit 10-301 deck coating repairs completed. The material warranty covered the repair.

New Business:

1. The Board approved the scheduling of both chimney inspections and dryer vent cleaning for April 2015.

2. Children’s swimming pools in the driveways/parking areas near Buildings 13 and 14 present several issues during warmer months. The Board discussed the risks and costs associated with children in the street, vehicles parked illegally, and water usage. Rising water costs are a large part of the increasing Association budget. The Board discussed revising the house rules to address recreational water use.
3. The Board will hold a March Board Meeting in addition to Annual Meeting.
4. During a recent walk-around Board members discussed having wood deck railings replaced with a plastic composite that doesn’t rot or require painting. Further research is required to compare the cost of installation versus the savings associated with not having to maintain wooden fixtures (painting, pressure washing, rot, etc.). The Board is in favor of gathering information.
5. Moss removal – Amazing Details bid for moss removal was reviewed by the Board. Management will forward a second bid to the Board for comparison.
6. Currently satellite dishes can be banded to Chimneys only. No installation/penetration into buildings is allowed. Options for facilitating dish installation were considered following an inquiry by a homeowner who claims a cable company is refusing to install a dish due to guidelines. The chimney is the only place where a dish can be attached without risking building damage.
7. Comcast Business Options – Management met with Comcast to discuss service options for internet access in the Clubhouse. The Board reviewed the price quotes and requested Management researches other companies’ services/prices.
8. Unit 05-103 experienced a sewer backup – sewer water backed up into the unit causing damage about four inches up the wall in some places. The homeowner was provided information to forward to their insurer and mitigation began. The Board would like a notice to the units in the building regarding this issue.
9. Board Member Positions:

Randy Morales	Vice President
Phillip Heil	Treasurer

Adjournment: Meeting adjourned at 8:35 p.m.

Respectively submitted by

Shiree Teixeira
Administrative Assistant
Property Concepts, Inc.