

**Mercer Park  
Board of Directors Meeting  
October 28, 2015**

**Mercer Park Board Members Present:**

Randy Morales	President
Phillip Heil	Secretary
Curtis Johnson	Treasurer
Allan Zander	Member at Large

**Call to Order:** 6:15 p.m.

**Minutes of Last Meeting:** Minutes from the September 30, 2015 meeting were presented for approval. A motion was made, seconded and passed to approve the Minutes as written. A copy of the Minutes will be posted in the clubhouse mailbox area for residents review.

**Financial Report (September 30th):**

Total Operating Income	\$48,620.37	YTD	\$449,539.65
Total Operating Expenses	\$22,672.44	YTD	396,224.33
<u>Transfer to Reserves</u>	<u>\$ 0.00</u>	<u>YTD</u>	<u>48,885.94</u>
Net Operating Income (loss)	\$25,947.93	YTD	\$ 53,315.32

Insurance Reserves	\$ 6,538.65
Cash in Checking & Sweeps	\$ 77,999.88
Capital Reserve & CD	\$856,838.97

Total Delinquencies 09/30/15 \$ 21,804.75

**Property Manager Report on Active Homeowner Delinquencies:**

**Old Business:**

1. Edmonds Landscaping removed and replaced two dead trees.
2. Building 16 supply line leak repairs update: The two units with outstanding balances paid in full; the deductible has been fully collected.
3. The Board would like to move forward with researching composite options for replacement of wood deck components. Attorney opinion should be had to determine if the installation qualifies as a repair of existing components or a capital improvement.
4. Mcleod Construction began work on the unit #09-101 patio. An engineering inspection will be completed, after which the slab can be poured this week.
5. Couch Services has been contacted for a second bid for rodent abatement/crawlspace repairs.
6. The Board accepted a bid for repainting of red curbs throughout the property. Repainting to take place following sandblasting in Spring.
7. Updated house rules were approved and distributed to all owners.

8. Final inspection of painting done by Steadfast was completed.
9. Sauna repairs were completed and the sauna tested – need to check main control switch, was found to not turn off the day following the inspection.
10. Beam replacement bids – receipt of two additional bids is pending. A timeline for repairs will be determined once all bids are received.
11. Replacement parking tags options are pending.
12. Building 16 flow switch replacement was completed.
13. Clubhouse pots winter planting was completed.
14. Garbage/food has been found in the recycling bins consistently. Management will research alternative signage options.
15. An owner complained the Cabana exercise bike wasn't working. It's working; it had been turned off. The exercise bike is on now.
16. A downspout on Building 8 was rerouted away from the drain line to abate flooding at the entry way of unit #08-103. There has been no further flooding reported. The rerouted drain will be buried and will run into the ravine.

**New Business:**

1. #4-301 submitted a window replacement request. Guidelines were forwarded to the owner. Board approved request under the condition owner provides pictures of proper installation of approved style.
2. Interlake Cleaning is scheduled to complete roof/gutter cleaning in the first week of December. Board approved.
3. #4-303 toilet leak detected and repaired.
4. Irrigation and fountain shut-off was completed. Management provided locations of irrigation shut-offs to the Board for reference/emergencies.
5. Edmonds Landscaping submitted a bid for building up the slope outside #10-101 garage – removing boulder, putting in retaining wall – to redirect water away from the building and abate erosion of the garage panel. Motion made, seconded and approved to accept bid.
6. Two new owners this month.
7. AAA Fire and Safety forwarded a letter advertizing their winterization program, including an inspection and measures taken to avoid frozen pipe breaks and other cold-weather issues. The Board would like to know the cost of the program. Management will find out.
8. November meeting will be a Budget Meeting only.

9. Several lights out/missing throughout the property. Management will contact someone to replace them. Lighting issues and the potential replacement of fixtures to more efficient receptacles was discussed. PSE will come out and do an inspection and offer a package deal on lighting upgrades. Board members present offered to scheduling inspections of their units in order for PSE to provide a bid.

**Adjournment:** 6:58 p.m.

Respectively submitted by

Shiree Teixeira  
Administrative Assistant  
Property Concepts, Inc.