

**Mercer Park
Board of Directors Meeting
September 30, 2015**

Mercer Park Board Members Present:

Randy Morales	President
Phillip Heil	Secretary
Curtis Johnson	Treasurer

Call to Order: 6:31 p.m.

Minutes of Last Meeting: Minutes from the August 26, 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.

Community Discussion:

Unit 16-103 owner attended the meeting to discuss the water supply line leak in Building 16 and contest the assignment of a portion of the master policy insurance deductible to their unit. The homeowner stated their case: believes strongly the cost of the deductible should be shared evenly by all owners in the case of any insurance claim and requested the Board review the situation. The Board explained that the distribution of responsibility for the deductible is dictated by the Association legal documents and owners have been informed that they are responsible for carrying a separate HO6 policy to cover such costs. The owner requested and was provided with literature regarding the assignment of the deductible and examples of other comparable situation.

Financial Report (August 31st):

Total Operating Income	\$44,540.00	YTD	\$379,437.00
Total Operating Expenses	\$13,856.28	YTD	272,466.74
<u>Transfer to Reserves</u>	<u>\$ 0.00</u>	<u>YTD</u>	<u>48,885.94</u>
Net Operating Income (loss)	\$30,697.72	YTD	\$ 44,228.04
Insurance Reserves	\$ 6,536.71		
Cash in Checking & Sweeps	\$ 52,244.29		
Capital Reserve & CD	\$849,819.57		
Total Delinquencies 08/31/15	\$ 22,842.26		

Property Manager Report on Active Homeowner Delinquencies:

There are two accounts 30 days past due, totaling 1,342.00. Homeowners have been contacted to request payment.

There are three delinquent accounts in collection with the Association Attorney, totaling \$16,485.30. 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 removed a dead tree and is waiting for planting weather to install the replacement.
2. Building 16 supply line leak repairs – letters were sent to two units.
3. Composite deck discussion has been tabled for a future meeting. Management requested the Board review an example of the composite and confirm they want to pursue this route for replacement of wood components throughout the property. The Board would like to solicit homeowner feedback at the annual meeting if they decide to proceed.
4. Unit 09-101 patio is still in progress. Permits were approved by the city. More bids were sought due to scheduling delays with the original company. Mcleod Construction was able to start the earliest and bid the best price. Motion made, seconded, and passed to accept bid from Mcleod Construction.
5. Rodent monitoring is ongoing. Some signs of attempts at access have been reported to pest control. Clean Crawls bid for vapor barrier/insulation replacement and securing access points has been received. A second bid is pending and will be forwarded to the Board for comparison and approval via email.
6. The Board previously requested a bid for sandblasting curbs based on a reduced scope of work, focusing only on the neediest areas throughout the property. A motion was made, seconded and passed to accept the revised bid presented at the meeting. Repainting of the curbs will take place after they have been sandblasted.
7. Updated House Rules were approved unanimously. A copy will be forwarded to all homeowners.
8. Painting project is wrapping up. A walkthrough to inspect the work will be completed.
9. Sauna repairs were completed: a new heater was installed. The sauna will be operational after final testing to be scheduled as soon as possible.
10. Options for replacement parking tags are pending.

New Business:

1. Allan Zander, a previous Board member, attended the meeting. Motion was made, seconded and passed to appoint Allan Zander to the Board to fill a vacant position until the March election.
2. Unit 03-301 had placed an ad on Airbnb.com offering a single room for temporary rental. Association rules allow only for the rental of entire units for duration of no less than a year. The owners were contacted and instructed to remove the ad.
3. Building 16 flow switch replacement was approved.
4. Backflow testing was completed and several repairs made; all backflow assemblies have now passed inspections. The Board requested a map of the irrigation shutoffs on the property.

5. The first bid for stairwell beam replacement needed at Buildings 1 and 6 was received and reviewed by the Board; two bids are pending. The project will begin once painting throughout the property has been finalized. The contractor will need access into the adjacent garages in order to complete the repairs.
6. The winter planting of the Clubhouse pots by Edmonds Landscaping was approved and is scheduled for early October.
7. Water is backing up out of the drain in front of unit 8-103. The drain was snaked and no obstructions were found. One possible solution may be to disconnect downspouts that flow into the drain, building them out to divert water away from buildings. This option will be explored.
8. Management was informed by a homeowner that the exercise bike in the cabana was not working. Management tried the bike and found it operational. The Board members will check it periodically and report back if anything is amiss.
9. Owners are putting food in the recycling bins. There's no way to tell who at this time; no food should be disposed of in the recycle bins.

Adjournment: 8:35 p.m.

Respectively submitted by

Shiree Teixeira
Administrative Assistant
Property Concepts, Inc.