

**Mercer Park
Board of Directors Meeting
May 27, 2015**

Mercer Park Board Members Present:

Randy Morales President
Phillip Heil Member at Large
Curtis Johnson Member at Large

Call to Order: 6:30 p.m.

Minutes of Last Meeting: Minutes from the April 20, 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:

Total Operating Income	\$45,321.00	YTD	\$198,104.00
Total Operating Expenses	\$38,628.88	YTD	144,224.93
<u>Transfer to Reserves</u>	<u>\$ 18,570.00</u>	<u>YTD</u>	<u>21,030.94</u>
Net Operating Income (loss)	\$(11,877.88)	YTD	\$ 32,848.13
Insurance Reserves	\$ 6,529.07		
Cash in Checking & Sweeps	\$ 39,419.81		
Capital Reserve & CD	\$845,186.26		

Total Delinquencies 04/30/15 \$ 13,441.30

[update from agenda]

Property Manager Report on Active Homeowner Delinquencies:

There are four accounts 30 days past due, totaling \$535.00. Homeowners have been contacted to request payment.

There are two accounts 60 days past due, totaling \$649.00. Homeowners have been contacted regarding outstanding balances.

There is one delinquent account, from a previous homeowner, that is in collection with the Association Attorney, totaling \$10,228.30. 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 is scheduled to plant additional grasses, construct a retaining wall at Building ## and replant the Clubhouse pots next week.
2. Main drain line jetting in buildings 5, 7, 13 and 14 was completed.

3. Follow up letters were forwarded to owners requesting insurance information for claims in regards to Building 16 supply line leak repairs.
4. Chimney inspection and dryer vent cleaning was completed.
5. Management is researching options for using composite on decks to replace wood.
6. Reserve Study discussion pending.
7. A change order for repairs to unit #09-101 patio was submitted by Ruff Construction. It was discovered that the concrete patio slab is pulling away from the building as there is no foundation under the master closet. Management recommended having an engineer inspect the project and provide a scope of work and analysis before proceeding with a construction contract. The Board reviewed a bid submitted by Depew, Inc. Motion made, seconded and passed to accept the bid.
8. 118th Ave stairway treads replacement complete.
9. The rodent problem is reasonably abated. Continued monitoring taking place. An inspection of the crawlspace under Building 16 is pending.
10. Ants are anticipated to be bad this year. Homeowners can contact Management to request spraying.
11. Spring Newsletter will go out this month, addressing Summer items as well as Spring. Draught is a concern. The Board requested copies of water bills.
12. Unit 01-102 garage repairs completed.
13. Parking enforcement will be reviewed at a future meeting.
14. Mid-entry level replacement tentatively planned to start late June.
15. Repainting red curbs throughout the property will be scheduled in July.
16. Unit 11-101 homeowner was contacted with approval to install a kitchen vent pending signing a hold harmless agreement. No reply yet received.
17. The Board reviewed the Association house rules and proposed changes.
18. Foundation signature cards signed by Board members.
19. Bank accounts for funds were discussed. Motion made, seconded and passed to move \$220,000.00 to higher interest earning accounts
20. Ways to curtail dog feces left in the landscaping were discussed. Options include DNA tracking and/or providing doggie bags. The options will be reviewed further at a future meeting. Board requested a list of the dogs registered on the property.

New Business:

1. The Board discussed monitoring of underage use of the Clubhouse: alcohol and vaping supplies were recently found in the Clubhouse – both are prohibited in the Clubhouse regardless of age. Management contacted a unit believed to be responsible. The Board will move forward with exploring video surveillance options for the Clubhouse.
2. State-wide drought emergency announced. The Spring/Summer newsletter will include suggestions for conserving water.
3. A second bid for the painting project is pending. Deck railings throughout the project need replaced/repared prior to painting. The Board discussed the most fiscally wise way to proceed with replacement and painting.
4. Illegal garbage dumping observed on the North Side of Building 2.
5. Unit 04-303 homeowner requested approval to install seasonal air conditioner – request granted. Air conditioner rules will be addressed in the house-rule revision underway.
6. Landscaping sub-committee suggested. Committee would report to the Board at scheduled Board meetings.

Adjournment: 8:13 p.m.

Respectively submitted by

Shiree Teixeira
Administrative Assistant
Property Concepts, Inc.