

**Mercer Park
Board of Directors Meeting
July 26, 2016**

Mercer Park Board Members Present:

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

Call to Order: 6:23 p.m.

Minutes of Last Meeting: Minutes from the June 27, 2016 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:

Kristin Wynstra of Evergreen Light attended the meeting to discuss a proposal for replacement of light fixtures throughout the property. She clarified the breakdown of common area components versus resident-controlled lights. She shared examples of product options for fixture replacement. The energy savings are estimated to equal the total cost of the project within 3.5 years.

The owner of unit 11-302 is interested in getting dish television and attended the meeting to inquire about the procedure. Management will forward the satellite dish guidelines to the homeowners. Additionally, the homeowner expressed disappointment that swimming pools aren't allowed in the roadways.

The owner of unit 13-102 owner attended the meeting to request the Board review planter area in front of building 13 for planting – it's bare and dead. Homeowner requested a plan for plants that are suited to that location. Additionally, the owner sought approval for bathroom remodeling. Management asked the owner to submit her plans once they have proposals.

Financial Report:

Total Operating Income	\$46,432.00	YTD	\$285,712.31
Total Operating Expenses	\$16,716.37	YTD	178,228.92
<u>Transfer to Reserves</u>	<u>\$ 7,582.00</u>	<u>YTD</u>	<u>45,492.00</u>
Net Operating Income (loss)	\$22,133.63	YTD	\$ 61,991.39

Insurance Reserves	\$ 6,555.86
Cash in Checking & Sweeps	\$ 54,100.96
Capital Reserve & CD	\$897,206.66

Total Delinquencies 06/30/16 \$ 25,132.37

Property Manager Report on Active Homeowner Delinquencies:

One collection account settled. There is now one delinquent account in collection with the Association Attorney.

There are two accounts 60 days past due. Homeowners have been contacted regarding outstanding balances.

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

Old Business:

1. The storage unit pots were replanted by Edmonds Landscaping.
2. CAU insurance coverage has been renewed.
3. Building 4 railing repairs (damaged when struck by a visitor's vehicle) have been completed. The invoice has been submitted to the vehicle owner and their insurance company.
4. Beam replacement at Buildings 1 and 6 has been completed. Construction equipment will be removed from the property by the end of the week.
5. Mid-entry replacement is nearing completion; two owners walked on the new surface, leaving footprints. Once the damaged coating is refinished a final walkthrough will be scheduled.
6. Hot-tape/thermo-plastic lane striping options are under review. More information is needed. Striping will need to take place after the parking lot is resealed. Resealing proposals will be reviewed and discussed by the Board via email.
7. Management is waiting for information from Azek Building Products regarding deck replacement products. Management will follow up with them and report back to the Board. Management requested the Board review powder coated aluminum components at a neighboring property as an additional alternative. There are two months left in the summer to take action on deck maintenance: cleaning, repairs, and painting need to be scheduled as soon as possible. In the next ten days the Board will determine if the replacement of components is within the Association's means and if it is allowed by the Association Declaration.

New Business:

1. Unit 03-202 entry soffit is leaking. Steadfast will complete a leak investigation.
2. Quorum requirements will be reviewed by the Board via email. Management will contact the Association attorney for a review of legal voting requirements.
3. An air conditioning product previously approved by the Board cannot be installed. More research is pending.
4. Davey Tree Pruning is scheduled for July 28th and 29th.
5. Annual Audit is pending.
6. Parking issues update: owners appear to be following the parking guidelines fairly well. The Board is researching parking permit products for replacement of the current tags.
7. There is a suspected Air BnB in the property. The Board is working to confirm the exact unit. Daily rentals are in violation of the Association rental requirements.

8. Unit #15-101 set up a dog enclosure /anti-rodent fence on their deck. Management contacted the owners and they responded with a request for Board approval. The Board agreed the fence does have to be removed. Management will contact the owners with the Board's decision.
9. A Board member walked the property with Four Season's Pest Control following a complaint from owners claiming the pest control company does not follow through on efforts. During the walkthrough all bait stations were found empty and some of the traps had been displaced (possibly by the landscapers). Management suggested doubling up on rodent service (increasing from monthly to bi-weekly service). Additionally, management is in talks with the landscapers to confirm they know to be mindful of the rodent traps and leave them in place.
10. The Board asked Management about the landscaping contract. Management will provide the Board with a copy of the contract for review.

Adjournment: 8:01 p.m.

Respectively submitted by

Shiree Franks
Administrative Assistant
Property Concepts, Inc.