

**Mercer Park
Board of Directors Meeting
March 6, 2017**

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: 6:13 p.m.

Minutes of Last Meeting: Minutes from the January 30, 2017 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:

#07101 owner attended the meeting to appeal the recent tow of the tenant's (owner's grandson) vehicles. Came home late and parked his new car in front of the garage and left it over night and all through the next day (due to being sick). The resident sometimes sees other residents breaking the rules, so he thought he could break them also; we can't expect a 16 year old son of a single parent to take personal responsibility for their actions.

Financial Report:

Total Operating Income	\$56,173.00	YTD	\$56,173.00
Total Operating Expenses	\$18,610.57	YTD	18,610.57
<u>Transfer to Reserves</u>	<u>\$ 10,808.00</u>	<u>YTD</u>	<u>10,808.00</u>
Net Operating Income (loss)	\$26,754.43	YTD	\$ 26,754.43

Insurance Reserves	\$ 6,569.33
Cash in Checking & Sweeps	\$ 56,582.59
Capital Reserve & CD	\$908,492.82

Total Delinquencies 01/31/17 \$ 12,470.30

Property Manager Report on Active Homeowner Delinquencies:

There is one account in collection with the Association attorney.

There is one account 60 days past due; the owner has been contacted to request payment.

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

Old Business:

1. Edmonds Landscaping completed irrigation installation. The irrigations heads have not been set up yet due to weather. It will be completed in March/April as weather allows.
2. Patio repairs being scheduled with Mcleod following water intrusion into #14-107 garage.

3. New Parking Pass Distribution is in progress. About a quarter of the units have not picked up any updated passes. Notices will be posted and additional on-site pick up will be scheduled in April.
4. A replacement exterior light fixture option was reviewed. An additional example is pending. Phil will ask the supplier about replacement glass covers; the Board will determine if they need to order replacement covers preemptively or if they can be ordered as-needed.
5. The Board reviewed proposals from Mcleod Construction and Depew Engineering for replacement of Clubhouse double doors. The replacement doors will be more secure/ difficult to break into. The Board would like to replace both Clubhouse entries at the same time.
6. Updated Owner/Resident Information Forms are trickling in. A reminder will be sent to owners who have not responded.
7. Annual Meeting Date: March 28th. 7 p.m.

New Business:

1. The Board reviewed #09-101 interior repairs following a cracked drain line and water damage. Plumbers fixed the break; during the repairs mold was discovered in the wall cavity. Mcleod prepared emergency mitigation and followed up to inspect thoroughly and create a scope of work. Mold mitigation is underway. The homeowner attended the meeting to discuss reinstallation of cabinets/fixtures moved in the course of repairs.
2. Building 9 Foundation cracks found. The cracks have been repaired, French drains installed and the area was water tested. Depew Engineering recommends a retaining wall across from the space to keep eroding dirt from moving toward the building, causing water buildup along the foundation.
3. A tree came down between Buildings 3 and 4 during recent storms. Seven trees throughout the property have been removed due to storm damage. A tree is leaning near the entrance of the property and is a potential hazard. The Board discussed having the tree removed (if the tree falls it would block access into or out of the property). Motion made, seconded and passed to pursue removal of this tree.
4. #05-202/Shoults rodent intrusion issue. Water heater had to be removed in order to close up the hole the rats were entering the unit through.
5. Dryer vent cleaning schedule discussed: Tuesday May 2nd. No unit access is required. Homeowners can opt to have interior venting cleaned at cost.

Adjournment: 7:30 p.m.

Respectively submitted by

Shiree Franks
Administrative Assistant
Property Concepts, Inc.