

Mercer Park Condominium Association Board of Directors Meeting  
May 29, 2018

Attending;

Len Gonzales, Property Manager  
Art Lander, President  
R. Allan Zander, Vice President  
Remington Gomez, Secretary  
Curtis Johnson, Treasurer

Guests;

Unit Owner Arjun G., #15-101  
Unit Owner Karla Moreno, #11-302

Called to order: 6:13 PM

**Financial Report:**

***April 30, 2018 financial report***

Total Operating Income	\$ 49,577.02	YTD	\$201,454.14
Total Operating Expenses	\$ 40,481.81	YTD	\$132,309.20
Transfers to Reserves	\$ 28,500.00	YTD	\$ 57,000.00
Net Operating Income/Loss	\$ (19,404.79)	YTD	\$ 12,144.94

Insurance Reserves	\$ 6,598.05
Cash in Checking & Sweeps	\$ 16,622.02
Capital Reserve & CD	\$1,026,432.36
Total Delinquencies 04/30/18	\$ 12,338.80

**Delinquent Account Status as of: April 30, 2018**

Please refer to your Chronicle

**Community Discussion:** Arjun G. attended to suggest that we utilize an Amazon app called "Neighbors" which is a social media format for keeping in touch with each other in our community. Curtis pointed out that we have a website and a FaceBook group "Mercer Park Condominium Community". There

seems to be little to no engagement from owners or residents. The website is MercerPark.org and has all of the critical info for owners.

#### **Old Business:**

- 1) Dryer vent Cleaning Schedule: June 6, 2018 -9:30 AM. Notices posted
- 2) Drain Clearing Project: Bldgs. #8, #9 & #10 ground fl. Units- May 30<sup>th</sup> 8 AM. Notices posted.
- 3) Chimney Cap/Wood Fascia Paint: Steadfast to send bid this week.
- 4) New Pet Signs: Fast Signs lost the sign specs and they will recreate the files and provide a quote and a layout design for signs that more explicitly spell out that pets are not allowed to relieve themselves in the planter areas. Curtis asked if there was a preprinted sign available to order from Amazon. Research continues.
- 5) Protective Curbing at Bldg. #6 installed by Pete. It is protecting the siding and the downspout and will be considered for other parking spots if necessary.
- 6) Garage Door Bid: Precision Door Service and Rainier provided quotes on white doors, insulated, steel instead of wood. \$1200 to \$1450. Owners would be responsible for replacement cost to upgrade but cannot be forced to upgrade. Art brought up current building code stipulations regarding new doors. The Board decided to not approve any specific upgrade design at this time. Tabled. (Art Lander added to the minutes that the \$600-800 per door price he received from the door company was for quantities of 25 to 40 doors over a 12 to 18-month period.)
- 7) HOA Reserves Higher Yields- Remy reported that our money (reserves) should be earning at least 2%. He looked at a couple of credit unions. Curtis will continue the research to find the best accounts or structures. There needs to be at least 2 accounts and at least 2 banks. Curtis has resumed the position of Treasurer.
- 8) Additional Parking Enforcement: 2 owners are considering helping with enforcement, but they are considering the expectations. If they agree to help, there will be training needed and perhaps updating of a spreadsheet as to how many times or infractions a car has been caught. Art proposed a "pre" infraction notice that would be a first warning. Residents are not allowed to share use of a parking permit from one unit to another.
- 9) Main Entry Water Fountain: JC Contracting called to clean/ set up for summer season. Curtis asked what happened to the missing artwork that fell off the front of the fountain. Len will investigate.
- 10) Update Towing Agreement w/ Ibsen Towing: Board members added their contact info as authorized to order towing.

#### **New Business:**

- 1) Final Auditor's Report Received: In May Chronicle.
- 2) #16-302 Noise Violation Fines Waived: Email vote.
- 3) #9-102 Window/Door Replacement Approved Via Email Vote.
- 4) #1-301/Gomez selling unit.
- 5) #5-302 Proposed Vinyl Planking Proposal: Limited to kitchen & bath areas only per email vote.
- 6) #3-302 Request to Install A/C Unit: Approved via email vote. Posted Notice to all owners regarding Board approved installation in the beginning of May of each year. Allan asked for an updated house rules flier to be posted.

- 7) 2<sup>nd</sup> of 3rd year Reserve Study Agreement: Update no-site visit reserve study deposit sent.
- 8) Additional Vinca minor to be planted in planter areas in front of Bldgs. #5, #7, #11 and #13. If additional areas need more plants, please let me know. Art suggested building #1 also. He also asked about some bare dirt. Gravel will be added.
- 9) 118<sup>th</sup> Ave. Off-Pavement Parking: Art spoke with city officials. He asked if we would be allowed to clear out some brush on our property edge to create some more parking overflow especially before the August resurfacing of our parking lot. He's researching what we will be allowed to do.
- 10) Steadfast Cost Spreadsheet: Deck Railings: Board Discussion included the realization that we will have to have the contractor be careful not to damage the vinyl siding where they can. Replacing the vinyl with new vinyl siding would be \$15k but replacing it with Hardie plank will be \$29k. Curtis will crunch some numbers to see what it costs to just patch in vinyl where it breaks.
- 11) Steadfast Construction Invoice Approval to Pay: \$33,003.30 The Board approved to pay it.
- 12) Asphalt Project Schedule: Scheduled for July 31<sup>st</sup> to August 4th. It needs to be in 4 sections in order for residents to have more flexibility to park where we can. Security will be hired to keep resident's cars off the surface.
- 13) Landscapers: Edmonds Landscaping has asked to increase their fees. Art noted that the scope of the (boiler plate) contract we agreed to currently was to include lawn care that was never needed or done. He also reported that earlier this month he witnessed their employee blow the cottonwood seed into a pile, then he blew into the landscaping between 2 buildings. He didn't remove it, as we should expect of yard waste. Len agreed to send our business out to bid and Edmonds will be informed that they are not doing the work required but will be allowed to bid on our business again.
- 14) Art brought up the expenses incurred by the community every time a new resident moves in/out. Discussion tabled for more info. (**Additional info added by Art Lander afterward:** "He mentioned that the HOA needs to investigate in cooperation with Property Concepts whether absentee landlords have been following the House Rules over the last 4 years by sending in all lease agreements signed by their tenants along with the required \$400 movein/moveout fees. With a 45%+ rental rate in our complex, this could result in potentially tens of thousands of dollars in uncollected fees by the HOA, which we need in order to pay for the many projects we have going on. I am following up on this with Len, PC Admin and PC Accounting in order to get more info as to the completeness or incompleteness of the Owner/Renter information sheets, lease documents and fees received by Property Concepts from Mercer Park Owners who have rented their units over the last 4 years. We will report our progress to the board when we have more specifics. (Authority Reference: House Rules Section X, Letters D & E as well as Section XII (Emergency Information/Lease Information incomplete: Same fines as house Rules"))

#### **Executive Discussion:**

The Board positions were switched back. Curtis is Treasurer again and Remy is back to Secretary. Karla Moreno offered to join the board as an At Large Member. The board voted to approve. She will need to officially run for the position at the next Annual Owners Meeting.

Adjourned at 8:18 PM

**Next meeting: June 25, 2018**