

**Mercer Park Condominium Association Board of Directors Meeting**  
**February 27, 2020**

**Attending;**

Len Gonzales, Property Manager  
Andrea Burgess, President  
Afreen Rahman, Vice President  
Robert Allan Zander, Treasurer

**Absent;**

Curtis Johnson, Secretary

Called to order: 7:02 PM

January 2020 meeting minutes: Approved

**Financial Report:**

***January 31, 2020 financial report***

Total Operating Income	\$ 61,122.54	YTD	\$ 61,122.54
Total Operating Expenses	\$ 19,094.73	YTD	\$ 19,094.73
Transfers to Reserves	\$ 19,681.00	YTD	\$ 19,681.00
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Net Operating Income/Loss	\$ 22,346.81	YTD	\$ 22,346.81
Insurance Reserves	\$ 6,638.66		
Cash in Checking & Sweeps	\$ 27,324.90		
Capital Reserve & CD	\$ 1,001,103.85		
Total Delinquencies			
01/31/20	\$ 16,470.95		

**Delinquent Account Status as of January 31, 2020:** Refer to Board Chronicle.

### **Treasurer's report:**

Allan asked about the invoices he had requested in January. The property manager had previously agreed to submit the financial information to the Board and neglected to do so. This request was reiterated so that the Treasurer could match invoices with payments. He then questioned the payments to Alpine Window Blinds and the exterminators. He asked for clarification on a drain line that had to be cleared.

### **Community Discussion:**

None attended.

### **Old Business:**

1. Annual (owners) meeting notices were mailed out. The meeting is scheduled for March 26, 2020. Thursday, at 7:00 PM. Owners who cannot attend are mailing in the proxy form.
2. The Board asked for the attorney to review the Comcast contract. The attorney recommended 2-year span and Comcast refused and said they cannot do less than 5 years. The contract gives them permission to come onto the property and make repairs and improvements as needed. Allan moved to accept the new contract. Afreen seconded. Board approved. Len will proceed with communicating with Comcast.
3. Gutters were cleaned. We will be putting it out for bid before the next cleaning. The current vendor is invited to submit a bid.
4. The drain clearing done by the Plumbing Joint has been completed. It was discovered that the roots of the trees had not simply clogged up the drain lines, North of Bldg. 5, but had destroyed the drain line. No action was recommended by the Board.
5. Stairway replacement on Bldg. #16 has been scheduled for early March and residents have been notified.
6. Stairway replacement on Bldg. #15 has been postponed. The unit owner has been informed that some of the rotting decks are in more dire need, at this time. We will return to the stairway, at a later date.
7. Allan brought up the erosion issue behind Bldgs. #3 & #4. The crib wall that had been built a few years ago is already being undermined. Allan moved that we proceed with hiring the Geotech analysis in order to find out what is causing the erosion and advise on how to stop it. The foundation is in danger of being undermined and causing extensive damage to the building(s). Andrea seconded. Board approved.

### **New Business:**

1. Davey Tree was removing some branches at Bldg. #15 and accidentally damaged the siding. While removing branches, they discovered that the tree was so rotted that it

needed to be removed. Their proposal to the Board was that they remove the tree at no cost (normally \$1300+) and that MPC repair the damaged siding (\$495). Board agreed.

2. 2021 Reserve Study. The Board has asked that we put it out for bid.
3. Len will be doing a walk through with the prospective new landscaping vendor. They confirmed that they do not use Round Up. After the walk through, they will be able to provide a bid on the work we require.
4. Unit owner for #9-102 has requested to place a storage pod in the parking lot on 2/28 and have it picked up the next day, 2/29.
5. Handicapped parking violation: The owner of vehicle was found and notified that the placard must be visible at all times, when the vehicle is parked in the handicap parking spots. Next time, it will be towed.
6. There was a damaged vehicle being parked in the lot. The MPC parking rules include that no vehicles can be stored in our lot. The owner has removed it from our lot.
7. Deck repairs: Steadfast Construction had provided a scope of repair for Bldg. #13 decks. That scope was provided to Charter, CDK and SIR. Bids have begun to arrive. One company's bid was much higher because they included "door pans", which keeps water away from the deck doors. All the bidders are now being asked to submit a revised bid which includes that addition. Any bids are preliminary until engineering drawings are approved and permitted by the City. Permitting may also add another 10% to the cost. Allan requested that we also consider putting flashing along the decks to direct water away from the deck sides. He also suggested we consider "Duckback" for the deck surface instead of the elastomeric coating, since it would outlast the current surface. Len offered to ask for those options in the bids and see if the unit owners would pay for the upgrades.
8. Miscellaneous; Water leaks suspected by the water utility (bldgs. 13 and 5). The gutter on #8-302 needed some repair. #1-202 deck repair- Len said we need to get at least a temp fix done for safety reasons.
9. Pest control vendor: Allan requested we put it out for bid.
10. Auditor: Allan asked that we put that out for bid, also.
11. Project management: Allan asked about that bill. Len explained what he does for a couple of hours every Thursday to be onsite for residents and owners. It was requested by a previous Board. Allan requested that the current Board review the contract with Len. It seemed odd that he was being paid as a W2 employee.

#### **Executive Discussion:**

1. No topic for discussion.

Adjourned at 8:21 PM

**Next meetings: 7:00 PM Thursday, March 26, 2020 - The Annual Owners Meeting *Postponed***

**7:00 PM Wednesday April 22, 2020 (Monthly Board Meeting)**

Respectfully submitted by Susan Shoults, #5-202