

Mercer Park Condominium Association Board of Directors Meeting

June 25, 2019

Attending;

Len Gonzales, Property Manager

Andrea Burgess, President

Robert Allan Zander, Treasurer

Curtis Johnson, Secretary

Absent;

Afreen Rahman, Vice President

Called to order: 7:03 PM

May 2019 meeting minutes, approved.

Financial Report:

May 31, 2019 financial report

Total Operating Income	\$ 60,662.38	YTD	\$310,879.37
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Total Operating Expenses	\$ 20,320.03	YTD	\$148,325.50
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Transfers to Reserves	\$ 17,001.00	YTD	\$ 51,003.00
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Net Operating Income/Loss	\$ 23,341.35	YTD	\$ 111,550.87
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Insurance Reserves	\$ 6,623.08
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Cash in Checking & Sweeps	\$ 30,048.45
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Capital Reserve & CD	\$1,055,493.30
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Total Delinquencies 04/30/19	\$ 13,739.95
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Delinquent Account Status as of: May 31, 2019

Please refer to your Chronicle.

Community Discussion:

Susan Shoults asked if there was money in the budget to put mulch in some planting beds. Len estimated that there was not enough money for that. He offered to ask for the landscapers to walk through and provide an estimate.

Old Business:

1. Fast Signs: One last door sign is ready to be picked up and installed for #2-102.
2. Bldg. #3 Stairway replacement: Scheduled to begin Wednesday, June 26. Notices to residents were posted last week. Discussion occurred regarding the unexpected severity of the rot on so many of the stairways and stringers.
3. Garbage Enclosures Bids: Steadfast is working on the drawings. Expected by the next meeting.
4. Exercise Room Security Bars: Finetuning of manufactured bars is occurring and will soon be installed.
5. Request for Security Cameras: The homeowner that suggested it was not present but is gathering information. Curtis added that he had done some investigating of options available, previously. It seems that because of our location and other limitations it may not be an inexpensive system. But each homeowner can place something on their own door such as a "Ring" or such brand. But at this time, the Board has not approved attaching cameras onto Mercer Park Buildings.
6. Lakeview Pro-Wash Start date: Building washing project will begin on Monday, July 8, and continue for two weeks. Estimated cost \$38,000. Discussion occurred suggesting that we need to make it a line item in the annual budget. (It used to be?)

New Business:

1. Appointment of additional Board Members to one-year terms: Curtis Johnson volunteered and was then asked to take on the Secretary position. Allan moved to have Curtis rejoin the Board, Andrea seconded. Board approved. Len mentioned that there were two homeowners who had said they were interested in the other position but neither of them attended this meeting. They need to attend and introduce themselves to the Board Members at the next meeting.
2. Reserve Accounts Status: Allan stated the most recent association audit documented the association as having approximately \$250,000 in uninsured accounts. Allan stated this was not accurate, and requested the audit be updated to show correct information (the association currently has a DDMS - Demand Deposit Marketplace Sweep - account to ensure association funds never exceed the \$250,000 limit in any one bank). Allan will provide documentation to Len, to support this. Allan also stated the current process for transferring funds, given association funds are located in two different banks, was time consuming and inefficient. Transferring funds from reserves (located to Columbia Bank), to the operating account (located at US Bank), at times delays access to funds, to pay bills in a timely manner. Once the transfer is approved by two Board members, Columbia Bank sends the requested transfer funds to the US Bank by mail, using a paper check. Allan is obtaining additional information, to begin the process of moving all accounts to US Bank.
3. Speed Bump Repair/Replacement: The speed bump in front of building 12 is disintegrating. Len acquired two bids on options for repair/replacing. Affordable Asphalt bid for replacing it with another asphalt bump came to \$1,375. The Cedar Creek proposal is for replacing it with 9 (6 ft) rubber bumps and it came to \$5,780.50. Allan moved that we take the Asphalt bid to replace it. Andrea seconded. Board Approved. Len will schedule it.

4. Screen Door Installation for #13-202: The owner asked to attach a magnetic type screen for her back door and second bedroom door. (The Board had approved it in email.)
5. Clubhouse Window Blinds Cleaning: Total cost was \$264.12 for cleaning and restringing.
6. #9-203 Flooring request: laminate flooring with cork backing sample was submitted to the Board for approval for installation. Curtis moved to deny approval of that hard flooring. Allan seconded. Board agreed to deny approval.
7. #13-302 Water Leak into Unit Below: The source of the leak was repaired, and the owner will pay for the damage it caused in the lower unit. The homeowners are working it out.
8. #11-202 Has a Medical Alert Service Animal: A Physician provided a letter of verification.
9. New Reserve Funds Request Form: Approved.
10. Landscaper Site Visit: Len showed them the things that need to be improved. They are on a short lease. Discussion ensued regarding the immediate needs as well as potential landscaping changes.
11. Allan inquired if any decision had been made, regarding managing the postal packages stored in the clubhouse (based on previous discussions around possibly setting a time limit). Len stated, packages would be returned, after 30 days, if not picked up. Allan asked if owners had been notified of this new rule, and Len indicated they had not. This led to further Board discussion, regarding this time limit, and most members felt 30 days was too short, given possible unknown circumstances, affecting resident's ability to retrieve them. Following discussion, Allan made a motion to set the time limited at 90 days. Curtis seconded. The Board approved the 90-day limit. Len will post notices, allowing a 30-day waiting period, before rule goes into effect.

Executive Discussion:

1. Regarding a delinquent owner, the Board decided to delay hiring the investigator until next year.
2. Regarding the moving fee for an owner who moved back into her unit for hospice, the Board was asked by her mother to waive the fee attached to her daughter's estate. Andrea moved to offer a one-time compassion waiver. Curtis seconded. Board approved.

Adjourned at 8: 05 PM

Next meeting: 7:00 PM Tuesday, July 30, 2019

Respectfully submitted by Susan Shoults, #5-202