

**Mercer Park Condominium Association  
Board of Directors Meeting Agenda  
August 29th, 2022, at 6:30pm**

**Call to Order**

**Attendees:** Andrea, Kris, Lisa, Curtis, Carol Buck, Elizabeth Dickinson, Jim Rapanot, Joan 2-104, Isaiah and Nick from Steadfast

**Meeting Minutes Approval**

1. July 2022 draft sent for review via email 8/1
  - a. **Juan re-sending for board review**

**Financials**

1. Assets	
Cash-Operating	
10000-00 - Cash, Operating, Checking	\$127,150
10500-00 - Cash, Operating, Insurance, Columbia Bk	\$6,675
 Total Cash-Operating	 \$133,826
 Cash-Reserve	
12000-00 - Cash, Reserve	\$336,795
12100-00 - Cash, Reserve, Columbia Bk	\$144,931
12150-00 - Cash, Reserve, Columbia Bk Sweep	\$94
12200-00 - Cash, Reserve, CD, CIT Bk, 12 M 03/04/23	\$77,610
12250-00 - Cash, Reserve, Umpqua Bk	\$97,079
12350-00 - Cash, Reserve, Columbia Bk DDM	\$502,541
 Total Cash-Reserve	 \$1,159,053

Columbia accounts managed by BOD

2. Delinquency totals \$14,582 as of end of July
  - a. 12 accounts total,
    - i.1 in collections
    - ii.2 ready for action
    - iii.4 \$500 – \$1000
    - iv.5 under \$500
  - b. Action needed on two accounts – **Curtis motioned to proceed, Andrea seconded, no objections.**
    - i.\$3,537.00
    - ii.\$3,219.00
3. Budget and reserve study
  - a. Template from accounting and first Board draft by end of Sept.
  - b. Reserve study follow up

**Open Forum – 10 minutes**

Complaints about an owner doing car repairs onsite leaving behind oil stains and rinsing pollutants down storm drains that empty into streams. Complaints about contractors parking in front of other owners'

garages and blocking access. ACTION: Andrea will create sign to post in clubhouse about parking rules. Plants around the complex look to be dying – new landscapers are working on irrigation system.

## Old Business

1. Landscape changes
    - a. Eastside performance so far
      - i. Things are looking better, esp around the front entrance but the back of #13 is still very overgrown. Water fountain pump isn't working again – pump was replaced Sept. 2020 and had to be sourced from overseas. Board discussing whether to keep repairing it or do something different with it. ACTION: Juan will check with Dan to see if pump can be sourced locally. Juan to check on progress to get rest of complex landscaping back to standard.
  2. Stairs / Decks w Steadfast – Isaiah and Nick
    - a. Stairs in progress
      - i. 5 finished, started on 9-301 and 302. Haven't painted yet but almost ready, soffit material up, kickboards up. Juan has change orders from them for rot work (4 of 5, in varying degrees).
      - ii. Carol asked if we could do something about the workers smoking and throwing their cigarette butts on the ground. ACTION: Juan said he would follow up with Isiah and ask them to make sure they don't smoke near windows/doors and also not to throw the butts on the ground.
    - b. Deck contract
      - i. updated contract/pricing sent. Andrea motioned to approve, Kris seconded, no objections. Approx. 6-week lead time needed for railing vendor. Weather will greatly impact construction, as doors will be removed during days so not ideal to work on in colder weather. Some weather containment can be done, however. Steadfast can start on some this year, rest will leak into next year.
  3. Dog stations
    - a. NW \$3,884
    - b. ESLC \$3,789
- Steadfast bid \$6k. Kris motioned, Lisa seconded to accept Eastside, no objections. These will be the only locations on site that residents can use. A notice will be posted in the clubhouse.
4. Clubhouse walkway
    - a. Steadfast \$71,632 + tax to replace / \$12,383 + tax to repair
    - b. McLeod \$68,335 + tax to replace / \$11,237 + tax to repair
    - c. Archadeck \$74,200 + tax to replace / pass on repair bid
    - d. NW committed to delivering repair bid for meeting
      - i. Juan provided their bid of \$10,870 + tax – Curtis motioned to approve, Lisa seconded, no objections.
  5. Paint and wash
    - a. Color and Arches - combo bid for wash and paint, scope based off his opinion \$134,675
    - b. EA Painting - \$46,804 following request for railings / \$23,995 for full wash
    - c. Pro Clean wash - \$14,000 to prep for paint
    - d. SparkleWash - \$18,300 for full wash

Board agreed to table this work until Spring so it doesn't conflict w/ current stair/railing replacements, plus it's getting late into the season. Board will need to get more clear on scope next year so vendors can provide more accurate pricing.

## **New Business**

1. Open Board position – to be nominated by board to serve until elections next year.
  - a. Carol volunteered.
  - b. Juan provided name of another volunteer but they did not attend the meeting.
2. Eastrail connection
  - a. Curtis will send an email detailing a request to move the entrance.
3. Clubhouse keys
  - a. A full set is needed for entire board to access. ACTION: Curtis will get a lockbox for the keys to be installed in the clubhouse.
4. Parking enforcement
  - a. One online location is needed where board can access the history of violations and what fines were sent.

**Next meeting:** Monday 9/26 at 6:30pm via Teams

**Adjourned:** 8:21pm