

**Mercer Park Condominium Association
Board of Directors Meeting Agenda
September 26, 2022, at 6:30pm**

Call to Order: 6:35pm

Attendees: Residents: Jason Q 1-202, Sean S. 1-302, Carol B.; **Board:** Lisa, Curtis, Kris, Andrea, Juan (Trestle)

Meeting Minutes Approval: August 2022 approved and posted to website

Financials August 2022

1. Assets

Cash-Operating

10000-00 - Cash, Operating, Checking	\$99,937
10500-00 - Cash, Operating, Insurance, Columbia Bk	\$6,676

Total Cash-Operating **\$106,613**

Cash-Reserve

12000-00 - Cash, Reserve	\$384,284
12100-00 - Cash, Reserve, Columbia Bk	\$144,935
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	\$502,595

Total Cash-Reserve **\$1,206,597**

2. Delinquency totals \$16,140 as of end of August

- a. 12 accounts total
 - i. 3 in collections
 - ii. 1 over 1k
 - iii. 4 \$500 – \$1000
 - iv. 7 under \$500

3. Reserve Study

- a. Update from Schwindt – updates incorporated and Board agreed numbers look good. Andrea motioned to approve, Kris seconded, no objections.

Open Forum – 10 minutes

Jason is a new owner and introduced himself. Juan advised him of fire alarm testing happening soon. Complaint about contractors parking in front of owner garages and leaving lots of nails in driveway. ACTION - Juan will contact Steadfast. Building 7 needs a new hose reel. Curtis asked about ensuring one hose & reel per building, board will do this next Spring. Juan provided follow-up on action regarding improperly parked vehicle.

Old Business

1. Landscape updates
 - a. Dog Stations – work scheduled
 - b. Irrigation – everything working as it should for now but repair company not confident there won't be future issues. Landscaping company working on plan for 2023 for replacing plants and doing more thorough cleanup. Lisa said some plants by building 9 not getting watered and may need new heads installed. Irrigation will be shut down in October.
 - c. Fountain – Dan thinks about \$2500 to replace pump. Pump was replaced in 2019 so is another new one really needed or can it be repaired? Is it worth continuing to put money into it? Board will discuss next Spring what to do with fountain.
2. Stairs / Decks w Steadfast
 - a. Deck permits in works – Steadfast sent to Steve Depew, he's working on obtaining permits.
3. Clubhouse walkway
 - a. Approval to NW – about 8-10 weeks out on this project. Weather-permitting it will get done as long as it's not raining or below 50 degrees.
4. Fire inspection
 - a. 9/28 – some homeowners not available but made arrangements for access. Will likely need a second attempt for owners who weren't home. Any fees charged by vendor to return for homeowners who didn't make arrangements will be passed on to homeowner. ACTION - Juan will check if vendor will charge per unit.
5. East Trail
 - a. Update from Curtis – asking for board approval to move rogue trail 30' south so traffic doesn't walk right by cars. No objections.

6. Hot water tank
 - a. Invoice on hold for now – contractor left stain on carpet and left electrical hookup undone. A board member had to complete that work. ACTION - Juan will work with vendor to get a price adjustment.
7. Clubhouse access plan – additional keys were created, no more action needed.

New Business

1. Emergency services / water loss / insurance claim process – Trestle working on documents outlining their process and policies. They'll share with us when ready for review and board will have chance to customize for Mercer Park.
2. Chimney services – This is a homeowner responsibility, not the HOA's. Board agreed to allow homeowners to schedule with vendor of choice. Kris brought up whether board should ensure all chimneys are cleaned. Sean found in minutes they were last cleaned 7 years ago. ACTION – board should create communication to owners that this is their responsibility.
3. Budget Draft
 - a. Ratification meeting – Juan getting draft back in a few days and will send to board for questions. Board will need to set dates for two budget meetings, which must be 30 days apart.
4. Year-end services
 - a. Roof cleaning – done in June, when to clean next? Need gutters included. ACTION - Juan will look up when last done.
 - b. Ice / Snow – what services should Juan plan for? One option is auto-deploy based on conditions, ends up being about \$1k per trip. Will discuss further next month.

Next meeting date: 10/24 @ 6:30

Adjourned: 8:05pm