

**Mercer Park Condominium Association  
Board of Directors Meeting Agenda  
July 24th 2023 at 6:30pm**

**Call to Order 6:32pm**

Juan – property mgr  
Curtis – board member  
Lisa – board member  
Jim – board member  
Sean – board member  
Kris – board member  
Carol Buck – owner  
JA -

**Meeting Minutes Approval**

1. June 2023 – [approved no objections](#)

**Financials June 2023**

1. Assets		
Cash-Operating		
10000-00 - Cash, Operating, Checking		\$188,539
10500-00 - Cash, Operating, Insurance,		\$6,670
Total Cash-Operating		\$195,264
Cash-Reserve		
12000-00 - Cash, Reserve		\$60,366
12010-00 - Cash, Reserve, CIT ICS		\$601,021
12101-00 - Cash, Reserve, Columbia Bk		\$145,171
12140-00 - Cash, Reserve, Columbia Bk Sweep		\$104
12350-00 - Cash, Reserve, Columbia Bk DDM		\$19
12351-00 - Cash, Reserve, Umpqua Bk DDM		\$242,800
Total Cash-Reserve		\$1,049,484

Curtis brought up the concern for transferring the funds, asking whether we should wire funds or do a cashier check. Juan is going to follow up with Ron to ask what the process is for receiving the cashier check via the mail.

2. Delinquency totals \$4,351 as of end of June 2023
  - a. 6 accounts total
    - i. 1 at \$2,466
    - ii. 5 at \$750 or less
3. Reserve investing -
4. 2024 Reserve Study - [August meeting will focus on the reserve study but we will schedule an additional session for August to review the reserve study \(will set dates at the end of the meeting\).](#)

Timeline:

- By Aug 15<sup>th</sup> manager and board discuss budget strategy & meeting schedule.
- By Sept 30<sup>th</sup> Trestle provides draft budget to board for review
- By Oct 31<sup>st</sup> – draft budget revised as necessary
- By Nov 1<sup>st</sup> – Board approves draft budget and schedules budget ratification meeting
- By Nov 10<sup>th</sup> – Manager mails budget ratification meeting notice to all owners as required under WUCIOA.
- By Nov 30<sup>th</sup> – Budget ratification meeting is held
- By Dec 5<sup>th</sup> – Manager mails confirmation of ratification and new assessment schedule to all owners
- By Dec 20<sup>th</sup> – Trestle issue January billing statements to owners

## 5. Budget Prep

### Open Forum – 10 minutes

Carol – asked about compliance issues with balcony storage, she is seeing mattresses, laundry drying, garbage, broken green house etc. Juan said he sent notices. Carol asked about the timeline for how long between the notice and when things get cleaned up and then when fines would kick in. Timeline is per the governing documents.

Carol – Parking, how long can cars sit without being moved? Looked at rules during the meeting, there are no constraints for how long a car can be parked but it has to be drivable (no flat tires, expired tags, broken down etc.).

Jim – asked about the curbs and repainting the lines, Kris/Curtis brought up painting with the sealcoat/repaving depending on the timing. We discussed the repair of the gas spill; Juan will follow up to see if homeowners' insurance would cover it.

Kris – satellite dish building 4 is on the ridgeline, looks like its screwed in through the roofing.

### Old Business

1. Decks w Steadfast
  - a. 7/31 start date buildings 9, 10, 11, 12 – Lisa asked about the scheduling, Juan said Isaiah is working with the homeowners.
2. Stein / Insurance Claim
  - a. Initial inspection bids pending edits.
    - i. J2 (close-up costs would need to be bid and added), Evolution (includes the close-up costs) and Amento (close up costs would need to be bid and added) recommended by Dan Stein Juan said he is on making sure the bids have the same amount of openings and include the labor.

Jim said he's worked with Evolution and said they were very good. Kris added it would be nice to have one company take care of all of it vs coordinating two companies.

3. 2023 Maintenance
  - a. Paint
    - i. Bids in hand

ii. Review and comments by Project Office

Curtis asked about the soft wash bids, are the railings soft wash as well or pressure wash? The siding we want soft wash but the railings don't have to be, would the price be lower. Jim said he prefers Sparkle Wash because the specifically listed 122 units and 16 buildings.

- b. Pest Control – Current monthly cost with xx is \$440 (\$5,280 annually). For now we will stick with the current one but put pressure on the current company.
- i. Willards \$10,494 annual
    - 1. Rodents \$1240 initial and \$434 monthly for 3 per building and 2 per dumpster area
    - 2. Insects \$1120 initial spray every April and \$560 monthly May to Oct spraying 8 buildings monthly.
  - ii. Eagle \$9739 annual
    - 1. Rodents \$1184 initial and \$225 monthly for 2 per residential building
    - 2. Insects - \$1520 per quarterly service on all buildings
  - iii. Sprauge \$8597 annual
    - 1. Rodents \$2060 initial and \$267 monthly for 2 per building, 2 per garage and 1 per dumpster
    - 2. Insects \$1260 three times a year on all buildings
- c. Wash / Separate from paint
- i. SparkleWash \$20,740 + tax Softwash all the siding, pressure wash the sidewalk, walkways and railings. Pending scope edits on the railings. Juan will get some costs for touch up painting on the railings.
  - ii. The Soft Wash – Priced themselves out \$196,528
  - iii. Champion \$27,600 + tax
  - iv. Supersonic \$50k + tax

**New Business**

**Executive Session: If needed**

**Adjourn** - Motioned to adjourn by Curtis, Lisa and Kris agreed. 8:16pm

**Set next meeting date**