

Treehill Park Homeowners Association Board of Directors



Zoom Video Conference Board Meeting Minutes January 27, 2021 6:30 PM

Establish Quorum of the Board: A quorum of the Board was established with: Carol Woods, Kaye Maddocks, Maurice, Debbie Yost, and Al Evans. Dawn Petricevic, Margaret Jimenez, Irina Lukasiewicz and Treehill’s maintenance lead, Johnny Velasquez, were also in attendance.

A. **Homeowners Forum:**

Irina Lukasiewicz had questions regarding dirty, sludgy water. She is reporting sludge, rust and tiny pebbles appearing in her unit’s water. She is trying to determine if it is a complex issue or if it is within her unit. Johnny mentioned that when the city or a unit turns off the water a certain amount of sediment gets stirred up when water is turned on again. She is going to consider re-piping her unit.

B. **Consent Agenda/Announcements:**

1. The last Board meeting minutes were approved: Debbie Yost made the motion; Kaye Maddocks seconded.

2. Interview/Vote Dawn Petricevic for the Secretary position. Dawn has been a resident for 20 years. She has been on the board before and had helped with landscaping around the complex over the years.
Motion to approve Dawn to the Board, Kaye Maddocks, seconded by Debbie Yost.

3. Petty Cash, (Reimbursements generally are for camera electricity, RC Internet/Camera connection, website, mileage, maintenance equipment)

C. **Financials:**

Treehill Park Homeowners Association Bank Balance Summary November 30, 2020

	Operating Fund		Reserve Fund		
	Foundation Bank	Debit Card	Foundation MM	WA Fed MM	WA Fed CD's
Beginning Balance	\$ 10,830.39	\$500.00	\$104,002.04	\$27,177.41	\$ 21,588.84
Monthly Income	\$30,823.49	\$272.57	\$3,757.30	5.57	-
Monthly Expense	(\$34,605.18)	(272.57)	(\$8,993.00)	-	-
Ending Balance	\$ 7,048.70	\$ 500.00	\$98,766.34	\$27,182.98	\$ 21,588.84

Operating Accounts	\$ 7,548.70
Reserve Accounts	\$147,538.16
Total Bank Accounts	<u>\$155,086.86</u>
Accounts Receivable	<u>\$ 2,680.42</u> (less doubtful accounts)
Total Assets	<u>\$157,767.28</u>
Accounts Payable	\$ 16,286.27

**Bank Balance Summary
December 31, 2020**

	Operating Fund		Reserve Fund		
	Foundation Bank	Debit Card	Foundation MM	WA Fed MM	WA Fed CD's
Beginning Balance	\$ 7,048.70	\$ 500.00	\$98,766.34	\$27,182.98	\$21,588.84
Monthly Income	\$33,277.12	\$809.56	\$7,620.36	5.76	155.63
Monthly Expense	(34,384.42)	(809.56)	(8,831.85)	-	-
Ending Balance	\$ 5,941.40	\$ 500.00	\$97,554.85	\$27,188.74	\$21,744.47

Bank Balance Summary

Operating Accounts	\$ 6,441.40
Reserve Accounts	\$146,488.06
Total Bank Accounts	<u>\$152,929.46</u>
Accounts Receivable	<u>\$ 3753.72</u> (less doubtful accounts)
Total Assets	<u>\$156,683.18</u>
Accounts Payable	\$ 16,286.27

D. **Committee/Project Reports:**

1. Neighborhood Watch: **AI**

Nothing to report due to COVID. Considering Zoom meetings once he gets a bit more experience with using Zoom. The Sherriff can attend a Zoom meeting.

2. Landscaping/A-1 Report: **Maurice**

New crew lead. Maurice will do a walk through with him and review expectations. Johnny will get her the landscaping binder that discusses of our contract and time table of maintenance so she can help the crew stay on task.

3. Website Report (treehillpark.org) **AI**

November and December emergency minutes have been posted. Updated the contact sheet as well. Debbie Yost asked about the Owner/Tenant agreement and wondered if it was the most current copy. A reminder will be sent to K-M to update it.

- 4 Maintenance Report: **Johnny**
Antonio will begin working on Mondays again.

Maintenance Completed:

- ✓ 23966T, rebuild side wall on unit and divider walls, shed doors and new gate
- ✓ 23941P, install new exhaust dryer vent on roof
- ✓ Pool, got bids for resurfacing pool
- ✓ Complex, clean up tree that fell on car from wind storm
- ✓ 23990T, trench under unit install new sump pump and new vapor barrier
- ✓ 23822T, replace main water line for unit

Future Maintenance

- ✓ 23972T, rebuild shed doors, divider walls and new gate
- ✓ 23988T, remove and install vapor barrier in crawlspace
- ✓ 23942P, rebuild shed, divider walls and new gate
- ✓ 23831T, remove dry rot siding on side of unit and rebuild sheds doors and gate
- ✓ Poplar Ct. Fix carport damage for Waste Management
- ✓ Complex clean roofs, gutter, and drains
- ✓ Complex clean moss of sidewalks and parking area

Our “Outstanding Future Maintenance List” is larger than we can list here. Please don’t think we’ve forgotten your requests.

- 5 Rec Center Rentals/Activities:
None for the foreseeable future due to the pandemic.

- 6 Pool: **Carol**
The pool is closed for the year, having never really opened due to the pandemic.

- E. **Unfinished Business:**
Still waiting for Multnomah County to issue the rest of the settlement. Need to contact attorney to follow up on that timeline.

- F. **New Business:**
The pool needs to be resurfaced before it is to open again. Because it is likely that it will not open this year due to COVID, it would be a good time to do it. Two bids have been received. One from Medford & Meyer, Inc. for \$21880.00, Oregon Pool and Plastering \$15,840.00 but if we replace the tiles at the water line it is another \$5720.00. Johnny agreed that the tiles should be replaced. Both companies are in good standing with the BBB. The funds have been saved in reserves for this project. The board will get one more bid since the first two are so different in price. Once that is received the board will select a contractor and schedule.

A report of someone going through the trash on garbage day. One can was taken then reappeared. One can was taken and the trash was left. Homeless passers through may be using the cans to store their belongs in. If your can comes up missing or damaged, contact Kappes-Miller and let them know so it can be replaced. Be sure to report to Police if you see someone going through the trash, looks unfamiliar and out of place. Making these people feel uncomfortable in our complex will help reduce theft and keep our community safe.

G. **From the Board - Friendly Reminders:**

When vehicle information needs to be updated, do it by sending an email or written notice to Kappes-Miller at Connie.fleming@kappesmiller.com. Do not complete a new Owner/Tenant agreement.

Mailbox issues should be reported to the Troutdale Post Master. That number is 503-661-5490. The mailbox units belong to the Post Office so the Board or maintenance cannot assist you.

When corresponding to the board or K-M please list your address in the subject line. This will make it easier to track your request. An example would be "23990T". "T" for Treehill, "P" for Poplar.

Parking rules and guidelines need to be adhered to in order to avoid being fined. The board is working on educating our population.

H. **The Meeting Will Be Adjourned To Executive Session** (delinquencies, attorney consultation, violations, staffing issues).

The next meeting will be held **Wednesday, February 24, 2021 at 6:30 pm.**

Contact email: TreehillLiaison@comcast.net

Website: treehillpark.org

Message Center: 503-790-2100