

Treehill Park Homeowners Association Board of Directors



Zoom Video Conference Board Meeting Agenda October 27, 2021 6:30 PM

Establish Quorum of the Board: A quorum of the Board was established with: Carol Woods, Kaye Maddocks, Debbie Engels, Debbie Yost, Dawn Petricevic and by telephone, Jocelin Higgins. Also in attendance were homeowners Bil Willis, Kathy Kowaleski, Al Evans and Maurice.

A. Homeowners Forum:

Kathy Kowaleski was wondering when the tree rounds will be taken away from upper Treehill? Please offer those to Cottonwood if they want them. The ones in lower Treehill by the Quonset hut are available to the Treehill residents. If neither want them in upper Treehill perhaps an outsider may haul them away.

Maurice wanted to know when and where to turn in the chimney inspection information? That is a great question. After a brief discussion regarding how many units have fireplaces, if they are used or not and for the safety of the complex, the Board decided a fireplace chimney must be inspected every two years. Information must be sent to Dave Berge with Kappe-Miller. Dawn motioned to approve an inspection every two years or notification of non-use. Kaye Maddocks seconded. If you use the fireplace in your unit, please provide proof that it has been inspected by December 30, 2021 to be in compliance. If you have a fireplace and do not use it, please let KM know this as well.

B. Consent Agenda/Announcements:

1. The last Board meeting minutes were approved: Debbie Yost made the motion; Jocelin Higgins Seconded.
2. Petty Cash, (Reimbursements generally are for camera electricity, RC Internet/Camera connection, website, mileage, maintenance equipment)

C. Financials: Kaye

Treehill Park Homeowners Association Bank Balance Summary September 30, 2021

	Operating Fund		Reserve Fund		
	Foundation Bank	Debit Card	Foundation MM	WA Fed MM	WA Fed CDs
Beginning Balance	\$ 3,825.07	\$ 700.00	\$116,937.30	\$ 27,227.49	\$21,820.08
Monthly Income	\$ 32,479.18	\$1,724.42	\$ 19.22	-	-
Monthly Expense	\$ (33,645.15)	\$(1,324.42)	-	-	-
Ending Balance	\$ 2,659.10	\$ 1,100.00	\$116,956.52	\$ 27,227.49	\$21,820.08

September 30, 2021	Balances
Operating Accounts	\$ 3,759.10
Reserve Accounts	\$ 166,004.09

Total Bank Accounts	<u>\$ 169,763.19</u>	
Accounts Receivable	<u>\$ 3,675.89</u>	(less doubtful accounts)
Total Assets	<u>\$ 173,439.08</u>	
Accounts Payable	\$ 26,321.08	

D. **Committee/Project Reports:**

1. **Neighborhood Watch: AI**
Nothing to report since there have not been any meetings. Carol mentioned that on Tuesday evenings there are folks going through the recycling looking for cans and bottles. Carol asked AI to contact the Sheriff office to see if they could send a patrol through here on Tuesday evening/Wednesday early morning to keep them moving along.

2. **Landscaping/A-1 Report: Dawn**
Spoke to Arturo regarding the amount of debris that came down the creek from the heavy rain at the end of October. The crew needs to do a better job taking all the clippings from the creek maintenance or the creek will back up into the pool. Two willows along the creek need to be pruned and shaped so that should happen next time.

3. **Website Report (treehillpark.org) AI**
The September minutes were posted and everything is up to date. AI is looking for a version of Adobe that will turn an old pdf document that cannot be searched into a document that can be searched. Checking to see if Jocelin has that program. Not having to purchase this program would save us money.

4. **Maintenance Report: Johnny not present - Jocelin read during meeting.**
 - a) **Maintenance Completed:**
 - Complex, paint fascia board and carport ends
 - 23845T, fix roof water leak
 - 23953P, fix water pooling cut cement and pour with grade to get water out of patio
 - 23990T, remove and replace DVR for cameras
 - Complex, clean out gutters
 - Pool, add chemicals and unhook pump to winterize

 - b) **Future Maintenance**
 - 23947P, rebuild shed divider walls and new gate on front patio
 - 23952A, scrape and paint handrail on staircase
 - Pool, winterize
 - 23901T, install new grab bar for steps on front on unit.
 - Complex, finish striping visitor parking spots
 - Complex, paint carports
 - Complex clean moss of roofs and clean gutters out

Both of Johnny’s workers have been sick, one with COVID and the other the flu. Their absence slows down the amount of work that can be done.

In mid-October there was a water main break which turned all of Treehill water off. Johnny dug the hole to find water break. A company with a backhoe and pump were hired to assist with the replacement of the waterline. That cost the complex was over \$9593.00 for the repairs to the water line.

**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: **Carol**
No rentals due to COVID.

6 Pool: **Carol**
The pool is closed for the year. Johnny and team getting pool ready to put cover on.

E. **Unfinished Business:**

App Folio – Please download this application. Homeowners are able to make payments, use it to ask questions and submit architectural requests.

Taxes on Multnomah County money paid to Treehill from the purchase of land. Much of the money has been spent on painting, resurfacing the pool and asphalt. There is still some left so we are looking to the master list of maintenance to see if there is something that will utilize the balance so the complex does not have to pay additional taxes.

F. **New Business:**

Notify homeowners of the fireplace policy. Carol to see if this could work through App Folio or if an email/letter must be sent. Debbie Yost will help write email/ letter if that is what we need to do.

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

Fireplace flu/chimney inspections due every two years. Please notify KM by 12/30/21 if you have proof of inspection, don't use fireplace or do not have one. This will allow us to track who has fireplaces and their usage.

If Treehill water is shut off, run the cold water until the water is clear. Check and clean faucet screens for small rocks and debris. Do not run hot water until cold water is clear. If you run the hot water, all the discoloration will be run through your hot water heater which decreases its life.

It is not necessary to complete a new owner/tenant form just to update your vehicle information. When vehicle information needs to be updated, do it by sending an email or written note to Kappes-Miller.

Connie.fleming@kappesmiller.com

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

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

Contact email: TreehillLiaison@comcast.net

Website: treehillpark.org

Message Center: 503-790-2100