

Treehill Park Homeowners Association Board of Directors



Zoom Video Conference Board Meeting Minutes February 23, 2022 6:30 PM

Establish Quorum of the Board: A quorum of the Board was established with: Carol Woods, Kaye Maddocks, Debble Engels, Dawn Petricevic and Jocelin Higgins. We were also joined by Al Evans, Bil Willis and Johnny Velasquez, Maintenance lead.

A. Homeowners Forum:

No issues presented

B. Consent Agenda/Announcements:

1. The last Board meeting minutes were approved: Kaye Maddocks 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

It was brought to the Boards attention by Washinton Mutual Bank that two additional Board members need to become signers on the account. Currently there is only one currently. Dawn motioned to resolve two more signers to the account and Debbie Engels seconded. The Board voted unanimously and elected Kaye Maddocks, (treasurer) and Dawn Petricevic (secretary) as the additional signers.

Treehill Park Homeowners Association Bank Balance Summary January 31, 2022

| | Operating Fund | | Reserve Fund | | |
|-----------------------|---------------------|--------------------|---------------------|---------------------|--------------------|
| | Foundation Bank | Debit Card | Foundation MM | WA Fed MM | WA Fed CDs |
| Beginning Balance | \$ 40,176.17 | \$ 1,945.34 | \$ 74,031.08 | \$ 27,245.71 | \$21,862.75 |
| Monthly Income | \$ 37,247.70 | - | \$ 5,977.39 | - | - |
| Monthly Expense | \$ (32,516.44) | \$ (892.32) | \$ (4,253.18) | - | - |
| Ending Balance | \$ 44,907.43 | \$ 1,053.02 | \$ 75,755.29 | \$ 27,245.71 | \$21,862.75 |

January 31, 2022 Balances

| | | |
|----------------------------|---------------------|--------------------------|
| Operating Accounts | \$ 45,960.45 | |
| Reserve Accounts | \$124,863.75 | |
| Total Bank Accounts | \$170,824.20 | |
| Accounts Receivable | \$ 8,107.14 | (less doubtful accounts) |
| Total Assets | \$ 78,931.34 | |
| Accounts Payable | \$ 11,233.38 | |

D. Committee/Project Reports:

Neighborhood Watch: Al

An Amazon padded envelope was found empty in a random trash can. The owner was notified that it was found with out anything in it. Likely a "Porch Pirate" helped themselves to the contents.

Landscaping/A-1 Report: Dawn

A-1 has completed the pick up of Fall leaves through the complex.

The garden has several available spots to build a raised bed. The existing participants are sharing the cost of installing a drip irrigation system to reduce water usage. A fence has been requested as well to keep little critters out but we will see what funds can be raise to complete this project as it will be funded by those who are using the space.

Website Report (treehillpark.org) Al

Updated with last month's minutes. Still working on an issue creating an unusual color space on the Index side of the main page. Thank you, Al, for your hard work with the Treehill website. We are getting good feedback that the website is informative and easy to use.

Maintenance Report: Johnny

Maintenance Completed:

- 23803T Rebuild divider wall, shed doors, gate, pump out water under unit and replace roof vent
- 23903T Install new camera system and DVR
- 24012T Trim tree's in back of unit
- 24033T Replace carport security light
- Complex Grade ground around unit siding edges and put pee gravel down
- Complex Clean out gutters

Future Maintenance:

- 23921T Replace about 30 sheets of siding on front and side of unit, build new gate per home inspection report.
- 23941P Build new patio gate
- REC CTR Rebuild back patio deck and divider walls
- Complex Paint carports
- Complex Clean moss of roofs and clean gutters out

Sewer study performed by owner of unit 23803 reported it to be clear but does have expected wear and tear for the age of the iron and cement sections of pipe. The water under the unit was determined to be a blocked gutter downspout. Once repaired and water pumped out the issue was resolved.

**Our "Outstanding Future Maintenance List" is larger than we can list here.
Please don't think we've forgotten your requests.**

Rec Center Rentals/Activities: Carol

No rentals until the COVID restrictions lift. The first use will probably be the Annual Home Owners meeting in April.

Pool: Carol

The pool is closed for the year.

E. Unfinished Business:

Kaye Maddocks reported on the three companies to conduct a simple and low-cost Reserve Study. Three companies presented bids and what that included. After discussion of the three bids Dawn Petricevic motioned to utilize Advanced Reserve Solutions, Inc. and Debbie Engels seconded to carry out the needed study. We have selected the level 1 full-service report with a site visit and pictures for documentation. This study helps The Treehill Board of directors guide our decisions

regarding funding and budgeting related to the reserves. It determines how much is adequate to allocate to the reserves account to meet long-term obligations of the community Common Elements. Examples of the Common Elements are all structures from the walls out, pavement, parking structures, landscaping, swimming pool, Recreation Center and Quonset Hut. This report will now be updated every three years.

F. **New Business:**

- Jocelin Higgins has sent out a survey for the new Treehill Condo Recycling Program. The survey will help determine who would like to recycle on their own or who would like Treehill to recycle them. We will use AppFolio for communication regarding pick up and drop off of additional bags. Debbie Engels and Jocelin will head up this project. Please take the survey as soon as possible. Thank you for your participation.
- The Treehill Board of Directors has resolved to assess each unit a Special Assessment. This assessment will allow Treehill to recover depleted reserves due to the unforeseen increased building costs. Since COVID, building material costs have doubled. An example of this is the T11 sheets used for siding which went from \$48 a sheet to over \$100 now. The Board felt the annual increase in dues set in 2020 would adequately cover inflation but we had not expected COVID and the ripple effect it had on our economy. The assessment will allow the complex to be back on track with funds to complete projects and maintain the reserves required by the State of Oregon. The funds from the sale to Multnomah County went to painting 13 buildings, paving several areas and resurfacing the pool. Those costs spared this population an even larger assessment of several thousand dollars.
- We have accepted the Six A's bid for which 6 buildings will be painted this Spring and the other 6 next Spring. Johnny and his team should be able to complete dry rot issues and prepare each building before painting it. The assessment will allow Johnny more hours and perhaps to hire if needed to complete dry rot issues as well as catch up on building maintenance. For the last several years, the Board has tried to keep increases in dues reasonable. The last assessment to Treehill Park was approximately 15 years ago and it too was to cover the cost of painting the complex.

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

- KIDS ZONE –As the weather gets better the children of Treehill will be outside playing. The KIDS ZONE speed limit is 5 miles and hour and will be strictly enforced with a warning then fines. This zone is monitored by video for safety. Please let your visitors and delivery services know so you will not be fined for their driving behavior.
- 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@kappesmillier.com
- Many new residents here at Treehill. If you are selling your unit be sure to return your pool keys, parking stickers and mailbox keys. This can be done by placing them in a Ziplock bag and placing them in the Recreation Center mail box. If these steps are not followed the seller will have to pay for replacements.
- Please report any thefts or damage to the Treehill contact below and file a police report. The sooner we know, the faster we can review any video to help police.
- Treehill Annual Board Meeting is scheduled for April 24th at 2:00 pm. The recreation center is the location. Please plan on attending or assigning your vote to another homeowner.
- If you are planning on selling your unit, Treehill must be notified 30 days in advance of listing it so the unit can be evaluated for repairs. If this step is not followed, it can result in a delay in the sale of the unit. Treehill maintenance are not prepared/able to handle any unscheduled immediate work load.

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

The next meeting will be held **Wednesday, March 30th at 6:30 pm.**

Contact email: TreehillLiaison@comcast.net

Website: treehillpark.org

Message Center: 503-790-2100