

Treehill Park Homeowners Association Board of Directors



Zoom Video Conference Board Meeting Agenda September 27, 2023, 6:30 PM

Establish Quorum of the Board: A quorum was established with Dawn Petricevic, Kaye Maddocks, Jocelin Higgins, and Debbie Engels. We are joined by Johnny, our maintenance lead, and Al, our website administrator and Neighborhood Watch Coordinator. The Homeowners present are Kaz, Maurice, and Irena.

A. Homeowners Forum:

The main concern expressed by the homeowners was regarding trees being replaced, dues being raised, and the need for new landscapers. Irina is unhappy with many issues at Treehill Park.

B. Consent Agenda/Announcements:

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

C. Financials: Kaye

Treehill Park Homeowners Association Bank Balance Summary July 31, 2023

	Operating Fund		Reserve Fund	
	1st Sec CK	Debit Card	1st Sec MM	Annuity
Beginning Balance	\$ 44,201.48	\$ 3,849.29	\$ 211,238.76	\$49,876.51
Monthly Income	\$ 47,187.18	\$ 3,500.00	\$ 7,502.69	
Monthly Expense	\$ (46,807.10)	\$ (5,620.05)	\$ (4,441.80)	-
Ending Balance	\$ 44,581.56	\$ 1,729.24	\$ 214,299.65	\$49,876.51

July 31, 2023	Balances	
Operating Accounts	\$ 46,310.80	
Reserve Accounts	\$ 264,176.16	
Total Bank Accounts	\$ 310,486.96	
Accounts Receivable	\$ 24,086.95	(less doubtful accounts)
Total Assets	\$ 334,573.91	
Accounts Payable	\$ 31,936.75	

**Bank Balance Summary
August 31, 2023**

	Operating Fund		Reserve Fund	
	1st Sec CK	Debit Card	1st Sec MM	Annuity
Beginning Balance	\$ 44,581.56	\$ 1,729.24	\$ 214,299.65	\$49,876.51
Monthly Income	\$ 34,906.23	\$ 339.15	\$ 7,502.07	
Monthly Expense	\$ (45,402.00)	\$ (1,389.64)	\$ (18,942.71)	\$ 504.23
Ending Balance	\$ 34,085.79	\$ 678.75	\$ 202,859.01	\$50,380.74

August 31, 2023	Balances	
Operating Accounts	\$ 34,764.54	
Reserve Accounts	\$ 253,239.75	
Total Bank Accounts	\$ 288,004.29	
Accounts Receivable	\$ 25,845.45	(less doubtful accounts)
Total Assets	\$ 313,849.74	
Accounts Payable	\$ 12,043.94	

D. Committee/Project Reports:

Neighborhood Watch: **AI**

There have been car thefts, and AI is asking residents to be diligent about car safety, for example, using a club and additional security measures to prevent theft and deter break-ins. Multnomah County Sheriff's Office is patrolling more frequently, and we will consider adding more cameras. We can also discuss where would be the best location for them. Additionally, owners have the right to add ring cameras. This discussion can be raised at the next Meeting on January 20 at 1 p.m.

Landscaping Report: **Dawn**

A low-maintenance landscape is underway, and rocks are being laid. We request that they be more careful when applying the rocks. Also, we are already transplanting trees on-site. Move them in the Spring, but we will only purchase trees if necessary for Treehill Park.

Irena – Can we consider investing in a riding mower and having someone take over mowing? One John Deere for seasonal help to use.

Dawn - Who will do it, though? Our maintenance doesn't have time.

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

The website is current.

Maintenance Report: **Johnny**

a) Maintenance Completed:

- 23958P, replace patio siding and divider wall, build new shed doors and patio gate, and replace the side of unit siding.
- 23956P, replace patio siding and divider wall and build new shed doors and gate.
- 23954P, replace patio siding and divider wall and build new shed doors and gate.
- 23952P, replace patio siding and divider wall and build new shed doors and gate.
- 23911P, replace patio siding and divider wall and build new shed doors and gate.
- 23913P, replace patio siding and rebuild shed doors and gate.
- 23915P, replace patio siding and rebuild shed doors and gate.
- 23917P, replace patio siding, rebuild shed doors and gate, and replace the trim on the back slider.
- 23844T, grade flower bed down and put down river rock.
- 23846T, grade flower bed down and put down river rock.
- 23830T, grade down flower bed in front of the unit and fill with river rock
- 23886T, replace the dryer vent cover on the roof.

- 24010T, scrape and stain 2nd story deck
- Paint shop, primer, and paint T-11 for future
- Complex: 2 buildings were painted.
- Play area, put down new bark chips.

b) Future Maintenance:

- 23919P, replace siding on divider wall, rebuild shed doors in patio and gate.
- 23828T, replace siding and rebuild shed doors, divider wall, and gate.
- 23824T, replace siding and rebuild shed doors, divider wall, and gate.
- 23822T, replace siding, rebuild shed doors, and replace side wall siding.
- 23826T, replace siding and rebuild shed doors, divider wall, and gate.
- 23830T, replace siding and rebuild shed doors, divider wall, and gate.
- Pool, winterize.
- Complex, put hose bib covers on
- Complex: clean all roofs and gutters out and treat them with moss before leaving.
- Carports, fix damaged carports.
- Complex, grind stumps

**Our “Outstanding List” is more extensive than we can list here.
Please do not think we have forgotten your requests.**

Rec Center Rentals/Activities: **Dawn**

Rec Center rentals underway are a holiday craft fair on 12/09/23 from 10 am – 4 pm; we will need to advertise well to get folks to attend the event. Also, it's the spring clothing exchange, and we'll donate all the clothes that have not been picked up. Also, we have the end-of-summer BBQ scheduled for August 2024.

Pool: **Jocelin**

The pool closed, it was well utilized during the season, and gift cards were distributed to all the volunteers to say “thank you” for their help this summer.

Going Green: **Jocelin**

Continue to explore options for possible solar power for the Rec Center/lights/pool, etc. We continue to examine the cost-effectiveness of installing solar panels in our rec center for community electricity expenses. Please reach out if you are interested in volunteering to help with this research.

E. Unfinished Business:

Parking enforcement will be handled by THP, starting with one area at a time and ensuring everyone has a sticker. Then, THP will begin enforcing parking violations.

Dog waste people are failing to use the dog pickup spots. We want to remind all residents of this requirement.

F. New Business:

We need to discuss the proposed budget and the increase in 2024 for dues, water, sewer, trash, and PGE charges. The board is considering two options: a 3% increase or a 5% increase in dues. If we go with a 3% increase, the amount going into our reserves will be \$ 5,500 monthly. If we choose a 5% increase, we can maintain the current level of savings in the reserves at \$7500 per month. After the board approves the letter, we will distribute it to all residents.

We must also assess the risks and costs of adding or replacing security cameras.

Regarding disc golf, two holes are on City property near Treehill Park. The park posted a private property sign, and we communicated with the City maintenance supervisor. We are working on finding a solution that respects everyone's privacy. One possible solution is to plant trees at the property line

to block frisbees from entering Treehill Park and establish a barrier between parkgoers and our children's area. We are waiting to hear from the City of Wood Village regarding the sign, and then we will determine the next steps.

G. **From the Board – Information and Friendly Reminders:**

New to Treehill? - Please complete the New Owner/Tenant form to receive HOA meeting minutes, register your vehicle(s), and receive your required parking sticker(s). This also provides management of emergency contact information. The form is found at www.Treehillpark.org under downloads. Provide a copy to Kappes Miller at Treehillpark@kappesmillier.com and drop a copy into the mailbox at the Recreation Center. Once received, stickers will be issued.

Volunteer Opportunities? Treehill Park has several opportunities for folks with extra time to help around the complex. Let us know what you like to do. Treehillpark@kappesmillier.com

Need A Treehill Park Parking Sticker(s)? – Owners, make sure your renters have a parking sticker for each vehicle. Download the “New Parking Sticker Request” form at www.Treehillpark.org under the downloads tab. All vehicles must be identified with a Treehill Park window cling. If you have lost your window cling, there is a \$25.00 replacement fee. Drop the completed form into the mailbox at the Recreation Center. Once updated, stickers will be issued.

Yard Debris Areas –Use these areas for leaves, small branches, and weeds, primarily dirt-free. **No dirt/soil allowed.** The landscaping team will not pick up debris in plastic bags. If large branches must be removed from wind, snow, or heavy rain, let us know at Treehillpark@kappesmillier.com.

Are you selling Your Unit? – Please notify us at least 30 days in advance so we can get the unit on the up-and-coming maintenance list. Please email or mail notice to Treehillpark@kappesmillier.com

Have you sold Your Unit? - Return the pool keys, wristbands, and parking stickers. This can be done by placing them in a Ziplock bag, **IDENTIFIED WITH YOUR NAME AND UNIT ADDRESS**. Then, please drop them off in the Recreation Center mailbox. If these steps are not followed, the seller must pay for replacements. Be sure to leave your mailbox key with a description of its location in your unit.

Crime? - Please report any thefts or damage as soon as possible. Please provide us with the approximate time and location of the incident. This will allow us to search video surveillance for the incident to provide to police if needed. Treehillpark@kappesmillier.com

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

The next meeting will be on Wednesday. November 29th at 6:30 pm by Zoom

Contact email: Treehillpark@kappesmillier.com

Website: treehillpark.org

Message Center: 503-790-2100