

Treehill Park Homeowners Association Board of Directors



Zoom Video Conference Board Meeting Minutes July 26, 2023 6:30 PM

Establish Quorum of the Board: A quorum was established with Dawn Petricevic, Kaye Maddocks, Debbie Engels, Jocelin Higgins, and Hakim Callier. We are joined by John Velasquez, our maintenance lead, Al Evans, Ms. Maurice, Kaz, and Paul.

A. **Homeowners Forum:**

There were no items discussed during the Homeowners' forum.

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, and maintenance equipment)

C. **Financials: Kaye**

Treehill Park Homeowners Association Bank Balance Summary May 31, 2023

	Operating Fund		Reserve Fund	
	1st Sec CK	Debit Card	1st Sec MM	Annuity
Beginning Balance	\$ 49,291.09	\$ 477.27	\$ 209,184.19	\$49,352.80
Monthly Income	\$ 43,457.75	\$ 581.56	\$ 10,878.07	-
Monthly Expense	\$ (39,061.83)	\$ (384.27)	\$ (99.40)	-
Ending Balance	\$ 53,687.01	\$ 674.56	\$ 219,962.86	\$49,352.80

May 31, 2023	Balances
Operating Accounts	\$ 54,361.57
Reserve Accounts	\$ 269,315.66
Total Bank Accounts	\$ 323,677.23
Accounts Receivable	\$ 20,250.84 (less doubtful accounts)
Total Assets	\$ 343,928.07
Accounts Payable	\$ 27,006.38

Bank Balance Summary
June 30, 2023

	Operating Fund		Reserve Fund	
	1st Sec CK	Debit Card	1st Sec MM	Annuity
Beginning Balance	\$ 48,414.82	\$ 674.56	\$ 219,962.86	\$49,352.80
Monthly Income	\$ 37,666.92	\$ 5,596.31	\$ 5,510.18	\$ 523.71
Monthly Expense	\$ (41,880.26)	\$ (2,421.58)	\$ (14,234.28)	-
Ending Balance	\$ 44,201.48	\$ 3,849.29	\$ 211,238.76	\$49,876.51

June 30, 2023 Balances	
Operating Accounts	\$ 48,050.77
Reserve Accounts	\$ 261,115.27
Total Bank Accounts	\$ 309,166.04
Accounts Receivable	\$ 21,923.11 (less doubtful accounts)
Total Assets	\$ 331,089.15
Accounts Payable	\$ 11,276.21

Note: Our annuity has earned us over \$500.00 in less than three months, far better than the .5% we were making.

D. **Committee/Project Reports:**

Neighborhood Watch: **AI**

The upcoming meeting is scheduled for Saturday, August 19th. Unfortunately, last month's meeting was not well promoted, resulting in a no-show from attendees. However, I have been in contact with the chief of police in Wood Village, who has informed me that the staffing situation has improved. He has also promised to engage our neighborhood watch in future meetings. I will continue to stay in touch with him. On August 4th, I will remind the sheriff's office to attend our next meeting. I am pleased to note that there have been no reported crimes in the Treehill Park complex; according to the Sheriff's website on the Crime's Dashboard from July 1 through the present date, there have been 28 reported crimes in Wood Village. Last month, however, in June, someone came onto Treehill property and stole a car at a Treehill address.

Landscaping Report: **Dawn**

At Treehill, we aim for a low-maintenance look with the help of two hardworking teenagers cleaning and removing overgrown shrubs. Keeping things simple and easy will make the property more accessible and visually appealing. Those who care for their designated areas should be able to handle the unsightly landscapes of front units that need to be maintained. It increases the homeowner's property value and looks nice.

Johnny - By putting rocks and liners, folks can use flowerpots with whatever they want; they can maintain them and move them whenever they want. And the new helpers are fantastic; I've gotten nothing but good comments from homeowners, saying they're very respectful and get it done. I've been trying to finish the siding, and I don't have enough time to do it all, so they are helpful.

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

Our current website has received 684 visits globally so far this year. Of those visits, nine were from Canada, eight from China, and two from Ukraine. Most visitors were from Oregon with 187 trips, followed by New Jersey with 134 visits, Washington was third, and Georgia fourth in most holidays. Although our website is popular, we attract visitors from unconventional locations. This may indicate that people are looking for housing in these areas because we have some homes for sale at Treehill. Overall our website offers helpful information and is performing well.

Oregon – 187

New Jersey (!) – 134

Washington – 87

Georgia (!) – 76

We have had 684 visitors total from the USA since January 1.

And 9 visits from Canada.

8 visits from China.

2 visits from Ukraine.

Year-to-date, we have had a total of 2,548 page views

May 305

June 315

July-to-date 337

Maintenance Report: Johnny

a) Maintenance Completed:

- 23962T, replace patio siding and divider wall, build new shed doors and patio gate, and replace unit siding.
- 23964P, replace patio siding and divider wall and build new shed doors and gate.
- 23968T, replace patio siding and divider wall, build new shed door and gate, replace platform on the back deck, and stain
- 23810T, grade flower bed down and put down river rock
- 23827T, grade flower bed down and put down river rock
- 23955A, grade down flower bed in front of the unit and fill with river rock
- 23922T, fix trip hazard on the back patio
- 23927T, sand and paint stair railing going down to units
- Pool, open for the season, continued maintenance
- Complex, remove hose bibs covers
- Complex, fix damaged speed bumps
- Complex, put a border around three islands, add soil to prevent erosion
- Complex, two building out of 6 are painted
- Play area, remove dying pampas grass

b) Future Maintenance:

- 23958T, replace siding and rebuild shed doors in patio
- 23956T, replace siding and rebuild shed doors in patio
- 23954T, replace siding and rebuild shed doors in patio
- 23852T, replace siding and rebuild shed doors in patio and replace side wall siding
- 24010T, scrape 2nd story deck and stain
- 24012T, scrape 2nd story deck and stain
- 23844T, grade ground in front of the unit and put river rock down
- 23846T, grade ground in front of the unit and put river rock down
- Complex fix damaged carports
- Complex–grind stumps

Our “Outstanding List” is more extensive than we can list here. We still have your requests.

Rec Center Rentals/Activities: Dawn

We have a couple of rentals; someone is looking to rent once a month, so that’s exciting. Right now, it's being used mainly for birthday parties. It's available. You need to go to treehilpark.org, and there is an application for renting the Rec Center if interested.

Jocelin – If you volunteer for the pool, you get a free rental but need to pay for the security deposit, which you’ll get back.

Pool: Jocelin

There have been some problems at the pool lately, specifically with unsupervised teenagers and alcohol being left near the pool area. So we have instructed our volunteers to watch for unsupervised children and to check in with them if necessary. We will extend our operating hours on Fridays and Saturdays to 9 pm to accommodate more pool-goers. Volunteering at the Pool will make you eligible

for free Rec Center Rentals/Activities. Due to recent incidents of unsupervised children under 18, we will ensure that every teen is supervised by someone 18 or older. We have kept the pool open every day except for one rainy day when there was a risk of lightning. We currently have a lost and found bin, which is blue in color. We seek extra help, especially for the Sunday and Monday morning shifts. If you know anyone available, please let us know. We will have a pool open until Labor Day.

Johnny - The Multnomah County Health Department is expected to arrive soon, but the pool has been functioning well throughout the summer.

Going Green: Jocelin

Everything is going smoothly. I haven't seen anyone collecting bottles or rummaging through the trash lately. A week ago, the area around 238th Street had garbage to be collected, and the weeds needed leveling or pulled, as well as the fence repaired due to damage from a car veering off the road. So, I encourage people to call Multnomah County Transportation to clean it up. They came out once to put the sign back up that notifies drivers to slow down as a traffic light is approaching. I called Multnomah County Transportation, but they only restored the movement. If anyone else wants to get them, I'm putting their contact in the chatbox; they spent money to develop that but are not maintaining it. Have you noticed any improvement in cleanliness?

Dawn - I noticed that the sign has been put back up, so it seems someone has acted. But they should keep it up and maintained, so the more of you that call in, we can get them to take action.

Unfinished Business:

Hakim - I remember in the last meeting, we were going to have someone check in on Cottonwoods landscapers to learn their services, prices, and offering; I think it was Irena who was going to check in with them. But is there any follow-up on that item? And should we strike that item or not?

Dawn - We'll always keep it open; if we can bring someone in for \$20K a year for Treehill's landscaping, we are always available to discuss it. But right now, this is the best deal that we've been able to find.

E. New Business:

End of summer BBQ - It would be great to have additional community events, and we are considering organizing a BBQ picnic and potluck. We plan to set up a movie screen and provide basketballs and footballs for attendees. The event would take place on August 26th, a Saturday, and would be an excellent opportunity to celebrate our pool volunteers. We plan to offer a variety of hot dogs and will advertise the event alongside the garage sale. Participation is optional, and individuals can attend if they wish.

Enforcing parking rules - We have lightly talked about our parking stickers and being able to self-monitor our parking. Kappes-Miller took 3 - 6 months to provide parking sticks to new homeowners. So we are going to do it in-house at Treehill. We will send a letter to the population. If we give them until October 1 to get their registration current and the owner/tenant forms with all the information, and as of October 1, we can start offering fines for those who are not compliant with the Treehill Park rules and retake control over our parking. As members move in, we can welcome them to Treehill, the pool, keys mailbox, and keys; again, we'll start enforcing the parking rules on October 1, 2023.

Kaye - Does Kappes-Miller give you any information when new people move in? I haven't received anything in half a year at least.

Dawn - I received a list of homeowners after the election, but it needs to be updated. Therefore, we must update the information before Tony begins monitoring and issuing tickets for cars. I sent Johnny a copy of the window clings for the third car, or we can acquire an affordable and accessible stamp punch. We can then have it printed and cut, with Tony responsible for monitoring and updating our homeowner spreadsheet and managing it in-house. I prefer keeping things simple and manageable within the team.

Volunteer Coordinator – I am interested in finding a Volunteer Coordinator to help us stay engaged and manage the Rec Center rentals. To accomplish this, I would like to request our community through the minutes to see if anyone is interested or if a team of people would like to work together to establish a better organization within our community. Even if they are not a homeowner and are renting, someone out of the 108 units may be interested.

Fraud Check – The bank detected the issue, and it was exact. Kappes-Miller decided to wait until the Treehill employee's payday, and the guys got paid later, but it would have been helpful if they had informed us immediately. We feel that the bank is only doing the bare minimum for us, and it would be appreciated if they kept us informed of any developments.

F. **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 Kappe Miller at Treehillpark@kappesmilller.com and drop a document 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@kappesmilller.com

Need A Treehill Park Parking Sticker(s)? – Owners, make sure your renters have a parking sticker for each vehicle. Download the New Owner/Tenant 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@kappesmilller.com.

Bought a new Vehicle? - Completing a New Owner/Tenant form to update your vehicle information is unnecessary. Notify Kappes Miller by emailing or writing a note with Make, Model, and license #. to Treehillpark@kappesmilller.com. Remember to take the parking sticker from the departing vehicle for your new one.

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@kappesmilller.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 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 so we can file a police report. Give us the approximate time and location of the incident. This will allow us to see if we can provide video surveillance to police if needed. Treehillpark@kappesmilller.com

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

The next meeting will be Wednesday. September 27th at 6:30 pm by Zoom

Contact email: Treehillpark@kappesmilller.com

Website: treehillpark.org

Message Center: 503-790-2100