

# Treehill Park Homeowners Association Board of Directors



## Zoom Video Conference Board Meeting Agenda November 27, 2024 6:30 PM

**Establish Quorum of the Board:** A quorum of the Board was established with the following Board members in attendance:

- A. **Homeowners Forum:**
- B. **Consent Agenda/Announcements:**
  - 1. Meeting minutes from Nov 20th unanimously approved by the Board.

C. **Financials: Maurice**

<b>Treehill Park Homeowners Association</b>				
<b>Bank Balance Summary</b>				
<b>September 30, 2024</b>				
	<b>Operating Fund</b>		<b>Reserve Fund</b>	
	1st Sec CK	Debit Card	1st Sec MM	Annuity
Beginning Balance	\$ 19,402.91	\$ 901.40	\$ 217,638.28	\$52,177.78
Monthly Income	40,313.12	-	6,715.91	
Monthly Expense	(39,779.13)	(66.30)	(1,004.80)	-
<b>Ending Balance</b>	<b>\$ 19,936.90</b>	<b>\$ 835.10</b>	<b>\$ 223,349.39</b>	<b>\$52,177.78</b>
<b>September 30, 2024 Balances</b>				
Operating Accounts	\$ 20,772.00			
Reserve Accounts	275,527.17			
<b>Total Bank Accounts</b>	<b>\$ 296,299.17</b>			
Accounts Receivable	\$ 44,625.15	(less doubtful accounts)		
<b>Total Assets</b>	<b>\$ 340,924.32</b>			
Accounts Payable	\$ 23,655.57			

  

<b>Treehill Park Homeowners Association</b>				
<b>Bank Balance Summary</b>				
<b>October 31, 2024</b>				
	<b>Operating Fund</b>		<b>Reserve Fund</b>	
	1st Sec CK	Debit Card	1st Sec MM	Annuity
Beginning Balance	\$ 19,936.90	\$ 835.10	\$ 223,461.27	\$52,177.78
Monthly Income	37,463.53	-	6,746.09	
Monthly Expense	(38,978.00)	(204.23)	(4,049.65)	-
<b>Ending Balance</b>	<b>\$ 18,422.43</b>	<b>\$ 630.87</b>	<b>\$ 226,157.71</b>	<b>\$52,177.78</b>
<b>October 31, 2024 Balances</b>				
Operating Accounts	\$ 19,053.30			
Reserve Accounts	278,335.49			
<b>Total Bank Accounts</b>	<b>\$ 297,388.79</b>			
Accounts Receivable	\$ 46,391.55	(less doubtful accounts)		
<b>Total Assets</b>	<b>\$ 343,780.34</b>			
Accounts Payable	\$ 15,444.06			

**Treehill Park Homeowners Association  
Bank Balance Summary  
October 31, 2024**

	Operating Fund		Reserve Fund		
	1st Sec CK	Debit Card	1st Sec MM		Annuity
<b>Beginning Balance</b>	<b>\$19,936.90</b>	<b>\$835.10</b>	<b>\$223,461.27</b>		<b>\$52,177.78</b>
<b>Monthly Income</b>	<b>37,463.53</b>		<b>6,746.09</b>		
<b>Monthly Expense</b>	<b>(38,978.00)</b>	<b>(204.23)</b>	<b>(4,049.65)</b>		-
<b>Ending Balance</b>	<b>\$18,422.43</b>	<b>\$630.87</b>	<b>\$226,157.71</b>		<b>\$52,177.78</b>
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<b>Accounts Receivable</b>	<b>\$46,391.55 (less doubtful accounts)</b>				
<b>Total Assets</b>	<b>\$343,780.34</b>				
<b>Accounts Payable</b>	<b>\$15,444.06</b>				

**D. Committee/Project Reports:**

Neighborhood Watch: **AI**

Landscaping Report: **Maurice**

**LANDSCAPE REPORT for OCTOBER & NOVEMBER 2025**

**Our fall landscaping has seen the progression of pruning shrubs and the arrival of fall leaves throughout the complex. Please be aware: The landscaping contractor has resumed limited pesticide (Round-Up) spraying on emerging weeds on the sidewalks and rocked in beds on Mondays to keep the weeds from taking over. They should not be spraying in the planting beds or the grounds at large. Our maintenance worker Tony has been planting fresh young trees all over the property. A big thank you to Regina Mallat for donating so many of these and to Linda Hagen for allowing us to cut out a beautiful new oak tree growing through her deck! Tree planting will now be a priority to return Treehill to its park-like status and provide necessary shade for our changing climate. If you would like to donate a tree, please let us know & we will get it planted.**

Website Report ([treehillpark.org](http://treehillpark.org)) **AI**

Maintenance Report: **Johnny**

**a) Maintenance Completed:**

23925T, rebuild rotten foundation vent and install new cover

23944T, reset front gutter to drain water

24012T, trim trees in back of unit and clean up

23408T, trim trees in back of unit and clean up

23808T, rebuild back deck and divider wall update railing step and back gate

23810T, rebuild back deck and divider wall update railing step and back gate

Pool, closed down for season and winterize

Complex, clean all gutters out and roofs and treat with moss be gone

Complex, install hose bib covers and winterize

Lower Treehill, repair short in line and run 100ft of new wiring

b) Future Maintenance

23953A, rebuild front divider wall and gate

23951A, rebuild front siding on unit and patio divider walls and gate

23848T, rebuild back deck and divider wall

23846T, rebuild back deck and divider wall

23844T, rebuild back deck and divider wall

Complex clean out all drains and creek

Carports, paint carports.

**Our "Outstanding List" is more extensive than we can list here. Please be assured, we still have your requests.**

Rec Center Rentals/Activities: **Kyle**

Pool: **Jocelin**

Going Green: **Jocelin**

E. **Unfinished Business:**

- Reserve Study for roadways is in process, awaiting a date to be set: **Maurice**
- Deck Policy will go into effect January 1, 2025 (copy attached): **Maurice**
- Annuity purchase, **to be approved by vote of the Board**

F. **New Business:**

- Fireplace Inspections notification due April 5, 2025: **Maurice**

**TREEHILL PARK FIREPLACE INSPECTIONS** On October 27, 2021, The Board approved Fireplace Chimney Inspections, to be done every two years, beginning December 30, 2021. For the safety of the community, we will again require a proof of inspection in writing to the Board, or a note stating that the fireplace is not used or has been converted to gas or decommissioned in some way. Please provide a current copy of your fireplace inspection or pictures of the conversion/decommission for our records with a note & your name & unit number to the Rec Center mailbox or email to [treehillparkhoaboard@gmail.com](mailto:treehillparkhoaboard@gmail.com). We realize this is short notice, so the deadline for this season will be April 1, 2025, then October 31, 2027 and every 2 years thereafter, going forward. Thank you for helping us keep all Treehill Park and its residents safe.

- Tree removal on upper Treehill slope:
  - Aldercreek Tree Service bid: **Johnny, Maurice**
  - Input from Multnomah County Arborist on tree removal: **Hakim**
  - **2025 Budget Vote: Board members**

G. **From the Board – Friendly Reminders: Kyle**

**New to Treehill** - Be sure to complete the New Owner/Tenant form to keep up to date with what is happening here at Treehill. Register your vehicle(s) and receive your required parking sticker(s). Provides emergency contact information. Please complete it as soon as possible so this information is on file. The form is found at [www.Treehillpark.org](http://www.Treehillpark.org) under downloads, then sent to [TreehillParkHOABoard@gmail.com](mailto:TreehillParkHOABoard@gmail.com).

**Would you like to volunteer?** The Board is in need of a 5th Director to meet our minimum requirements! The more input we have from homeowners, the more efficiently Treehill can function. Treehill Park has several opportunities for folks with extra time to help around the complex. Let us know what you want to do. A few examples are the playground, herb or veggie gardens, landscaping and pool. We have been asked if there were social opportunities like a mom's group, toddler time, and yoga. We are happy to explore and welcome your thoughts and ideas. Contact: [TreeHillParkHOABoard@gmail.com](mailto:TreeHillParkHOABoard@gmail.com) for more information.

**New Parking Stickers**—Download the new owner/tenant form at [www.Treehillpark.org](http://www.Treehillpark.org) and send to [TreehillParkHOABoard@gmail.com](mailto:TreehillParkHOABoard@gmail.com). 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.

**Vehicle Updates** - It is unnecessary to complete a new owner/tenant form to update your vehicle information. When vehicle information needs to be updated, send an email or written note to [TreeHillParkHOABoard@gmail.com](mailto:TreeHillParkHOABoard@gmail.com).

**Selling Your Unit**—Please notify us at least 30 days in advance so we can add the unit to the upcoming maintenance list. You can do this by email: [TreehillParkHOABoard@gmail.com](mailto:TreehillParkHOABoard@gmail.com).

**Sold Your Unit**—Please return the pool keys, wristbands, and parking stickers. This can be done by placing them in a Ziplock bag, **IDENTIFY WITH YOUR NAME AND UNIT ADDRESS**, and dropping them in the Recreation Center mailbox. If these steps are not followed, the seller must pay for replacements.

**Crime** - 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 the police. [TreeHillParkHOABoard@gmail.com](mailto:TreeHillParkHOABoard@gmail.com).

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

**The next meeting will be held on January 29,2025 at 6:30 pm**

Contact email: [TreehillParkHOABoard@gmail.com](mailto:TreehillParkHOABoard@gmail.com)

Website: [treehillpark.org](http://treehillpark.org)

## **DECK POLICY (REVISED)**

(Revised and Approved to take effect January 1, 2025)

**Wood decks at Treehill Park** are a limited common element and as such, are provided and maintained by the Treehill Park Homeowners Association. They are very expensive to replace/repair. With timely inspection, maintenance and guidelines for proper use, we are seeking to preserve them in good condition for as long as possible. The Board of Directors is issuing this revised deck policy which will take effect January 1, 2025.

## 1. Deck Use

- 1) Acceptable items would include patio furniture, potted plants, barbecues & smokers, appropriate decoration, bicycles & other outdoor toys.
- 2) Winter covering should be a cover designed for that purpose--not a tarp or plastic sheet.
- 3) Decks are not to be used for storage or hanging towels, linens or clothing.

**2. Christmas trees must be removed from all limited common areas (decks, patios, entryways) no later than January 10th.**

## 3. Barbeque equipment

- 1) Acceptable equipment includes charcoal, gas, wood burning & smokers.
- 2) They are to be located one (1) foot from any wall when in use to prevent the start of a fire.
- 3) Owners are to minimize the impact of smoke on their neighbors.
- 4) Fireproof mats are required beneath equipment to protect from fire.

## 4. Firewood

- 1) Firewood cannot be stored on the deck, as it attracts termites and carpenter ants and encourages dry rot.
- 2) It may be stacked on a concrete slab well away from the deck and covered neatly with a tarp or plastic to keep it dry.
- 3) Stacks of wood more than 75 lbs must be placed on wheels to allow ease of movement.

## 5. Plant Containers

- 1) All barrels and planter boxes must be elevated.
- 2) There is a limit of 10 large containers per deck.
- 3) Those more than 75 lbs must be placed on wheels to allow air circulation and ease of movement. Assistance placing containers on wheels/rollers can be obtained by submitting a maintenance request through your Kappes-Miller portal or email [TreehillparkHOABoard@gmail.com](mailto:TreehillparkHOABoard@gmail.com).
- 4) Any unwanted heavy trees or plants may be donated by submitting a maintenance request through your Kappes-miller portal or email [TreehillparkHOABoard@gmail.com](mailto:TreehillparkHOABoard@gmail.com) and a Treehill employee will assist you in removing it.

## 6. Pet Responsibility on Decks

- 1) Homeowners are responsible for ensuring their pets do not damage or create unsanitary conditions on the decks and patios. The pet owner must **immediately clean up and remove pet waste to outgoing trash.**
- 2) Persistent failure to clean pet waste or prevent pets from damaging the deck surface will result in a warning followed by fines if non-compliance continues.
- 3) Residents are responsible for ensuring that their pets do not disturb or threaten other residents. (Bylaws 11.0)

## 7. Modifications and Enhancements

1) Any modifications, enhancements, or alterations to the deck, including but not limited to the addition of structures, planters, or heavy objects, require prior written approval from the Board of Directors. Homeowners must submit detailed plans of the proposed changes through the Architectural Review on your Kappes-Miller portal or email [TreehillparkHOABoard@gmail.com](mailto:TreehillparkHOABoard@gmail.com).

2) Unauthorized modifications to decks will be subject to reversal at the homeowner's expense, and subsequent fines may be levied.

### **8. Damage Reporting and Repair Responsibilities**

1) Homeowners must report any damage to the deck, concrete slabs or divider walls to the Board of Directors within 48 hours of occurrence or discovery. The report should describe the damage and any relevant photographs or evidence. Submit a maintenance request on your Kappes-miller portal or email [TreehillparkHOABoard@gmail.com](mailto:TreehillparkHOABoard@gmail.com).

2) Repairs to damages caused by the homeowner or their pets must be carried out promptly at the homeowner's expense. If repairs are not completed within a reasonable time frame, the Association may undertake the necessary repairs and bill the homeowner for the costs incurred.

### **9. Regular Inspection and Maintenance**

1) The Treehill Park Maintenance staff will conduct annual inspections of all decks to ensure they are maintained according to Association standards.

2) Homeowners are encouraged to maintain their decks by regularly cleaning with soap and water, removing debris and checking for any potential damage or issues that could affect the integrity of the deck structure. Place a maintenance request through your Kappes-Miller portal or email [TreehillparkHOABoard@gmail.com](mailto:TreehillparkHOABoard@gmail.com) for a Treehill employee to power wash your deck.