

# Treehill Park Homeowners Association Board of Directors



**January 31, 2024  
6:30 PM  
Zoom opens at 6:00 pm  
The meeting begins at  
6:30**

## Zoom Video Conference Board Meeting Agenda

**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, AI, and Ms. Maurice.

A. **Homeowners Forum:** (5 Minutes per owner)

**Maurice** – I want to mention that the dog waste is not being picked up as per the rules of Treehill. Additionally, I am offering my hot tub for free to the residents of Treehill. However, I will sell it if no one claims it before spring.

**AI** – I want to know what the red and blue reflectors indicate.

**Dawn** – Johnny marked speed bumps for snow or bad weather.

**Hakim** – I wonder what we should do if the pavement breaks down in our little corner of Poplar Court. And, if the stairs' pavements break down, what are our options? Franky uses a walker, and every time I see the degree of damage, I sweep it away, but that could be a safety hazard for people who have difficulty moving around. Are there any reinforcement or patch jobs that we can do to fix the problem?

**Johnny** – If the issue is on a flat surface like the sidewalk, I can use a self-leveling material to fix it. However, if the problem is on a surface with corners like steps, I'll need to look closer to see if I can temporarily fix it. The concrete must be removed and redone if the problem is in the entryway.

**Dawn** – The issue affects the entire complex. However, you all must handle it as I won't be here.

B. **Consent Agenda/Announcements:**

1. The last Board meeting minutes were approved: Jocelin Higgins 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

November 30, 2023

	Operating Fund		Reserve Fund	
	1st Sec CK	Debit Card	1st Sec MM	Annuity
Beginning Balance	\$ 36,547.81	\$ 574.04	\$194,044.25	\$ 50,380.74
Monthly Income	\$ 36,374.23	\$ 1,717.08	\$ 7,487.41	-
Monthly Expense	\$ (40,250.38)	\$ (1,500.38)	\$ ( 39.90)	-
<b>Ending Balance</b>	<b>\$ 32,671.66</b>	<b>\$ 790.74</b>	<b>\$ 200,791.76</b>	<b>\$ 50,380.74</b>

**November 30, 2023 Balances**

Operating Accounts      \$ 33,462.40

Reserve Accounts        \$ 251,172.50

**Total Bank Accounts**      \$ 284,634.90

Accounts Receivable    \$ 25,789.12      (less doubtful accounts)

**Total Assets**                \$ 310,424.02

Accounts Payable        \$ 16,367.68

### Bank Balance Summary

December 31, 2023

	Operating Fund		Reserve Fund	
	1st Sec CK	Debit Card	1st Sec MM	Annuity
Beginning Balance	\$ 32,671.66	\$ 790.74	\$ 200,791.76	\$50,380.74
Monthly Income	\$ 38,927.40	\$ 6,894.27	\$ 1,190.23	\$ 794.52
Monthly Expense	\$ (37,713.43)	\$ (6,985.01)	\$ (943.60)	-
<b>Ending Balance</b>	<b>\$ 33,885.63</b>	<b>\$ 700.00</b>	<b>\$ 201,038.39</b>	<b>\$51,175.26</b>

**December 31, 2023 Balances**

Operating Accounts      \$ 34,585.63

Reserve Accounts        \$ 251,419.13

**Total Bank Accounts**      \$ 286,004.76

Accounts Receivable    \$ 28,416.03      (less doubtful accounts)

**Total Assets**                \$ 314,420.79

Accounts Payable        \$ 16,005.92

**Dawn** – I will inform you that there is an extra \$794.52 for the reserve account. I forgot to include the money earned from the annuity so that we will have made \$2500 within a year. This will give us substantial funds for whatever we need, but it must remain in the annuity for seven years without any withdrawals. This is a guaranteed annuity.

**Maurice** – How are we doing with the HOA increase? Has that helped out a budget?

**Dawn** – We have raised our rates by 3% to maintain stability. However, we did not anticipate the increase in water and sewer expenses in Wood Village. So, there is a possibility that we may need to increase our rates from 3% to 5% in the future. Also, I have been sending some information to the attorney regarding the cost of Cottonwood's interest in the easement and serving them.

D. **Committee/Project Reports:**

Neighborhood Watch: **AI**

Next Meeting on Saturday, February 3rd<sup>h</sup> at 1:00 pm

We had a meeting scheduled for January 20th, but it was canceled due to bad weather. We haven't had a meeting in a while, but we plan to combine the last meeting in 2023 with the first meeting in 2024. I've been communicating with a couple of individuals from Multnomah County's Sheriff's Office, and we're hoping to have a deputy come and speak to us about the current situation in our area.

Landscaping Report: **Dawn**

There is not much going on for landscaping at the moment, but the landscapers have already cleared all the small branches. They have been scheduled to come in every Monday from now on. For the past two weeks, they have been coming in on Tuesdays, but Arturo, the supervisor, suggested that Mondays would be the most convenient day for them to come in as long as they come in every week. We have a couple of trees to plant - a pine and a maple, which another homeowner donated. Treehill's landscaping looks great, thanks to Johnny's excellent work from last year. We're trying to make it so that we don't have problems with significant weather events, and I think Johnny has been doing a great job cleaning up the trees over the past year. We did well, especially with all our trees around the complex.

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

The website is currently up-to-date. To give you an idea of the website's performance, we received 1,258 visitors from 30 countries last year. July was the busiest month, with 143 visitors, while April had the lowest traffic, with only 75 visitors. Although this information is more relevant to the first of January, I thought it would be helpful to share it with you.

Maintenance Report: **Johnny**

a) Maintenance Completed:

- 23921T, replace the exhaust vent on the roof to stop the leak
- 22358P, build a new step for the back deck
- 23944T, install new lamp post
- 23826T, install new lamp post
- 23925T, rebuild rotten framing for foundation vent to keep rodents out
- 24011T, replace shingles to stop roof leak
- 23949P, install gutter downspout, damage from a wind storm
- 23945P, replace the leaking hose bib behind the unit
- 23844T, caulk back upper leaking window
- Rec Center, paint walls, remove old flooring and carpet
- Rec Center, Install new vinyl flooring
- Paint shop, primer, and paint siding
- Complex, spread deicer multiple times on sidewalks, staircases, and mailbox areas
- Complex, snow plow Treehill Dr.
- Complex, rent a stump grinder and grind down 25 stumps
- Complex, repair street lights from storm damage

b) Future Maintenance

- 23944P, replace siding on divider wall and rebuild shed doors in patio and gate.
- 23842T, 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 doors, divider wall, and gate.
- Carports, fix damaged carports.

The recreation center received a renovation, including new carpeting, which hadn't been replaced in a while. Johnny managed to get a good deal on the new flooring. Additionally, we removed the old sectional couch, which was in bad shape, and replaced it with new ones that can be easily cleaned. These new couches cost \$600 from our HOA funds. We also decorated the center by hanging the original floor plans for Treehill, which adds a nice touch.

We have noticed an increase in rentals after the renovation, but it was within last year's budget, so it hasn't impacted this year's budget. The recreation center looks brand new and is much easier to clean. We are happy with the results and expect them to last for years.

Unfortunately, one of the homeowners had a leak, and Johnny had to assist them in shutting off the water as it wasn't shutting off on its own.

**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**

Monthly Reiki Share – First Wednesday of each month.

Holiday Sale - The holiday sale went well, and they want to do it next year; they requested it after black Friday next year. The date has been set, and the calendar is set for next year for two days, set up on Friday and broken down on Sunday. They made more money selling in our little Treehill sale when compared to the Gresham Barlow.

Pool: **Jocelin**

The pool is closed and covered for winter; everything looks good. Johnny just added some chemicals.

Going Green: **Jocelin**

The bags are coming in, and I'm picking some from Lucas's place. I took a couple of bags from Al, and we didn't use any of the money, so there should still be some money left over. We could use it for refreshments or the March 24, 2024, annual board meeting. We have to meet face-to-face as per our regulations.

E. **Unfinished Business:**

We are on top of things; there isn't much unfinished business, and any debt people have when they sell comes out of their equity. Corey hasn't paid in two or three years; the attorney for Treehill was going after the renter, but it's unfinished business at 23939. That money comes out of escrow, and the lien is immediately collected.

The electric charger, Faith applied for the grant; we should hear in a month or so to learn who they are going to give the electric charging stations for cars. It helps our property values.

F. **New Business:**

The parking lot is breaking down near the daycare, and no money is being collected for the parking lot; they may be their own space, but it's unclear what their obligation is for maintaining the road and the parking lot. Johnny said he's waiting for the weather to get a little better to fix the potholes; Bill owns the property, so the obligation is on him. Dawn will follow up with the attorney and learn what can be done about their commitment to maintaining the parking lot and the responsibility of maintaining it.

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](http://www.Treehillpark.org) under downloads. Provide a copy to Kappe Miller at [Treehillpark@kappesmilller.com](mailto:Treehillpark@kappesmilller.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@kappesmilller.com](mailto: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 Parking Sticker Request” form at [www.Treehillpark.org](http://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](mailto:Treehillpark@kappesmilller.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 a notice to [Treehillpark@kappesmilller.com](mailto:Treehillpark@kappesmilller.com). Real Estate signs may NOT be placed on the property. All signage must be placed in the unit windows.

**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@kappesmilller.com](mailto:Treehillpark@kappesmilller.com)

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

**The next meeting will be the Annual Homeowners meeting on Sunday, March 24, held at the Rec. Center at 2:00 pm.**

Contact email: [Treehillpark@kappesmilller.com](mailto:Treehillpark@kappesmilller.com)

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

Message Center: 503-790-2100

**Board Meeting Schedule for 2024**

March 24, Sunday Annual meeting 2:00 pm Rec Center

May 29, 6:30 pm – Zoom

July 31, 6:30 pm – Zoom

September 25, 6:30 pm – Zoom

November 27, 6:30 pm – Zoom