

Treehill Park Homeowners Association

Elections for the Directors of the THP Board

Board Meeting of Homeowners Agenda

Sunday, May 19, 2024, at 1:00 pm

Recreation Center

Establish Quorum of the Board and Homeowners: The meeting was called to order with the following in attendance from the Board: Dawn Petricevic, Kaye Maddocks, Jocelin Higgins, and Debbie Engels. Maintenance lead John Valasquez and Homeowners:

A. **Elections for the Board of Directors**

We are calling the meeting to order for the Tree Hill Park Board of Directors. The first order of business will be the election of new board members. Three board members, including Debbie Ingles (represented by proxy as she is not here), Kay, and I, are stepping down. We had two homeowners, Maurice and Kyle Fox, express their interest in joining the board after we sent out about 25 requests to homeowners. Your participation in this process is crucial, and we appreciate your involvement. Let's have a show of hands for those who favor having Kyle Fox on the board of directors. Looks like it's unanimous. And now, how many people support Maurice joining the board? Great, welcome Maurice and Kyle to the board. After the meeting is adjourned, you will be invited to the executive session. Any questions from our homeowners regarding the elections? Please let us know if anyone else is interested in joining the board. We currently have four members, and with Kyle Fox and Ms. Maurice elected to the board, we may need one more member. So we've taken care of the elections and discussed a few things, but we're going to close the elections now. Then, we'll continue with our board meeting and homeowners forum. Are there any homeowners with any issues they'd like addressed?

B. **Homeowners Forum:**

There's a question about how to contact Kappes-Miller regarding maintenance issues. To reach out for maintenance issues, you can use the website Appfolio, which Kappes-Miller uses. It's called Appfolio. You can email David, who will send you the link to our portal.

Through Appfolio, you can submit maintenance requests, contact the board, and pay your dues. This system is designed for your convenience, allowing you to initiate architectural reviews, such as replacing windows or doors, with just a few clicks. I believe there's a form for architectural reviews on the Appfolio website. This is a convenient way to communicate with Kappes-Miller and address various issues, providing you with a sense of ease and comfort in the maintenance process.

Johnny: if you have any work, speak to me directly. I'll take care of copying or whatever needs to be done. Also, regarding the board president, we must guide the homeowners using the standard platform for making requests. This way, we can address their needs immediately and reassure you of our commitment to your well-being.

Dawn: I encountered a situation where someone emailed Kappes-Miller about something but didn't respond. It makes me wonder how often this happens. When homeowners use the Appfolio, the requests come directly to us so we can assist them promptly. We need to ensure that homeowners are supported and the system runs efficiently.

A THP Homeowner: This approach will be the best, especially after you leave as the president. Will you inform the residents?

Dawn: Yes, it will be documented in the minutes. All these details will be recorded. As for the upcoming positions, it's essential to communicate with everyone and have a contact list placed on the board for homeowners to access. I think it's challenging to communicate with Kappes-Miller; they're not always the best at responding. Are there any other homeowner issues?

Dawn: several upcoming and necessary projects for the complex. These include painting the last building, addressing deteriorating cement work, and replacing dry rot in phases one and two. Additionally, they plan to utilize scrap and extra siding boards to create structures to cover up the unsightly utility fixtures protruding from the ground. Since many of these fixtures are remnants from an old sprinkler system, they are no longer in use, and we would like to cover them up rather than remove them due to potential plumbing issues. The proposed structures would also incorporate solar-powered lighting to illuminate nearby sidewalks. They are repurposing the scrap materials instead of discarding them and acknowledging that there might still be a few landline telephone users in the complex. Yeah, so anyway, there's ongoing work to shore up the Creekside by the upper branch, address erosion, and redirect the channel to maintain the bridge's integrity. These projects are still on Treehill's radar, and the team is always on top of things unless there's a fire to put out.

Jocelin mentioned that having more snow plows in the winter would be helpful, as they currently only have one.

Johnny mentioned we have a snow blower and a snowplow. He also noted that someone told him they sometimes have difficulty getting to their place due to six feet of snow. Johnny acknowledged that the last snowfall was terrible and suggested informing people that they might not be able to get out in such conditions. Johnny also shared that they used up an entire pallet of deicer last year, but they can usually make one pallet last for three or four seasons. Due to the size of the property and worsening winter seasons, Johnny needs a lot of deicer.

C. **Consent Agenda/Announcements:**

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

D. **Financials: Kaye**

**Bank Balance Summary
March 31, 2024**

	Operating Fund		Reserve Fund	
	1st Sec CK	Debit Card	1st Sec MM	Annuity
Beginning Balance	\$ 25,936.17	\$ 700.00	\$ 213,879.98	\$51,506.79
Monthly Income	\$ 41,436.25	\$ 6,500.00	\$ 10,720.22	-
Monthly Expense	\$ (40,061.24)	\$ (2,974.29)	\$ (6,943.33)	-
Ending Balance	\$ 27,311.18	\$ 4,225.71	\$ 217,656.87	\$51,506.79

March 31, 2024 Balances

Operating Accounts	\$ 31,536.89	
Reserve Accounts	\$ 269,163.66	
Total Bank Accounts	\$ 300,700.55	
Accounts Receivable	\$ 33,870.18	(less doubtful accounts)
Total Assets	\$ 334,570.73	
Accounts Payable	\$ 17,637.47	

**Bank Balance Summary
April 30, 2024**

	Operating Fund		Reserve Fund	
	1st Sec CK	Debit Card	1st Sec MM	Annuity
Beginning Balance	\$ 27,311.18	\$ 4,225.71	\$ 217,656.87	\$51,506.79
Monthly Income	\$ 38,988.92	-	\$ 6,711.18	-
Monthly Expense	\$ (37,988.29)	\$ (153.23)	\$ (1,797.00)	-

Ending Balance	\$ 28,311.81	\$ 4,072.48	\$ 222,571.05	\$51,506.79
April 30, 2024 Balances				
Operating Accounts	\$ 32,384.29			
Reserve Accounts	\$ 274,077.84			
Total Bank Accounts	\$ 306,462.13			
Accounts Receivable	\$ 34,760.45	(less doubtful accounts)		
Total Assets	\$ 341,222.58			
Accounts Payable	\$ 15,320.57			

Dawn: We currently have around four homeowners with outstanding accounts. We have already cut off water services for one of the homeowners due to more than \$12,000 in outstanding dues. Legal action is being taken in this case. We have also given notice to another homeowner, and if they do not take action within 40 days, we will also shut off their water. This shut-off aims to initiate a discussion about the location of payments.

If extenuating circumstances prevent the person living in the unit or the owner from making payments, they should communicate this to us. However, simply not paying without communication will lead us to take legal action with our attorneys.

We have one homeowner who owes a substantial amount of money, but our legal partner will not handle their case due to their behavior. We may have to subcontract this case out. If this homeowner sells the property, we may be able to recover the money owed, assuming there is enough equity in the unit.

This is the process we follow to address outstanding accounts. It may seem strict, but we understand that people can face difficult circumstances. Our goal is to resolve these issues and ensure that payments are made.

We have had some challenges with our attorneys' responsiveness. Due to their lack of communication, we are negotiating a reduction in their fees.

E. Committee/Project Reports:

Neighborhood Watch: **AI**

Today, AI couldn't make it as he was feeling unwell. However, he did host the neighborhood watch meeting yesterday. The sheriff did show up, and AI reported that no homeowners attended. I suggested that AI consider changing how the neighborhood watch is communicated, perhaps by putting more information on the website since homeowners may not have the time to attend meetings. I don't want AI to waste time preparing for a meeting no one attends. Having a forum on the website to discuss neighborhood watch topics could be a good idea, such as having a topic of the month for discussion.

Landscaping Report: **Dawn**

Someone else will be taking over the landscaping oversight. However, the landscapers only do the minimum landscaping work, such as mowing and edging. We have to instruct them on which areas of the property need attention. The next priority is caring for the creek, but we must devise a sustainable solution for ongoing maintenance. It's important to remember that we don't pay them a lot, so we receive fundamental service. You get what you pay for. If we can find another company willing to take on our large property at a competitive rate, it would solve our problem. However, we haven't seen anyone who comes close to their affordability. This makes it difficult to let go of the current landscapers.

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

If AI were here, he would say he posted the agenda for the minutes today.

Maintenance Report: **Johnny -**

Maintenance Completed:

- 23864T, remove and reset the back gutter.
- 23822T, rebuild back divider wall.
- 23824T, rebuild back divider wall.
- 23826T, rebuild back divider wall.

- 23830T, replace siding and rebuild shed doors, divider walls, and gate.
- Pool, uncover pool, clean and replace burst pipes.
- Paint shop, primer, and paint siding.
- Creek, remove dead shrubs and dig out the island to stop erosion.

Future Maintenance:

- 23852T, replace siding on divider wall and rebuild shed doors in patio and gate.
- 23842T, replace siding and rebuild shed doors, divider wall, and gate.
- 23844T, replace siding and rebuild shed doors, divider wall, and gate.
- 23846T, replace siding, rebuild shed doors, and replace side wall siding.
- 23848T, replace siding and rebuild shed doors, divider wall, and gate.
- 23850T, replace siding and rebuild doors, divider wall, and gate.
- Carports, fix damaged carports.

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

Rec Center Rentals/Activities: **Dawn**

The rec center has been refreshed and is ready for rentals. We've had many monthly rentals, and I'm excited to share this with you. It's \$25.00 to rent the room and a \$100 deposit. The deposit is returned if everything is cleaned up and the room is in the same condition. It's just \$25 for homeowners to rent, so it's inexpensive. It's a nice place with enough room to do things. I know the guys will work on something this summer, and I think it will be a big hit. The pool and rec center are separate, so if you rent the rec center, you can't rent the pool. The pool is just for homeowners to enjoy to ensure fairness. If you volunteer a certain number of hours or join the board or a special committee, you get to rent the room for free.

Pool: **Jocelin**

Dawn: The team has been working hard to prepare the pool, which looks fantastic. However, we have faced a few challenges - some pools are not open yet. Running a pool is expensive due to the cost of chemicals and the time volunteers dedicate to it. Our budget only allows the pool to be open for three months - June, July, August, and maybe September. If we open the pool a week earlier in June, it will be an additional expense. It's not just about opening the pool - maintaining it is costly, too. While it would be ideal to keep it open for four months, it might not be easy given our budget. We usually decide to close the pool based on the weather towards the end of the season. Last year, we had lovely weather through September, so we may have to adjust our closing date based on how the late summer turns out. Typically, we close the pool after a week of 60° days.

Jocelin: We are looking for volunteers to help with the pool, coordinate schedules, and handle bracelets and chemicals. Residents get blue bands, and guests get two yellow bands. Only two guests at a time are allowed. No glass or food is allowed inside the pool area. We are considering placing the garbage bin outside to stop people from using the pool area's garbage. Volunteers check pool conditions and add chemicals every three to four hours.

Going Green: **Jocelin**

I'm leading a recycling initiative encouraging people to drop off their recyclables at a can or bottle location near Halsey. To spread awareness, I'm considering placing notes on bins and leaving out cans and bottles the night before pick-up. Our in-house recycling program is convenient, as you can purchase bags and stickers at Fred Meyer or from the kiosk and get a 20% discount when you shop there. We started the program to prevent vandalism, manage the slush fund to cover incidental expenses and reward volunteers with gift cards.

The Treehill Park and bottle collection project continues. Contact Jocelin to pick up any cans and bottles. These are taken to Bottle Drop, and the monies are placed in the Treehill Park slush fund.

Unfinished Business:

Dawn: We are currently working on a reserve study and are getting different bids for it. The new reserve study aims to accurately determine the square footage and utilities involved in the Cottonwood easement. However,

the owners of the property accessing the easement are reluctant to contribute financially. They have obtained a new easement agreement that grants them decision-making authority without any financial responsibilities. Despite their proposal, we are not obligated to accept it, as the original easement agreement legally binds them to contribute. Additionally, the daycare and others regularly use the front of Treehill Drive, causing wear and tear. The reserve study will help determine the space they should be accountable for and calculate a fair monthly fee based on current costs. As for the ongoing issue with Cottonwood, we had previously sent them letters requesting a monthly payment. However, their response was not favorable. It is clear that there needs to be a constructive dialogue to resolve these issues, but the current stakeholders are having difficulty. I would consider implementing a toll road to address the situation if I had the authority.

A THP Homeowner: How long have we been arguing with Cottonwood? Do they have a claim for adverse possession?

Dawn: I don't think we need to worry about it because we already have an easement agreement. They can't do anything besides proposing a new contract. However, there might be a claim regarding this. It seems unlikely that their lawyers would proceed that far if they think they have a case. They're calling the easement a burden on their property. In 2017, the board approached Cottonwood and asked them to pay 18% of the costs for the year, about \$316. They were supposed to add a percentage to that and pay annually, but they didn't follow through. The board didn't pursue it afterward. It seems like our board hasn't been diligent in holding them accountable.

A THP Homeowner: There's a 10-year timeline, so 2017 to 2024 is less than half a year. Yeah. I don't know if they have that, but I think our attorney would see if they had a claim, and we should ask them if it's worth knowing.

Dawn: Noted.

New Business:

Dawn: We have some unresolved issues regarding decks among homeowners. One specific issue involves a dispute between homeowners with one balcony located above another homeowner's deck. The problem revolves around a pet policy, as the current deck resolution does not clearly outline the homeowners' responsibility regarding their dogs' waste. We need to establish a new resolution that explicitly states the homeowners' accountability for any damage caused by their pets. This is crucial to ensure that homeowners properly care for their animals. Furthermore, we need to address the problem of homeowners allowing their dogs to use the courtyards as a restroom, particularly during hot weather, which causes an unpleasant smell. We also need to find a way to discourage dogs from urinating on the side of the building. These issues must be tackled to maintain a pleasant environment for our community.

THP Homeowner: Is this a health department issue?

Johnny: When we called the authorities, they said it was a civil matter.

Dawn: Well, they are saying it could fall between the separations in the deck. A homeowner is claiming damages, but we can see no visible damage. So it's just one of those things that isn't explicitly covered in the deck policy. I was pretty surprised when I read it. The new board should revise it for more clarity and transparency.

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

The next meeting will be held Wednesday, July 31, via Zoom at 6:30 pm.

Contact email: Treehillpark@kappesmilller.com

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