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Treehill Park HOA Board of Directors

Meeting Minutes

Zoom Video Conference

May 28, 2025

Establish Quorum of the Board: A quorum of the Board was established with the following Board members in attendance: Hakim Callier, Secretary; Maurice, Treasurer; Kyle Fox, Chair, Jocelin Higgins, at large.

Homeowners in attendance: Al Evans, Neighborhood Watch and Webmaster; John Velasquez, Maintenance Manager; Scott & Kaye Maddocks, former Treasurer.

A. Consent Agenda/Announcements:

- 1) **The Homeowner's Forum has been moved to the end of the Board meeting and homeowners will be muted to allow the Board to conduct its business uninterrupted. Please save your questions and concerns for the end of the Board meeting.**
- 2) **Meeting minutes from the Annual Homeowners Meeting were approved by the Board.**
- 3) **A quorum was reached by Proxy vote to approve Jocelin's 3-year term as Board Member at Large. Thanks Jocelin, for all your efforts coordinating the Pool Volunteers and organizing our Bottle Drop recycling project.**

B. Financials: Maurice

Treehill Park Homeowners Association					
Bank Balance Summary					
March 31, 2025					
	Operating Fund		Reserve Fund		
	1st Sec CK	Debit Card	1st Sec MM	Annuity1	Annuity2
Beginning Balance	\$ 26,962.28	\$ 700.00	\$ 188,218.25	\$ 53,407.05	\$ 50,000.00
Monthly Income	48,222.36	471.40	6,962.93	-	-
Monthly Expense	(40,546.65)	(610.14)	(1,400.40)	-	-
Ending Balance	\$ 34,637.99	\$ 561.26	\$ 193,780.78	\$ 53,407.05	\$ 50,000.00
March 31, 2025 Balances					
Operating Accounts	\$ 35,199.25				
Reserve Accounts	297,187.83				
Total Bank Accounts	\$ 332,387.08				
Accounts Receivable	\$ 31,142.83	(less doubtful accounts)			
Total Assets	\$ 363,529.91				
Accounts Payable	\$ 16,079.58				

Treehill Park Homeowners Association					
Bank Balance Summary					
April 30, 2025					
	Operating Fund		Reserve Fund		
	1st Sec CK	Debit Card	1st Sec MM	Annuity1	Annuity2
Beginning Balance	\$ 34,637.99	\$ 561.26	\$ 193,780.78	\$ 53,407.05	\$ 50,000.00
Monthly Income	44,371.14	210.63	6,961.27	-	-
Monthly Expense	(44,844.32)	(397.06)	(237.54)	-	-
Ending Balance	\$ 34,164.81	\$ 374.83	\$ 200,504.51	\$ 53,407.05	\$ 50,000.00
April 30, 2025 Balances					
Operating Accounts	\$ 34,539.64				
Reserve Accounts	303,911.56				
Total Bank Accounts	\$ 338,451.20				
Accounts Receivable	\$ 32,212.22	(less doubtful accounts)			
Total Assets	\$ 370,663.42				
Accounts Payable	\$ 15,055.87				

Committee/Project Reports:

Neighborhood Watch: AI unable to report due to technical issues

Website Report (treehillpark.org): AI unable to report due to technical issues

Landscaping Report for March, April & May: Maurice

We have started to create barriers around the larger trees using cardboard and bark chips to keep the landscapers from running over the tree roots. More volunteer trees are being relocated around the property. More bark chips have been ordered for the season to renew the existing beds and walking trail. The rocked-in beds, sidewalks and curbs are being sprayed by the landscapers to keep the weeds down, so please keep away from these areas on Mondays to avoid exposure to the toxic herbicides they use. Those homeowners who garden, can request NO SPRAYING signs by contacting us at treehillparkhoaboard@gmail.com.

A bench with storage for play equipment was purchased for the children's play area on Poplar Court. Johnny has ordered a replacement basketball hoop and an additional shorter one for the Poplar Court parking lot. Location for the shorter one TBD.

Maintenance Report: Johnny

a) Maintenance Completed:

23884T, rebuild front and back of unit divider walls and new gate in patio
 23886T, rebuild front and back divider walls and build new shed doors and gate in patio
 23888T, rebuild front and back divider walls and build new shed door and gate in patio
 23864T, rebuild front retain wall
 24013T, remove and install new lamp post
 23925T, repair siding and shed door in patio to keep rodents out
 24031T, install new dryer exhaust vent on roof
 24031-33T, sand down staircase handrail and primer and paint
 23808-10T, repair cement stair in front of units
 23943P, trim back vines in patio
 Paint shop, primer and paint siding
 Pool, un winterize for season

b) Future Maintenance

23864T, rebuild back divider wall and siding on back of unit
23862T, rebuild back divider wall and siding on back of unit
23888T, rebuild patio divider walls, siding on side of unit and new gate
23886T, rebuild patio divider walls and new front gate
23848T, rebuild back deck and divider wall
23846T, rebuild back deck and divider wall
23844T, rebuild back deck and divider wall
23825T, rebuild back deck and divider wall
Complex power wash parking areas and walk ways
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: special events, ongoing events, homeowner rentals for March & April - **Johnny**

4 Rec rentals

Annual Homeowners meeting

Neighbourhood Watch; next meeting will be on Saturday, July 19th at 1pm

Pool: Jocelin

Opening for the season on June 13th, all age swim hours will be 11am to 8pm, adult swim 8-9pm. Jocelin is currently organizing the volunteer schedule, please let us know if you can cover a shift this summer.

Going Green: Jocelin

Participating homeowners need to let us know if they need green Bottle Drop bags (or they can purchase their own at the grocery store). Please use the green bags to collect bottles and cans for deposit.

Notify us at treehillparkhoaboard@gmail.com for additional information, bags or a pick up.

Regular glass (with no deposit) is recycled with the garbage pickup on Thursday, let us know if you need an orange bin.

Waste Management Garbage and Recycling Cans are also available, just let us know what you need.

Jocelin will explore the idea of some kind of commercial Ridwell account for larger community use.

C. Unfinished Business:**Fireplace Inspections: Maurice**

During our Annual Homeowners Meeting, we learned that there are more units with fireplaces than we were aware of. Johnny has been tasked with obtaining a complete list of units and then we will continue to request inspections or notifications from homeowners regarding this issue. If you have a fireplace in your unit and have not contacted the Board, please do so right away at treehillparkhoaboard@gmail.com to avoid the \$200 annual fine.

Reserve Study: Maurice

Our attorney has been asked to draft a contract with Cottonwood Estates to share the cost of asphaltting and maintaining Upper Treehill Drive, to which they have a legal easement.

Treehill Daycare use of parking and entrance to Treehill Park: Hakim

Possible student project with PSU's College of Engineering to determine the cost of asphaltting and maintenance for the areas to which they have a legal easement. Hakim has drawn up a Request For Proposal (RFP) that might be submitted to PSU to put together the data. Potential cost for the project would be \$3,000-5,000 if using a private engineer. With PSU's College of Engineering, cost would be drastically reduced.

Communications: Maurice

In order to reduce costs and increase efficiency of communication, **a motion was put forward to the Board and passed by unanimous vote, that all official Treehill Park Homeowners Association business will be via email only with the exception of fines and delinquency notices, which are required to be delivered by Certified First Class Mail.**

A notice to all homeowners will go out via First Class Mail to remind everyone that Treehill Park HOA now has a policy in place of using email to communicate official Board business. To make sure we have your email address, please send it to treehillparkhoaboard@gmail.com. For those few without email, notices, agenda and meeting minutes are regularly posted in the kiosk at the entrance to Treehill Park.

DECLARATION OF UNIT OWNERSHIP OF TREEHILL PARK CONDOMINIUMS

8.8 The Unit Owners covenant and agree that the administration of Treehill Park Condominiums shall be in accordance with the provisions of this Declaration and the Bylaws of the Unit Owners Association, which are by this reference made a part hereof.

8.9 That each Owner, tenant or occupant of a "Unit" shall comply with the provisions of this Declaration, the bylaws, decisions and resolutions of the Association or its representative, as lawfully amended from time to time, and failure to comply with any such provisions, decisions or resolutions shall be grounds for an action to recover sums due, for damages, or for injunctive relief.

Homeowner Complaint: Board

A homeowner complained that the Board has done nothing to remedy the complaints against her neighbors for allowing their animals to relieve themselves on the patio above her.

Background: The Deck Policy was specifically rewritten & approved last year to address these allegations. After continued complaints & several investigations by maintenance staff during 2024, an unannounced on-site inspection was conducted by the Board and Maintenance staff. Close-up photos were taken of both balconies, as were statements from all parties involved.

On Dec 13, 2024, an Assessment of Conditions was issued to the homeowner stating that all allegations were unfounded. No Condo Rule or Deck Policy was being violated, both balconies were found to be completely clean and no evidence was observed to indicate that the allegations had ever occurred. The homeowner has been continually advised to submit evidence, despite the ongoing complaints.

Outcome: On May 27, 2025 at 10:50am, another unannounced inspection was completed by maintenance staff, including photos, and their findings were:

The upper balcony was found to be clean and tidy. Homeowners are using a pad in a waterproof tray for their dogs and waste is being removed immediately. There is no evidence of any violation and no indication that anything has run off the patio on to the downstairs patio.

The homeowners involved will be notified in writing and no further investigations will be conducted until such time as the complainant can produce evidence to the Board in writing that there is a violation of the Condo Rules, Bylaws or Policies. The complainant is further reminded that it is a violation of Condo Rules & Bylaws to create a disturbance by disrupting meetings of the Board and homeowners.

D. **New Business:** none brought forward

E. **Homeowners Forum (5 minute limit):** No issues were brought forward.

F. **From the Board – Friendly Reminders:** Hakim

New to Treehill - Be sure to complete the **Owner/Tenant Information form** to submit your information to the HOA Board and Kappes-Miller management, and to register your vehicle(s) and receive your required parking sticker(s). Please complete it as soon as possible so this required information is on file. The form is found at www.Treehillpark.org under downloads, then sent to TreehillParkHOABoard@gmail.com or dropped in our Rec Center mail slot at **Treehill Park Condominiums, 23800 NE Treehill Drive, Wood Village OR 97060.**

All Treehill Park communications are done electronically, so be sure to include a current email address.

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 would like 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 for more information.

Interested in participating in the Community Garden? Please contact us directly at treehillparkhoaboard@gmail.com to reserve your spot, find out the requirements and get all the necessary details.

New Parking Stickers—Download the new **Owner/Tenant Information form** at www.Treehillpark.org and send to 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 Information form** to update your vehicle information. When vehicle information needs to be updated, send an email or written note to TreeHillParkHOABoard@gmail.com.

Selling or Renting 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.

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 TreehillParkHOABoard@gmail.com and file a police report. The sooner we know, the faster we can review any video to help the police.

**The Next Board Meeting will be held via ZOOM
on Wednesday, July 30, 2025 at 6:00 pm**

Contact email: TreehillParkHOABoard@gmail.com
Website: treehillpark.org