

# Treehill Park Homeowners Association Board of Directors Meeting Minutes



**Zoom Video Conference  
September 24, 2025  
6:30 PM**

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

**Homeowners in attendance:**

Al Evans, Webmaster & Neighborhood Watch Coordinator; John Velasquez, AVN Construction, Maintenance Manager; Scott & Kaye Maddocks, Kayla Stevens

**A. Consent Agenda/Announcements:**

- 1) **This ZOOM meeting is being recorded.**
- 2) **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.**
- 3) **Meeting minutes from the July Board Meeting were approved by the Board.**

**B. Financials: Maurice**

| Treehill Park Homeowners Association |                      |                          |                      |                     |                     |
|--------------------------------------|----------------------|--------------------------|----------------------|---------------------|---------------------|
| Bank Balance Summary                 |                      |                          |                      |                     |                     |
| July 31, 2025                        |                      |                          |                      |                     |                     |
|                                      | Operating Fund       |                          | Reserve Fund         |                     |                     |
|                                      | 1st Sec CK           | Debit Card               | 1st Sec MM           | Annuity1            | Annuity2            |
| Beginning Balance                    | \$ 35,267.71         | \$ 612.89                | \$ 221,489.74        | \$ 53,407.05        | \$ 50,000.00        |
| Monthly Income                       | 43,451.81            | 848.35                   | 7,053.58             | -                   | -                   |
| Monthly Expense                      | (43,260.66)          | (761.24)                 | (4,145.61)           | -                   | -                   |
| <b>Ending Balance</b>                | <b>\$ 35,458.86</b>  | <b>\$ 700.00</b>         | <b>\$ 224,397.71</b> | <b>\$ 53,407.05</b> | <b>\$ 50,000.00</b> |
| <b>July 31, 2025 Balances</b>        |                      |                          |                      |                     |                     |
| Operating Accounts                   | \$ 36,158.86         |                          |                      |                     |                     |
| Reserve Accounts                     | 327,804.76           |                          |                      |                     |                     |
| <b>Total Bank Accounts</b>           | <b>\$ 363,963.62</b> |                          |                      |                     |                     |
| Accounts Receivable                  | \$ 47,371.66         | (less doubtful accounts) |                      |                     |                     |
| <b>Total Assets</b>                  | <b>\$ 411,335.28</b> |                          |                      |                     |                     |
| Accounts Payable                     | \$ 20,721.18         |                          |                      |                     |                     |

| Treehill Park Homeowners Association |                      |                          |                      |                     |                     |
|--------------------------------------|----------------------|--------------------------|----------------------|---------------------|---------------------|
| Bank Balance Summary                 |                      |                          |                      |                     |                     |
| August 31, 2025                      |                      |                          |                      |                     |                     |
|                                      | Operating Fund       |                          | Reserve Fund         |                     |                     |
|                                      | 1st Sec CK           | Debit Card               | 1st Sec MM           | Annuity1            | Annuity2            |
| Beginning Balance                    | \$ 35,458.86         | \$ 700.00                | \$ 224,397.71        | \$ 53,407.05        | \$ 50,000.00        |
| Monthly Income                       | 66,324.37            | 438.65                   | 7,064.18             | -                   | -                   |
| Monthly Expense                      | (48,477.58)          | (469.39)                 | (3,590.00)           | -                   | -                   |
| <b>Ending Balance</b>                | <b>\$ 53,305.65</b>  | <b>\$ 669.26</b>         | <b>\$ 227,871.89</b> | <b>\$ 53,407.05</b> | <b>\$ 50,000.00</b> |
| <b>August 31, 2025 Balances</b>      |                      |                          |                      |                     |                     |
| Operating Accounts                   | \$ 53,974.91         |                          |                      |                     |                     |
| Reserve Accounts                     | 331,278.94           |                          |                      |                     |                     |
| <b>Total Bank Accounts</b>           | <b>\$ 385,253.85</b> |                          |                      |                     |                     |
| Accounts Receivable                  | \$ 24,261.59         | (less doubtful accounts) |                      |                     |                     |
| <b>Total Assets</b>                  | <b>\$ 409,515.44</b> |                          |                      |                     |                     |
| Accounts Payable                     | \$ 15,380.87         |                          |                      |                     |                     |

#### **Delinquent Accounts: Maurice**

Several delinquent accounts have been successfully collected equaling \$23,110 toward the benefit of the Association. The Board has been reviewing the financial resolution that Kappes-Miller uses to process delinquent accounts. After discussion with Kappes-Miller, the Board has voted to have final approval of any accounts before sending them to collections. The Board reserves the right to offer homeowners the opportunity to agree to a payment plan in lieu of referral to collections.

#### **Neighborhood Watch: AI**

Meeting Date 9-20-2025 at 1:00 PM

Treehill's Neighborhood Watch group met in Treehill's Rec Center on September 20th. Six homeowners were present and had the pleasure of meeting Multnomah County Sheriff Lieutenant Jake Howell, the new Chief Of Police for Wood Village.

The good news is, things have been pretty calm in Wood Village lately. We discussed some relatively minor recent happenings, such as young kids from the neighborhood around Treehill playing doorbell games along with kids who live here. As irritating as they can be, games like that are not something that law enforcement typically deals with.

Several handouts were passed out, mostly dealing with what neighborhood watch is and is not, as well as preparations for the upcoming Great ShakeOut Earthquake Drill coming up in October (<https://www.shakeout.org/oregon/>) and other disaster preparation topics.

Due to the holidays coming up later in the year, there are no more Neighborhood Watch meetings planned until after the first of January, 2026.

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

None given due to technical difficulties connecting to the meeting.

#### **Communications: Maurice**

After 50 years, our official USPS address is now

**Treehill Park Condominium Homeowners Association**

**23800 NE Treehill Drive  
Wood Village OR 97060-1112**

With the assistance of the City of Wood Village and the Troutdale Post Office, we now have a mailbox and can receive official US Mail. The drop box in front of the Rec Center will remain as a place to drop checks, forms, keys and other items.

**Landscaping Report for August & September: Maurice**

**Employee changes** – As the season comes to a close, we would like to thank Gabriel for single-handedly making sure the trees were all watered every week. We wish him all the best as he leaves for college. Since we will no longer have seasonal help, Treehill has taken on another full-time employee. Josh McCann has joined our staff, along with Tony Guzman, under the direction of Johnny in Maintenance and Maurice in Landscaping. We are very pleased to have such a seasoned and experienced crew keeping Treehill in shape.

**A-1 Landscaping** has considerably downsized their weekly crew, so their focus has been limited to keeping the lawn mowed every other week, clearing back the ivy and blackberries and keeping the creek area mowed down. Now that the days are cooler, they can begin to work on pruning the bushes around the complex. If they miss something, please let me know. I meet with them every week and can pass on your concerns.

**Bark Chips** are available to all residents to use for mulch around your units. They are located at the intersection of lower Treehill Park Drive and Poplar Court, next to the Quonset Hut. If you are unable to pick them up, let me know and I can have the Maintenance Staff deliver some to you.

**Community Garden: Board Vote**

To foster the inclusion of all Treehill residents wishing to use the common areas, the Board is voting to create a community garden, open to all residents, funded, built & administered by the HOA Board. This will supersede any space that was previously designated as a community garden.

**Community Garden Committee: Erica**

Thank you to everyone who showed up to the community garden meeting! We had ten total participants and were able to establish a location for the new community garden. It will be located near 23831 NE Treehill Dr pending confirmation by the board.

We also established a garden committee. All residents who are interested in joining meetings or the committee are welcome. You do not need to be requesting a garden bed to attend. We would love to hear everyone's ideas!

We will be meeting again multiple times in the coming months to discuss: assessing demand for garden space, the design of the garden, assessing potential cost of the garden, and guidelines for the use and care of the garden. The next meeting is tentatively scheduled for Oct. 11th, 2025 at 10:00am in the rec center. Please keep an eye out for emails and posted flyers for up to date information or contact Erica at [treehillparkhoaboard@gmail.com](mailto:treehillparkhoaboard@gmail.com).

**Maintenance Report: Johnny**

Johnny has asked approval to have an employee appreciation day, to which the board responded with unanimous approval. This will take place on Friday, September 26th.

Johnny has reported that Josh is very positive about his position on the maintenance team and has been a high-quality employee.

**a) Maintenance Completed:**

**23903T, remove and build new back deck, divider wall, railing and build new steps**

**23954P, remove and build new back deck, divider wall and build new step**

**23864T, remove divider wall siding and build new back deck, divider wall, railing, steps and install new siding**

**23862T, remove divider wall siding and build new back deck, divider wall, railing, steps and install new siding**

**23931T, power wash front patio and back deck paint patio divider walls and stain back deck**

**23912P, cut down big tree in front of unit.**

**Complex, scrape staircase railing and steps paint and stain**

**Complex, mark and paint all parking lanes and speed bumps**

**Paint shop, primer and paint siding**

**b) Future Maintenance**

23946T, repair damage from tree in back of unit  
23844T, rebuild back deck, divider wall and siding on back of unit  
23846T, rebuild back deck, divider wall and siding on back of unit.  
23829T, rebuild back deck, divider wall and siding on back of unit  
23831T, rebuild back deck, divider wall and siding on back of unit  
23952P, build new step along back deck  
Complex, clean all roofs and gutter and treat with moss be gone  
Complex, stain all staircases and paint all handrails  
Complex power wash parking areas and walkways  
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 July & August - **Johnny**

2 Rec. Center rentals

Neighborhood watch meeting

Town hall meeting

**Pool: Jocelin**

It was a wonderful and relaxing summer pool season. All volunteers worked well together with Johnny and Tony and residents were able to enjoy themselves swimming and bring more than two guests if they wanted to, since we changed the policy. When the Multnomah County Health department stopped by at the end of August, we passed with flying colors. We were told it was one of the cleanest and best monitored pools in the county. GREAT WORK EVERYONE!!

**Going Green: Jocelin**

I've been collecting, when requested, and passing out green recycling bags, when needed. Thank you to our residents for donating these to our "green fund" to assist in feeding and giving back to our community! Please let all residents know they can always donate aluminum cans and bottles.

The bottle/can collecting effort is in response to historical incidents of people damaging property, such as vehicles, when they have come on the property to collect them, so we decided to create an in-house collection system and use the extra money (green fund) for volunteer gift cards and snacks during our annual meeting. We aren't putting them out with the garbage anymore, so please take them down to BottleDrop on Halsey or contact me to pick them up! I have green bags to give them, if they would like to contribute these to our "green fund."

**-For questions: [treehillparkhoaboard@gmail.com](mailto:treehillparkhoaboard@gmail.com)**

**C. Unfinished Business:**

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

Possible student project with PSU's College of Engineering to determine the percentage of use for the areas to which they have a legal easement.

Regarding the engineering study project update, the PSU School of Engineering is back in session starting Monday, September 25, so we can resume our conversation with the contacts there to determine if we can obtain a faculty review of our RFP and be accepted as a student project.

That said, as I mentioned previously, if we are interested in a more speedy and reliable process, Wallis Engineering in Vancouver is a firm recommended to us by a colleague at the City of Portland. Wallis is well-versed in various types of transportation and roadway preservation projects. I'll pass their link on to everyone again, though I do understand the potential cost difference makes the student project more attractive for us.

Hakim will be attending an event at the PSU School of Engineering with the mission of discussing the situation and learning more about how to move forward.

**Cottonwood Estates use of entrance and upper Treehill Drive: Maurice**

We are including Cottonwood Estates in the RFP to the PSU College of Engineering, to determine the percentage of road and parking usage of Treehill property so that we may fairly assess them when the time comes to repair and maintain the roads.

**D. New Business:**

**Holiday Potluck: Kyle**

The HOA Board will host a community potluck on December 6th, from 12:00-2:00 PM in the recreation center.

**E. Homeowners Forum (5 minute limit):**

Kaye - Several new trees have started growing near her unit; Maurice will pot them up for future planting.

Kayla - Expressed a desire for a dog-friendly space. Also, has an old-fashioned electrical panel in her unit. She is currently working on having it replaced. Maurice has asked to have it added to the agenda for a future meeting to discuss the Board's ability to investigate the situation. The board discussed Kayla's concerns about her outdated electrical panel, which poses a potential fire hazard. Maurice agreed to consult with attorneys about inspecting units for safety concerns. The board also clarified the difference between HOA insurance and individual homeowner's insurance.

**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](http://www.Treehillpark.org) under downloads, then sent to [TreehillParkHOABoard@gmail.com](mailto: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 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 are happy to explore and welcome your thoughts and ideas.

Contact: [TreeHillParkHOABoard@gmail.com](mailto:TreeHillParkHOABoard@gmail.com) for more information.

**Interested in participating in the Community Garden?** Please contact us directly at [treehillparkhoaboard@gmail.com](mailto:treehillparkhoaboard@gmail.com) to learn more about the design, planning and construction of this new Treehill Community facility.

**New Parking Stickers**—Download the new **Owner/Tenant Information 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 Information 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 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](mailto:TreehillParkHOABoard@gmail.com).

**Sold Your Unit**—Please return the pool keys 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](mailto:TreehillParkHOABoard@gmail.com) and file a police report. The sooner we know, the faster we can review any available video that might help the police.

**The Board will now adjourn the meeting to Executive Session, to discuss delinquencies, staff & legal issues and other confidential matters.**

**The Next Board Meeting will be held via ZOOM  
on Wednesday, November 26,2025 at 6:00 pm  
to review next year's Budget Proposal**

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

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