King City Highlands Homeowners Association
Board of Directors Regular Meeting
June 25, 2025

Minutes of the King City Highlands Homeowners Association (KCH-HOA) Board of Directors Meeting held on June 25, 2025 in the KCH-HOA Clubhouse at King City Highlands located at 12930 SW Peachvale St. King City, OR. KCH-HOA is an Oregon Planned Community restricted to residents fifty-five (55) years of age or older.

Present at Board Meeting:

Rob Mustard, President
Judy Baese, Secretary
Cheri Stanley, Treasurer
Connie Holt, Director
Linda Ray-Keeney, Director
Jerry Crane, Clubhouse Maintenance
Joe Mulder, ALC Chairperson

I. **Call to Order:** The Board meeting was called to order at 7:15 p.m.

II. **Establish Quorum:** A quorum was established.

III. **Approval or Amendment of the Agenda**: One amendment to agenda. #5 in the Board meeting agenda had an incorrect date for the Board meeting minutes that were up for approval. That date needs to be changed to May 28, 2025. Ms. Holt moved and Ms. Baese seconded to accept this amendment to the agenda. Passed without objection.

IV. **Board Member Updates:** There were no updates.

V. **Approval of May 28, 2025 Board Minutes:** Ms. Ray-Keeney moved and Ms. Holt seconded to accept these minutes. Passed without objection.

VI. **Treasurer's Report**: Treasurer Stanley reported: **Operating Funds: $299,252.90** **Reserve Funds $ 548,244.52** for a total of **$ 847,497.42.** Ms. Baese moved and Mr. Mustard seconded to accept the treasurer's report. Passed without objection.

VII. **Unfinished Business:** There was no unfinished business.

VIII. **New Business:**

a. **CM: Invoice from Signaling System Solutions** for installation of new cellular antenna and cable in attic, in the amount of $1,511.00. No Board action was required as this was an emergency action. Mr. Mustard moved that the expense for the repair to the cellular communications system for the fire/smoke alarm to be paid from Reserves GL #20-6330 instead of Operations GL #10-7060. Ms. Holt seconded the motion. Passed without objection. Invoice was paid.
b. **Invoice from Pro-Maintenance for painting of 12 mailboxes**. The third and final phase of mailbox painting was completed, at a cost of $3,000.00, and was charged against Reserves GL #20-6330. No

Board action was taken as this was a misunderstanding between the Architecture/Landscape Committee and the service provider. Invoice was paid.

c. Joe Mulder, ALC Chairperson presented the following proposals.
Teufel Landscape presented a proposal for $1,260.00 to prune 12 Crape Myrtles and $75.00 to haul away debris. Total is $1,335.00. To be paid from #20-7750. Ms. Stanley moved and Ms. Holt seconded to accept this proposal. Passed without objection.

d. **Teufel Landscape** presented a proposal for $1,800.00 to "jet out" the clogged drain pipe along the Fir Grove walkway so that water can run smoothly out of the area. To be paid from GL #20-6435. Ms. Baese moved and Mr. Mustard seconded to accept this proposal. Passed without objection.

e. **Board discussion:** Is a separate reservation form or system needed for Highlands-focused presentations in the Clubhouse? Board discussed making minor changes to the existing rental agreement. Suggestion was made to discuss revisions at the July Board meeting. Ms. Stanley moved and Mr. Mustard seconded to accept this suggestion. Passed without objection.

IX. **Adjournment:** Board meeting was adjourned at 8:30 p.m.

X. **Next Meeting:** Next meeting is July 23, 2025. Townhall will begin at 6:30 p.m. with Board meeting to follow.

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Judith Baese, secretary Date