

**King City Highlands Homeowners Association
Board of Directors Regular Meeting
July 23, 2025**

Minutes of the King City Highlands Homeowners Association (KCH-HOA) Board of Directors Meeting held on July 23, 2025n 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 7:30 p.m.
- II. **Establish Quorum:** A quorum was established.
- III. **Approval or Amendment of the Agenda:** Three amendments were added to the agenda.
Under New Business:
#b. Proposal for repairs and re-staining of Fir Grove Bridge.
#c. Proposal for replacement of 4x4 sign post SW 128th Pl. cul-de-sac.
Add #9 Executive Session to Agenda. Mr. Mustard moved to accept these amendments. Ms. Baese seconded. Passed without objection.
- IV. **Board Member Updates:** Last issue of ***Common Ground*** (CMI magazine) had many interesting articles, especially one dealing with commercial vehicles.
- V. **Approval of June 25, 2025 Board Minutes:** Ms. Stanley moved and Ms. Holt seconded to accept these Board minutes. Passed without objection.
- VI. **Treasurer's Report:** Treasurer Stanley reported: **Operating Funds: \$270,715.51**
Reserve Funds \$ 553,672.70 for a total of **\$824,300.21**. Ms. Holt moved and Mr. Mustard seconded to accept this report.
- VII. **Unfinished Business:**
 - a. **Review and final decision on revisions to Clubhouse Rental Application.** Discussion ensued regarding revisions to Clubhouse Rental Agreement. Board read through new revisions. Some additional language was inserted. Ms. Baese moved and Ms. Stanley seconded to accept these new revisions. Passed without objection

- VIII. New Business:** Jerry Crane, Clubhouse Maintenance presented the following proposal.
- a. Pro Maintenance** presented a proposal for \$1,075.00 for dry-rot repair to the west side of a Clubhouse window. If during inspection and repair, more dry-rot is found, contractor will be asked to fix entire window. Extra repair not to exceed \$1,000.00. To be paid from GL #20-6360. Ms. Baese moved and Ms. Holt seconded to accept this provisional proposal. Passed without objection.
 - b. Pro Maintenance** presented a proposal for \$780.00 for replacing, the 2x6 handrails and two 4x4 posts located on west side of Fir Grove Bridge. Cleaning, sanding, staining and hauling away debris is included in proposal. If additional work is needed, contractor is granted permission to proceed. Additional work not to exceed \$500.00. To be paid from GL #20-6430. Ms. Baese moved and Mr. Mustard seconded to accept this proposal. Passed without objection.
 - c. Pro Maintenance** presented a proposal for \$160.00 to replace the 4x4 post for walking path sign located at SW 128th Pl. cul-de-sac. To be paid from GL #20-6895. Ms. Holt moved and Ms. Ray-Keeney seconded to accept this proposal. Passed without objection.
- IX. Executive Session:** Board meeting adjourned at 8:23 p.m. for Executive Session. Executive Session adjourned at 8:43 p.m.
- X. Return to Board Meeting:** Board meeting resumed at 8:43 p.m. Ms. Stanley moved and Ms. Holt seconded to take action from Executive Session discussion. The Board voted on the motion from the Executive Session; passed without objection.
- XI. Adjournment:** Board meeting adjourned at 8:45 p.m.

There will be no Finance Committee meeting, Town Hall, or Board meeting in August 2025.

- XI. Next Meeting:** The next Town Hall will be on September 24, 2025 at 6:30 p.m. with Board meeting to follow.