

**King City Highlands Homeowners Association  
Board of Directors Regular Meeting  
October 22, 2025**

**Minutes of the King City Highlands Homeowners Association (KCH-HOA) Board of Directors Meeting held on October 22, 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  
Cherie Stanley, Treasurer  
Connie Holt, Director  
Linda Ray-Keeney, Director  
Bonny Chown, ALC  
Jerry Crane, Clubhouse Maintenance

- I. **Call to Order:** The Board meeting was called to order at 4:40 p.m.
- II. **Establish Quorum:** A quorum was established.
- III. **Approval or Amendment of the Agenda:** Three amendments to the agenda under New Business;  
8d. Clubhouse signaling inspection  
8e. Microphone System  
Executive Session
- IV. **Board Member Updates:** Ms. Holt has attended the Condo Board meetings. She made a suggestion that perhaps our Board could rotate attending those meetings on a quarterly basis. One member every three months and perhaps their Board members could do the same to our Board meetings. Board agreed that this was a good idea.
- V. **Approval of September 24, 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: \$191,126.18**  
**Reserve Funds: \$ 568,292.57** for a **Total of: \$ 756,418.75**
- VII. **Unfinished Business:**
  - a. **Board Approval of 2026 Budget:** Ms. Ray Keeney moved and Mr. Mustard seconded to accept the KC Highlands HOA proposed budget for 2026. Passed without objection.
  - b. **ALC Presentation and Board Vote on Teufel Landscapes 2026 Maintenance Agreement:** Ms. Holt moved and Ms. Ray-Keeney seconded to accept this agreement. Passed without objection.

- c. **Revised Application for Clubhouse Presentations:** After discussion, decision was made to have a new application written with the revisions that were suggested. The existing application (for private rental of the Clubhouse) must also be revised, as it is referenced in a Board Resolution (2020-01) These will be presented at the November 19, 2025 Board meeting. No vote taken.

**VIII. New Business:**

- a. **Halstead's Arboriculture Consultants, Inc.** presented a proposal for \$2,275.00 to prune 15 street trees. This is the annual Fall pruning. To be paid from G/L #20-7676. Ms. Baese moved and Mr. Mustard seconded to accept this proposal. Passed without objection.

- b. **Halstead's Arboriculture Consultants, Inc.** presented a proposal of \$390.00 to do additional tree maintenance on four trees. To be paid from G/L #20-7780. Ms. Baese moved and Mr. Mustard seconded to accept this proposal. Passed without objection.

c. **ALC Clubhouse Landscape Renovation Project:**

I. **Halstead's Arboriculture Consultants, Inc. presented a proposal for a total of \$990.00 to:**

- Remove Cherry Tree #3225 located near the Clubhouse at a cost of \$495.00 To be paid from G/L #20-7705.
- Remove seven false Cypress shrubs adjacent to the Cherry tree at a cost of \$495.00. To be paid from G/L #20-7750. Cost includes labor, materials and disposal of debris.

Ms. Ray-Keeney moved and Mr. Mustard seconded to accept this proposal. Passed without objection.

II. **Teufel Landscape** presented a proposal for \$5,699.00 for the Landscape Renovation Project for the Clubhouse. This includes:

- Tree Removal & Replacement at a cost of \$1,695.00. To be paid from G/L #20-7705.
- Plant Maintenance at a cost of \$3,214.00 to be paid from G/L #20-7750.
- Bark Dusting at a cost of \$240.00. To be paid from G/L #20-7615.
- Irrigation System for a cost of \$550.00. To be paid from G/L #20-7630.

Ms. Ray-Keeney moved and Ms. Baese seconded to accept this proposal. Passed without objection.

- d. **Jerry Crane, Clubhouse Maintenance** presented a proposal from Signaling Systems Solutions for \$1,284.00 for annual inspection of fire and smoke alarms in Clubhouse. To be paid from G/L #20-7060. Mr. Mustard moved and Ms. Holt seconded to accept this proposal. Passed without objection.
- e. **Ms. Holt** suggested the Board consider upgrading the microphone system for the Clubhouse. Board agreed that this needs to be done. Decision was made to table this discussion until Jan. 2026. This would give the Board time to gather information on the best available systems that would meet our needs.

Board meeting adjourned at 6:32 p.m. for Executive session

Executive session called to order at 6:32 p.m.

Executive session adjourned at 6:47 p.m.

Board meeting resumed at 6:47 p.m.

**IX. Adjournment: Board meeting adjourned at 6:48 p.m.**

**X. Next Meeting: Next meeting is Nov. 19, 2025. Townhall begins at 3:00 p.m. with Board meeting to follow.**