

**JASPER HEIGHTS CONDOMINIUM
ASSOCIATION
14972 NE ROSE PARKWAY
PORTLAND, OR 97230
MONTHLY HOMEOWNER MEETING
January 21, 2026**

Board Members Present:

Marlene Rooney, Chair and Maintenance

Susan French, Secretary

Lynn Gray, Treasurer

Angie Morgan, Board Member (VIA ZOOM)

Chip Morse, Landscape Chair

Michelle Gendron, Pool Chair

Fred Troutman, Pest Control (VIA ZOOM)

Board Members Not Present:

This meeting was called to order at 7:01 PM

Homeowners Present:

IN PERSON:

Evelyn Liu

VIA ZOOM:

Jen Dupre

Betty Alicia

Lori Bieber

Joanne Miesen

Jose Ceja
Becky Slapper
Christian San Juan
(iPhone 10 – never gave us their name)

A Quorum of Board Members was present.

Minutes: It was voted to approve the Board Meeting Minutes from November 15, 2025.

COMMITTEE REPORTS:

Treasurer:

- Everything is in order for the last 3 months – all bills paid and we are on track via the budget.
- There is an issue with the water bill – to be discussed further tonight. A big thank you to Becky Slapper who is no longer on the board but is keeping track of these bills as water is the biggest expense we have on the property. No homeowner pays their water bill directly; it is paid by the HOA fees paid by each homeowner monthly.
- We have no outstanding expenses at this time except for the unit with the black mold, old panel, and water damage work being taken care of by the HOA. These costs to be charged back to the owner. The owner is absent and the HOA is responsible to see that the building is maintained.
- HOA Assist has sent out invoices reminding folks of their new/increased HOA Fee and that the amount is due by the 10th of each month.

- Please note if you are interested in using the Club House for a private event contact Lynn for usage information and keys. There is no deposit to use the space, but if it is not clean after use, including the rags washed, etc., there will be a \$100.00 cleaning assessed to your ledger. We have purchased a new vacuum to be used when you clean as the old one was not working well.

HOA/Delinquencies (Michelle)

- Michelle reported that January had a bit of a rough start with homeowners NOT remembering that they had a new amount to pay for their HOA Fees as of January 1, 2026.
- As of the 11th, several homeowners had not paid their HOA and Roof Assessment fees. These homeowners have received the \$50 late fee.
- Michelle has emailed them and all but 9 people now have a zero balance. Of those 9 people, 6 of them made the incorrect payment. They paid their 2025 payment instead of their new 2026 payment.
- Reminder to homeowners that late fees will be assessed after the 10th of each month, so please be aware and if possible, use auto pay to avoid missed payments. If support is needed, please reach out to HOA Assist to set up auto pay at 855-952-8222 or.
- Please call Michelle to discuss if you need to work on arrangements for payments.

Maintenance:

- Gutter cleaning was completed in December. Any additional issues will be addressed as reported by

homeowners etc. Please do not wait to let us know when you see something.

- Repairs were made to deck dividers that fell apart during heavy winds.
- Electrical Panel update
 - **Marlene has** reached out by email to the owners that didn't replace their electrical panels yet. We are happy to report there are only 8 more panels left from the original 31 which needed replaced. This is **required maintenance**. If there's a hardship that is keeping this work from being completed, please reach out to Marlene or Lynn.
 - Also, you are required to carry a higher coverage for the building on your individual insurance policy if you still have the old electrical panel. It's called coverage A and it covers the building. This should be \$100,000. If you've replaced your panel, you can have \$50,000 for coverage A on your policy. Please provide proof of insurance coverage to the board secretary at the Jasper Heights email. All owners need to send their insurance information to the board! This should be done annually. You can send a copy of your insurance policy to the jasperheightshoa62@gmail.com.
- Water issues/water bills
 - Marlene and Chip met with the Water Detection company today and found that the extreme water usage issue we are having is not from an outside of the building source but is contained to one or more of the 17 homes on the single meter.
 - Chip will deliver the blue tablets to each of these homeowners to use in their toilets to see if there is a leak.

If this does not resolve the issue of finding where the leaks are coming from, we will have the leak detection company come into each unit to try and resolve this issue. It is costing us an extra \$3000.00 a month due to these leaks. Our water bills should be in the neighborhood of \$9000.00 a month instead it has been running around \$12,000 a month. Water is our highest expense at Jasper Heights.

- Building issues with windows

We have a homeowner who has found severe water damage to their home due to windows which had been incorrectly installed by previous owners. Due to this we are going to have to replace the siding for this unit when the windows are replaced. New windows are paid for by the homeowners, and the HOA is responsible for the outside of the building replacing the siding as the aluminum siding is not reusable.

- **Please remember when we start to see snow and ice don't use salt products on the concrete steps, walkways, and driveways as it will shorten their life.**

- There are alternatives for using on your steps, walkways, and driveways. A few are sand, kitty litter, and non-salt products at places like Costco, Home Depot

- *For Maintenance issues, see Board Member Contact Information below.*

Landscape:

- Chip explained the trees which needed trimmed have been done so everything is looking good.
- There are some 20 trees which need a small amount of work which will be done in the next cycle.

- Trees were taken down at 14922 and new trees replaced in front and back. One of the trees was larger so it will not feel so sparse and will fill in sooner.
- Chip signed the new contract with East/West. The price has not changed. Chip had them change the 90 day notice to end service to 30 day notice.
- There was only one visit in January, there will be 2 in February and Chip will get the dates so we can let homeowners know if they have something to be taken away, including Christmas trees. They will go back to the weekly schedule in March. We hope that they day will remain Wednesday. We will be sure that whatever day it is it is the same day each week.
- It was confirmed this week that all irrigation is off.
- If you have not already done so, PLEASE turn off your outside water to avoid any damage to pipes due to the cold weather. If you have any questions about this, please contact a board member.
- *For Landscape related issues, please contact both Chip and Diane. Chip Morse, Landscape Chair, chipsue@msn.com. Landscape: Diane Drooger, xdrooger@mac.com.*

Pool Committee:

- The pool is closed for the season.
- Due to strong winds 10 of the holes which were drilled into the pool deck to hold down the pool cover failed. Our contractor had someone come out and was able to repair 3 of the holes but had to do 7 new ones while closing the old ones. The cost was \$350.00

- There was an issue with water on the ground in the maintenance/mechanical room. They discovered it was a cap on the pump missing and it is being taken care of as well. It should be a minor cost to replace that part.
- *For Pool related issues, see Board Member Contact Information below.*

Pest Control:

- Fred reported that he hasn't seen the pest control person as Fred has been unwell for a couple of weeks.
- There have not been any issues from homeowners.
- It was brought to Fred's attention that there seems to be a mole issue in a couple of places on the property and Fred will look into it.
- *For Pest Control issues, see Board Member Contact Information below.*

Other Business:

- Website: Evelyn Liu has offered to work on the website starting in February. They will be updating the website with the monthly meeting minutes, and other documents as they need to be updated.
- We are still trying to work out something regarding the internet for the club house, but we have very few options – but we'll keep on it.

Ground Lease Committee:

- We are putting together a Ground Lease Committee. Their first meeting will be Friday, February 6, 2026 at 5:30 PM in the Club House. Please contact Lori Bieber directly if you plan on attending (loribieberremax@gmail.com). We

currently have several homeowners who are interested in participating.

Finance Committee:

- Please email the JH email if you are interested in participating on a finance committee. We would love to have homeowners be involved in the process of the annual budget and understanding how things are taken care of and paid for.

Reminders:

- Please provide the board secretary with the contacts of all condo occupants and an emergency contact. This information is needed for emergency purposes.
- **Please put all back patio lights on motion sensors**
- When a homeowner is looking to complete a project that will impact the exterior of the building, a request **must** be completed and submitted to the board for approval for work to begin. The form is located on our website under the rules and regulations tab – the website will be up soon so if you need the form immediately, please contact Marlene Rooney.
- Please advise the HOA board when planning on listing your home for sale so that we have awareness and can provide direction on where to locate information to provide to your realtor. Sales related questions can be directed to HOA Assist.
- Homeowners are asked to clean and maintain their decks and patios to preserve the integrity of the property. Many decks and patios are being used as storage and are unsightly and poorly maintained. If your deck or patio is in this condition, please work to address as soon as possible.

- Soliciting on the property is not allowed. If someone comes to your door soliciting, please tell them solicitors are not allowed. This is private property.
- The mailman has reminded me that we should not be putting HOA information or flyers in the mailbox.

The meeting was adjourned at 8:33 PM.

Next Board Meeting: The next regular board meeting will Wednesday, February 18, 2026 at 7:00 PM in the Club House. You will receive the zoom link the week of the meeting.

Minutes submitted by Board Secretary, Susan French

Board Member Contact Information:

Chairperson and Maintenance Chair: Marlene Rooney, 503-853-9605, roomeymarlener@gmail.com

Secretary: Susan French, Minutes, 408-358-4518, smfrench08@gmail.com

Treasurer: Lynn Gray, 503-702-6101, bigdawg@bigdawg.us

Landscape Chair: Chip Morse, chipsue@msn.com, 503-724-6093 - Landscape contact, Diane Drooger, xdrooger@mac.com

Pest Control: Fred Troutman, 503-256-5610, troutfr@comcast.net

Pool Chair: Michelle Gendron, 503-720-4111, mmichelletg@gmail.com

Angie Morgan, Board Member at Large, 815-953-7089, morgan.r.angela@gmail.com

Announcements

To contact HOA Assist, please call them at 855-952-8222 or email them at hoa-assist.com.