

**JASPER HEIGHTS CONDOMINIUM
ASSOCIATION
14972 NE ROSE PARKWAY
PORTLAND, OR 97230
MONTHLY HOMEOWNER MEETING
October 15, 2025**

Board Members Present:

Marlene Rooney, Chair and Maintenance
Susan French, Secretary
Lynn Gray Board Member
Angie Morgan, Treasurer
Chip Morse, Landscape Chair
Michelle Gendron, Pool Chair

Board Members Not Present:

Fred Troutman, Pest Control

This meeting was called to order at 7:01 PM

Homeowners Present:

IN PERSON: (no homeowners present in person)

VIA ZOOM:

Becky Slapper
Christian San Juan
Betty Alicia
Diane Drooger

A Quorum of Board Members was present.

Minutes: It was voted to approve the Board Meeting Minutes from September 17, 2025.

COMMITTEE REPORTS:

Treasurer:

- All invoices have been approved. The monthly financials for September have been reviewed and approved. Lynn has been taking over some of the treasurer's responsibilities since Angie is going to be moving. The transition is going well. The 2026 budget was approved last month and documents, including new HOA dues, have been sent out.
- HOA Assist has documented on our balance sheet that there is a banking product that is coming up to maturity: **FCB CDARS #5547 maturing on 11/06/2025 - CD Balance: \$100,000.**
- The Board voted to approve rolling over the CD and to keep it growing for us. We have been receiving 4% on our CD which is much higher than our savings account was earning. This year we made approximately \$1,900.00.

HOA/Delinquencies (Michelle)

- 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.

- We have 5 delinquencies; one is in legal collections now. Michelle is working with the other 4 homeowners to bring their payments up to date. Two hope to have things in order by the end of this month. We hope this happens so they will not have to be sent to collections.
- Please call Michelle to discuss if you need to work on arrangements for payments.
- If support is needed, please reach out to HOA Assist to set up auto pay at 855-952-8222.

Maintenance:

- Seasonal work is complete except for gutter cleaning which will be done sometime after the trees have shed most of their leaves. This 1st cleaning will be all buildings. There's additional cleanings at certain buildings that follow. If you feel something needs to be done sooner for your home, please let Marlene know.
- Pacific Rose Concrete has completed three of the driveways. Due to weather the fourth driveway is currently being completed this week. In addition, there will be sidewalk repairs on 151st. These were pointed out by the insurance inspection completed by the new property insurer.
- Front step repairs/replacement. The contractor said the damage to the steps was done by salt products. **I haven't received an estimate for this work so the work may not be completed until 2026 as the season for concrete repairs is diminishing.**
- **Please 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.*

Insurance Update: Marlene

- There are still 17 of the old “Federal Pacific Electric (FPE) electrical panels, particularly those with Stab-Lok” breakers which still need to be replaced. Thank you to all our homeowners who have had the work done it is greatly appreciated.
- Your board will be reaching out to the owners that haven’t upgraded their panel yet. If there’s a hardship that is keeping this from being completed, please reach out to Marlene or Lynn. Also, you are required to carry a larger coverage for the building on your individual insurance policy if you have the old electrical panel. It’s called coverage A, and it covers the building. This should be \$100,000.
- If homeowners are seeking their own contractor, they must work with a contractor that can pull a commercial permit. Once work is completed and city inspection approved homeowners can let Marlene know.
- If you’ve replaced your panel, you can have \$50,000 for coverage A on your policy.
- This will cover the master policy deductible.
- “Federal Pacific Electric (FPE) electrical panels, particularly those with Stab-Lok” breakers, are a significant fire hazard and should be replaced. These panels, commonly found in homes built between the

1950s and 1980s, were found to have a high failure rate, with some breakers failing to trip during overloads, potentially leading to electrical fires. “

- Marlene and Lynn met with the two homeowners, Badger Electric and PGE who it was thought might need to have larger panels – 200 vs. 125 amps. We were pleased to find out that was not the case and they can have the panel that most homeowners here at Jasper Heights have in their homes.
- It was noted that currently anyone with a hybrid car will not have a problem with the electrical panel. However, should anyone go to an all-electric car a different sort of outlet might need to be installed and a 200 amp panel as well. This would all need to be done through PGE and a licensed electrician. Here's some helpful information.
<https://www.portland.gov/transportation/electric-vehicles/charging-your-ev>
- For those who have not yet replaced their panels, you will need to provide the HOA with proof of insurance showing the \$100,000 for coverage A. This is a requirement from the new property insurer.
- We are requesting all homeowners provide proof of insurance whether or not you have the \$50,000 or \$100,000 coverage.
- You can send a copy of your insurance policy to the Jasper Heights email address:
jasperheightshoa62@gmail.com.

Landscape:

- Chip explained he is working with an arborist (Jeremy at Northwest Turn and Tree) for our tree situation. Two areas

will be taken care of before the end of this year. The area behind 15042 will be trimmed to remove branches which are impinging on the homes in that area. That work will be around \$1243.00. The second will be a tree behind 14860 which will need to be removed, the stump ground out and a new tree replacing the old one for a cost of approximately \$2100.00. The tree will be a good sized tree to replace the large one which is being taken out to disease.

- The rest of the report indicates several other trees which will need to be trimmed and/or removed – that cost will be approximately \$5800.00 and may be done next year. Right now, we are more concerned with safety issues than just the aesthetics of the property. We cannot have limbs coming down on our homes, homeowners, pets or vehicles. Chip will be working with the arborist to be sure we are not being overcharged for anything.
- Chip will be sure the irrigation is turned off now that we have entered the rainy season. Our water bills continue to rise and turning off the irrigation now will help keeping the costs down for our budget.
- PLEASE turn off your outside water in November 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 contract 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.

- There was some discussion about a garbage can which had been left in the restroom area and homeowners were putting their own garbage in the can. The can has been removed, and NO personal garbage should be put in any cans except your own.
- *For Pool related issues, see Board Member Contact Information below.*

Pest Control:

- There was no report as Fred was unable to attend other than Fred telling Marlene there are currently no issues.
- *For Pest Control issues, see Board Member Contact Information below.*

Budget:

- The budget letters have been sent out by HOA Assist to homeowners by email or mailed if no emails is on record. HOA Assist tells us 4 homeowners do not have emails with them so those homeowners will have received this letter via US mail. If you haven't received the HOA Assist communication, please check your email for this or your mailbox. If you don't have this communication, you won't know your new amount due come January 1st. Please contact HOA Assist to update your record with an email address if you have one and to get a copy of your personal budget information.
- PLEASE remember if you have automatic withdrawal or checks sent from your bank you MUST update the amount to be sent to HOA Assist for your HOA fees so that the changes happens on January 1, 2026.

- There was discussion about the 18+ percent increase for our budget this year. It was explained that a big part of the increase was due to having to frontload the cost of our insurance as it had been cancelled and we had to get new insurance. We feel we have received the best insurance and price we could, however, the payment process was that we had to pay for it before it started which hit our budget very hard. We do not anticipate this happening again next year so there will not be such a large increase in our HOA fees.

Other Business:

- Website: Marlene and Susan have spent many hours working with Go-Daddy to get our new website up and running. We hope to have it live for everyone sometime this week.
- If anyone is interested in becoming our “webmaster” (which would mean updating the minutes monthly and replacing outdated documents annually) we would love to hear from you. You can email us at: jasperheightshoa62@gmail.com.
- Comcast/Internet Clubhouse: We are still working with Comcast in the hope that we can bring internet to the clubhouse. Currently the price was too high on the Business side, so we are attempting to see if we can get a residential account for the clubhouse only.

Ground Lease Notification

- Please be advised that Cooley Partners the land lease owner will be working with Commonwealth Management who processes land lease payments to notify homeowners who are not current on their land lease payments that they will be

initiating a new procedure for those homeowners. If you are not current on your land lease payments or need information on your payment and where to mail, etc. it is important that you connect with Sheri Struthers, Administrative Assistant, Commonwealth Association Management; 503-244-2300; sheri.struthers@cwres.co.

Reminders:

- Please turn off the water to the outside faucets in November.
- 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 meeting was adjourned at 8:17 PM.

The annual board meeting has been set for Saturday, November 15, 2025 @6:30 PM. As usual you will receive your proxy documents if you are unable to attend the meeting in person

Next Board Meeting: There will not be a board meeting in December. The next board meeting will Wednesday, January 21, 2026 at 7:00 PM. 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, Board Member at Large, 503-702-6101, bigdawg@bigdawg.us

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

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

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

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

Announcements

Annual meeting is November 15 at 6:30 p.m. in the club house. You will be receiving documents in the mail regarding the meeting in the next couple of weeks.

The board is needing a board member to replace Angie starting in January.