



MEETING MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS OF: SEXTON PLACE CONDOMINIUMS

LOCATION: Zoom Meeting held at remote locations
DATE & TIME: 07/25/2023 at 6:00 PM
CALLED TO ORDER: 06:02 pm
QUORUM PRESENT: Yes

ATTENDEES (Board Members Bolded)

Jeannette Alexander - Chair	Claudia Ward
Nanci Alley – Vice Chair	
Barbara DeVoll– Secretary	
Mary Clark - Director	
Mark Vandervest - FSRE	
Cindy Vandervest – FSRE	
Sunny Arruda - FSRE	

The meeting was called to order by chair Jeannette Alexander. She welcomed everyone in attendance and introduced the Board of Directors present at the meeting. Jeannette then turned the meeting over to Community Manager Mark Vandervest of FRESH START Real Estate, Inc. to facilitate the meeting.

APPROVAL OF AGENDA

A motion was made and seconded to approve the Agenda as written without any additions or changes. The motion passed unanimously without further discussion.

OWNER'S FORUM

- 1- An owner mentioned the grass has dead spots on some areas and wondered if the landscapers could replace the effected turf. The community manager, Mark, answered the dead spots were caused by dog urine burning the grass and replacing the turf wouldn't change the issue. Alternative suggestions were made including removing the grass from the effective area, replacing it with bark dust and using a Rustoleum Grass Renovator spray to recolor the yellow patches. The idea of creating a specific Dog walking area was discussed however, it was decided this wouldn't be feasible as dogs tend to go where they smell things and walking to an area may be difficult for some people with mobility issues. FRESH START will send info on the Rustoleum product to the board for review.
- 2- An owner felt there were several units up for sale lately and wondered how many were currently on the market. FRESH START responded that one unit was for sale and one was for rent.
- 3- An owner inquired about the driveways not being coated when expected. FRESH START explained the paving company had to reschedule the coating and he would send a notice out as soon as he received the new dates.



APPROVAL OF PREVIOUS MINUTES

A motion was made and seconded to approve the Minutes from the previous meeting on April 25, 2023, with one modification, under New Business regarding the new Rivermark account, a line would be added to identify who the signers on the account would be, by name. This would be Chairperson Jeannette Alexander, Secretary, Barbara DeVoll, and Mark & Cindy Vandervest from FRESH START. The motion passed unanimously without further discussion.

FINANCIAL REPORT

Financial Summary as of 04/30/2023:

§ Total Operating Funds:	\$ 98,825.39	including pending EFTs
§ Total Reserve Funds:	\$ 355,124.52	including reserves interest
§ Total Cash Assets:	\$ 453,949.91	
§ Total YTD income:	\$ 107,954.52	including \$8,758.07 of Special Assessment Income
§ Total YTD expenses:	\$ 56,484.51	including \$10,090.00 of Reserve Expenses
§ Budget vs. Actual <u>Income</u> :	41.25%	collected YTD.
§ Budget vs. Actual <u>Expenses</u> :	23.77%	including 8.2% of the total Reserve expenses
§ Total Delinquencies:	\$ 8,167.72	1 account 91+ days; 0 accounts 61-90 days; & 1 accounts 31-60 days.

Financial Summary as of 05/31/2023:

§ Total Operating Funds:	\$ 104,035.68	including pending EFTs
§ Total Reserve Funds:	\$ 357,822.43	including reserves interest
§ Total Cash Assets:	\$ 461,858.11	
§ Total YTD income:	\$ 136,249.46	including \$11,481.96 of Special Assessment Income collected
§ Total YTD expenses:	\$ 76,871.26	including \$20,890.00 of Reserve Expenses
§ Budget vs. Actual <u>Income</u> :	49.92%	collected YTD.
§ Budget vs. Actual <u>Expenses</u> :	41.55%	including 0.00% of the total Reserve expenses
§ Total Delinquencies:	\$ 8,533.29	2 accounts 91+ days; 0 accounts 61-90 days; & 0 accounts 31-60 days, & 0 accounts 0-30 days.

Financial Summary as of 06/30/2023:

§ Total Operating Funds:	\$ 91,289.09	including pending EFTs
§ Total Reserve Funds:	\$ 361,298.68	including reserves interest
§ Total Cash Assets:	\$ 452,587.77	
§ Total YTD income:	\$ 162,790.27	including \$13,299.33 of Special Assessment Income collected
§ Total YTD expenses:	\$ 112,682.40	including \$41,833.01 of Reserve Expenses
§ Budget vs. Actual <u>Income</u> :	58.12%	collected YTD.
§ Budget vs. Actual <u>Expenses</u> :	47.07%	including 33.98% of the total Reserve expenses
§ Total Delinquencies:	\$ 6,697.89	2 accounts 91+ days; 0 accounts 61-90 days; & 0 accounts 31-60 days, & 0 accounts 0-30 days.

Supporting statements and reconciliations are sent to the Board of Directors separately on a monthly basis. Please do not hesitate to contact Management if you have any questions.

MANAGER'S REPORT

1. Sealcoating project completed (vendor needs to come back to do some driveway areas).
2. Curbs painted red with no parking / fire lane stencil
3. Rodent mitigation in building 14771
4. Pothole repaired at east side of building 14771.
5. Pruning & tree/shrubbery trimming is ongoing
6. Baiting rodent stations is ongoing.
7. Lighting maintenance is ongoing.

Administration:

1. Violations & Warnings:

- 05/25/2023: Trash Can Warning (Trash can left out more than 24 hours after pickup)
- 06/06/2023: Parking Violation (Resident vehicle in guest parking)
- 06/21/2023: Smoking Violation
- 07/06/2023: Common Area Violation - Storing items in Common Area
- 07/17/2023: Parking Violation (Resident vehicle in guest parking)

2. Homeowner Correspondence and Administration

- Board information only:
- a. None

3. Owner correspondence for Board Review

- Board action requested:
- a. None

OLD BUSINESS

- **Beard Road Repair Update:** Messages have been left to reach contractor, Cody, to clarify scheduling for the Beard Rd repairs. Nanci Alley provided Cody's phone number to Mark and assured everyone we would be scheduled as soon as we can be fitted into his schedule. Contractors are all very busy at this time.
- **New Rivermark Account:** The account is ready to open as soon as Chair Jeannette and Secretary Barbara are able to set up their signer cards with Rivermark and go in to sign the cards. Mark will be emailing them both tomorrow with instructions from Rivermark.

NEW BUSINESS

- **Window Washing 2023:** The last time the windows were washed was 2021 and it was decided the window washing would happen every other year. The board agreed they wanted to have the windows washed this year and would like to receive bids for this service. FRESH START will send out a bulletin to all owners a few weeks before the window washing is scheduled so everyone will know to close their windows and to give them the option to remove their screens if they want to.



ADJOURNMENT

NEXT MEETING DATES:

Tuesday, October 24, 2023 at 6:00 pm

This will be the annual Budget Meeting

It is the Board's intention to hold meetings quarterly on the 4th Wednesday of every third month. Mark your calendars! We hope you can attend.

MEETING ADJOURNED:

6:43 PM

--- END OF MEETING MINUTES ---

MINUTES PREPARED BY:

FRESH START Real Estate, Inc.
Community Manager