

SEXTON PLACE CONDOMINIUM ASSOCIATION  
Board of Director Meeting Minutes  
Fire Station 67  
13810 SW Farmington Rd.  
Beaverton, OR 97005  
Monday, July 17, 2017

In attendance: Jeannette Alexander, President; Kimo Kelekolio, Treasurer; Nick Gyore, Vice President, Dominica Culver and Camille Keaulana, TMG.

**I. CALL TO ORDER**

Jeannette called the meeting to order at 6:01pm.

**II. APPROVAL OF MINUTES**

The June 5, 2017 Board meeting minutes were unanimously approved.

**III. TREASURER'S REPORT**

- A brief overview of the current financials was presented by Kimo; report included below.

**IV. HOMEOWNER INPUT**

Homeowners present commented about upcoming maintenance. One Owner specifically asked to be contacted prior to the deck coating.

**V. MANAGEMENT REPORT  
ADMINISTRATIVE**

- Homeowner correspondence was reviewed. No Board action required at this time.

**FINANCIAL**

Delinquency report reviewed. No Board action required.

**MAINTENANCE**

- Painting is behind schedule; however, Verhaalen expects the project to finish up on August 22<sup>nd</sup>.
- Repair and staining of the wood fence dividers is also underway. Verhaalen is moving through the community as they paint. This project should also be completed by August 22<sup>nd</sup>.
- Deck coating is dependent upon Verhaalen's schedule. The painting project needs to be completed before Advanced Surface Innovations heads onsite. Dates are to be determined, but commencement is expected to occur in September.
- Window washing is also dependent on Verhaalen's schedule and is currently scheduled to occur the first week of September.
- Tree pruning bids were reviewed. Motion moved and seconded to approve the proposal presented by NW Tree in the amount of \$3,810. This is a reserve expense. Board authorizes TMG to reimburse reserves from operating for the expense.
- Barkdust installation was completed in May.

**VI. OLD BUSINESS**

- The lease spreadsheet was presented with no new information.
- The vehicle registrations are being received. Fines are being sent to those that have not responded. 11 Owners have yet to respond.

**VII. NEW BUSINESS**

- Discussion surrounding skateboarders within the community and the liability to the Association. All in favor to order signs restricting skateboarding within the community.

**VII. NEW BUSINESS**

Next Board Meeting is scheduled September 18, 2017. This meeting will be the budget meeting.

**VIII. ADJOURNMENT**

Jeannette moved to adjourn the meeting at 6:25pm

SEXTON PLACE CONDOMINIUM ASSOCIATION  
PERIOD05 FINANCIAL REVIEW  
MAY 2017

REVENUE:

May/Period05 income remained consistent with prior month's proceeds. Total revenues were \$21942.50 which was adequate to pay all monthly expenses. The repipe assessments amounted to \$3365.50 with \$37063.10 year to date collections.

EXPENSE:

Ground Maintenance & Repairs had three charges. The normal pet care and landscape maintenance expenses and repair to a redwood fence at 14605 #101/#102 \$250.00 blown down during the past heavy wind event. Building Maintenance & Repairs billings had no basic costs but did have one \$275 expense to fix/replace a ridge cap shingle and a reserve project \$403.65 to replace "tow away zone" signing. Operating expenses were all in line with budget expectations. Each account met their planned budget. The only non-budget item was the rehab special-assessment for the repipe but this account was well offset by the YTD revenue \$37063.10 versus \$ 36525.69 sent to the loan institution.

TOTAL EXPENSES:

May was the designed period to execute the programmed reserved projects that were depended upon the vendor, weather and execution to get them done properly and on a timely basis. The funds have been set aside to get these projects done on time and in sequence so that nothing can hinder the painting and deck coating which greatly rely on hot sunny weather to get the jobs done correctly.

In summary, there are four projects due for startup and completion during the next five months. Continuing reviews of the progress of each project must be maintained to ensure that all four projects, including the two non-weather dependent projects, wood fence dividers and window washing get done.

Respectfully submitted,  
Keenan Kimo Kelekolio  
HOA Treasurer