

MEETING MINUTES

QUARTERLY MEETING OF SUNSHINE CREEK CONDOMINIUMS

Location: Sunshine Creek Condominium Clubhouse
10680 SW Davies Rd., Beaverton, OR 97008

Date & Time: May 28, 2026 at 6:00 PM

Quorum: Present

Attendees:

BOARD MEMBERS

Mike Reid, Chair
Danna Carlson, Secretary
Tamara Mills, Director
Mike Grebenc, Director

OWNERS & GUESTS

Mandy Tamburro
Rob Hassell
Jan Hassell
Crystal Pettit

MANAGEMENT

Mark Vandervest – FSRE
Cindy Vandervest – FSRE
Sunny Arruda – FSRE

Call to Order

Chair Mike Reid called the meeting to order at 6:00 PM and thanked the Board Members and owners for attending. Mike then turned the meeting over to Community Manager Mark Vandervest of FRESH START Real Estate, Inc. to facilitate the meeting.

Approval of Agenda

Manager Mark Vandervest asked for a motion to approve the agenda. A motion was made and seconded to approve the agenda as written. The motion was approved unanimously without further discussion.

NOTE: Unless noted differently, all Board decisions contained in these minutes received a motion, a second, additional discussion if any, and a vote of a quorum of the Board of Directors.

OWNER'S FORUM

- 1. Old Siding Removal:** An owner thanked FRESH START Real Estate for the quick removal of the old siding that had been left after the work was completed.
- 2. Carport Awning near Unit 46:** An owner reported there was a hole in the awning of the carport located near Unit 46. Mark said he would have a look at it and assess what was needed.
- 3. Doggie Bag Stations:** An owner mentioned that two posts for dog waste bag dispensers and disposal receptacles were being offered to the community if there was interest in having them.
- 4. Speed Bumps:** A board member cautioned everyone to be careful and go slowly when driving through the property since the new speed bumps are higher than they used to be.

5. Multiple Complaints from Owner: An Owner read a prepared statement outlining a number of complaints and concerns regarding the Board of Directors and Management. The Owner stated that she had filed a 68-page complaint with the “DOJ.” The specific agency jurisdiction to which she was referring was not clarified (State or Federal). Management never received any follow-up from the DOJ.

The owner stated that she believed her concerns had not been adequately heard or addressed and expressed dissatisfaction with Management and the Board.

Chair Mike Reid responded that all of the owner’s concerns had been received and addressed on numerous prior occasions. He noted that the Board and Management had previously scheduled a meeting at the owner’s request and had assembled the documents she requested for review. The owner did not attend that scheduled meeting and did not provide advance notice that she would be unable to attend. The Owner stated that she was confused and thought the meeting was an hour later than the scheduled time. Chair Reid also noted for the record that the owner had been provided significant time during the current meeting to present her concerns and reiterated that the Board had not prevented her from expressing her concerns.

Secretary Danna Carlson stated that all of the Owner’s complaints had previously been presented to the Board and that the Board had responded to the issues raised and explained its decisions.

Management noted that several of the matters raised were addressed within the Association’s Governing Documents, including the Bylaws and Rules & Regulations. Management further explained that the volume of correspondence from the owner had increased following enforcement relating to an unapproved patio (pet cage barrier) constructed on the owner’s patio/balcony without submission and approval of the required Architectural Review Committee documentation. Management also responded to several specific concerns raised by the Owner, including trash collection and the Association’s budget and monthly assessments. Management stated that according to Waste Management, trash service was occurring on the contracted schedule. The Association’s budget and assessment discussions had been conducted publicly during the Association’s annual budget process.

The owner continued to express dissatisfaction with Management and stated that she believed her requests and complaints had been ignored. Chair Reid reiterated once again that all of the complaints had been received, reviewed, and responded to and that the Board would not continually reconsider previously decided matters solely because the owner disagreed with the outcome.

Another Owner stated that they had resided in the community for more than 20 years and expressed support for Management, stating that they had found FRESH START to be completely transparent with their operations and open and very responsive to the needs of the community. He added that the work performed on repairs and maintenance by FRESH START and their vendors was top notch and that he felt lucky to have such a responsive management team taking care of Sunshine Creek. He concluded by stating that he had personally experienced management prior to the current management, and felt grateful to have FRESH START managing the community.

The owner provided the Chair with copies of her prepared statement and complaint materials. Chair Reid advised that the Board would review the materials provided and respond with any decisions or comments deemed appropriate or necessary. He further stated that the Board did not intend to repeatedly revisit matters that had previously been considered and decided.

APPROVAL OF MINUTES FROM PRECEDING MEETING

May 28, 2026 Quarterly Meeting Minutes: A motion was made and seconded to approve the previous Meeting Minutes from May 28, 2026 as written. There was no additional discussion, and the motion passed unanimously.

FINANCIAL REPORT(S)

Financial Summary as of 02/28/2026:

§ Total Operating Funds:	\$ 17,913.61	including pending EFTs
§ Total Reserve Funds:	\$ 227,621.22	including reserves interest
§ Total Cash Assets:	\$ 245,534.83	
§ Total YTD income:	\$ 49,369.83	
§ Total YTD expenses:	\$ 73,021.45	including \$30,771.21 of Reserve Expenses
§ Budget vs. Actual Income:	23.01%	collected YTD.
§ Budget vs. Actual Expenses	24.88%	including 29.36% of the total Reserve expenses
§ Total Delinquencies:	\$ 0.00	0 accounts 91+ days; 0 accounts 61-90 Days; 0 accounts 31-60 days; 0 accounts 0-30 days

Financial Summary as of 03/31/2026:

§ Total Operating Funds:	\$ 40,228.83	including pending EFTs
§ Total Reserve Funds:	\$ 218,691.26	including reserves interest
§ Total Cash Assets:	\$ 258,920.09	
§ Total YTD income:	\$ 73,511.14	
§ Total YTD expenses:	\$ 83,777.50	including \$30,771.21 of Reserve Expenses
§ Budget vs. Actual Income:	33.82%	collected YTD.
§ Budget vs. Actual Expenses:	29.66%	including 29.36% of the total Reserve expenses
§ Total Delinquencies:	\$ 0.00	0 accounts 91+ days; 0 accounts 61-90 Days; 0 accounts 31-60 days; 0 accounts 0-30 days

Financial Summary as of 04/30/2026:

§ Total Operating Funds:	\$ 33,169.22	including pending EFTs
§ Total Reserve Funds:	\$ 226,435.87	including reserves interest
§ Total Cash Assets:	\$ 259,605.09	
§ Total YTD income:	\$ 8,733.04	
§ Total YTD expenses:	\$ 108,314.40	including \$37,126.98 of Reserve Expenses
§ Budget vs. Actual Income:	42.02%	collected YTD.
§ Budget vs. Actual Expenses:	36.72%	including 35.42% of the total Reserve expenses
§ Total Delinquencies:	\$ 9.00	0 accounts 91+ days; 0 accounts 61-90 Days; 0 accounts 31-60 days; 1 account 0-30 days

Complete financials are sent to the Board of Directors prior to each meeting including: Balance Sheet, YTD Income Statement, Expense Report, Actual vs. Budget Report, Delinquency Report, and supporting bank statements and reconciliations. As always, please contact management if you have any questions.

MANAGER'S REPORT – MAY 28, 2026

1. Repairs, Maintenance & Updates

The following maintenance updates are for informational purposes only and do not require Board action at this time:

- Pressure washing completed in community
- Bark mulch spread in community
- Asphalt repairs completed on main drive path. New speed bumps installed.
- Friday garbage pickup added.
- Pool & Spa opened.
- Garbage: Onsite trash management is ongoing.
- Lighting: Maintenance is ongoing.
- Pruning: Tree and bush pruning is ongoing.
- Rodent Control: Rodent bait stations maintenance is ongoing.

2. Administration

Violations (since last meeting – informational only): None

Owner Correspondence & Administration (Board information only): None

Owner Correspondence & Administration (Board action requested): None

3. Unit Sales Data

Unit Sales Year to Date in 2026 is as follows:

Sold Date: 4/8/2026 Unit: 10620 #4 BR/Bth: 1/1 Sq. Ft.: 871 Sold Price: \$200,000 Days on Market: 9

Active listings as of 05/28/2026:

Unit: 10660 #40 BR/Bth: 2/2 Sq. Ft.: 947 List Price: \$309,900 Days on Market: 48

Unit: 10690 #47 BR/Bth: 2/1 Sq. Ft.: 871 List Price: \$239,500 Days on Market: 54

Pending listings as of 05/28/2026:

No Pending Listings

Information provided courtesy of FRESH START Real Estate, Inc. extracted from the RMLS.

OLD BUSINESS

1. **Ratification of Paving Repair Proposal:** The Board had previously reviewed the paving repair proposal by Coast Paving. A motion was made and seconded to ratify the Board's decision to approve the Coast Paving Proposal. The motion passed unanimously without further discussion.
2. **Ratification of Roofing Replacement Proposal:** The Board had previously reviewed the roofing replacement proposal by NW Roof Tech. A motion was made and seconded to ratify the Board's decision to approve the NW Roof Tech Proposal. The motion passed unanimously without further discussion.

NEW BUSINESS

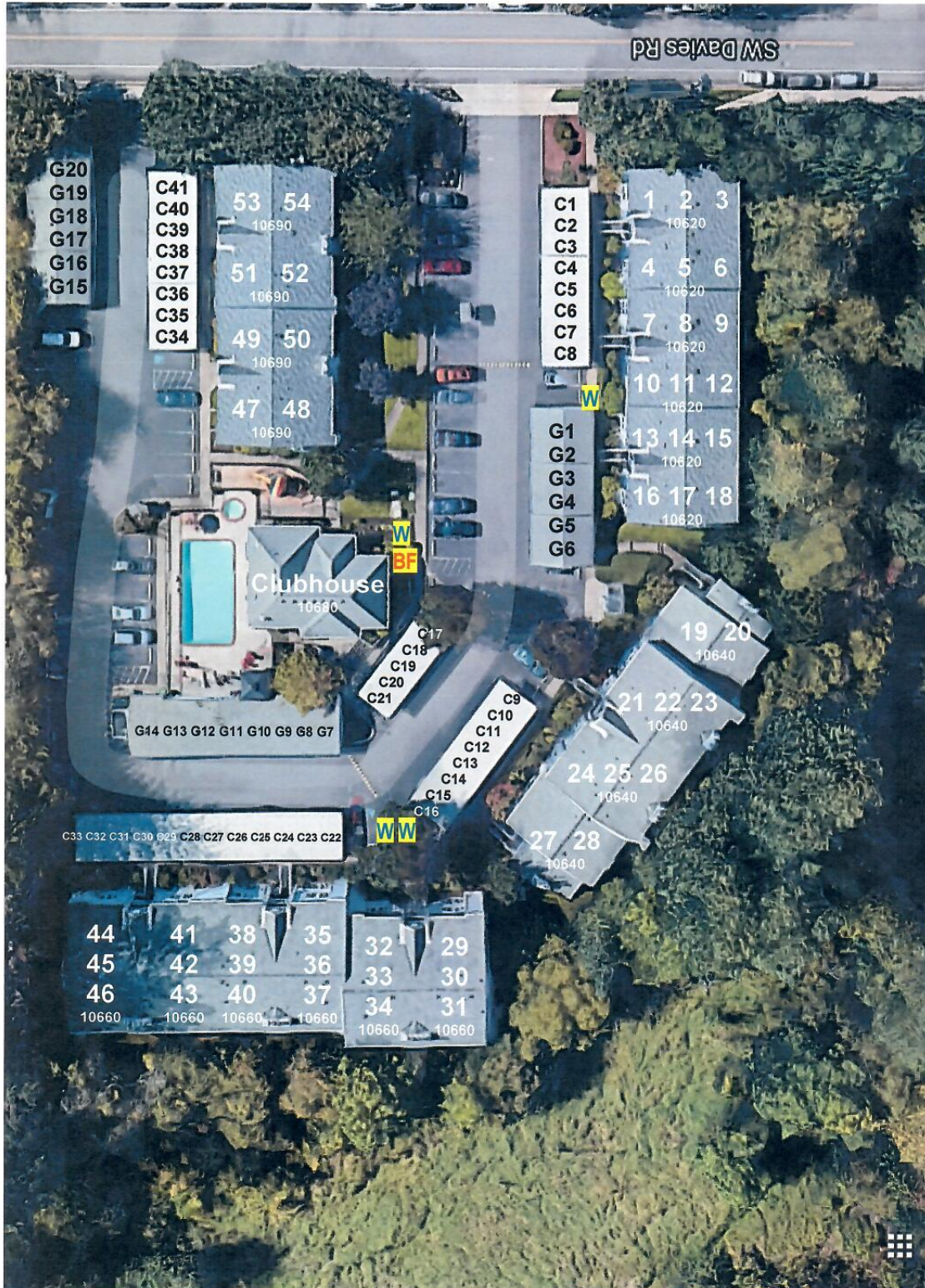
1. **Open Board Position:** There was a short discussion regarding the open Board position and Mandy Hannah volunteered to serve on the Board. A motion was made and seconded to accept Mandy to the open Board position. The motion passed unanimously and Mandy was welcomed to the Board.
2. **Clubhouse Cleaning:** A motion was made and seconded to have Quinn continue cleaning the clubhouse after his family moves away from Sunshine Creek. The motion passed unanimously without further discussion.

ADJOURNMENT

Next Meeting Date: Thursday, August 27, 2026, at 6:00 pm at the Sunshine Creek Clubhouse
It is the Board's intention to hold meetings quarterly on the fourth Thursday of every third month. Mark your calendars! The remaining meetings in 2026 will be held on 08/27/2026 at 6:00 pm and 11/19/2026 at 6:00 pm (Budget Meeting). We hope you can attend!

Meeting Adjourned: 6:59 PM

Minutes Prepared By: FRESH START Real Estate, Inc. - Community Manager



SUNSHINE CREEK CONDOMINIUMS
 10680 SW Davies Rd., Beaverton, OR 97008

Year Built: 1998

FRESH START Real Estate, Inc. | Community Management
 Did you know? Nearly all HOA documents can be found at: www.SunshineCreekCondos.com.