



# MEMO

June 17, 2020

TO: All Owners at The Villas at Kehalani

RE: New Site Manager

We would like to announce that Sean Housman has been hired by JS Property Management, Inc. and selected to be the new site manager for The Villas at Kehalani. He will be working with Robert Crone to allow for a smooth transition and allow us to better serve the Association.

Sean's duties as site manager will include but not limited to:

- Overseeing landscapers
- Monitoring sprinkler repairs
- Bidding and overseeing projects
- House Rule Violations – Sean will take photos of any violations to provide additional documentation for us
- Working with management on other issues at Kehalani

We ask for your patience during this transition period, and any suggestions you may have are welcomed.