

**MINUTES OF ANNUAL MEETING OF  
BOARD OF DIRECTORS OF  
BROOKSHIRE ESTATES HOMEOWNERS ASSOCIATION  
JUNE 21, 2017**

A meeting of the Board of Directors of Brookshire Estates Homeowners Association was held on June 21, 2017. In attendance were President Mike Foss, Vice-President Dick L'Heureux, Treasurer Yvonne Tichelaar, Member at Large Jeff Cao and Secretary Judy Moschetto. The meeting was called to order by Mike Foss.

**Financial Report.** Yvonne offered the 2016 Expense Report, 2017 Expense Report and 2017 Budget, which are all attached to these Minutes and incorporated herein. Yvonne called the Board's attention to the sprinkler system which needs to be fixed in order for the HOA to successfully complete the Sammamish water audit. Our sprinkler system failed the water audit in 2016 which disqualified Brookshire for significantly decreased water costs. Yvonne advised the Board that \$10,000 has been budgeted for the sprinkler system repair. However, the City of Sammamish, which is responsible for our pond maintenance, must repair issues with drainage and beavers in Brookshire's pond first before the HOA can embark on any repairs to our sprinkler system. We have been dealing with Sammamish since 2016 regarding the pond repair. Mike advised he will contact Dan Johnson at City of Sammamish to determine their intentions and timetable for the pond fix so Brookshire can proceed with the sprinkler repair and ultimately schedule another water audit to comply with requirements for the reduced water charge.

Yvonne advised that two (2) homeowners still have not paid their 2017 dues. Yvonne has contacted both homeowners pursuant to our CCRs and will proceed accordingly if the 2017 dues are not paid in a timely manner.

The Board discussed repainting the house numbers on the street curbs. Yvonne has obtained a bid of \$2,300 from the individual who previously painted the house numbers which did not seem satisfactory to the Board. Jeff will research "NextDoor" or "Home Advisor" sites for other painters to perform this work, and Mike will reach out to neighboring HOAs for the same purpose. Both will report back their findings to the Board, which will then review the information and any bids and make a decision regarding this matter.

**Overlook/Brookshire Tree Issue.** The Brookshire residents affected by damages to their trees bordering the Overlook development have reached a settlement with Overlook which is paying for repairs and damages.

**Issaquah-Fall City Road Improvements Project.** Mike and Dick attended the recent community meeting held by the City of Sammamish addressing the repairs and improvements planned for the Issaquah-Fall City Road. Information which Mike and Dick secured at this meeting is attached to these Minutes and incorporated herein. Mike and Dick will report on this topic at the Annual Homeowners' Meeting.

**Car Prowls.** Car prowls and break-ins have been reported in Brookshire and in neighboring communities on the plateau. The police are aware of these crimes and are encouraging residents to make sure their cars are locked and that no personal items of any kind are left in vehicles, and to report any car prowls or break-ins to the police immediately along with any surveillance tapes if available.

**HOA Annual Meeting.** Brookshire Estate's Annual Homeowners Meeting is scheduled for Tuesday, June 27, 2017 commencing at 7pm at The Lodge at Beaver Lake. All homeowners are invited and encouraged to attend. Tim Larson from City of Sammamish will be attending our meeting to address topics of interest to Brookshire and to answer questions our homeowners may have. Other agenda topics of concern to Brookshire will be discussed at our Annual Meeting.

There being no further business to be discussed, Mike adjourned the meeting.

Respectfully submitted

*Judy Moschetto, Board Secretary*

# 2016 expense report

Item	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
Landscaping Contract	\$1,607.22	\$1,607.22	\$1,607.22	\$1,607.22	\$1,607.22	\$1,607.22	\$1,292.95	\$1,607.22	\$1,607.22	\$1,607.22	\$1,607.22	\$1,607.22	\$18,972.37
Landscaping Misc							\$0.00	\$314.27					\$314.27
PSE	\$17.03	\$16.05	\$18.98	\$17.96	\$16.80	\$16.76	\$15.82	\$16.76	\$16.76	\$16.80	\$17.95	\$18.90	\$206.57
Water/Sewer	\$51.78		\$53.58	\$222.73		\$590.74		\$1,986.41		\$936.23	\$2,023.00		\$5,864.47
M/R Common Areas		\$36.63											\$36.63
M/R Other						\$248.57							\$248.57
M/R Sprinkler System							\$750.08	\$506.99					\$1,257.07
Office Supplies	\$112.19		\$21.90									\$193.62	\$518.24
Printing/Copies						\$83.89	\$41.60	\$65.04					\$0.00
Directory Publishing											\$100.36		\$100.36
Miscellaneous	\$22.95	\$22.95	\$22.95	22.95	\$22.95	\$45.90	\$62.85	\$22.95	\$22.95	\$22.95	\$22.95	\$22.95	\$338.25
Postage	\$49.00			\$13.17	\$8.89						\$3.77		\$74.83
PO Box rental		\$70.00											\$70.00
Legal Fees HBLC				\$43.75		\$72.00						\$35.00	\$150.75
Taxes													\$0.00
PS&F Directors Liability		\$1,666.00											\$1,666.00
PS&F General Liability	\$1,207.00												\$1,207.00
Secretary of State, Dues				\$45.00							\$10.00		\$55.00
Annual Meeting, Hall													\$0.00
Annual Meeting, Projector													\$0.00
Garage Sale													\$0.00
Total	\$3,067.17	\$3,418.85	\$1,724.63	\$1,972.78	\$1,655.86	\$2,665.08	\$2,163.30	\$4,519.64	\$1,646.93	\$2,583.20	\$3,785.25	\$1,877.69	\$31,080.38

## 2017 Budget

Year End Comparisons		2011	2012	2013	2014	2015	2016	Budget 2017
<b>Beginning Cash Balance</b>		\$7,557.00	\$13,204.55	\$6,776.74	\$10,030.13	\$9,845.36	\$5,228.05	\$15,945.02
<b>Income</b>	Dues	\$30,360.00	\$30,767.00	\$33,340.00	\$32,660.00	\$35,979.87	\$39,330.00	\$39,330.00
	Other *	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,467.35	\$0.00
	Penalties	\$0.00	\$0.00	\$52.80	\$19.20	\$0.00	\$0.00	\$0.00
<b>Total Income</b>		<u>\$30,360.00</u>	<u>\$30,767.00</u>	<u>\$33,392.80</u>	<u>\$32,679.20</u>	<u>\$35,979.87</u>	<u>\$41,797.35</u>	<u>\$39,330.00</u>
<b>Expenses</b>								
<b>Utilities</b>	Sammamish Wtr	\$2,813.93	\$3,758.45	\$3,990.44	\$5,334.06	\$9,743.52	\$4,928.24	\$5,000.00
	PSE - Electric	\$293.30	\$220.85	\$229.49	\$233.46	\$226.63	\$206.57	\$225.00
	Water Audit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$936.23	\$950.00
<b>total Utilities</b>		<u>\$3,107.23</u>	<u>\$3,979.30</u>	<u>\$4,219.93</u>	<u>\$5,567.52</u>	<u>\$8,970.15</u>	<u>\$6,071.04</u>	<u>\$6,175.00</u>
<b>Landscaping</b>	Routine Care	\$13,928.40	\$16,494.00	\$16,494.00	\$17,715.60	\$18,834.66	\$18,972.37	\$20,301.60
	Plantings	\$3,246.69	Incl	Incl	Incl	Incl	Incl	Incl
	Misc/extra	\$0.00	\$1,231.88	\$1,713.69	\$4,862.92	\$3,421.89	\$314.27	\$2,000.00
<b>Total Landscape</b>		<u>\$17,175.09</u>	<u>\$17,725.88</u>	<u>\$18,207.69</u>	<u>\$22,578.52</u>	<u>\$22,256.55</u>	<u>\$19,286.64</u>	<u>\$22,301.60</u>
<b>Insurance</b>	Association	\$1,321.00	\$1,359.00	\$1,424.00	\$1,528.00	\$1,666.00	\$1,666.00	\$1,738.00
	Grounds	\$1,182.00	\$1,182.00	\$1,182.00	\$1,182.00	\$1,207.00	\$1,207.00	\$1,207.00
<b>total Insurance</b>		<u>\$2,503.00</u>	<u>\$2,541.00</u>	<u>\$2,606.00</u>	<u>\$2,710.00</u>	<u>\$2,873.00</u>	<u>\$2,873.00</u>	<u>\$2,945.00</u>
<b>Maintenance/Repairs</b>	Grounds/Sprinkler	\$273.75	\$1,604.18	\$0.00	\$302.22	\$990.99	\$1,293.70	\$5,000.00
	Other	\$128.51	\$91.98	\$0.00	\$342.63	\$1,585.29	\$248.57	\$750.00
	Street Number	\$0.00	\$1,964.43	\$0.00	\$0.00	\$1,964.43	\$0.00	\$2,300.00
<b>Total Maintenance/Repairs</b>		<u>\$402.26</u>	<u>\$3,660.59</u>	<u>\$0.00</u>	<u>\$644.85</u>	<u>\$4,540.71</u>	<u>\$1,542.27</u>	<u>\$8,050.00</u>
<b>Administrative</b>	Office Supplies	\$36.46	\$243.99	\$124.78	\$116.34	\$573.30	\$518.24	\$550.00
	Legal Council/Dues	\$781.00	\$8,519.50	\$4,192.50	\$624.50	\$1,087.50	\$205.75	\$1,000.00
	Printing/Copies	\$102.32	\$96.91	\$102.92	\$207.99	\$86.97	\$0.00	\$150.00
	Postage/Mailings	\$136.65	\$165.15	\$272.54	\$67.60	\$209.00	\$144.83	\$150.00
	Directory/Web Site	\$408.44	\$0.00	\$314.00	\$306.65	\$0.00	\$438.61	\$500.00
	Annual Mtg	\$60.00	\$262.50	\$99.05	\$40.00	\$0.00	\$0.00	\$0.00
<b>Total Admin</b>		<u>\$1,524.87</u>	<u>\$9,288.05</u>	<u>\$5,105.79</u>	<u>\$1,363.08</u>	<u>\$1,956.77</u>	<u>\$1,307.43</u>	<u>\$2,350.00</u>
<b>Taxes</b>	Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>		<u>\$24,712.45</u>	<u>\$37,194.82</u>	<u>\$30,139.41</u>	<u>\$32,863.97</u>	<u>\$40,597.18</u>	<u>\$31,080.38</u>	<u>\$41,821.60</u>
<b>Over/Short</b>		\$5,647.55	<u>-\$6,427.82</u>	\$3,253.39	<u>-\$184.77</u>	<u>-\$4,617.31</u>	\$10,716.97	<u>-\$2,491.60</u>
<b>Ending Cash Balance</b>		<u>\$13,204.55</u>	<u>\$6,776.73</u>	<u>\$10,030.13</u>	<u>\$9,845.36</u>	<u>\$5,228.05</u>	<u>\$15,945.02</u>	<u>\$13,453.42</u>

\* 2016 Income, Includes water usage refund

## 2017 expense report

Item	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec Total
Landscaping Contract	\$1,684.11	\$1,684.11	\$1,684.11	\$1,691.80	\$1,691.80	\$1,691.80						\$10,127.73
Landscaping Misc												\$0.00
PSE	\$22.61	\$21.70	\$21.70	\$19.72	\$16.88	\$16.81						\$119.22
Water/Sewer	\$54.62	\$56.72			\$57.62							\$168.96
M/R Common Areas			\$24.33									\$24.33
M/R Other												\$0.00
M/R Sprinkler System												\$0.00
Office Supplies												
Printing/Copies						\$54.99						\$54.99
Directory Publishing												\$0.00
Miscellaneous	\$22.95	\$22.95	\$22.95	22.95	\$45.90							\$137.70
Postage												\$0.00
PO Box rental		\$76.00										\$76.00
Legal Fees HBLC												
Taxes												\$0.00
P S&F Directors Liability	\$1,738.00											\$1,738.00
P S&F General Liability	\$1,207.00											\$1,207.00
Secretary of State, Dues												\$0.00
Annual Meeting Hall												\$0.00
Annual Meeting, Protector												\$0.00
Garage Sale												\$0.00
Total	\$4,729.29	\$1,861.48	\$1,753.09	\$1,734.47	\$1,812.00	\$1,763.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,653.93





City of Sammamish

## Issaquah-Fall City Road Improvements Project

Phase I Design: 242nd Avenue SE to Klahanie Drive SE

Spring 2017

### About the Project

With over 1,800 vehicles traveling along the roadway during peak hours, and few alternate routes, Issaquah-Fall City Road is one of the most highly used roads in the area. The current shape and slope of the roadway can create difficult sight lines for drivers, pedestrians and cyclists. Roadway improvements are needed to reduce congestion and improve safety for all users.

The City of Sammamish plans to improve Issaquah-Fall City Road between 242nd Avenue SE and Issaquah-Beaver Lake Road to:

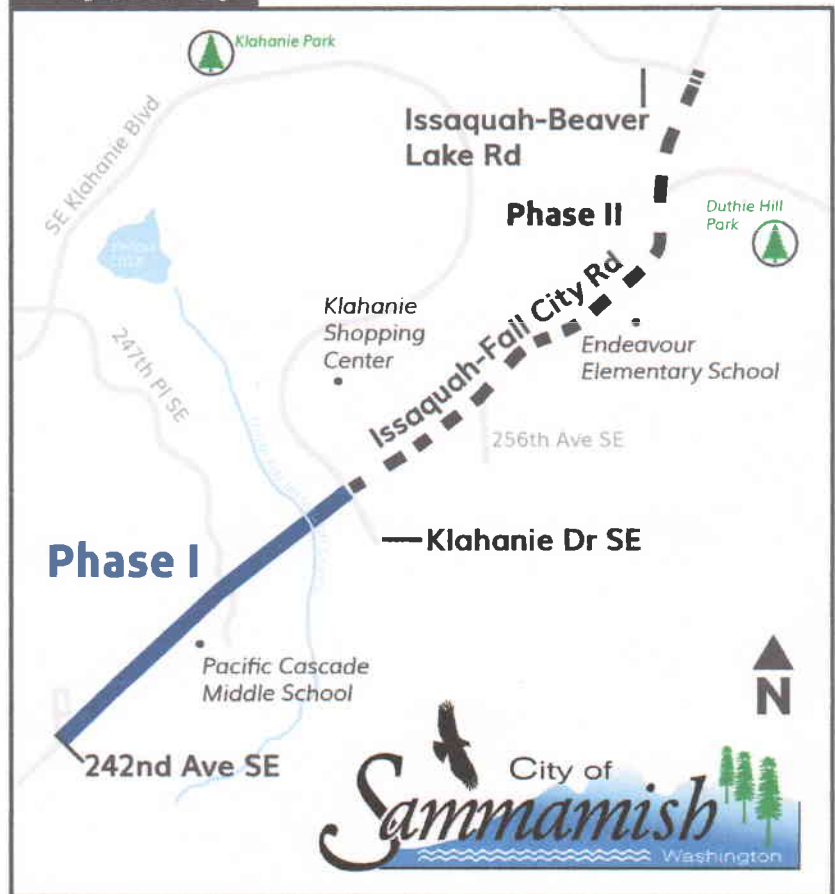
- **Improve safety** for drivers, cyclists, and pedestrians along the roadway and at intersections.
- **Add capacity** by increasing the number of travel lanes.
- **Improve operations** at intersections and provide better access to neighborhoods, businesses, community organizations, and public spaces.
- **Protect mature trees and environmentally sensitive areas**, such as stream crossings and wetlands, where possible.

### Working with the Community

Over the past year, the City has gathered feedback from the community through two public workshops, meetings with residents, businesses and organizations along the corridor, online comments, and City Council meetings. The public has shared valuable input on priorities that helped shape the roadway's current design. The City will continue to keep the community informed and ask for feedback, including a detour route and construction planning workshop in fall 2017. We look forward to hearing your input!

The City of Sammamish is planning improvements to Issaquah-Fall City Road from 242nd Avenue SE to Issaquah-Beaver Lake Road that will add capacity and improve safety.

### Project Map



### Stay Involved!

Interested in learning more about the project and opportunities to provide your feedback?

- **Join us** at a community meeting (see project website for dates and times)
- **Ask us** to stop by your next community group event
- **Visit** our website and submit comments online:  
<https://www.sammamish.us/government/departments/public-works/current-projects/issaquah-fall-city-road>
- **Contact** Sam Park, Project Manager with the City of Sammamish, at [spark@sammamish.us](mailto:spark@sammamish.us) or 425-295-0538

# Issaquah-Fall City Road Improvements Project

Phase I Design: 242nd Avenue SE to Klahanie Drive SE

## Fact Sheet

### Roadway Design

In spring 2016, the City started design for Phase I of the Issaquah-Fall City Road Improvements Project from 242nd Avenue SE to Klahanie Drive SE. During Phase I the City gathered input to identify community values and priorities for the improved corridor and considered design alternatives for the roadway. In early 2017, the City Council reviewed the current design and selected the bridge option for the North Fork Issaquah Creek crossing. The design was developed based on feedback received through two public workshops, multiple stakeholder meetings, online comments, and City Council meetings.

#### The design consists of:

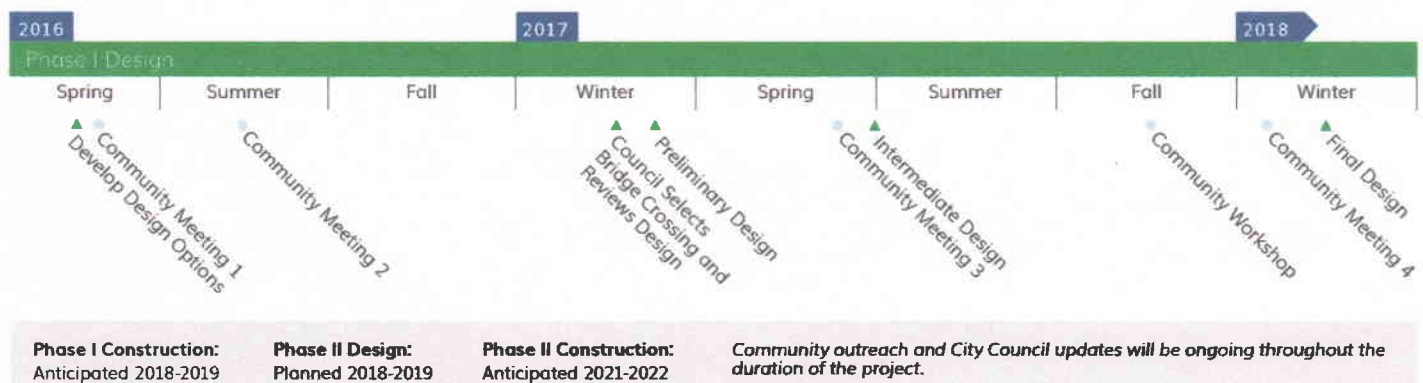
- **Two travel lanes** in each direction
- **Two-lane roundabouts** at each intersection (242nd Ave SE, 247th PI SE, and Klahanie Dr SE)
- **Bridge crossing** over the North Fork Issaquah Creek
- **Raised center median**
- **Buffered bike lane**
- **Separated sidewalks** on both sides of the road between 242nd Ave SE and 247th PI SE
- **Sidewalk** on the north side of the road between 247th PI SE and Klahanie Dr SE
- **Regrading** to improve sight lines
- **High-intensity Activated crossWalk (HAWK) beacon** at Pacific Cascade Middle School
- **Green infrastructure** to help protect water quality



*Design shown is preliminary. Exact roadway details, such as width and roundabout locations within the intersection, are still being developed.*

### Project Schedule

Phase I design is expected to be complete in early 2018 and will be followed by the start of construction. Design for Phase II is expected to begin in 2018, with construction planned for 2021. Design decisions made during Phase I of the project will influence the options and design for Phase II. The City will continue to provide updates on the project schedule as design progresses.



To request ADA accommodation, including materials in a format for the visually impaired, call 425-295-0538. Persons with impaired hearing may call Washington Relay Service at 711. Persons with speech disability may call TTY at 877-833-6341.

