

## **MINUTES OF JUNE 28, 2023 BOARD OF DIRECTORS MEETING OF BROOKSHIRE ESTATES**

A Board of Directors of Brookshire Estates meeting was held on June 28, 2023. Attending were President Jeff Cao, Vice-President Veronika Sipeeva, Treasurer Yvonne Tichelaar, Secretary Judy Moschetto, Members at Large Dick L'Heureux, Mike Foss and Erin Ehlinger. Absent were John Woloszyn and Kevin Kelly. Jeff called the meeting to order.

**Sidewalk Safety, Lawn Maintenance Concerns, Home Maintenance Concerns.** Jeff and Yvonne advised that they had walked throughout the entire neighborhood because of concerns voiced by various residents about sidewalk obstructions from bushes and tree overhangs, unkempt lawns and home repair concerns and advised they flagged several areas of concern re same which were identified and discussed by the Board. Dick referenced and specified Brookshire's CC&Rs, particularly Article X thereof which set parameters for care and maintenance of Brookshire homes.

**Resident Complaints.** Jeff advised of two specific resident complaints of unkempt lawns and home repair maintenance, all of which were verified by the Board. Per our CC&Rs, Judy was tasked with preparing letters to be sent via certified mail, return receipt requested, to the homeowners detailing concerns and requesting response within 20 days of receipt of said letter, which will be prepared and forwarded to the Board for review and approval, after which Jeff as President will formalize and send to said residents.

**Sidewalk Obstructions.** Jeff and Yvonne advised they observed bushes and tree overhangs obstructing sidewalks, garbage cans left on sidewalks days after trash pickup day, car partially parked on a sidewalk and two basketball hoops on the sidewalk, all in violation of Brookshire CC&Rs and City of Sammamish regulations. Brookshire CC&RS, Article X, Section 1, second paragraph therein which states "All refuse shall be kept in sanitary containers sealed from the view of any Lot...". Notices will be forwarded to homeowners on whose properties these violations occur and request responses. Judy and Jeff will work on templates for these notices.

**Meeting Adjourned.** There being no further business to come before the Board, it was moved, seconded and unanimously agreed to adjourn the meeting which Jeff then did.

Respectfully submitted

*Judy Moschetto*, Board Secretary