

MINUTES OF ANNUAL MEETING OF BROOKSHIRE ESTATES ON JUNE 18, 2024

The Annual Meeting of Brookshire Estates residents took place on June 18, 2024 at Beaver Lake Lodge. President Jeff Cao called the meeting to order and proceeded with the agenda.

Breakins & Prowls. Jeff advised that 3 Brookshire homeowners reported recent breakins and prowls of their homes, all occurring 12am-4am. Jeff encouraged residents to be vigilant and aware and immediately report any breakins or prowls or suspicious activity to Sammamish Police and to the Board, to review their security cameras to keep themselves and our neighborhood safe.

Well Update. There is a well on a common area at our entry which had been transferred to Brookshire Estates by Buchan many years ago. The undeveloped property immediately south of Brookshire was purchased a year ago and the purchaser requested that the Brookshire Board vacate the well covenants, which the Board refused to do without investigating further. When it became obvious that there was more to the process than just signing a piece of paper, the Board consulted with our HOA attorney and various well experts to determine if the well could be used for irrigating the Brookshire common area on which it sits and received various estimates. Upon advice of our HOA attorney the Board requested that the purchaser deposit a certain sum into escrow for costs which may be incurred which was done. Upon advice of our attorney the Board communicated to the purchaser requirements and estimates to determine viability of the well. The purchaser refused to pay said sums, which the Board communicated to our attorney, who cited the law and legal precedents to the purchaser. The Board and our attorney received no further communication from the purchaser and are taking no action at this time.

A resident inquired who is responsible for the pond and was advised that the City of Sammamish controls the pond and the Brookshire development cannot touch the pond. If there are any further developments regarding the recently purchased adjacent property, the Board will immediately discuss this with our HOA attorney.

Annual Night Out. National Night Out is scheduled for August 6, 2024 and Brookshire will once again participate. Various areas in Brookshire joined together

in 2023 and the Board selected one site this year to encourage Brookshire neighbors to meet up and join their neighbors in our Annual Night Out celebration. The Board will organize and publicize our August 6 celebration and keep our residents advised.

Development on SE 48th & Pine Lake Road. Many of our residents have seen the development occurring on SE 48th and Pine Lake Road, which is being developed to accommodate 23 homes. We have no knowledge at this time regarding Pine Lake Road but plans indicate that there will be a sidewalk.

2024 Brookshire Directory. Jeff and Yvonne are working on updating the Brookshire Directory, which will be distributed to each resident upon completion. Residents are requested to make sure Jeff has their correct contact information.

Issaquah Food Bank. A number of Brookshire residents participate in donating non-perishable food to the Issaquah Food Bank approximately every eight weeks. Any Brookshire resident is welcome and encouraged to join in.

Financials. Brookshire Treasurer and Board member Yvonne offered 2024 Report, which is attached hereto and incorporated herein. Pursuant to the financial reports Brookshire has a good reserve for unforeseen expenses. Discussion ensued sprinklers within the islands watering is entirely dependent upon residents. The sanding and painting of the mailbox clusters within Brookshire accounted for the biggest expense this year. Brookshire remains within the Sammamish Water Audit.

HOA Commitment to Brookshire CCRs. Residents are reminded to review the CCRs which are included in the Brookshire Directory. If a resident has a concern about anything within our HOA they are encouraged to contact the Board which will investigate the same and report back to the concerned resident.

Home Improvements. Residents are reminded and requested to contact John Woloszyn, Architectural Chair, to complete the approval procedure prior to beginning any landscaping, fencing, new construction, window replacement or any other improvements to their homes. Grids are required in front facing windows of Brookshire homes. City of Sammamish requires permits to remove trees.

General Yard and Lot Maintenance. Brookshire has maintained its beauty throughout the years and residents are encouraged to maintain their lawns and gardens to Brookshire standards.

Election of Officers and Directors. Nominations were made, discussed and the following Brookshire residents were unanimously elected as follows:

Jeff Cao	President & Director
Kevin Kelly	Vice-President & Director
Yvonne Tichelaar	Treasurer & Director
John Woloszyn	Arch. Chair & Director
Judy Moschetto	Secretary & Director

Homeowner Pressure Washing & Car Washing. A resident related that he recently discovered a new City of Sammamish ordinance that curbs pressure washing or car washing on a homeowner's property. No one on the Board nor any resident was aware of this ordinance but the Board wants Brookshire residents to investigate and advise the Board of any results.

Meeting Adjourned. There being no further business raised for discussion, it was moved, seconded and unanimously voted to adjourn our 2024 Annual Meeting and Jeff immediately thanked residents for their attendance and adjourned the meeting.

Respectfully submitted

Judy Moschetto, Secretary

2024 Forecasted Budget

		Actual	Actual	Actual	Actual	Actual	Forecasted
Year End Comparisons		2019	2020	2021	2022	2023	Budget 2024
Beginning Cash Balance		\$9,408.87	\$14,542.94	\$20,453.99	\$28,217.16	\$38,455.23	\$39,965.91
Income	Dues	\$45,428.30	\$46,932.20	\$51,065.00	\$53,145.24	\$53,130.00	\$55,200.00
	Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12.00
Total Income		\$45,428.30	\$46,932.20	\$51,065.00	\$53,145.24	\$53,130.00	\$55,212.00
Expenses							
Utilities	Sammamish Wtr	\$4,914.99	\$5,685.55	\$6,505.82	\$7,327.22	\$5,896.86	\$8,500.00
	PSE - Electric	\$200.02	\$269.36	\$261.39	\$332.13	\$230.29	\$300.00
	Water Audit/other	\$924.00	\$82.51	\$0.00	\$0.00	\$0.00	\$0.00
total Utilities		\$6,039.01	\$6,037.42	\$6,767.21	\$7,659.35	\$6,127.15	\$8,800.00
Landscaping	Routine Care	\$22,386.60	\$23,507.16	\$23,527.92	\$25,035.80	\$26,688.24	\$27,513.00
	Plantings Incl		Incl	Incl	Incl	\$4,253.16	Incl
	Misc/extra	\$3,408.91	\$6,029.11	\$300.00	\$4,200.33	\$2,662.80	\$5,000.00
Total Landscape		\$25,795.51	\$29,536.27	\$23,827.92	\$29,236.13	\$33,604.20	\$32,513.00
Insurance	Association	\$1,842.00	\$1,870.00	\$1,870.00	\$1,835.00	\$1,939.00	\$1,787.00
	Grounds	\$1,382.00	\$1,623.00	\$1,828.00	\$1,884.00	\$2,240.00	\$2,090.00
total Insurance		\$3,224.00	\$3,493.00	\$3,698.00	\$3,719.00	\$4,179.00	\$3,877.00
Maintenance/Repairs	Grounds/Sprinkler	\$3,531.00	\$671.02	\$385.35	\$924.84	\$2,807.56	\$2,000.00
	Other /reserves	\$500.00	\$566.51	\$3,187.40	\$0.00	\$3,542.08	\$5,705.00
	Street Number	\$0.00	\$0.00	\$3,795.00	\$0.00	\$0.00	\$1,500.00
Total Maintence/Repairs		\$4,031.00	\$1,237.53	\$7,367.75	\$924.84	\$6,349.64	\$9,205.00
Adminstrative	Office Supplies	\$149.57	\$41.79	\$26.08	\$16.46	\$146.43	\$200.00
	Legal Council/Dues	\$246.00	\$10.00	\$980.00	\$547.50	\$226.00	\$2,500.00
	Printing/Copies	\$138.17	\$98.11	\$0.00	\$109.44	\$52.84	\$150.00
	Postage/Mallings	\$202.00	\$168.60	\$171.00	\$295.93	\$338.03	\$300.00
	Directory/Web Site	\$314.85	\$398.43	\$314.87	\$398.52	\$349.87	\$500.00
	Miscellaneous	\$154.12	\$0.00	\$149.00	\$0.00	\$246.16	\$150.00
		\$1,204.71	\$716.93	\$1,640.95	\$1,367.85	\$1,359.33	\$3,800.00
	Total Admin						
Taxes	Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenses		\$40,294.23	\$41,021.15	\$43,301.83	\$42,907.17	\$51,619.32	\$58,195.00
Over/Short		\$5,134.07	\$5,911.05	\$7,763.17	\$10,238.07	\$1,510.68	-\$2,983.00
Ending Cash Balance		\$14,542.94	\$20,453.99	\$28,217.16	\$38,455.23	\$39,965.91	\$36,982.91

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