

**MINUTES OF BOARD OF DIRECTORS
OF BROOKSHIRE ESTATES HOMEOWNERS ASSOCIATION
OF NOVEMBER 25, 2017**

A meeting of the Board of Directors of Brookshire Estates Homeowners Association was called to order at 7pm on November 25, 2017 by President Mike Foss. In attendance were

Mike Foss, President

Dick L'Heurerux, Vice-President

Yvonne Tichelaar, Treasurer

Jeff Cao, Member at Large

Judy Moschetto, Secretary

1. Financial Report and Signature Landscaping

Yvonne presented the 2017 Expense Report through November 25, 2017, which is attached hereto and incorporated herein. The Board reviewed and discussed the same and was pleased that at year's end we have a surplus in the HOA treasury.

Mike then presented bid proposals from Signature Landscaping for various repairs to our irrigation system including but not limited to master valves, wire breaks and aging double check valve. Signature had also recently presented a bid for 2018 services which included a 5% increase. Discussion ensued among the Board regarding the bids for the repairs and services together with a discussion regarding the satisfaction with the past and current landscaping services.

Dick presented information regarding the Sammamish Plateau (SP) Irrigation Audit Program and the requirements therefor to allow the HOA to pass the SP water audit. Brookshire has failed the water audit for the past three years due to aging system needing repairs and replacements, costing the HOA significant water costs. The Board discussed these factors and decided it needed further information regarding our options before deciding on the proposed Signature bids and 2018 services bid. The Board requested that Mike contact Signature's regional manager Will Bailey regarding on our ongoing difficulties with repairs and

services, request a meeting and response within the Board's requested deadline.

2. **2018 HOA Dues.** After reviewing and discussing the 2017 Expense Report, attached hereto, the Board decided that the 2018 HOA dues will not be raised.
3. **Entry Sign Painting.** Yvonne raised the need for the exterior "Brookshire Estates" sign to be renovated/repainted. The Board will investigate sign painting companies and get bids so the Board can make an informed decision re same.
4. **Issaquah-Fall City Road Improvement Update.** Mike presented information he secured at a recent City of Sammamish meeting regarding this subject, copies of which are attached hereto and incorporated herein. HOA residents are encouraged to inform themselves on this important subject and offer their input to the City of Sammamish via the comment form included in this attachment or via online at: [Issaquah-Fall-City-Road-Improvements.participate.online](https://www.issaquah-fall-city.com/Issaquah-Fall-City-Road-Improvements.participate.online).
5. **Roof Replacement.** A resident recently contacted Mike inquiring possibility of changing the CCRs to allow materials other than cedar shakes to be used for roofing in Brookshire. The Board discussed that this issue is brought up periodically but has never successfully passed a vote of the HOA to change the CCRs. Cedar shakes maintain the value of our development. Mike will respond to the homeowner making the initial inquiry.
6. **Streetlight Cap.** Yvonne indicated that a streetlight cap at our entry had blown off in the recent windstorm. Mike will contact City of Sammamish to advise and request repair of same.

There being no further business brought before the Board, it was moved and seconded that the meeting be adjourned and Mike declared the meeting so adjourned.

Respectfully submitted

Judy Moschetto, Board Secretary

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	\$1,691.80	\$1,691.80	\$1,691.80	\$1,691.80	\$1,691.80	\$18,586.73
Landscaping Misc												\$0.00
PSE	\$22.61	\$21.70	\$21.70	\$19.72	\$16.68	\$16.81	\$15.87	\$16.81	\$16.61	\$18.77	\$19.99	\$207.47
Water/Sewer	\$54.62	\$56.72			\$57.62		\$303.93	\$1,835.48			\$1,170.40	\$3,278.77
M/R Common Areas			\$24.33				\$2,732.40					\$2,756.73
M/R Other												\$0.00
M/R Sprinkler System											\$319.00	\$319.00
Office Supplies						\$54.99						\$54.99
Printing/Copies												\$0.00
Directory Publishing												\$0.00
Miscellaneous	\$22.95	\$22.95	\$22.95	22.95	\$45.90	\$22.95	\$22.95	\$22.95	\$22.95	\$22.95	\$22.95	\$275.40
Postage												\$0.00
PO Box rental		\$76.00										\$76.00
Legal Fees HBL/C											\$35.00	\$35.00
Taxes												\$0.00
PS&F Directors Liability	\$1,738.00											\$1,738.00
PS&F General Liability	\$1,207.00											\$1,207.00
Secretary of State, Dues											\$10.00	\$10.00
Annual Meeting, Hall												\$0.00
Annual Meeting, Projector												\$0.00
Garage Sale												\$0.00
Total	\$4,729.29	\$1,861.48	\$1,753.09	\$1,734.47	\$1,812.00	\$1,786.55	\$4,766.95	\$3,367.04	\$1,731.56	\$1,733.52	\$3,269.14	\$28,545.09



City of Sammamish

Issaquah-Fall City Road Improvements Project

Phase I: 242nd Avenue SE to Klahanie Drive SE

Fall 2017

About the Project

With over 1,800 vehicles per hour traveling along the roadway during peak periods, 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:

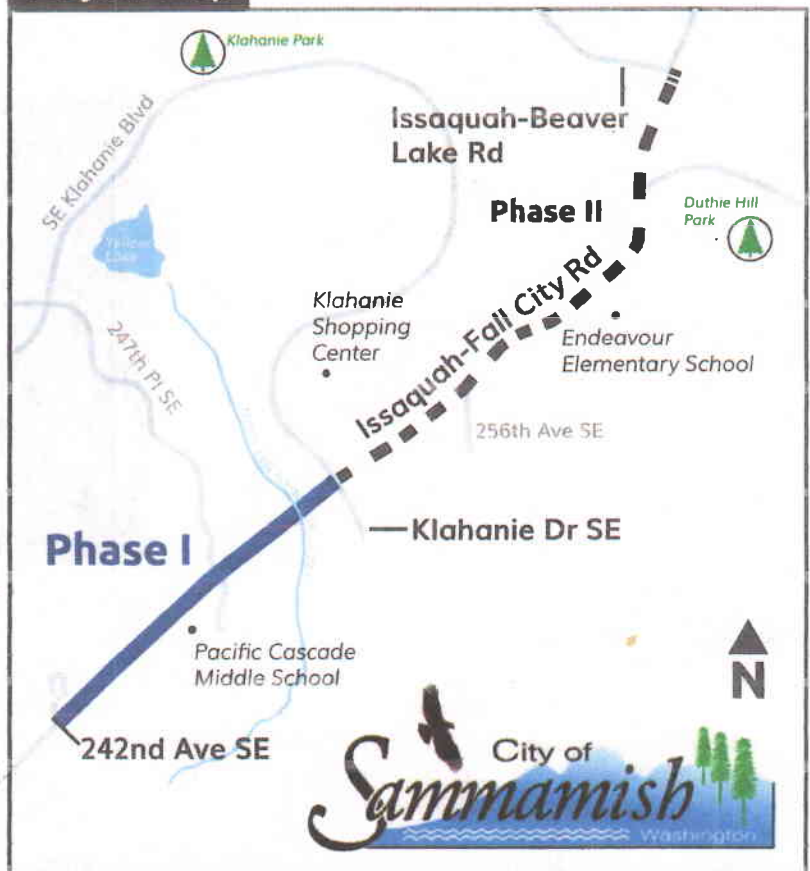
- **Improve safety** for drivers, cyclists and pedestrians along the roadway and at intersections.
- **Add capacity** by increasing the number of travel lanes.
- **Improve operations** at intersections and provide better access to neighborhoods, businesses, community organizations and public spaces.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

Working with the Community

Over the past year and a half, the City has gathered feedback from the community through three 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 as we plan ahead for construction. 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 sharing your thoughts?

- **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 or 425-295-0538

Roadway Design

The current design has roundabouts at 242nd Ave SE, 247th PI SE and Klahanie Dr SE and two lanes in each direction. This configuration aligns with the community-identified priorities for the new roadway: improved operations, safety for all users and protecting the environment. These priorities were gathered through feedback received at three public workshops, multiple stakeholder meetings, online comments and City Council meetings. Having roundabouts at all three intersections, versus two of the intersections, is more cost-effective and improves traffic flow through the corridor now and in the future. Roundabouts also increase safety by reducing vehicle speeds and the number of conflict points in the roadway.

Planning Ahead for Construction

While improvements will ultimately benefit the community, there will be impacts that come with construction. Roadway users may experience increased noise, dust and occasional delays. One lane of traffic in each direction will be maintained. The City is working with the community to determine a detour route and gather input about solutions to help manage traffic and maintain safety during construction. The City will keep the community informed and ask for feedback as we continue to plan.

Project Schedule

Phase I design is expected to be complete in early 2018. Construction is planned to begin as soon as summer 2018 and expected to be completed by the end of 2019. 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 and construction details are determined.

Design highlights:

- **Two travel lanes** in each direction, a raised center median, and buffered bike lanes
- **Two-lane roundabouts** at each intersection (242nd Ave SE, 247th PI SE, and Klahanie Dr SE)
- **Bridge crossing** over the North Fork Issaquah Creek
- **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



Rendering of future roadway between 242nd Ave SE to 247th PI SE



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.

Traffic management tools are strategies, devices, signage or physical infrastructure that are designed to help keep traffic moving. The City of Sammamish is considering implementing some traffic management tools prior to and during construction to help move traffic safely through and around the work area. The traffic management tools listed below are some examples the City can install and/or use either prior to or during construction.

This list is to get the conversation started. Please do not limit suggestions to the examples on this list, we are open to hearing all ideas.

Implemented temporarily before construction:

Traffic circles are raised islands placed in an unmarked intersection. The primary purpose of a traffic circle is to slow traffic on neighborhood streets.

Chokers or curb extensions narrow the street by widening the sidewalk or landscaped parking strip. These devices are employed to make pedestrians more visible, crossings shorter, and the roadway narrower.

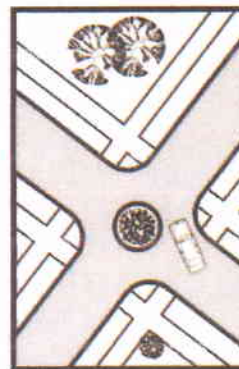
Chicanes, similar to chokers or curb extensions, narrow the existing street with an alternating pattern. These devices require the driver to shift their line of travel from one side of the street to the other. Installed correctly, chicanes may make the street appear to have a restricted or limited access.

Semi-diverters limit access to a street from one direction by blocking half the street allowing only bicycle, pedestrian, and emergency access. They may also be constructed to limit certain movements (left or right turns and through-movements) at an intersection.

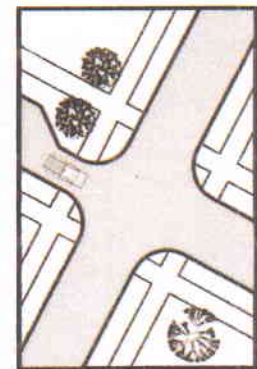
Diagonal diverters place a barrier diagonally across an intersection, disconnecting the legs of the intersection.

Intersection channelization changes are designed to limit certain movements, narrow the intersection, or otherwise direct traffic. They are unique to each intersection and can take a variety of forms. An example is a median island that restricts through-movement.

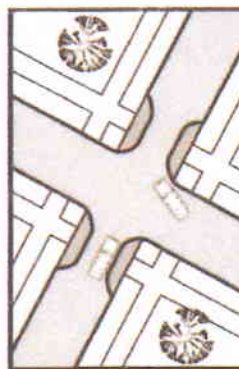
Narrow points reduce the roadway width to one 12-foot travel lane. Narrow Points make the street more visually restrictive and require drivers to take turns driving through the device.



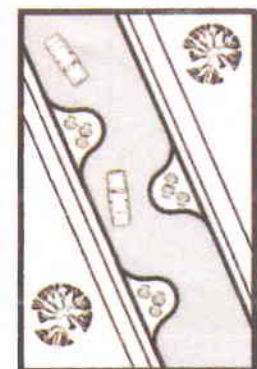
Traffic circle



Semi-diverters



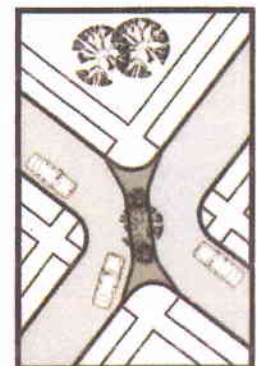
Curb extensions



Chicanes



Narrow point



Diagonal diverter

Used during construction:

Traffic Trailer: A portable trailer equipped with a radar unit detects and records the speed of passing vehicles and displays their speed on a digital reader board. The trailer displays actual speed compared to the posted speed limit and encourages compliance.

Neighborhood Traffic Safety Campaign: This program involves informational materials, signage, and/or social media distributed to your neighborhood. Types of information could include traffic volumes and speeds in your area, recommended traffic calming measures, traffic laws, pedestrian safety, and other relevant information.

Brush Trimming: The trimming and removal of vegetation by homeowners or city staff to facilitate better sight distance for intersections, driveways and signs.

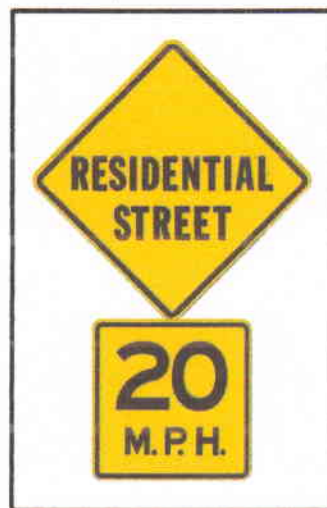
Pavement Markings: The painting of legends and markings on the pavement. These may include centerlines, fog lines, crossings, and speed limit legends.

Signage: The posting of appropriate traffic control signs. These may include speed limit, parking, dead-end, no outlet, local access only school signs, etc.

Targeted Enforcement: Increased enforcement of traffic laws by Sammamish Police Department.



Traffic trailer



Signage



Pavement markings



City of Sammamish

Issaquah-Fall City Road Improvements Project

Phase I: 242nd Avenue SE to Klahanie Drive SE

Frequently Asked Questions

Fall 2017

What is the Issaquah-Fall City Road Improvements Project?

The City of Sammamish is planning improvements to Issaquah-Fall City Road from 242nd Ave SE to Issaquah-Beaver Lake Road that will add capacity and improve safety. With over 1,800 vehicles per hour traveling along the roadway during peak periods, 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.

Roadway design and construction will be done in two phases. Phase I is from 242nd Ave SE to Klahanie Dr SE. Phase II is from Klahanie Dr SE to Issaquah-Beaver Lake Road.

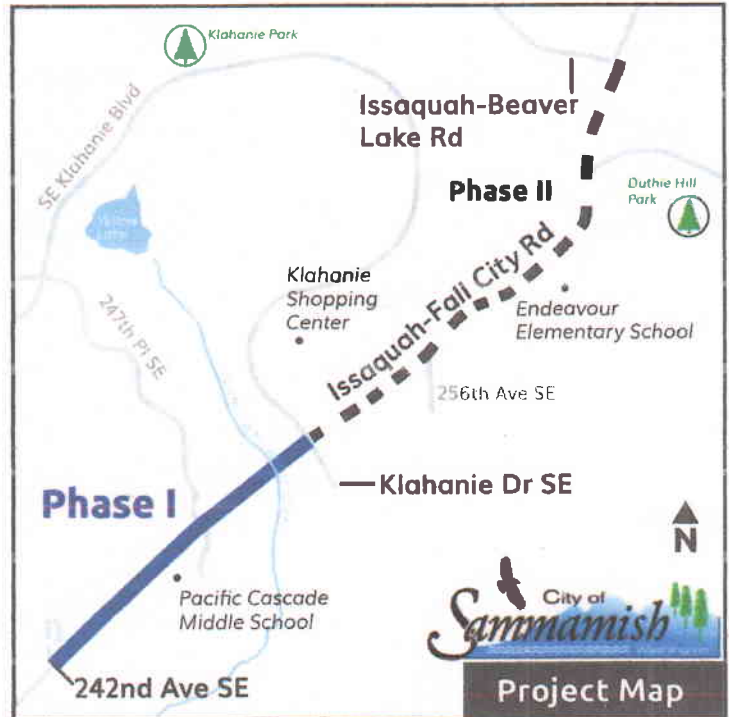
What will the new road look like?

The Phase I design consists of a four-lane roadway with two-lane roundabouts at each intersection (242nd Ave SE, 247th Pl SE and Klahanie Dr SE), and a bridge where Issaquah-Fall City Road crosses the North Fork Issaquah Creek. It also includes a buffered bike lane, separated sidewalks, raised center medians and regrading to improve sight lines.

Why were roundabouts selected?

The current design, with roundabouts at 242nd Ave SE, 247th Pl SE and Klahanie Dr SE, aligns with the community-identified priorities for the new roadway: improved operations, safety for all users and protecting the environment. These priorities were gathered through feedback received at three public workshops, multiple stakeholder meetings, online comments and City Council meetings. Roundabouts also increase safety by reducing vehicle speeds and the number of conflict points in the roadway. Roundabouts have been proven to reduce collisions by 75% compared with traditional intersections.

To address pedestrian safety concerns, the City will install a High-intensity Activated crossWalk (HAWK) beacon near Pacific Cascade Middle School, and provide ongoing roundabout education. For more information on how roundabouts work visit: safety.fhwa.dot.gov/intersection/innovative/roundabouts.



Why is a roundabout needed at 242nd Ave SE?

This roundabout helps meet the community-identified priorities for the new roadway. A roundabout reduces the need for a center turn lane, which reduces total pavement, surface water runoff, right-of-way impacts and left-turn conflicts. Roundabouts at all three intersections help improve the environment, water quality, safety and traffic flow through the corridor, while costing the community less.

How will the public be involved in developing what the future corridor will look like?

Over the past year and a half, the City has gathered feedback from the community through three 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 design for Phase I. The City will continue to keep the community informed and ask for feedback as we look ahead to Phase I construction and Phase II design.

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Issaquah-Fall City Road Improvements Project

Phase I: 242nd Avenue SE to Klahanie Drive SE

Frequently Asked Questions

Project schedule



What is the project timeline?

In spring 2016, the City started design for Phase I: 242nd Avenue SE to Klahanie Drive SE. The City has 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 design and selected the bridge option for the North Fork Issaquah Creek crossing based on feedback received through public workshops, stakeholder meetings and online comments.

Phase I design is expected to be complete in early 2018. Construction is planned to begin as soon as summer 2018 and expected to be completed by the end of 2019. 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.

Can a pedestrian overpass be installed near Pacific Cascade Middle School?

The City looked into installing an overpass and determined there is not enough available space for the supports and stairways without causing significant private property impacts. A HAWK beacon will be installed near the school to help people cross Issaquah-Fall City Road. The City will continue to provide ongoing roundabout education.

What is the estimated cost and what are the funding sources for the project?

The preliminary design-level cost estimate for Phase I construction is \$26-27 million. A \$5 million Connecting Washington grant has been awarded to the project with \$3.5 million allocated for Phase I construction and \$1.5 million for Phase II construction. The City plans to continue to apply for grant funding from local and state programs to help fund the project work.

Who will decide on the final design for Phase I of the project?

The City will work with City Council to develop the final design for Phase I based on community feedback, conversations with stakeholders and traffic data.

How will the roadway improvements impact natural areas and habitat for fish and wildlife?

Roadway improvements will be balanced with the City's commitment to protect mature trees and environmentally sensitive areas, where possible. The bridge, which will replace the existing culvert, improves wildlife habitat and passage for migrating salmon and other fish. The City will continue to work with the community and appropriate agencies to ensure that roadway improvements are made while minimizing impacts to natural areas, and important fish and wildlife habitats.

What can I expect during construction?

While improvements will ultimately benefit the community, there will be impacts that come with construction. Roadway users may experience increased noise, dust and occasional delays. One lane of traffic in each direction will be maintained. The City is working with the community to determine a detour route and gather input about solutions to help manage traffic and maintain safety during construction. The City will keep the community informed and ask for feedback as we continue to plan.

How can I learn more about the project?

- **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: 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 or 425-295-0538

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There is a faint vertical crease down the center, suggesting it might be a notebook page or a sheet designed for two columns of writing. The paper appears slightly aged or off-white.

For more information: <http://www.sammamish.us/departments/publicworks/projects/lssFallCityRoadWidening.aspx>