

## **MINUTES OF MEETING OF BROOKSHIRE ESTATES BOARD OF DIRECTORS OF SEPTEMBER 24, 2018**

A meeting of the Board of Directors of Brookshire Estates took place on September 24, 2018. In attendance were President Mike Foss, Vice-President Dick L'Heureux, Treasurer Yvonne Tichelaar, Member at Large Jeff Cao and Secretary Judy Moschetto. Mike called the meeting to order

**Financial Report.** Yvonne advised that the most recent Sammamish Plateau water bill has not been received as of date of this Board meeting. In August 2018 the water bill was in excess of \$3000.00, due largely in part to the water audit testing. All bills relating to the irrigation testing have been paid. The repair and renovation of the two entry signs have been completed and have been replaced at the entry, and the Board unanimously applauded the fine work and craftsmanship of the signs, and the bill for same has been paid. The tree pruning bill has been paid. Yvonne submitted the 2018 Expense Report to date which is attached hereto and incorporated herein.

**Irrigation Report.** Mike reported that, pursuant to the Board's request, he contacted three leak detection companies regarding the leaks occurring somewhere in the irrigation lines. All three companies provide services to residential and commercial properties and all require a 3-hour minimum fee. Mike reported the following responses as indicated:

Clearwater Leak Detection requires a deposit of \$825.00 with a \$275.00/hour fee after the three-hour minimum has been expended.

Simply Leak Detection requires a deposit of \$1100.00 with a \$275.00/hour fee.

American Leak Detection requires a deposit of \$1000-1500.00 with a \$295.00/hour fee after the three-hour minimum has been expended.

Neil Corcoran of Signature Landscaping indicated that he would contact Sammamish Plateau Water Department to determine if a master valve repair solution would suffice to allow Brookshire to pass the water audit and report back to Mike. Mike indicated that Signature manager Neil Corcoran told him that it has the capacity to test for leaks,

Discussion ensued by the Board regarding the irrigation issues and proposed solutions, difficulty and expense of employing leak detection companies. Yvonne indicated Brookshire has had a contract with Signature for many years and for 3-1/2 years on this specific irrigation issue and Signature should be responsible for any expense or fee incurred relating to this irrigation issue.

The Board requested that Mike email Neil and Carla at Signature Landscaping reiterating the leak issues and inviting them to a Board meeting to discuss our irrigation issues referred to in the Board's letter to Signature. It was moved and unanimously approved by the Board that Mike

proceed to contact Neil and Carla at Signature to issue an invitation to a Board meeting as indicated above.

**Meeting Adjourned.** There being no further business to come before the Board, it was moved, seconded and unanimously approved that the meeting adjourn, and Mike so adjourned the meeting.

Respectfully submitted,

*Judy Moschetto, Secretary*

2018 expense report													
Item	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
Landscaping Contract	\$1,776.50	\$1,776.50	\$1,776.50	\$1,776.50	\$1,776.50	\$1,776.50	\$1,776.50	\$1,776.50	\$1,776.50				\$15,988.50
Landscaping Misc								\$654.50					\$654.50
PSE	\$21.10	\$22.20	\$20.17	\$19.13	\$17.84	\$16.41	\$16.41	\$16.41	\$17.38				\$167.05
Water/Sewer		\$292.65		\$329.13		\$599.95		\$3,889.69					\$5,111.42
M/R Common Areas													\$0.00
M/R Water Audit				\$995.00				\$4,536.00					\$5,531.00
M/R Sprinkler System	\$572.00						\$8,126.80						\$8,698.80
M/R Tree care								\$5,471.40					\$5,471.40
M/R Signage					\$47.48	\$116.01	\$63.51	\$1,000.00					\$1,227.01
Office Supplies			\$6.59			\$48.80							\$55.39
Printing/Copies													\$0.00
Directory Publishing								\$355.49					\$355.49
Miscellaneous	\$22.95	\$22.95	\$22.95	22.95	\$45.90	\$22.95	\$98.93	\$52.95					\$312.53
Postage													\$0.00
PO Box rental	\$82.00												\$82.00
Legal Fees/HBLC													\$0.00
Taxes													\$0.00
PS&F Directors Liability		\$1,788.00	\$220.29										\$1,567.71
PS&F General Liability		\$1,408.00	\$47.73										\$1,455.73
Secretary of State, Dues													\$0.00
Annual Meeting, Hall													\$0.00
Annual Meeting, Projector													\$0.00
Garage Sale													\$0.00
Total	\$2,474.55	\$5,310.30	\$1,653.65	\$3,142.71	\$1,887.73	\$2,580.62	\$10,082.15	\$17,752.94	\$1,793.88	\$0.00	\$0.00	\$0.00	\$46,678.53