

**Townhomes of Eastbrooke Condominium
Board of Managers Meeting
June 1, 2021 6:00 pm – Eastbrooke Clubhouse**

BOARD MEMBER Attendees:

Phase I: George Abraham, Leonard Marks, Joann Arcarese

Phase II: Wendy Fraction, Kathleen O'Brien, Rebecca Zeiner (arrived 7:34 pm)

Phase III: Ava Fair, Danielle Wells, Karl Heath

KENRICK CORPORATION Attendees: Hans Rozestraten, Jeff Gillette, Laurie Krenzer, Anita Smith

Kenrick Corp CEO, Anita Smith, met with the BOM beginning at 6 pm for the quarterly review.

Owners in attendance: Koul (579), Schucker/Stein (904), Brown (716), Wheten (404)

1) **Call to Order:**

- a) Monthly BOM Meeting was called to order at 6:30 pm by President Karl Heath

2) **Open Forum:**

- a) Koul (579) addressed BOM regarding water usage overage billed to her.
- b) Schucker/Stein (904) addressed BOM regarding contractor who does not carry Workers' Compensation insurance
- c) Brown (716) addressed BOM regarding interior dry wall water damage

3) **President Report: none**

4) **Review of the May 4, 2021 Meeting Minutes:**

- a) George Abraham made a motion to approve May 4, 2021 meeting minutes. Seconded by Kathy O'Brien. Approved, unanimous.

5) **Review of April 2021 Financial Statements for Townhomes of Eastbrooke Condominium and Brighton Eastbrooke:**

- a) Kathy O'Brien requested to table both the Townhomes of Eastbrooke and the Brighton Eastbrooke financials until the July 2021 meeting

6) **Committee Reports / Updates:**

- a) **Landscape:** Joann Arcarese – Clarified budget account line item that mulch is charged against. Will be purchasing bushes/trees prior to end of June 2021 fiscal year.
- b) **Maintenance:** Karl Heath – Milling / Paving Driveways - If stone needs to be added to driveway following asphalt milling, stone must settle 2-3 weeks before asphalt can be applied. Final Top Coat of asphalt will be applied to remaining milled driveways in late June 2021. Notice to be sent out when we have exact date. Per contractor, vehicles must stay off Final Top Coat of asphalt, to allow curing for 4-5 days, weather permitting. Sidewalk to Clubhouse & new maintenance building will also be paved, along with driveways where drainage project work occurred recently.
- c) **Rules:** Wendy Fraction – Most recent update is 5/17/21.
- d) **Welcome:** Joann Arcarese. Suggest that a BOM Member from each Phase "meet & greet" new owners in their Phase. Check budget to see if funds available for possible "welcome" gift.

Kenrick Reports:

- a) **Property Manager Report:** Hans Rozestraten (see attached)
 - i) Must private property (i.e. Eastbrooke) comply with handicap accessibility of sidewalks or are we grandfathered? Ck w/Town of Brighton
- b) **Superintendent Report:** Jeff Gillette (see attached)

7) **Unfinished Business**

- a) 904 EB – patio enlargement variance. A motion was made and seconded to deny the variance due to lack of Workers' Compensation insurance for this contractor. Motion carried, unanimous. Owner will be notified.
- b) 579 EB – water usage overage. Motion was made and seconded to have the owner cover the full amount of the water usage overage. 2 yea, 4 nay, 3 abstained. Motion denied.
- c) 579 EB – water usage overage. Motion was made and seconded to have the owner cover \$1000 of the water usage overage. 4 yea, 3 nay, 2 abstained. Motion passed. Owner will be notified.
- d) 716 EB – drywall damage from garage water leak will be covered by Eastbrooke. Other drywall concerns inside unit, not caused by water leak are owner's responsibility. Owner will be notified.

8) **New Business:**

- a) Social Committee – suggest by owner. Use clubhouse for social events for Townhomes of Eastbrooke. Will have to check Brighton Eastbrooke By-laws to see if allowed. Townhomes of Eastbrooke Condominium & Brighton Eastbrooke (buildings & property on west side of creek) are 2 separate associations having separate governing documents & budgets.
- b) Dwelling Insurance coverage – invite Gordon Quinton of Quinton Insurance to the Annual Owners Meeting in Sept 2021 to answer HO questions about dwelling coverage. Quinton Insurance carries the master insurance policy for Eastbrooke. (NOTE: Gordon accepted invitation & requests list of questions prior to mtg.)
- c) Damaged sign near unit 406. Hans contacted Ian at Historic Sign Restoration who was able to repair the sign damage & reinstall at no charge to Eastbrooke. Thanks Ian.

Adjournment to Executive Session: Certain items were reserved for executive session.

Leonard Marks made a motion to adjourn meeting at 8:30 pm. Danielle Wells seconded. Approved, unanimous.

Respectfully submitted by,

Laurie Krenzer

Laurie Krenzer, Recording Secretary
Townhomes of Eastbrooke Condominium

Reminder: Next meeting is July 6, 2021 @ 6:30 pm, Clubhouse.