

**Brooktree Townhouses Homeowners Association**  
**Board Meeting Minutes**  
**July 2<sup>nd</sup>, 2020**  
**Teleconference**  
**3:30 p.m.**

**Board Members Present:**

Tara Closky  
Karen Perez  
Lisa Byther  
Carlos Molina

**Owners Present:**

Natalie Ford  
Greg Ford

**Management Present:**

Abel Vega

**Karen called the meeting to order at 3:43PM.**

**Roof Construction Update**

Tara stated an update was sent to all owners recently. The Board is waiting for a stucco bid and discussed looking for other bids. Tara stated Joe is assisting with getting additional stucco bids. Tara stated recent stucco bids have come back around \$90,000 for the stucco by the covered stairwells. Karen stated the roof pitch for the stairwell between C & D-buildings has a 5% angle instead of the approved 1% angle and it will be up to the town if they will approve BluSky's work or make them fix it to match the 1% slope grade for all other roofs. Carlos asked Greg if BluSky started the window repairs in their unit. Greg stated Michael with BluSky will have this done next week due to guests in the unit. Karen stated Greg's unit is the last one remaining.

**Old/New Business**

**VMC Items**

Abel stated the grass was recently cut, a new weed whacker battery was purchased, and the grounds were weed whacked. The caretaker leak was also found and repaired. Carlos recommended installing a vent instead of repairing the existing hole in the office from the caretaker leak for ease of future repairs. Carlos and Lisa will work to find a vent that works for this area.

**APEX Invoices**

Karen stated these invoices were recently received and she would like more information from Airi.

**D-Building West Stair Well Lights**

Abel stated that the lights on the west side of D-building are no longer working due to the construction to the covered stairwell in this area. Karen gave permission to add additional solar lighting to this area.

**Parking Passes**

Karen stated that all parking passes be directed to her. Karen stated property managers for individual units are issuing their own parking passes. Karen stated the Board wants to maintain only accepting Brooktree issued passes.

**Next meeting will be held on July 2<sup>nd</sup> at 3:30pm via Teleconference.**

**Meeting adjourned at 4:30pm.**