

## OCHL-12 HOMEOWNER'S ASSOCIATION

### ARCHITECTURAL CONTROL COMMITTEE (ACC) MINUTES

ACC OFFICERS: Tom Deacon, Chair, David Baker, Secretary, Chazz Kawabori, Mike Richardson, Charles Desilets, Members, Lisa Richardson, Tom Black, Yonghun An (James), Resource Members, Al Prescott, Resource Member (Windward Bluff)

August 8, 2017 Meeting

Attendees: Tom Deacon, Chazz Kawabori, Mike Richardson David Baker, Al Prescott, Jim O'Brien, Phil Falk, Tom Black

1. Meeting was called to order by Deacon at 6:07 PM in the conference room of Walters & Wolf. A quorum (4) was present.
2. The July 5, 2017 minutes were approved by voice vote on motions by Richardson and Baker.
3. View Protection - Kawabori. (a) View complaint 5879 St Andrews Drive. Kawabori and Deacon visited the complainant's property, with permission, to compare past to present photos finding the adjoining neighbor's hedges were roughly two feet too high and that additional shrubbery had been planted which over time will also obstruct a protected view of the golf course, Puget Sound and Whidbey Island. They then visited the adjoining neighbor, explaining our HOA covenants covering both view protection and property maintenance. It was their impression that these homeowner's either didn't understand or accept their responsibilities as a member of our HOA, therefore it was decided that a follow-up certified letter outlining these covenants would be sent to them. (b) Large Cottonwood in open space next to the Bio Pond on lower St Andrews. Account this tree is located in the NGPA wetland, we had requested permission from the city to partially cut to a 20 ft habitat tree based on it's proximity to the pond, dropping leaves, fouling up the drainage. Permission was denied but would be reviewed upon our furnishing a justifying letter from a certified arborist. Cost of a letter is \$600. Since this is a healthy tree, the likelihood of getting their permission was thought to be remote so for now this subject is tabled. (c) Golf Course storm water drainage off the 10th fairway and trees blocking protected views on the 17th fairway. Attorney Kevin Britt's proposed letter to the Oki Group was circulated. It was decided that additional Oki addressees should be included which Deacon will address with Britt and finalize the letter.
4. Roofs, Additions and Paint - Baker. (a) Baker advised that two applications for roof replacement and one for paint were received and approved. (b) The "front" fence issue on St Andrews Drive has, at least temporarily, been resolved with that homeowner removing the fence. (c) Deck installation 6015 Bayview Drive was halted by the city. The homeowner has advised that he has hired a new contractor to reduce the size and when the plans are complete he will provide them on an application and obtain a city building permit.
5. Home Maintenance - Desilets. In Desilets' absence Deacon reviewed an his email report of which the major issues were (a) 12002 Clubhouse Lane, peeling paint, contact made, paint book provided, color section approved, painting to start soon. (b) Coach lighting project, letter sent, some contacts received, generally positive response, (c) Damaged driveway on 59th Ave W, not able to contact this homeowner as of this date.
6. Open Space - Richardson. (a) Culvert and stream bed reinforcement project Middle Trail area. Due to the inability to move the heavier rock needed for reinforcement by hand, a bid request was made to O'Brien Construction and SeaScape for completing this work. O'Brien bid came in at \$60,000 which includes work Bill O'Brien is recommending adjacent to the upper swale and cutting a roughly 500 ft channel from the upper swale to the Middle Trail area. His recommendation is based on what he believes is necessary to adequately contain the storm water runoff and prevent further erosion for the long term. Next step is to meet with O'Brien on site with all available ACC and Board members to see first hand what he is recommending and why, and to determine if this project would be over a two or three year period to spread out the cost. Baker to arrange for that meeting. (b) The Yellow Archangel infestation in the green space behind 6512 St Andrews Drive has

been treated by SeaScapes. (c) The upper St Andrews Monument landscape irrigation repaired and flowers planted by Joan Harrison. (d) Windward Bluff invoice issue. Windward Bluff considers this project a maintenance item for which by agreement we would cover 20% of their costs. Their position is that it is comparable to our upgrading the swales/bio-pond storm water runoff system after twenty years of deferred maintenance for which they paid twenty percent of that cost. It was decided to further discuss this at the Board meeting. (d) Bayview Park playground equipment in disrepair. Richardson to explore options to purchase/install similar playground equipment.

7. Other Business: (a) September meeting scheduled for September 5, 2017 is back at city hall. (b) Multiple Premier invoices recently received without the necessary detail required for payment. Deacon has reviewed them and will provide Kunthara those that can be paid now and handle with Premier for the necessary detail to approve the balance.
8. Meeting adjourned at 7:14 PM.
9. Submitted by David Baker