

OCHL - 12 HOMEOWNER'S ASSOCIATION

ARCHITECTURAL CONTROL COMMITTEE (ACC) MINUTES

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

June 6, 2017 Meeting

Attendees: Tom Deacon, Mike Richardson, Chazz Kawabori, Charles Disilets, David Baker, Phil Falk, Dennis Hutton, Al Prescott

1. Meeting called to order at 6:00 PM in the small meeting room at City Hall. A quorum (5) was present.
2. The May 2, 2017 minutes were approved by voice vote on motions by Richardson and Disilets.
3. View Protection - Kawabori. (a) Golf Course issues with trees blocking views along 17th fairway and drainage off the 10th fairway. Deacon and Kawabori did have a face to face meeting with Caleb Krause to get a status report on any progress internally within the Oki organization but basically got the impression that these issues are not a priority for them. After discussion, it was determined that the Oki Group would not be responsive to our issues dealing directly with us. Kawabori made a motion that we get our attorney involved. Richardson seconded the motion which passed by voice vote. Deacon, Kawabori, Hutton and Prescott are to pull together the history/paper trail of our communications/meetings with various Oki Group representatives for presenting same to our attorney Kevin Britt to determine next steps. (b) Deacon reported that the view protection issue at 6015 St Andrews Drive has been resolved to the satisfaction of the complainant. (c) Hutton reported that he is meeting with a City of Mukilteo representative to Wednesday, June 7th., to get permission to remove the large Cottonwood tree that is in close vicinity of our Bio-Pond, along with several other trees. The Cottonwood is fouling our Bio-Pond causing drainage issues. The other trees are either dead or uprooted and leaning against other healthy trees. The city is requiring a certified arborist letter detailing the issues before they will give us permission to remove them. Hutton is meeting with them again to appeal the arborist report requirement. Baker reported that we had received two bids to do this work. One from Evergreen which came in at \$2400 plus tax, and from Total Tree Service which was for \$1700 plus tax. Total Tree Service's bid included some extra work involving the removal of a downed tree in the same area. Richardson made the motion, Disilets seconded, to recommend to the Board that we accept the Total Tree bid, premised on getting the city's approvals. The motion passed by voice vote.
4. Roofs and Additions - Baker. (a) Baker reported three new roofs in progress, of which two not covered with an approved application. Baker had dropped off applications at these two addresses and received assurances that approved materials were being used and that they would submit an application (b) Deacon reported a house off 59th in the process of being sold has a new roof with no application. We also have a homeowner at 6015 Bayview already installing a deck without previously submitting an application. Last month we had two new roofs installed on Bayview without submitting an application. At Deacon's request, Baker had drafted an email to be sent to all our homeowners reminding them of the covenant requiring that all exterior changes to their properties needed to be submitted in an application to the ACC, detailing those changes for approval prior to beginning that work. Deacon to review this proposed email, make any changes he feels appropriate, then submit to Kunthara for sending to our membership. Also at Deacon's request, Baker had drafted a "New Neighbor" letter intended for new owners moving into our HOA, welcoming them and providing an overview of our HOA, some of the more pertinent covenants, where to find them, etc. Deacon to also review/approve this letter and work with Kunthara for mailing to our new members as we become aware of them through the realtor process.
5. Home Maintenance - Disilets. (a) Deacon reported the house at 11920 59th Ave West, in

the process of being sold, has a new roof and possibly paint without going through the approval process. This is the same location/homeowner previously contacted about lot maintenance. Disilets to contact the owner and realtors involved to insure all parties are aware of the lot maintenance issue and failure to secure prior approval for a new roof/paint, potential of fines, etc. (b) Disilets to contact homeowner at 11621 59th to get their plan on repairing a badly sunk driveway. (c) Disilets to follow up with homeowner at 11925 59th to remind them of their previous commitment to remove a Blue Spruce infringing on their neighbor's property. (d) Deacon advised that the draft letter Disilets proposed regarding coach lights that were not working was approved. He should go ahead with mailing to the 29 homeowners previously identified. (d) Deacon requested that Disilets also draft a letter that would be sent to homeowners where it was determined that their lot and/or home was not meeting standard covenant requirements for maintenance. (e) Disilets to contact rental agent for property at 6015 St Andrews Drive for removal of hay bale material in view from the street.

6. Open Space - Richardson. (a) Seascape bid for replacement of culverts and adding two bridges at the middle trail entrance area for \$25,000 and \$12,000 respectively was discussed. Bid covered work to increase the capacity of the current infrastructure to handle increased storm water runoff caused by recent record rainfalls. Late last year the runoff partially flooded a homeowner on St Andrews Drive. It was decided that we would try to do this work with volunteers. A motion by Baker, seconded by Richardson, to ask the Board to approve purchases of sandbags and enough half-man rock to increase/improve the current infrastructure was passed by voice vote. Baker and Richardson to get unit costs of these materials for estimating overall cost for securing an email final approval from both the ACC and Board prior to planning/organizing the volunteer work. (b) Richardson to contact Premiere to clear overgrowth on trails per our contract. Contract calls for doing this work four time annually. To date no clearing has been done. (c) For the record it was noted that both the ACC and Board approved a Premiere bid for repairs on our irrigation systems. This approval was done by wire vote due to the need to get our irrigation working at some areas where the grass was going dormant. The bid was for \$980.00, plus tax. (d) Deacon to again contact Morris Agency about replacing the dead Arbovitae at the One Club House Lane entrance. (e) Deacon advised that Joan Harrison has started working on adding plants to our entrance planters. (f) Hutton asked for approval to spend \$60 on a new light fixture for the St Andrews Drive entrance. Deacon approved this amount under his previously authorized limit of \$300.
7. New Business - (a) Deacon looking for where our previously approved Rentor's Policy is located. It is not found on our website. (b) Al Prescott advised that he had a complaint from one of their members that several trees located on our property had been taken down. Richardson and Baker to meet Prescott at the Upper Trail Entrance to verify any unauthorized tree removal.
8. Meeting adjourned at 7:20 PM
9. Submitted by David Baker