

## OCHL-12 HOMEOWNER'S ASSOCIATION

### ARCHITECTURAL CONTROL COMMITTEE (ACC) MINUTES

ACC OFFICERS: Tom Deacon, Chair, David Baker, Secretary, Chazz Kawabori, Mike Richardson, Michael McMillan, Members, Lisa Richardson, Tom Black, Dennis Hutton, Dani Folsom, Al Prescott (Windward Bluff), Resource Members

September 11, 2018 Meeting

Attendees: Tom Deacon, David Baker, Chazz Kawabori, Mike Richardson, Michael McMillan, Dani Folsom, Phil Falk, Dennis Hutton, Joseph Kunthara

1. Deacon called the meeting to order at 7:03 PM in the small meeting room at Mukilteo City Hall. A quorum (5) was present.
2. The August 2018 minutes were approved on motions by Richardson and Kawabori.
3. Stormwater/View Protection: Stormwater update by Deacon. The city did run a camera down the drain abutting the 10th fairway. Jennifer Adams will be working with the homeowner to resolve any issues. View Protection update by Dani Folsom. She has talked to Carl Buchan, developer of One Club House Lane, confirming agreement with the golf course on view protection responsibilities. She is working with the golf course and Windward Bluff to finalize a three year plan to identifying and inventorying offending trees/shrubbery, establish a timeline which the golf course can submit to the city. There was much discussion about budgeting monies specifically for view protection. It pointed out that a specific amount (\$5000) had been budgeted for that purpose in 2017 but as a result of none spent for that specific purpose that amount was rolled into the 2018 budget for general tree removal. This category is for removal of diseased trees, trees posing a danger to a homeowner's property, our trail bridges, etc. It was agreed that we could go back to a specific amount for removal of trees under our view protection policy. Deacon asked Folsom to make a recommendation for our next meeting.
4. Roofs, Additions and Paint: Baker advised one new paint application approved, no roof requests received. One application at 11818 Preswick Lane to extend existing sun shades to upper level windows was approved. A back deck issue at 6135 Bayview was resolved.
5. Home Maintenance: McMillan updated the report on homes with major deficiencies (2) and it was agreed that he would work with Deacon to send a letter to these homeowners. Other issues discussed were (a) car in driveway for over a year has been removed at our request, (b) a registered letter sent to a homeowner renting out their property asking them to comply with our Rental Policy of identifying the renter occupying the home and their vehicles and (c) there have been several contacts regarding boats and RV's parked in driveways exceeding the 72 hour limit.
6. Open Space: (a) Bayview Park Playground, a proposal for upgrading the retaining wall (\$2230) and adding more chips (\$2302) was discussed. The committee decided to postpone both expenditures until Spring, (b) Mukilteo Stop Work Order, Wetland Resources draft summary for remediation was submitted to the city and we are waiting for their response, (c) Contact made with both Premiere and Seascape pointing out contracted work on our trails and holding ponds has not been completed on a timely basis. A previously approved contract with Seascape (\$3500) for the lower pond clean out is scheduled to begin September 10/11, (d) It was noted that our major landscaping contract with Premiere is expiring at the end of 2018 and that we needed to prepare a new contract proposal for 2019/2020. Our CC&R's require multiple bids. Deacon, Hutton and Baker to prepare the new requirements and determine other qualified bidders., (e) Clubhouse Lane Island Two traffic obstruction issue discussed. The city has indicated the current shrub height is not an issue for them. The committee will continue to look at replacing the existing shrubs with lower ground cover, possibly removing a section of the shrubbery and/or cutting the existing shrubbery lower to the ground. It was agreed that the trees on the island are not obstructing views and do not need to be removed.
7. New Business: Hutton provided an update on the lighting issues at our entrances and it will

be recommended to the Board that he be given a budget up to \$500 to engage an electrician to look at the problems/recommend solutions. We recently learned that the irrigation system along the golf cart path, north side of St Andrews near the entrance off Harbour Pointe is not working. Deacon will handle with Premiere. Tom Deacon advised of his intent to not stand for ACC Chair in the upcoming year.

8. Meeting adjourned at 8:25 PM.
9. Submitted by David Baker