

OCHL-12 Homeowners Association
November 6, 2018 HOA Board Minutes

HOA Board Officers present: Phil Falk, President; Dennis Hutton, Vice-President; Charles Desilets, Secretary; Joseph Kunthara, Treasurer; Mike Richardson, Member-at- Large. ACC Chair, Thomas Deacon; ACC Secretary, David Baker. The meeting was called to order by Falk at 7:08 PM in the Community Center Room of the Mukilteo City Hall. A quorum was achieved with 5 of 5 board members present.

1. Secretary's Report: Desilets reported that there was no new correspondence to report. A motion was made by Hutton to accept the September 11, 2018 HOA Board Minutes, and seconded by Desilets. The motion was carried by voice vote.

2. Treasurer's Report:
 - a. Kunthara reported the balances in our accounts as follows:

i. Checking account:	\$12,082.93
ii. MM account:	\$1,034.41
iii. CD's	<u>\$101,163.54</u>
iv. Total:	\$114,280.88
 - b. Outstanding dues:
 - i. Kunthara reported that the one delinquent homeowner is paid up, so there are now no outstanding 2018 dues.
 - c. Third signatory on HOA checking account:
 - i. A motion was made by Richardson to add Desilets as third signatory on the checking account, seconded by Hutton. The motion carried by voice vote with all board members present.

3. ACC Report: Deacon reported the following actions by the ACC
 - a. There are no ACC actions needing BOD approval at this time.
 - b. The ACC reported that 4 trees, not 3, were removed and one tree topped on commons land leaning over the property at 6512 St. Andrews Dr. The extra work needed and performed ran the cost up to \$2,585, exceeding the \$1,850 estimated by the contractor.

4. Old Business:
 - a. Lighting issue on the eastern-most island 1 on Clubhouse Lane entrance; poor visibility on 59th Ave. W. turning left onto Clubhouse Lane due to high vegetation on island 2.
 - i. A meeting and work party will meet with an electrician and wire tracer on November 20 at 1 PM to scope out where the breaks in the circuitry on island 1 and environs are located. It is expected that estimates for repair will be forthcoming.
 - ii. No action to report on the traffic visibility impairment on island 2.
 - iii. Falk and Deacon did meet with the OCHL-South management group to discuss sharing costs on repairing lights on island 1 and clearing vegetation on island 2. There was no action reported.
 - b. Contract changes with Premiere , the HOA's largest contractor:

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- i. Baker and Deacon did meet with Premiere representatives to itemize their bills by individual projects for visibility into the costs.
 - c. New contract with Premiere
 - i. Present 2 year contract expires at the end of 2018. Deacon reported that three vendors have agreed to present contracts by mid-November, including the present vendor, Premiere.
 - d. Potential tree removal contract:
 - i. We discussed getting an arborist on retainer that would provide letters required by the city justifying the removal of trees (not for tree removal itself). No action was taken.
 - e. Annual HOA membership meeting:
 - i. It was agreed by the board that the meeting date will be January 23, 2019. This will allow for the 2018 financial audit to be prepared for the meeting. Falk reported that the City Hall Council Chamber has been booked for the annual HOA meeting.
 - ii. In the October 6th meeting, Falk and Hutton stated that their 3 year terms are up at the end of this year and will step away from their board positions in 2019. Prospective new HOA BOD members are in the process of being contacted. Also, Deacon advised the board that he will be stepping away from his role as ACC Chairman as well.
 - iii. Interest in a HOA picnic at the refurbished Bayview Playground in the spring will be judged at the meeting.
5. New business:
- a. None to report
6. The meeting was adjourned at 7:30 PM by Falk.

Submitted by Charles Desilets, OCHL-12 HOA Board Secretary