

OCHL-12 Homeowners Association
2018 Annual General Homeowners Meeting

January 23, 2019

HOA Board Officers: Phil Falk, President; Dennis Hutton, Vice-President; Charles Desilets, Secretary; Joseph Kunthara, Treasurer; Mike Richardson, Member-at- Large.

ACC Officers: Chair, Thomas Deacon; Secretary, David Baker; Members: Chazz Kamabori (absent), Mike Richardson, Michael McMillan, Resource Members: Dani Folsom, Dennis Hutton, JG Kim, Al Prescott (Windward Bluff).

1. The meeting was called to order by Falk at 7:04 PM in the Mukilteo City Council Chambers. Outgoing President Falk thanked the HOA board for their work during the 2018 as well as the ACC Committee led by outgoing chair Tom Deacon.

2. ACC Report: Deacon

a. Tom Deacon began by thanking the ACC members for their many important contributions in 2018, and thanking the Paint Committee members (Lisa Richardson, Joan Harrison, Miriam Baker, and Maggie Deacon) who were available to assist homeowners in submitting applications and approving paint choices.

b. 15 ACC actions for property improvements, roof replacements, house painting, and landscaping were processed, as well facilitating complaints, especially regarding view protection.

c. Special projects presented by Baker and Richardson:

i. Dani Folsom worked view protection issues with the golf club in 2018. It is expected to take another year to resolve issues, including working with the city, golf course, and Windward Bluff.

ii. The city issued a Stop Work Order for correcting issues with the storm water channel that crosses the open space trail next to St. Andrews Dr. The ACC and Board approved fixing the problems, costing around \$20,000.; this was done under the impression that permits were not required, but the city decided that permits were required. Wetland Resources was hired as a consultant to work with the city, develop a mitigation plan, and get the proper permits needed to proceed. The ACC has not heard for about 1 year from the city on what permits will be needed. It is expected that the plan will cost ~\$2500 according to the consultant.

iii. The Bayview Park Playground was in need of refurbishing. This was done at a cost of \$3700. Another \$2000 was spent on bringing in chips to bring the level of the playground up to 10".

iv. Some of the lights on the first island in Clubhouse Land Dr. were inoperable. Contractors and volunteer homeowners were able to fix the problems at a cost of \$650. OCHL-South should share this cost 50/50 within our sharing agreement.

v. Several trees in the open spaces were needed to be taken down for personal injury concerns as well as threatening homeowner properties.

d. Green space landscaping is the biggest yearly expense for the ACC, especially on St. Andrews Dr. and other open spaces. A new contractor, Monarch/NLS, was given a 2 year contract, going forward in 2019, replacing our past contractor with whom the ACC had issues. Monarch was chosen from reliable references like Windward Bluff, and was the low bidder.

i. A new contract will be let for maintaining the open space swales south of St. Andrews Dr. in 2019.

e. It was noted that the HOA as had very little vandalism in the past year.

f. Home maintenance is an ongoing issue for the HOA. An email will be going out to property owners judged not have their properties kept up to CC&R guidelines. If compliance is delayed

or ignored, registered letters will be mailed out in the spring.

3. Quorum:

Secretary Desilets reported that a homeowner's quorum was achieved with 26 homeowners present and 60 board chair proxies for a total of 86 homeowners. Thanks to Baker and Kellie Coffey for door-to-door collection of proxies previously mailed to all homeowners.

4. Treasurers Report: Kunthara

a. Kunthara reported that the HOA and ACC personnel were working well as a team, and the treasurer was very grateful for the cooperation he received in 2018.

b. HOA year-end (12/31/2018) cash balances:

i. Checking account: \$13,808.10

ii. MM account: \$10,036.08

iii. CD's \$101,236.32 (matures in March, 2019)

iv. Total: \$125,080.50

c. Income for 2018 was \$78,430., consisting of dues, reimbursements, escrow fees, and interest.

d. The audit report for 2018 showed that there were no issues with the numbers submitted by the treasurer. The audit committee consists of homeowners Joan Harrison (Chair), Mary Ong, and Jackie Ngo. These members have served the HOA in this capacity for the past 11 years.

e. The 2019 OCHL-12 proposed budget, which included Actual and Budget totals since 2015, was mailed to all homeowners with proxy and budget voting forms for the proposed budget for those who would not be attending the homeowners' annual meeting. 60 of these ballot forms were mailed or collected and forwarded to the secretary prior to the annual meeting.

i. The 2019 proposed budget showed income of \$78,430 and expenditures of \$80,186 for a net cash flow of -\$1,756.

ii. Annual HOA 2019 dues will remain at \$360. It was noted that the HOA activity for the OCHL-12 is carried out by volunteer homeowners, holding costs to a minimum.

iii. A motion was made by Joe Rystrom to accept the proposed budget and seconded by Amit Singh.

iv. The budget was accepted unanimously by voice vote.

5. Elections to the Board of Directors

a. Two board members, President Phil Falk, and Vice-President Dennis Hutton, are stepping down from their positions as their terms have expired. As such, two new members are needed. Nominations for two new members were then accepted from the Floor.

b. Five nominations were moved and seconded, and approved by voice vote. These are listed below:

i. David Baker

ii. Kellie Coffey

iii. Dani Folsom

iv. JG Kim

v. Joe Rystrom

c. The Board, at its' monthly meeting 1/9/2019, approved that if more than two homeowners were forthcoming as candidates for the board, that the two highest vote getters would be elected.

d. A secret ballot was conducted with 26 homeowners present. The two highest vote getters were David Baker and Kellie Coffey.

e. A separate meeting will soon be held to decide, among the five homeowners on the 2019 board, as to who will fill what position.

f. A call for volunteers to serve on the ACC five member board was then conducted. Two HOA board members are required to be on the ACC. In the near future, a meeting of the ACC will be held to decide who will be the permanent members of the ACC; if there are others interested in

helping, they will gladly be accepted as Resource Members of the ACC. Folsom, Rystrom, and Kim all expressed interest in serving as an ACC board member or Resource Member.

6. Annual Summer Picnic Discussion

a. The HOA Board and ACC have been discussing having a HOA picnic at the newly refurbished Bayview Park Playground in the spring. There was unanimous approval for this event among the homeowners.

7. Falk adjourned the meeting at 8:30 PM.

Submitted by Charles Desilets, OCHL-12 HOA Board Secretary