

OCHL - 12 HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTOR'S & OFFICER'S MEETING

OFFICERS & BOARD MEMBERS: Kellie Coffey, President, Charles Desilets, Vice-President, Dan McGovern, Treasurer, David Baker, Secretary, Mike Richardson, Member-at-Large

July 6, 2021 Board Meeting Minutes

Attendees: Kellie Coffey, Dan McGovern, David Baker, Dennis Hutton, Steve Black

1. This ZOOM Board meeting was called to order by Coffey at 6:55 PM. A Board quorum (3) was present.
2. Secretary's Report: The June 1, 2021 Board meeting minutes were unanimously approved on motions by Coffey and Baker.
3. ACC Report: **View Protection Issues** - (a) The golf course replanted Arizona Cypress as replacement trees. That selection was discussed as these trees can reach up to 50ft in height, which would exceed the roof lines at Windward Bluff. We understand that they can be topped causing a wider tree. Our Golf Course agreement will still require no protected view blockage. (b) Moothart view complaint - Initial pruning complete at all three lots bringing the restoration near close to 75% threshold. We had asked two homeowners to do some additional minor pruning, this was not done. Baker to draft a letter which would put them on official notice more is required.
Open Space - (a) Mukilteo Stop Work Order update - Volunteers have cleaned out the area of Blackberry and other invasive growth in preparation for Wetland Resources to complete a "As Built" report to the city July 8th. We did find 57 of the 60 shrubs and all 18 of the trees planted last Fall as required by the city have survived.
Golf Course Issues - (a) The fence project along Harbour Pointe Blvd is still in abeyance until we hear from the golf course. (b) The recent survey of dangerous trees by Urban Forestry identified eleven trees, three of which 11 need to be removed, the balance required some pruning and/or watching. Baker to arrange for bids. The city has provided guidelines to follow for this work.
New Project Ideas - (a) Upgrading trail system, root grinding, resurfacing and adding 4 additional culverts in abeyance account looking for a contractor. (b) Power washing sidewalks - Monarch bid \$5,570 for St Andrews Drive and \$2,755 for Bayview. Blue Skies bid \$3,480 and \$1,049 for the same work. The ACC Committee recommended accepting the Blue Skies bid. A motion by Coffey, seconded by Baker to accept the Blue Skies bid was unanimously passed with the proviso that they start on Bayview and if the work is satisfactory they can move on to St Andrews Drive. (c) Refinishing tables/benches, replacing border planking at Bayview Park awaiting a second bid. (d) Removal of silt/foilage at our bio-pond - bid of \$9,680 received from Bodine Construction. Kemp West has bid \$4,972. Baker and Hutton to meet again with both bidders to clarify the differences in their bids. Also the city is meeting with us on site July 14th to go over the proposed work. (e) Bayview Park pavilion project - Black reported he is contacting the city to identify any code requirement, etc.
4. Treasurer's Report: (a) Financials - McGovern furnished a detailed written report of our current income, expenditures, net income and reserve funds. There was discussion of our current ongoing expenses and our ability to take on additional projects while keeping a reasonable reserve fund. (b) McGovern reported all but two of our homeowners have paid their annual dues.

5. New Business - (a) Future Board Meetings - It was again confirmed to continue our upcoming monthly ACC and Board meetings via Zoom. There was discussion on the location and make-up of the proposed October Annual General Membership meeting. Coffey will contact the golf course to determine the availability and cost of meeting there.
(b) The election process to fill upcoming open Board positions was discussed. We have one open Board position that was not filled January 1, 2021 due to not having an Annual General Membership meeting for the required nomination and voting process. Business has still been conducted with our four current positions meeting quorum requirements. There are two more positions with terms expiring at the end of this year. It was proposed that we hold an Annual General Membership meeting in October fulfilling the requirement for AGM meetings for both 2021 and 2022 simultaneously. We could then nominate and elect a person for the current open position on the basis of the remaining two years of a three year term. Then could we would also nominate/elect two persons for full three year terms. This would keep the Board position terms on the required staggered terms. This proposal was generally accepted however the Board will wait until we have our fourth Board member available for a formal vote, possibly via email.
6. Meeting was adjourned at 8:13 PM.
7. Submitted by Dave Baker