

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

December 4, 2018 Meeting

Attendees: Tom Deacon, David Baker, Mike Richardson, Al Prescott, Phil Falk, Dennis Hutton, Kellie Coffey (homeowner)

1. Deacon called the meeting to order at 6:00 PM in the small meeting room at Mukilteo City Hall. A quorum (3) was present.
2. November 7, 2018 minutes were approved on motions by Richardson and Baker.
3. View Protection: Folsom, while absent from this meeting, had reported that the golf course plan is now with the city planners. Prescott advised that Windward Bluff's plan will be given to the city this week. He did advise that their Board will not authorize any windowing/trimming of their trees in their green space areas. This does not pertain to the trees identified for removal adjacent to the golf course fairway.
4. Roof and Additions: Baker advised no new applications received in November.
5. Home Maintenance: (a) Baker advised that he and McMillan have revised the Home/Lot Maintenance list of homes with various issues that need addressing. It was decided that we will wait until Spring, likely March or April, to put out a general email to the membership promoting our annual Spring clean-up. Subsequent to that notice, if those issues have not been resolved an email to each homeowner on the list will be sent identifying the specific items that need to be addressed.
6. Open Space: (a) Deacon advised that the City has not yet contacted us or Wetland Resources regarding our proposed plan to address the issues identified in their Stop Work Order. This plan was provided to the City three months ago by Wetland Resources. Our understanding is that the City is understaffed at this point and we will wait to hear from them. (b) Deacon advised that in relation to the expiring two year Landscape contract with Premiere, we had secured three proposals from Premiere, NLS and SeaScape. These proposals include our agreement with South for the One Club House Lane entrance. After review of the three proposals, a motion by Baker and Richardson was made to accept the lowest bid made by NLC and recommend same to the Board. This motion passed by voice vote. (c) Deacon advise our contract with SeaScape for cleaning out our swales and bio-pond was also expiring at the end of this year. We had only one bidder for this work, which was SeaScape. Their bid was the same as last year's at \$600 per quarter before tax. A motion by Deacon and Baker that we accept their bid was passed by voice vote and will be presented to the Board.
7. Entrance Lighting Issues: Hutton reviewed the work completed so far at our One Club House Lane entrance to get those lights back on and working properly. Due to a short somewhere in the wiring, he contracted with individuals who did locate and repaired the short. In addition, he purchased replacement light fixtures and bulbs. Total cost so far \$2050.
8. ACC Budget Numbers: Deacon reviewed the committee's recommended amounts to be included in the HOA's overall budget to be presented to the membership at our January AGM meeting. After discussion, Richardson and Baker made a motion to approve those numbers and recommend to the Board they be included in the overall budget plan for 2019. The motion passed by voice vote.
10. New Business: (a) There was a discussion about the ACC's portion of the upcoming AGM agenda. Deacon will lead that portion of the presentation but asked Richardson and Baker to handle that relating to Open Space Issues. (b) Hutton brought up his concerns about our wetland acreage being a fire hazard in dry summer months and that his inquiries at city and county levels found there has not been much thought or planning in regard to that issue. His concern relates to the recent

fires in California and the proximity of homes to this wetland. This topic tabled until our next meeting. (c) It was proposed by Baker that the ACC make a recommendation to the Board to authorized up to \$500 in discretionary spending by the ACC Chair without having to get Board approval. This to expedite quick handling of emergency type contracting actions when necessary. Hutton was of the opinion this had already been done. It was decided that to go ahead with a recommendation just to make sure.

11. Meeting was adjourned at 6:55 PM.
12. Submitted by Dave Baker