

# OCHL - 12 HOMEOWNERS ASSOCIATION

## BOARD OF DIRECTORS & OFFICERS MEETING MINUTES

Officers and Board Members: Dani Folsom, President; Joe Rystrom, Vice President; MaryLynn Birney, Treasurer; Ahmed ASH Hussain, Secretary; Carol Tento, Member-At-Large.

Wednesday, November 6, 2024

Board Members in Attendance: Dani Folsom, MaryLynn Birney, Ahmed ASH Hussain, Carol Tento, Joe Rystrom

Others in Attendance: Mark Powers, Michael McMillan

Meeting called to order at 6:47 PM by President Folsom

**Approval of Minutes:** Board Minutes for October 2, 2024 are APPROVED.

### **OLD BUSINESS:**

#### 1. Annual Meeting

06/05/2024 Discussed potential increase in dues, and other related changes. The ACC is working on updating some of the CCRs and view policy. Discussed need for additional clarification on HOA's view policy, and would be best to appoint a chair of subcommittee to look into that. Member Kevin Harrison volunteered to fill that role. Motion was made by Birney to appoint Kevin Harrison to chair a subcommittee to evaluate the current view policy. Seconded by Tento. PASSED.

Annual meeting potentially scheduled for October.

07/03/2024 Discussion of future due range targets with increased costs and potential capital projects.

UPDATE 08/07/2024 Annual meeting target for first week of November.

UPDATE 09/04/2024 Discussed annual meeting date, and times, and agreed on Wednesday, November 13, 7 PM. Motion by Rystrom to hold convene annual meeting on Wednesday, November 13, 7 PM at Rosehill Community Center, Mukilteo. Seconded by Birney. PASSED. Team will start working on agenda, notifications and other planning.

UPDATE 10/02/2024 Discussion lead by Folsom to incorporate the most recent adopted Policies by the Board, to add those policies to the CC&Rs. To include:

1) Expand the ACC Team from 5 to 7 positions to better balance the management of the HOA

2) Add a process for handling homeowner ACC Submission of Plans application that expands the response time, assesses a penalty if the homeowner does not comply with the ACC final determination within 30 days of such ACC final determination.

3) Prohibit the building of Accessory Dwelling Units (ADU's) on existing Homeowner's lots.

4) Add detailed Window Policy to the CC&R's.

5) Add detailed Solar Panel Policy to the CC&R's.

The Board also discussed adding two additional CCRs, with number seven (7) recommended by the ACC.

6) Transfer all reasonable attorney fees and arbitration fees to the Prevailing Party if Arbitration is pursued by any Party.

7) Add a new fine for view obstruction violation(s) which Homeowner has not resolved after the ACC has sent written notification to Homeowner and a hearing has taken place between the ACC and Homeowner.

After additional discussion, motion by Folsom to place the following CC&Rs on the 2024 ballot:

1) Expand the ACC Team from 5 to 7 positions to better balance the management of the HOA

2) Add a process for handling homeowner ACC Submission of Plans application that expands the response time, assesses a penalty if the homeowner does not comply with the ACC final determination within 30 days of such ACC final determination.

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6) Transfer all reasonable attorney fees and arbitration fees to the Prevailing Party if Arbitration is pursued by any Party.

7) Add a new fine for view obstruction violation(s) which Homeowner has not resolved after the ACC has sent written notification to Homeowner and a hearing has taken place between the ACC and Homeowner.

Seconded by Rystrom. PASSED. Team will compose letter and ballots, and hand-distribute owner occupied, and mail absentee home owners.

**UPDATE 11/06/2024 Discussed and confirmed agenda, delegation of duties.**

STATUS: OPEN

## 2. View Subcommittee

07/03/2024 Motion made by Birney to change appointment of chair of view subcommittee from Kevin Harrison to Dani Folsom. Kevin Harrison and Sean Wiegand volunteered to be on view subcommittee and nominated for appointment. Seconded by Rystrom. PASSED.

STATUS: CLOSED

## **NEW BUSINESS:**

N/A

## **COMMITTEE REPORTS**

### **Architectural Control Committee (ACC) Report**

See November 2024 ACC minutes

### **Treasurer's Report**

- Financial reports were provided in advance of the meeting.
- The Audit committee completed the internal audit of the 2022 and 2023 fiscal years. The report was submitted to the Board.
- Discussion lead by Birney to increase 2025 homeowner dues to \$477, to meet obligations. Motion by Birney to increase dues to \$477 for 2025. Seconded by Rystrom. PASSED.

Meeting adjourned at 8:05 PM by President Folsom.