

# OCHL-12 HOMEOWNERS ASSOCIATION

## ARCHITECTURAL CONTROL COMMITTEE (ACC) MINUTES

**May 3, 2022**

ZOOM Meeting and Onsite Golf Course Meeting Room

**ACC Officers:** Dani Folsom: Chair, (OPEN) Secretary, Al Prescott (Windward Bluff), Joe Rystrom, Mike Sibley, Michael McMillan, Philip Falk

**Attendees:** Dani Folsom, MaryLynn Birney, Joe Rystrom, Philip Falk, Sean Wiegand, Al Prescott

1. Meeting called to order at 6:04 pm.
2. April 5, 2022, Meeting Minutes Approved by Email
3. ACC Secretary (back-up to ACC Chair) is still open
4. Sean Wiegand selected as ACC Member to replace Mike Sibley while he is out on a 4-month military assignment.
5. HOA Annual meeting still planned for September. Location is pending available venues. City Hall is not open for reservations due to COVID. Tentatively the Mayor and Crime Prevention Officer will be guest speakers.
6. New HOA Flyer sent out to HOA reminding our homeowners to submit applications for any home or landscape changes in advance and to keep maintain their lots. Thanks go to Joe Rystrom and MaryLynn for drafting and sending it out by mail.

### 7. **ACC Projects**

- Application for new windows for 117<sup>th</sup> Place SW homeowners was approved.
- Application to extend walkway from front door and install new cement stairs to run parallel with the driveway for 59<sup>th</sup> Place homeowner was approved.
  - *Same homeowner on 59<sup>th</sup> Place removed all their front yard sod and installed bright white gravel covering the area where the grass was laid. Homeowner was contacted as was told that these rocks were not approved. Homeowner removed the rocks the next day. Homeowner was told an application for his front yard landscaping was required.*
  - *This same owner also installed windows on the left side street-facing several years ago that do not match windows on the right side. This issue will be addressed once all landscaping has been completed.*

- Letter written by HOA attorney was sent to homeowner who did not submit an application as required by the CC&R's prior to installing solar panels to relocate all street facing solar panels.
  - Golf course issues
  - Madronas are starting to grow along the 12<sup>th</sup> fairway. Need to get City approval to move these or remove seedlings at an early stage of growth. One large madrona looks partially dead. Asking City to be able to trim branches or relocate this Madrona.
  - Fairway golf balls are hitting Windward Bluff townhouses since new replacement trees are not tall enough. Will ask Golf course for their netting source and discount to determine cost to support Windward Bluff.
8. **Monarch Landscaping Services**
- Contract will expire at the end of this year. An RFQ will be sent out in August-September to solicit new bids for the next 2–3-year contract.
  - We have been paying \$43 per month since May 1, 2021, to cover a grassy area on Bayview Drive that would normally be maintained by the Golf Course. This concession needs to be addressed with the Golf Course so they understand the service will be discontinued at the end of the year.
  - Monarch is assessing a temporary fuel surcharge effective May 1<sup>st</sup> on most recurring maintenance and Work Order Invoices. In our next contract we need to add language that prohibits price increases during the term of the contract.
9. **Projects on Temporary Hold**
- Golf Course Fairway/Bayview Community Hillside – 13th Fairway Vegetation Management Plan – Replacement of alders and vegetation over a 2-year period to mitigate risk with erosion of the hillside.
  - Interview landscape architects for proposed 1–3-year plan
10. Meeting Adjourned at 6:59 pm. **Note:** Meeting notes includes ACC email correspondence that occurred after the April ACC meeting.