

OCHL - 12 HOMEOWNERS ASSOCIATION

ARCHITECTURAL CONTROL COMMITTEE (ACC) MINUTES

ACC Members: Dani Folsom, Chair, Joe Rystrom, Secretary, MaryLynn Birney, Dahlia Campbell, Kevin Harrison, Michael McMillan, Mark Powers, Al Prescott (Windward Bluff Liaison),

Wednesday, November 5th, 2025

ACC Members in Attendance: Dahlia Campbell, Dani Folsom, Joe Rystrom, Kevin Harrison, Marylynn Birney, Mark Powers.

Others in Attendance: Mary Ong, Thomas Deacon.

Meeting called to order at 6:00 PM by Dani Folsom

Approval of Minutes: Minutes for October 1st, 2025 are Approved.

OLD BUSINESS:

1. We have an open discussion with the golf course regarding the trees' condition at some parts of the golf course that are affecting homeowners.

STATUS: OPEN

2. Commercial Truck in Driveway on Bayview Dr.

02/07/2024 A homeowner on Bayview Drive was sent a compliance letter for parking a commercial truck in the driveway repeatedly for greater than 72 hours. Fines may begin in March.

UPDATE: 03/06/2024 Truck appears to move every 72 hours. Will research the details of our parking rules and fines.

UPDATE: 04/03/2024 – Mary Lynn offered to research and clarify the current parking policy in CC&Rs, will send out to ACC team.

UPDATE: 7/9/2025 – Accumulated fines, penalties, interest have resulted in a lien and recorded with the county.

STATUS: OPEN

2. VIEW ISSUES

UPDATE 10/02/2024 New view impairment complaint from homeowner on 59th and St. Andrews. Complainant has attempted to make contact with member potentially affecting the view, to no avail, and has requested assistance from the ACC. Birney and Rystrom performed a site visit on Sept 11, with printed photos. Homeowners declined to look at, or receive the photos, and stated that they will have their landscapes cut back some of shrubs blocking the views. Compliance letter mailed on approximately September 14, 2024.

UPDATE 11/04/2024 59th and St Andrews view issue: Homeowner impairing the view completed some trimming, however, it doesn't appear to the level necessary for the allowable 25%. A second compliance letter was sent out on October 18, 2024. Both parties have retained legal counsel. HOA will still be involved.

UPDATE 04/02/2025 Per Folsom, homeowner impairing the view, addressed off of St Andrews is requesting a hearing with the Board and ACC, which is a positive development. This will be scheduled in May or June, potentially at the complainant's residence to facilitate first hand the view obstruction.

UPDATE 05/07/2025 Homeowner with active view impairment complaint updated the ACC. Homeowner below complainant has made some steps to reduce the blocked view, however, it is not sufficient alleviate the 25% allowed by the View Protection Policy. Harrison will draft a letter to send to homeowner, with intent to fine.

UPDATE 08/13/2025 One recurring and one new view case will be assessed upon complainant and ACC availability.

UPDATE 09/3/2025 Assessments are to be finalized and view obstruction notification letters to go out via USPS first class, once completed to the two offending properties.

UPDATE 10/01/2025 – View impairment updates on 59xx block on St Andrew Dr. 119xx block on 59th

UPDATE: 11/05/2025 View impairment at 59th and St Andrews has been resolved to the complainant's satisfaction. The homeowner with the obstructing the view has decreased foliage and shrubbery to the acceptable 25% acceptable. The status of this case is considered **CLOSED**.

UPDATE 11/05/2025 – The homeowner attended to provide their perspective on the View Impairment Complaint against trees on his property on 119** 59th Ave. W. After discussion, the homeowner

agreed that he could take some action to minimize the alleged complaint by removing one of his trees, which should open the view. The ACC will follow up with the complainant.

STATUS: OPEN

3. FINE SCHEDULE

09/03/25 - Updating the fine schedule was discussed, as the last version was adopted on October 5, 2010. Inputs were received from ACC members to add view impairment obstruction violation: \$100. Adjust Landscape maintenance violation: \$100 per week; improper storage of trash/recycle bins: \$75 per week; maintenance of animals: \$100; parking violation: \$75 per week; architectural violation: \$100 per week. No changes to the ACC application violation: will remain at \$100 per occurrence. Aforementioned fines were agreed to, and a final version will be sent out via email on which to vote.

UPDATE 09/19/25 – Fine schedule as outlined on 09/03 voted on and **APPROVED**.

STATUS: OPEN

Update 11/05/25

STATUS: CLOSED

4. LANDSCAPE CONTRACT

UPDATE 07/07/2025 Folsom will start drafting request for Proposal for the landscaping contract ending in October 2025. Michael will help and assist Dani with landscape RFQ. Dahlia will notify potential landscape vendors once RFQ is complete and help manage bid and award process.

UPDATE 08/13/2025 Folsom presented first draft of the RFQ. Remarks and recommendations were made, and Folsom will incorporate in next draft.

UPDATE 10/1/25 Folsom has received three quotes

ACC Members had APPROVED to replace the Monument Lights at \$800

UPDATE 11/5/25:

Folsom shared on the water distribution with the Golf Course. Also, all the water lines have been shut up for winterization. It has been decided that we will end our contract with Monarch and have signed a new landscaping service agreement with Jorge

STATUS: CLOSED

Bids for the **2025-2028 Landscape contract** were received. Bidders were narrowed to four landscape contractors. Preliminary pricing showed that Monarch's bid was higher than the other two bids. A

decision was made to go with the lowest bid and a known HOA landscape contractor. The contract will be executed in October with a start date of November 1, 2025.

STATUS: CLOSED

NEW BUSINESS

2) Playground equipment –

We had received 2 bids. Joe will work on finalizing the price

UPDATE 11/5/25 – ACC has decided on a design and will move forward to have the equipment ordered.

STATUS: OPEN

- **Applications for Approval of Improvements received:**
None this month.
- We got a new complaint on unleashed dogs which is in compliance with our HOA rule. Folsom will communicate the complaint/issue to the homeowner.

The ACC recommended and the board approved a fine for failure to send in application for **exterior painting at home on 118xx 59th.**

STATUS: CLOSED

Meeting adjourned at **8:10 PM** by Dani Folsom