

MORAGA COUNTRY CLUB • HOMEOWNERS ASSOCIATION
ARCHITECTURAL COMMITTEE

MINUTES OF THE MEETING

August 4, 2022, • 4:00 PM, Zoom

I. Call to Order – Establish Quorum

Acting Chair, Diane Donnelly called the meeting to order at 4:00 p.m. A quorum was established.

Members Present: Sunun Faulkner, Don Maddison, Diane Donnelly, Becky Bruno, Steve Cetrone, Dave Buckel, and Carlyn Tandrow

Members Absent: Tamara Bryan and Meg Foley

Staff Present: Eric Jacobsen, Christina French, Stephanie Sena and Luis Ballesteros

II. Approval of Minutes - Minutes of the July 7, 2022, approved unanimously.

III. Open Forum – None.

VI. Old Business – None.

V. New Business

A. Architectural Committee Rules Review

Discussions took place on the proposed Architectural Committee Rules with further discussions to take place at future meetings prior to a recommendation to the Board of Directors.

B. Project Approvals

All the following projects were reviewed by the Committee during the weekly site visits for preliminary reviews and discussions.

a. 21 Broadmoor – Deck Replacement

Discussions took place on the project request to replace the back decks at 21 Broadmoor. Additional clarification is needed regarding the proposed “Y” supports prior to gaining Architectural Committee approval.

b. 109 Brookline – Deck Replacement

Discussions took place on the modified project request to replace the back decks at 109 Brookline the following conditions: All siding type of material is to match home siding and all posts to be painted home body color.

c. 1747 Spyglass Lane – Front Door Replacement

Discussions took place on the project request to replace the front door and transom at 1747 Spyglass Lane.

d. 1751 St. Andrews Drive – Misc. Improvements

Discussions took place on the modified project request on miscellaneous improvements at 1751 St. Andrews Drive with the following conditions: given the closeness to neighbors and site location, please follow rules of conduct for contractors closely, plant species to be spaced for

mature size with enough distance to each other to allow for ease of cleaning to adhere to Firewise protocol, no Fire prone species allowed, irrigation changes will require onsite review with Association representatives and contractor to ensure proper coverage and installation of approved irrigation components, all existing trees and shrubs in this area must also be covered by new irrigation since improvements are being made, after planting, the area should be mulched with Association approved black mini bark mulch, exterior paint color not approved – must gain additional Architectural Committee approvals.

e. **633 Augusta Drive – Fence Installation**

Discussions took place on the project request to install a fence on the side of 633 Augusta Drive with the following conditions: any changes necessary to Association maintained irrigation because of the location of new fencing will be at homeowner expense, all Association irrigation equipment such as valves, controllers, sprinkler heads, etc. must be moved to the outside of the new fence line, an onsite meeting is required with the Director of Agronomy for irrigation review, as a survey was not performed, should any property line issues arise, the fence may need to be adjusted at homeowner expense, fence installation must be a full side replacement (*including small portion not originally incorporated on contract*) to board-on-board fencing to blend with existing back fencing.

f. **27 Indian Wells – Front Yard Landscape**

Discussions took place on the project request to improve the front yard landscaping with the following conditions: any changes necessary to Association maintained irrigation because of the location of new fencing and landscape will be at homeowner expense, an onsite meeting is required with the Director of Agronomy for irrigation review, plant species to be spaced for mature size with enough distance to each other to allow for ease of cleaning to adhere to Firewise protocol, no Fire prone species allowed, maintenance of newly fenced in landscaping as well as landscaping outside of the fence line would be the homeowner's responsibility, after planting, the area should be mulched with Association approved black mini bark mulch.

A motion was made, seconded, and passed unanimously to approve projects b, c, d and f as submitted to the Committee with the proposed conditions.

A motion was made, seconded and passed with a majority vote to approve project e as submitted to the Committee with proposed conditions.

IX. HOA REPORT – We currently have 68 open projects throughout the community. An improvement to note – our average cycle time for processing work orders is down from 65.6 days in January, 46.2 days in February, 39.9 days in March, 27.1 days for April, 26.6 days for May, 21.1 days for June, an increase to 30.4 days for July and down to 23.1 days for August!

Building Maintenance – We have 5 work orders for fencing, 3 work orders relating to walkways / driveways, 3 work orders for stucco / siding issues and 1 work order for touch up painting. Q Termite continues to repair homes on the 2022 paint schedule with 50 completed so far. Varsity Painting continues to paint homes on the current paint schedule. They have completed painting 38 homes so far and we have an additional 9 scheduled to be painted with colors selected. Touch up

painting will take place mid-August. Varsity will be offsite the middle of August through middle of September while Q Termite completes the remaining homes on the schedule. Two homeowners still need to select their paint colors based off the approved palette.

Landscape Maintenance - We are still irrigating under the 10% mandatory EBMUD cut back, and Luis will continue to monitor any other regulations / restrictions coming from EBMUD. The irrigation system is watering the same run times as last month with the turf areas three times per week, three times per day on each cycle. Shrubs are being water two times per week, twice per day with four minutes on each cycle. Our inhouse crew has ongoing work orders to address daily as well as continuous spot spray the slopes for resprouts. 7 work orders pending for general maintenance, 5 work orders pending for irrigation repairs, and 6 work orders for tree pruning and trimming requests. Luis is currently working with an arborist to get permits for the few oaks which are dead as reported last month.

Community Safety Report - We have our final community safety pool party of the season on Sunday, August 14th at the Doral Satellite Pool from 3:00-5:00 pm. This event will focus on fire safety as we will be in the peak of fire season.

FireWise Report - All zones have been remediated and tree encroachment work has been completed throughout the community. As part of the new contract signed with Trimacs for Landscape Maintenance, they will be responsible for upholding the FireWise standards as part of regular maintenance. The replanting after the FireWise remediation has been completed in Zones 1-15. The designer is currently finalizing plans for Zones 16-18 as the next set for replanting in the upcoming months.

HOA Pending Projects

- We are continuing to look for drainage companies to provide a scope of work for repairs to the main drainage line behind 939-931 Augusta Drive as a result from the landslide in 2016. In addition, we have (2) locations in the community under review as well.
- Phase 1 of stump grinding will be completed by the end of the week from stumps left in previously remediated zones.

- X. Board Liaison Report** – Diane Donnelly reported on behalf of Tamara Bryan with recently discussed topics with the Board of Directors. Topics included the new website which was launched a few weeks ago, an Ethic’s Policy for all directors to sign as well as the Election Rule Amendment.
- XI. Requested Board Action** – None
- XII. Next Meeting** – Thursday, September 1, 2022 at 4:00 PM, Zoom
- XIII. Adjournment** – The meeting was adjourned at 4:39 PM.

Minutes Prepared by Christina French