

**Wescliffe Architectural Control Committee
Community Friendly-Good Neighbors
Meeting Minutes
December 10, 2017**

Meeting to order at 7:05 pm at the Lori Kendall's Residence

Members Present: Joel Postma, Lori Kendall, Don Johnson, Tanya Hammer.
Susan Eardley
Members Excused
Members Unexcused: Phil Mohammed
Residents Present:

Committee Organization:

1. Membership of ACC.
 - a. Members are Joel Postma, Lori Kendall, Don Johnson, Tanya Hammer, Susan Eardley and Phil Mohammed.
2. Leadership positions.
 - a. Director – Joel Postma
 - b. Secretary – Lori Kendall
 - c. Greenbelt – Joel Postma, Don Johnson, Lori Kendall
 - d. Entryway Maintenance – Don Johnson & Susan Eardley
 - f. Architecture Enhancement & Exterior Painting Requests – Tanya Hammer & Lori Kendall
 - g. Private Property Trees – Tanya Hammer
 - h. Liaison to Entryway Maintenance - Chuck Bowman

Consent Agenda:

Meeting Minutes: November 12, 2017 minutes was approved.

Old Business:

1. **Committee Budget Status** 2017 budget received from Board
 - a. Entryways \$3,065. Brad was paid \$137.37 on Nov. 2nd. **Balance is \$649.38**
 - b. Green Belt Management \$5,425. (\$4000 for greenbelt fund, \$1425 for new 20 year permit fund) **Balance is \$977.60 in Greenbelt Fund \$1425 for Permit Fund**
 - c. Wescliffe I Sign Replacement \$2,000. **Balance is \$434.10**
 - d. Wescliffe I Wall Repair **\$200. Balance \$200.**
 - e. Wescliffe II Entryway Improvement \$1,000. Susan has spent \$265 for mulch and plantings. **Balance \$735.00**
 - f. Total remaining funds for all categories above (not including Greenbelt Permit): \$2996.08
 - (1) From this amount \$1320 was spent on 12 cement caps leaving a balance of **\$ 1676.08** with \$ 1000 yet to be spent in 2017 for Greenbelt planting and entrance design.
 - (2) From the \$1,000 remaining, \$200 is to be spent in December for W-I entryway I plan from Willows Nursery.

- (3) The remaining \$800 payment for Greenbelt plants and planting may be spent in 2018, it will not affect the approved ACC Greenbelt budget of \$2000 for 2018 if it is spent in that year.

2. Greenbelt:

- a. Don Johnson called arborist Robert Sweet who recommended five plant options for Greenbelt; Vine Maple, Rocky Mountain Maple, Oregon Grape, Ocean Spray and Pacific Hazelnut. Don will call the conservatory on Dec.13th to order plants for Feb. or March 2018 planting by Robert Sweet and his son. Robert estimated it will take 1 ½ days to accomplish the planting.

b. Permit for Twenty Year Plan: Permit application has been approved by the Board. Don will take it to David Swindale at the city of UP for final approval for the start date of Jan 2018.

3. Entryway Maintenance

a. Wescliffe I – Lori will pick up landscape design by Jen at Willows Nursery on Dec 20th. This will be presented to the community at the Jan 2018 meeting.

b. Stucco and caps for wall – Joel Postma organized a neighborhood crew of volunteers on Dec 2nd – Joel Postma, Ron Eardley, Mike Kendall, Kyle Martin, Paul Sioda, Jax and Peter Hammer who used their muscle to place the twelve 220 pound cement caps in place on the west side wall. We thank these great guys for volunteering their time to make this lovely improvement for all of us. Joel will caulk around the new caps.

c. Mark and Valerie Gingrich have been made aware that a 2nd evergreen tree in their yard that is very close to the stucco wall should be monitored for damage/cracks to wall. New owners of their home should be made aware of ACC concern of this issue.

4. Architecture Enhancement Requests— All requests, approved or disapproved, will be archived on the Wescliffe Homeowners Association website Wescliffe.org.

5. Exterior Painting –no agenda items

New Business:

Budget for 2018:

1. The Board's draft budget for 2018 for the ACC has been changed from \$11,700 to \$9700. The following has been agreed to by the ACC for 2018.

a. Wescliffe entryway – Brad maintenance	\$2000.
b. W-I water	\$700.
c. Misc W-I & W-II entryway	\$500.
d. W-I entryway new landscaping ***	\$1000.
e. W-I wall caps, ten	\$1000.
f. W-I wall stucco repair on east side	\$500.
g. Wescliffe II	\$1500.
h. Greenbelt 20 year plan maintenance	\$2000.

\$9,700.

*** The Board, at the Nov. 28th meeting, changed d. W-I entryway landscaping to \$1000. The remaining \$2500 has been placed in a capitol improvement fund that is to be available for W-I entryway improvement in 2018. Based on the cost of the plan approved, \$3500 would be available for landscape renovation.

2. Lori brought up the fact several neighbors have complained about the trailer in Travis and Mandy Fishbaugh's driveway 8724 52nd St. Ct. W.. Trailers are not allowed in driveways without the approval of the ACC and this trailer has been there for several months. Joel said he talked to them and it would be removed soon.

2017 ACC Accomplishments;

1. Two successful community work days -- Wescliffe folks made huge improvements cutting, trimming and cleaning up the Greenbelt and our lovely neighborhood.
2. Greenbelt cutting in June. Gregory Peck spent two days cutting, felling limbs and cleaning up the greenbelt.
3. W-II entrance improvements were done by Ron and Susan Eardley
4. W-I entrance - two very old (most likely original) water meters were replaced and sprinklers repaired -- Chuck Bowman
Two building/remodel requests were processed and approved by ACC
6. W-I entrance -- Wescliffe sign was replaced -- Lori Kendall
7. W-I renovation design of landscape for entrance will be complete by Dec. 18
8. W-I entrance -- 12 cement caps replaced crumbling/deteriorated original caps
9. Crack on stucco wall at W-I entrance -- Gingrich (lot 28) removed one tree that was encroaching and causing a crack.
10. Twenty year plan for greenbelt was completed and submitted by Don Johnson to be effective on January 1, 2018. Plans for replanting in the greenbelt will begin March 2018.

Next meeting:

Location: 7:00 pm, January 7, 2018 at Lori Kendall's home.

Agenda: Will be sent out before meeting to include minutes.

Meeting Adjourned at 8:10 pm