

MORAGA COUNTRY CLUB • HOMEOWNERS ASSOCIATION  
ARCHITECTURAL COMMITTEE

**MINUTES OF THE MEETING**

March 4, 2025, 5:00 PM, Board Room

**I. Call to Order – Establish Quorum**

Chair, Becky Bruno called the meeting to order at 5:00 PM. A quorum was established.

Members Present: Sunun Faulkner, Becky Bruno, Rob Becker and David Roth  
Absent Members: Judy Martine  
Staff Present: Eric Jacobsen, Christina French - Hokafonu, and Stephanie Sena

**II. Approval of Minutes** – Minutes of the February 4, 2025, were approved unanimously.

**III. Open Forum – None**

**IV. Old Business –**

A. Fences 5' Zone

Discussions took place regarding the new insurance requirement of 5' fence zone along with the non-combustible fence options.

B. 2025 Capital Replacement Updates

Christina updated the committee on the 2025 Capital Replacement project throughout the Homeowners Association and Areas around the Clubhouse including the completion of the Sea Pines sidewalk ramps and tennis court walkway.

C. 2025 Committee Changes

Tabled until next meeting

**V. New Business**

A. Conditions of Approval

Discussions took place regarding the existing standard conditions of approval for common improvement projects. The Committee will continue to review the standard conditions when reviewing projects in the field for accuracy. Further discussions will take place at future meetings as needed.

B. Additional Staff Approvals

Chair, Becky Bruno discussed the potential of additional administrative responsibilities to final certain projects after Architecture Committee Project Approvals. Consensus was given by each Committee Member to allow staff to perform final inspections on the following projects approved by the Committee: Exterior Light Fixtures, Front Doors, Garage Doors and Address Numbers. Further discussions will take place at future meetings as needed.

C. Committee SME (Subject Matter Experts)

Discussions took place with the committee on the potential to have certain Committee Members focus on specific subject matters. After discussions, the Committee assigned each member to the following subject areas for expertise: Judy Martine – Landscape, Sunun Faulkner – Paint, Rob Becker – Fencing and David Roth – Decking. Further discussions will take place at upcoming meetings as needed.

D. Disrepairs

Chair, Becky Bruno discussed with the Committee on options for the Committee to perform annual, semiannual or quarterly reviews in the Community. Discussions took place about breaking the community into assigned zones for each committee members review. Further discussions to take place at upcoming meetings.

E. Non-Combustible Fencing Options

Discussions took place with the committee on the need to add an additional approved fencing style which would be non-combustible. Fencing styles will continue to be reviewed and incorporated into the draft Architectural Rules as an approved fencing style.

F. Free Form Arbors

Discussions took place with the committee on the potential need to change the rules on free standing or free-form arbors. After discussions, no changes are needed to the currently proposed Architectural Rules.

G. Project Approvals

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

a. 31 Broadmoor – Install Fence & Lighting

Discussions took place regarding the project request for fence installation and exterior lighting at 31 Broadmoor with the following conditions: proposed fence to only be installed on top of the front retaining wall and down the sidestep down. The fencing is not connect with the existing wooden deck railings and exterior lighting proposed was not approved.

b. 26 Broadmoor – Replace Fence, Gate and Side Stairs

Discussions took place regarding the project request to replace the fence, gate and stairs at 26 Broadmoor with the following conditions: The (finished) good side of the fence must face out to the community, fence can be left natural or stained in a clear or neutral color (Requires additional approval for future staining), if a survey was not performed, should any property line issues arise, the fence may need to be adjusted at homeowner expense, as property is sloped, fence to be stepped not graded, Steps must be proportional in height & distance, gate should align with the fence height unless otherwise approved.

c. 823 Augusta Drive – Back Fence

Discussions took place regarding the project request to install a back fence at 823 Augusta with the following conditions: the (finished) good side of the fence must face out to the

community, fence can be left natural or stained in a clear or neutral color (Requires additional approval for future staining).

- d. 1807 St. Andrews Drive – Deck Expansion/replacement & New Railings  
Discussions took place regarding the project request for deck expansion/replacement & new railings at 1807 St. Andrews Drive with the following conditions: cross bracing not permitted, (Y) bracing is acceptable for this project, all debris including pylons, footings, etc. must be removed, town building and setback requirements must be followed, no equipment or storage under decks allowed.

A motion was made, seconded, and passed unanimously to approve project a, b, c and d as submitted and discussed with the Committee with the proposed conditions and associated partial denials.

- VI. **HOA REPORT** – We currently have 47 open ARC projects throughout the community. Our average cycle time for processing HOA work orders is up from 40.2 in February to 13.9 in March with 24 work orders closed over the last month. There are currently 13 homeowners either violating the CCRs or having areas at their home in a state of disrepair, communication has been sent to remedy the issue.

**Building Maintenance** – We have 4 for walkways and driveways, 3 work orders for stucco / siding issues and 10 work orders for miscellaneous items. With a total of 17 open work orders. Due to the issues we had with the previous siding company, there are still 7 homes needing to be painted for the 2024 painting schedule. Brother's inspection is has performed all inspections for the 2025 painting schedule, work is pending scheduling. The 2025 Walkway/Driveway schedule has been received from TARC Construction and homeowners are being communicated with.

**Landscape Maintenance** - Jon and the team continue to replace the anti-siphon valves as part of HOA Infrastructure Project. Arborwell SavaTree has been onsite performing tree maintenance work since the end of January and will be here through April to work on Zones 13-24. 10 work orders pending for general maintenance, 9 work orders pending for irrigation repairs, and 11 work orders for tree pruning and trimming requests. With a total of 30 open work orders.

- VII. **Board Liaison Report** – Becky Bruno updated the committee on recent items discussed by the Board of Directors including approval of 2025 Committee Chairs and Liaisons, Green Committee Charter and five additional Swim Team Affiliates. Further updates will be provided on a monthly basis on items discussed by the Board of Directors.
- IX. **Requested Board Action** – None
- X. **Next Meeting** – Tuesday, April 8, 2025, at 5:00 PM, Board Room
- XI. **Adjournment** – The meeting was adjourned at 6:15 PM

Minutes Prepared by Stephanie Sena