

1. Call Meeting to order at 10:00 a.m.
2. Certify Quorum of Committee: present via video conference - Kathy Bondur, Sarah Hans, Christine Lukowitsch, Lynda Morrison, Bob Neal and Emery Tapley.
3. Previously distributed minutes from 06/18/2021 Meeting were unanimously ratified.
4. Applications Review:

<u>Neighborhood</u>	<u>Address</u>	<u>Name</u>	<u>Project Type</u>	<u>Fee</u>	<u>Pic</u>	<u>Approve/Deny</u>	<u>Committee Votes</u>	<u>Comment/Contingencies</u>
Ascot	7531 Ascot Court	Bruce & Eleanor Ballard	Palm Tree Removal Request	X	X	Tabled		The ALC requests a photo of the front of the house including the palm tree in question.
Eaton Place	7400 Eaton Court	John Ruffner	Roof Replacement: Barrel <i>profile</i> , Polar White <i>range</i>	X	X	Approved	6 Approve / 0 Oppose	None
Heathfield	7618 Heathfield Court	Michael Richker & Joan Blum	Lanai Installation - bronze	X	X	Approved	6 Approve / 0 Oppose	None
Hampton Green	7901 Hampton Court	Jeff O'Connell	Landscaping alterations per plans	X	X	Approved	6 Approve / 0 Oppose	None
Highgate	7119 Marston Court	Carole Beeler	Landscaping alterations per plans	X	X	Approved	6 Approve / 0 Oppose	The ALC recommends that pavers being removed from present walkaway be recycled into the new walkway, rather than introducing another paving element such as concrete.
Highgate	7109 Marston Court	Donnie & JoAnn Snedeker	Roof Replacement: <i>S-profile</i> , Viera Blend <i>range</i>	X	X	Approved	6 Approve / 0 Oppose	None
Kenwood Park	8230 Abingdon Court	Rebecca Imperial-Hubert	Installation of hurricane shutters - (white) accordion <i>style</i>	X	X	Approved	6 Approve / 0 Oppose	None
Marlow	7215 Marlow Place	Bruce Chasser	Fence install at the back of the house - white, victorian pool fence	X	X	Approved	6 Approve / 0 Oppose	None
Whitebridge Glen	7607 Whitebridge Court	Kimberly Tanner	Landscaping alterations to the front, right side of sidewalk as shown in the pictures. Remove existing bougainvillea, podocarpus and ligustrum hedges. Replace with one 25 gallon triple Christmas Palm and five 3-gallon coonties.	X	X	Approved	6 Approve / 0 Oppose	None
Hampton Green (HG)	Hampton Green Common Area	David VanBrunt, HG Chair	Landscaping alterations to 3 Islands in Hampton Green per plans provided.	N/A	X	Tabled		

5. Old Business:

- **Tree Policy** - Brian Niehaus and Steve Barnett are working on a new policy with the HOA.
- **7608 Boltons Court** - After much consideration, the ALC has reversed its position with a 5-1 vote on Mrs. Gripshover's appeal to remove two Oak Trees from her backyard and replace them with an Olive Tree. She may proceed with the project.

6. New Business:

- Robert Davie will be doing a walk-through of his previously submitted landscape plan with PBM. ALC members Kathy, Chris, Bob and Lynda plan to attend.
- **Ornamental Garden Art** - Sarah Hans made an initial edit to the present policy. Discussion was TABLED until next week. It was requested that Sarah resend the policy, highlighting the changes and additions made to the original document.
- **E-newsletter Articles** - It was suggested that an introductory article be written advising all residents that changes are coming. Articles will feature information on new issues.
- Mac McDevitt, Virginia Water Chair, requested clarification concerning language on the on-line application form concerning tree removal. The ALC explained that the language of that particular clause has been changed to read that an arborist's report opinion may be required.
- Chris Lukowitsch has created an "invasive" plant list for our online resource guide.
- Steve Barnett, PBM Property Manager, spoke about the software presently available for keeping track of a vast amount of data collected at UPC. At this time, UPC uses Rent Café. Steve, along with Pat Thompson and Jim Barrett, are evaluating the software. The goal is that software used by UPC be interactive with homeowners, community chairs, and UPC committees. Because Rent Cafe is several years old, it may prove inappropriate to our needs. By mid-July, they expect to more fully understand the limits and capabilities of the present system.
- Mac McDevitt, Virginia Water Chair, asked about the time-line used for violations to ALC/Community guidelines. It was explained that the homeowner has 30 days to react to the first notice. If no action is taken, a second notice of violation is sent, and the homeowner has an additional 30 days to react. If no action has been taken, a third violation notice is sent, once again with a 30-day response allowance. Should the homeowner not take any action, the situation would then go to mediation with the Board. The HOA Board has the power to levy fines. At the present time, neighborhood chairs are only notified on the first violation notice. No follow-ups are presently provided.
- In the past, some neighborhoods have asked PBM to get quotes for projects planned for their Common Areas. It is the ALC's position that the neighborhood landscape committee should be seeking the required bids.
- The next ALC Zoom meeting, scheduled for July 2nd, will take place as usual.

7. Meeting adjourned by unanimous consent at 11:34 a.m.

Respectfully Submitted,
Emery Tapley