

The Terraces Homeowners Association
Architectural Committee

June 16, 2007

To: Karen Ballard
Casey Holscher
Karen Kilianek
John McGann

cc: James Eriksen
Adrian Seaman
Robert Taylor

From: Marcos A. Sola Cruz

Subject: Architectural Committee Meeting Minutes – Meeting of June 12, 2007

Meeting Participants:

Committee Members

Karen Ballard
Casey Holscher
Karen Kilianek
Bonnie Oberg

Homeowners

Eric Clark

A meeting of the Architectural Committee was held on the subject date. The following items were on the agenda:

1. Review of homeowners architectural change request.
2. Review of some matters being handled by the Committee, consisting of drafting responses to suppliers of services and for the purpose of contracting the successful ones as soon as the Board directs the Committee to do so.
3. In other cases, letters need to be drafted for bidders who were not selected.

These minutes are structured in the form of a discussion of the items handled during the meetings where necessary and in addition, most other issues discussed will be presented in the form a table containing all items discussed. Items will remain on this table until they are resolved. The table will identify the committee member responsible for resolution.

Once an issue is identified as being resolved, it will be removed from the next edition of the table. This table maybe updated between meetings and will serve as a working document for all committee work in progress.

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Items that having changed since the previous set of minutes were issued will have the changes highlighted in bold.

Marcos A. Sola Cruz
For the Architectural Committee

1. Other Items Discussed during the Meeting:

Note: Items will be deleted from this list after they have been marked as having been completed. All items have been updated with the information discussed. New items may be added prior to the next ArchComm meeting and updated after the discussions take place. These will always be a part of the meeting minutes.

Item	Description	Progress Notes	Status
1	Contract vendor to remove trees on Croton	<p>A summary of the quotations receive has been issued to the board. Alternative approaches to bidder selection have been explored in order to keep the price low. The preferred bidder is Quality Tree Experts.</p> <p>Jason Stanley attempted to obtain FPL participation in the removal of the trees. Their will be no FPL participation.</p> <p>Early this week, we negotiated with Josh Taylor the concept of having one of the trees trimmed. This will allow all to see how the timed trees will look and then make a decision based on evidence rather than conjecture. This concept has been submitted to the board for action. Josh will be notified as soon as we have board approval.</p> <p>If the trees can be trimmed instead of being remove, it will result in considerable savings since the cost of removal is greater, and the work would not require landscaping, permits, replanting, etc.</p>	<p>Must notify Josh Taylor after board approves plan presented in the third paragraph of this Item.</p> <p>Contracting of vendor is pending for either trimming or removing trees as the case may be.</p>
3	Contract Vendor to perform lawn maintenance	Expert Pest Control is the preferred vendor.	Contracting of vendor is pending.
4	Contract vendor to perform maintenance around the pond areas.	The recommendation has been finalized and sent to the Board on 5/11/2007. I believe that Dan Jeffrey is the preferred vendor.	Contracting of vendor is pending.
5	Contract Vendor to maintain the sprinkler system.	Recommendation was sent to the Board sent on 5/12/07. Preferred vendor is Roberts Irrigation.	Contracting of vendor is pending.

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6	Need to check the storm drains and call the City if work has not been done	The storm drains were checked by Robert Kilianek on 5/9/07. They had not been cleaned as of that date. The City was contacted again. We are still on their list of pending tasks. The City could not tell us when the drains will actually be cleaned. We will continue to check the drains periodically and will continue calling the City until they are cleaned.	Not cleaned as of 06/05/07. Action pending by City.
7	Clean-up of ponds, repair of pipes, and general improvement of the pond areas.	Many companies were called and we currently have two bids. Two contractors have inspected and ponds and have supplied estimates for the work. Jason Stanley has found a third contractor willing to bid for the pond clean-up. We have met with him and he is in the process of supplying a bid.	In Progress.
8	Action to transfer ownership of the ponds the Terraces HOA	This is in progress by Karen Kilianek.	In Progress
10	Definition of commercial vehicle	Marc Sola Cruz will research previous actions on the matter of commercial vehicle to determine the resolution of similar disputes in the past.	In progress
11	Homeowner Issues	<p>We addressed a number of open issues, including disagreements between the ArchComm and a number of homeowners who disagree with the contents of the letters they have receive as a result of the community assessment.</p> <p>To my knowledge, verbal or written complaints have been received from the following homeowners:</p> <ul style="list-style-type: none"> • Ollie Olsen – Height of shrubs exceeds 6 feet. • Jason Stanley – Commercial vehicle • Eric Taylor – Called Marc on the critique of the color of the trim on his house. <p>Additional information on these issues is presented in Section 1 of these minutes.</p> <p>There may be other issues that I may not be aware of. Please send any info on calls that you may have receive to Marc for inclusion in this list.</p>	This item is closed. Open issues will be followed elsewhere in this table.

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12	Respond to letter from Josh Taylor	<p>Josh Taylor wrote a letter in which he explains his efforts to correct violations and offers his services for the removal of the trees. He would like to have a response as to why he has not been selected.</p> <p>It should be noted that given the discussion in Item 1, this decision is being revisited. If so any further discussion of this situation will be carried in Item 1.</p>	Bob Taylor has sent a response to Josh. Item Closed
13	Height of Shrubs at 3184 Calgary	This matter has been reviews. The height of the shrubs is within the required six feet. If a homeowner feels that the lack of visibility around the corner of Calgary Street is a public safety issue, the that homeowner must take the matter up with City authorities, for there is not much more that the association can do.	Closed
14	Commercial vehicle	We are still looking in the matter of the commercial vehicle on a driveway.	Pending
15	Trim Colors	Eric Taylor has corrected the dual trim colors on his home.	Closed
15	Josh Taylor's New Request	Josh Taylor made a request for extending his driveway with pavers, two feet on each side of the driveway. He was having problems with his pick up trucks running over the sprinkler heads. This request was denied.	Closed
15	Eric Clark's Request	Erick Clark presented a request to modify his landscaping via the addition of two palms. The request was approved,	Closed

For the Architectural Committee

Marcos A. Sola Cruz