

The Terraces Homeowners Association
Architectural Committee

July 25, 2007

To: Karen Ballard
Casey Holscher
Karen Kilianek
John McGann

cc: Donna Eriksen
James Eriksen
Alice Seeley
Robert Taylor

From: Marcos A. Sola Cruz

Subject: Architectural Committee Meeting Minutes – Meeting of June 21, 2007

Meeting Participants:

Committee Members

Karen Ballard
Casey Holscher
Karen Kilianek
Marcos Sola Cruz

Board Members

Bob Taylor

Homeowners

Alice Seeley
Donna Eriksen

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

1. Communications with homeowners who have disregarded the letters resulting from the Community Assessment.
2. Review of the analysis of the bids submitted by site work contractors for the work on the ponds.

The minutes of the preceding Architectural Committee meeting were approved as submitted.

The first item of the agenda, refers to homeowners who have not complied with some of the matters related to their homes that were highlighted in the letters sent to them as result of the community assessment. Actions related to these were discussed and were turned over to the President of the Terraces HOA for referral to legal counsel during the meeting. The Association will proceed with the advice to be provided by said counsel.

The second item was the analysis of the bids supplied by four site contractors. One of the bids is so high in price that it will not be considered. We have one bidder who submitted a significantly lower in price than the two remaining competitors. It was decided to proceed in negotiations with this bidder in order to arrive at an optimal solution from the points of view of cost and work to be performed. It should be noted that all bidders suggested that work be postponed until the rainy season is over, since

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otherwise it would be very difficult to keep the ponds dry so that the work can be performed. Bob Taylor, Gary Holscher and Marcos Sola Cruz will meet that bidder and attempt to negotiate a statement of the work to be performed, as well as the final price. Among the items to be finalized is the use of alternative ground cover instead of bahia grass. Asparagus fern has been proposed by a committee member as alternative.

The following other items were discussed:

- The pavers requested by Mr. J. Taylor, for the widening of his driveway, were approved since no response was provided prior to the required 30 days. This has to be documented in a letter to Mr. Taylor.
- An action item was taken to look into the matter of pavers since some homeowners may submit requests for the use of pavers instead of replacing driveways. Many of the driveways in the community are in a state of disrepair and replacing the existing concrete driveways is quite expensive. Facing existing driveways with pavers may provide an inexpensive alternative in lieu of tearing up existing driveways and pouring new ones. The Association needs to have an answer to this issue once it arises.

The balance of these minutes is structured in the form of a discussion of the items handled during the meetings where necessary. Matters discussed in prior meetings 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 party responsible for resolution.

Once an issue is identified as being resolved, it will be removed from the next edition of the table

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

Marcos A. Sola Cruz
For the Architectural Committee

1. **Items Discussed During the Meeting and Items Carried from Prior Meetings:**

Note: Items have been updated. Items will be deleted from this list after they have been marked as having been completed. Changes since the last published set of meeting minutes appear in bold font.

Item	Description	Progress Notes	Status
1	Contract vendor to remove trees on Croton	Josh Taylor successfully demonstrated that the trees could be trimmed instead of being removed. As a result all of the trees on Croton were trimmed by Josh Taylor.	Item is Closed
3	Contract Vendor to perform lawn maintenance	Expert Pest Control has been contracted. Perimeter lawn treatment was started.	Item is Closed
4	Contract vendor to perform maintenance around the pond areas.	Dan Jeffrey has been contracted. However, there is no need to do any maintenance on the pond banks until after the site work on the ponds is performed	Item is Closed
5	Contract Vendor to maintain the sprinkler system.	Roberts Irrigation has been contracted to inspect and maintain the sprinkler system.	Item is Closed
6	Need to check the storm drains and call the City if work has not been done	The City has inspected the drains and claims that while there is silt in the storm sewer drains; this will clear up after the ponds have been conditioned. We will have to perform the work on the ponds and see if the silt clears out. We will have to call the City again if it does not.	Item is Closed
7	Clean-up of ponds, repair of pipes, and general improvement of the pond areas.	Many companies were called and we currently have four bids. One is extremely high in price and has been eliminated. We will be negotiating with the low bidder in order to arrive at a satisfactory statement of the work to be performed and price. Discussions will include the possible use of alternative ground covers in lieu of bahia grass. Bob Taylor, Gary Holscher and Marcos Sola Cruz will work on this item. It is noted that this work will not be started until after the rainy season ends and the ponds are reasonably dry.	In Progress.

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8	Action to transfer ownership of the ponds the Terraces HOA	It was decided that there is no need for the Terraces to assume ownership of the ponds. This may take place only if the current owner (Edward Speno), initiates action to execute the transfer.	Item is Closed
14	Commercial vehicle	We are still looking into the matter of the commercial vehicle on a driveway. (Note: This item was not discussed during the meeting of 7/21/07)	Pending
16	Use of pavers for driveway repairs	Investigation into the use of paver facings for driveway repairs. Karen Kilianek will look into this matter and report to the committee.	In progress
17	Letters from Attorney	Bob Taylor will contact Attorneys and will follow through with their recommendations.	In progress

For the Architectural Committee

Marcos A. Sola Cruz