

Minutes of the Tollgate Association Architecture Committee

Date/Time/Place: Monday, May 5, 2003 / 8 pm / 114 Tollgate Way

Members Present: Bob Donaldson, Mark Kaye, Theresa Romer, Kathy Doherty, and Garry Sauner

Old Business: The Architecture Committee met to review the proposal submitted by Artistic Stamped Concrete of Maryland to clean, repair, stain, and seal our walkways, driveways, and parking pads. The bid came in lower than originally estimated. Total cost is \$15,499. The cost to repair the driveways at properties 105, 107, 109, 111, 113, 115, 117, 121, 123, 124, and 131 is \$1,800. The costs to clean, stain, and seal the walkways, driveways, and parking pads is \$13,699. Our Association by-laws and covenants state that repairs must be split 50 / 50 between individual homeowners and the Association. Garry Sauner reported he had spoken with many of the neighbors whose driveways are in dire need of repair. Bill Dougherty, Pat Towell, Matthew Kahn, and Tom Nasiatka each are willing to pay their "fair share" of the driveway repair cost.

Bob Donaldson explained how Artistic Stamped Concrete of Maryland plans to do the driveway repair. Driveways and parking pads having spalling, cracks, and chips would be power washed and then a color hardening compound would be applied, shaped to conform with the existing imprinted concrete. One of the colors available, Cortez Red, appears on paper to be the closest match to the color of Bob's parking pad. The committee asked Bob to find out if the contractor could supply some samples or do some test strips so the best color can be selected. Bob indicated the contractor can do six units at a time. It takes two to three days for the color hardener to firm up after which a clear sealer is applied. The sealer is supposed to last three to five years. The contractor contends the Association itself can perform future resealing, as no special equipment is needed.

The Committee discussed if the restoration work should be performed and, if so, how the job might be financed. A vote was taken. Those present thought the work should begin soon. Garry pointed out the Association's by-laws and covenants require that homeowners be given a minimum of ten days written notice before any meeting is convened to determine if a special assessment is to be levied for maintenance and repair of Association property. He also stated the covenants specify any special assessment be equally applied among all lots. Mark Kaye mentioned some of the language in the Association's by-laws and covenants appears to be contradictory and subject to interpretation. He suggested whoever articulates this proposal at a special meeting emphasize the benefits of the restoration work to the entire community and hopefully avoid discussion getting bogged down over individual interpretations of the by-laws and covenants.

The Committee next considered alternative ways to finance the restoration work. Bob passed out a spreadsheet. It showed each homeowner's street address number, the square footage of work to be performed at each property, and costs broken out various ways -by individual unit, average cost, the cost of driveway repair alone, the total cost per home, and finally a column splitting the cost between the Association and individual homeowner. Members also reviewed Tollgate's most current budget of revenues and expenditures. After much discussion the Committee decided

to make a recommendation to the Board. The Committee recommended the Association split the cost of the restoration work. If approved and implemented, each homeowner would pay approximately \$236 for the cleaning, staining, and sealing of walkways, driveways, and parking pads. The Association would contribute the remaining \$6,850, sourcing funds from unused portions of the 1993 budget. Driveway repairs would be divided 50/50 between impacted homeowners and the Association. Assuming a repair cost of \$1,800, impacted homeowners would each pay roughly \$81, with the Association contributing the other \$900. These actions would result in the Association having a financial reserve of about \$7,000 going forward into 2004 for unforeseen expenditures.

New Business: Garry brought up a request submitted by Bob and Terry Zawacki of 113 Tollgate Way on May 2, 2003 to have a deck built on the back of their house. Members studied the sample drawing furnished. The written description of the work to be performed indicated the deck would be somewhat smaller in size and may not have stairs leading down to the ground. The Committee felt several things were necessary before the request could be approved; namely: 1) specific measurements (dimensions) need to be provided so the actual confines of the deck are known in advance; 2) homeowners on either side of the Zawacki's do not have strong objections to the building of a deck; and 3) a building permit is obtained so the construction would adhere to building code for structural safety, etc. Members felt a second meeting would not be necessary to review this request so long as Garry notified them later that these conditions were met,

There being no further business, the meeting ended at 9:05 pm.

Garry Sauner