**Committee Members:** Sandy Vasser, Dean O'Nale, Jimmy Galbraith

**Activities:**

1. Construction Reviews:
	1. **Blake & Brittany Ishmael Expansion (Lot 6, 600 Elk Rdg S)**
		1. Final review of the expansion was conducted on July 2 by Sandy, Dean and Jimmy and it was found the expansion was in compliance with the ARC Guidelines.
		2. Blake and Brittany held an open house for the entire community on August 7. It is clear Blake and Brittany put a lot of thought in every aspect of their expansion.
	2. **Eric Miller & Sandy Ryan House (Lot 17, 1300 Elk Meadow)**
		1. Drawings have been submitted and reviewed by the ARC. ARC comments have been incorporated into the drawings and revised drawings have been submitted to Teller County. House will be a very positive addition to the community.
		2. Drawings are currently being reviewed by Teller County. Expecting permits to be issued mid-September.
		3. Initial activities including tree removals, temporary power, driveway cuts and septic system work should begin mid-September.
		4. Excavation and foundation work should begin mid-October.
		5. Construction is expected to be complete November 2022.
	3. **Kevin & Gail McGrath Detached Garage Addition (Lot 2, 3800 Elk Rdg N)**
		1. Drawings have been submitted and reviewed by the ARC. Drawings are in compliance with ARC Guidelines.
		2. The McGraths hope to begin construction by the end of the month.
2. Document Reviews/Developments
	1. **ARC Guidelines**
		1. Guidelines are being reviewed with the following objectives:
			1. Streamline the document to be concise.
			2. Incorporate requirements from other documents so that the Guidelines include everything related to construction for new facilities.
			3. Update requirements to clearly define the intent of a requirement rather than prescribing one possible solution.
			4. Update document for current architectures.
	2. **Progression Status Form**
		1. A new form is being developed that will list all of the steps from initial review of plans to final sign-off. Each step will be signed off by an ARC member as the work progresses.
		2. This document will status all of the steps in the ARC review process for the applicable lot owner and the HOA.
	3. **Contractor Spreadsheet**
		1. A document is being develop that will list all of the contractors that have performed work in the community. This will include contractors for general contracting, excavation, septic systems, landscaping, asphalt work, etc. Contact information will be provided. Applicable lot owners will be identified so they could be contacted for experience information.
	4. **Learnings Document**
		1. Learnings from past construction activities will be collected and will be available for review for future construction activities. This will include problems, unexpected delays, overlooked issues, etc. This is to help future lot owners who progress new construction activities and minimize future construction activities experiencing the same mistakes as past construction activities.