

**Executive Committee to the Board of Governors
Minutes
January 5, 2005**

The Executive Committee to the Board of Governors met at the home of the President, Jose Ortega, 300 Arvida Parkway, on Wednesday, January 5, 2005 at 4:30 p.m. Present were: Jose Ortega, President; Jack Ross, Vice President; and Secretary, Rene Guerra. Mr. Ortega served as Chair to this committee.

The Committee discussed the President's concern regarding the present Handyman/Landscaper. It was agreed to terminate the employment of the current Handyman/Landscaper. It was also agreed to hire Mr. Carlos Pantoja's company. The conditions are described in the attached contract which will be signed on January 15th by both parties. It was agreed to terminate the services of the existing Handyman/Landscaper on January 14th and pay him his salary for the full month of January.

There being no other business, a motion to move to adjourned the meeting took place at 5:30 p.m. The motion was seconded and all were in favor. The meeting was adjourned.

Mr. Jose Ortega
President

Mr. Rene Guerra
Secretary

Gables Estates Club, Inc.
Landscaping and Handyman Services Contract

Party: Carlos Pantoja, Owner
2231 SW 136 Court
Miami, FL 33175
Phone: 305-566-3485

Party: Gables Estates Club, Inc.,
P.O. Box 393
So. Miami, FL 33143
Phone: 305-248-7746

The following are job specifications and requirements for the Gables Estates Club, Inc., Landscaping and Handyman Position:

1. P & L Trust will provide a Landscaping/Handyman for the following services, six (6) days a week, Monday through Saturday, six (6) hours per day. This work will be performed in the early morning hours starting at approximately 8:00 a.m. except on Saturday, when services will begin at 9:00 a.m.
2. The Gables Estates South and North Entrances will be cleaned of debris and leaves on a daily basis.
3. The Gables Estates South and North Entrance signs and gatehouses will be pressure cleaned and chemically treated once a month or as needed.
4. The Gables Estates South and North Entrance signs (lighting) will be properly maintained at all times.
5. Lighting at the Gables Estates South and North Entrance gatehouses will be properly maintained at all times.
6. Lighting around the bridge locations must be visible at all times by trimming a large circle around the hedges allowing the lights to shine through.
7. Areas not covered by irrigation systems, such as the bridge locations, dock area and right of way plantings on Casuarina Concourse must be watered as needed.
8. Plant material at the Gables Estates South and North Entrance, bridge areas and all islands must be fertilized and weeded as needed.
9. Remove trash and descended palm material (cut up palm limbs and place in member's trash pile) on all right of ways on a daily basis.
10. Provide light pruning of low laying trees limbs on islands as needed

P & L Trust, an independent contractor, will provide liability insurance covering (holding harmless) Gables Estates Club, Inc., as well as pay all employee benefits, salaries and related taxes and workers compensation. Laborers will provide proof of drivers license or other source of identification prior to being permitted to work at Gables Estates. Labors will use a punch card system to document hours worked. As per the specifications stated above Gables Estates Club will pay the sum of two thousand two hundred dollars (\$2,200.) Per month with payments to be made on the first (1st) and sixteen (16th) of each month in the amount of one thousand and one hundred dollars (\$1,100.) To P & L Trust.

P & L Trust will submit a supply cost to Gables Estates Club, Inc., for payment. All supplies must be approved by Gables Estates Club, Inc., prior to purchasing. All work will be completed in a professional manner according to the City of Coral Gables Ordinances. Any alteration or deviation from the above specifications involving extra cost, will be executed only upon direct orders from the President or the Board of Governors for Gables Estates and will become an extra charge over and above the agreed upon amount. This proposal is will become effective and accepted at the time of signing by both parties. The contract is not guaranteed and can be terminated at any time for any reason by the Gables Estates Club, Inc. Board of Governors or the President of Gables Estates Club, Inc. This contract will automatically be renewed unless P & L Trust is otherwise notified.

ACCEPTANCE OF PROPOSAL

The above price, specifications and conditions are hereby agreed to. Authorized to begin work/labor as specified. Payment is agreed and will be made as outlined above.

ACCEPTED:

Carlos Pantoja, Owner of P & L Trust

Jose Ortega, President of Gables Estates Club, Inc.

DATE ACCEPTED AND SIGNED:

January 15, 2005