

GROUNDS COMMITTEE MINUTES  
February 21, 2018

1) CALL TO ORDER

- a) Meeting Called to Order at 7:01 P.M.
- b) Attendees: David Barrie (Former Chair), Ken Bour (Chair), Terri Hess (Foxfield), Linda Montfort (Rokeby), Barbara O'Connor (Belmont), Tim Shaw (Belmont), Anne Steingass (Oakridge), Mike Stracka (PMP), Matt Hochstetler (BrightView)
- c) Absent: Diane Blunt (Welbourne)

2) COMMITTEE ADMINISTRATION

- a) Approval of the October Meeting Minutes (No meeting in November). The Committee unanimously voted to approve the October Meeting minutes.
- b) David Barrie introduced the new Chair of the Grounds Committee, Ken Bour.
- c) Discussion regarding the assignment of an alternate chair of the committee. The Committee voted unanimously to appoint Tim Shaw as the alternate chair of the Committee
- d) The Committee voted unanimously to appoint David Barrie as a “temporary backup” co-chair of the Committee for the next two meetings while Ken becomes acclimated to the Chair position.
- e) Discussion regarding the request of the following residents to be appointed as members of the Grounds committee to fill the vacancies:
  - i) Pamela McGraw- Pamela was in attendance, was welcomed by the Committee representing Oakridge, and participated in the meeting.
  - ii) Courtney McRae- Absent, but was also welcomed by the Committee as the alternate Oakridge representative.
  - iii) Ron McNulty- Ron was in attendance, was welcomed by the Committee representing Morven, and participated in the meeting.
  - iv) Grounds now has all Neighborhoods represented in the Committee.

3) RESIDENT & GUEST PARTICIPATION

- a) Discussion regarding the indented curb parking across from 201 Finchingfield Court in Oakridge. An affected resident was present and the Committee discussed various related parking issues including the minimum proper dimensions of spaces provided by Penny Franke (resident and BoD representative of Oakridge) as a result of her research with State/County regulations. The Committee voted unanimously not to allow parking in that

previously used curb area, which has now been painted yellow and marked with a sign prohibiting parking in that location.

- b) Discussion of a common area use request behind 48 Millard Court. The resident who submitted the application was not present at the meeting. The Committee voted unanimously to recommend that the BoD not approve the request to install a horse shoe pit in that common area.
- c) Discussion of a request from a Broad Run resident to use CountrySide common area to access/remove a dead tree in the rear of the lot. The Committee voted unanimously to allow access for the purpose of removing the dead tree. PMP will take before and after pictures to ensure that the common area is restored to its previous condition.
- d) Discussion of numerous curb cuts in the Foxfield community that do not currently have yellow paint to delineate restricted parking. PMP stated that curb cut painting will be performed for all affected neighborhoods this year.
- e) Discussion of a resident concern about bamboo growth in the common area behind 40 Ferguson Court. The Committee instructed PMP to create and maintain a list of areas to be monitored for possible future action regarding invasive species. This and other identified areas will be monitored and reviewed annually.

#### 4) BRIGHTVIEW ITEMS

- a) Discussion of items noted on the BrightView Landscape Report. Matt Hochstetler reviewed the report with the Committee
- b) Confirmation of the upcoming scheduled events:
  - i) Spring cleanup between Feb 1 and April 30
  - ii) Deciduous tree trimming and limbing up to 7 feet clearance in spring.
  - iii) Mowing to begin April 1
  - iv) Pre-emergent herbicide, turf and ornamental tree fertilization will occur between April 9 and April 20, weather permitting.
  - v) Spring evergreen and shrub fertilization will also occur between April 9 and April 20, weather permitting.
  - vi) Mulching completed by May 1
  - vii) Evergreen trimming May thru June
  - viii) Annual flowers by May 15
  - ix) Soil test to be completed in June

#### 5) PMP REPORT

- a) Tree Removal/Trimming Items -None to report at this time.
- b) Common Area Ground Maintenance Items - None to report at this time.
- c) Accident Related Items -None to report at this time.
- d) 2018 Budget Draft-PMP reviewed the budget with the Committee. Although marked as "draft," PMP noted that the budget is actually final.

- e) 2018 Project List- Only two items on the list. PMP reviewed with the Committee.

6) OLD BUSINESS

- a) Trail repairs were completed on November 17, 2017.
- b) Discussion of the quote from DSC Aquatics for the repairs or replacements of the pod aerator pumps. The pumps can be refurbished for a cost of \$2,510.00 with a 1-year warranty or replaced at a cost of \$3,715.00 with a 5-year warranty. The Committee voted unanimously to approve the replacement of the compressors at a cost not to exceed \$3,715.00. PMP will keep the old compressors as a back-up. Cost to be applied to a new GL to be assigned.
- c) Discussion of the Oakridge pond treatment and maintenance agreement to address invasive aquatic species for a cost NTE \$4,950.00. The Committee unanimously voted to table this issue and directed PMP to ask DSC Aquatics to attend the next Grounds meeting on March 21 to discuss committee concerns about the pond treatment and maintenance agreements.

7) NEW BUSINESS

- a) The issue of trash concerns involving AAA and charges for containers was discussed. PMP requested these issues be directed to Mike for further clarification with AAA.

8) INFORMATIONAL ITEMS

- a) The Committee recommended that the Road Runner contract be reviewed by the BOD and not the Grounds Committee.

9) ADJOURN

- a) Meeting Adjourned at 8:30 P.M.
- b) Next regular meeting is tentatively scheduled for 7:00 PM, Wednesday, March 21, 2018 at the Parkway Meeting Room.