

GROUNDS COMMITTEE MINUTES

March 29, 2018

1) CALL TO ORDER

- a) Meeting Called to Order at 7:00 P.M.
- b) Attendees: David Barrie (Chair), Diane Blunt (Welbourne), Pamela McGraw (Oakridge), Ron McNulty (Morven), Courtney McRae (Oakridge- Alternate), Linda Montfort (Rokeby), Tim Shaw (Belmont- Alternate), Anne Steingass (Oatlands), and Mike Stracka (PMP)
- c) Absent: Terri Hess, Barbara O'Connor, and Matt Hochstetler (Bright View).

2) COMMITTEE ADMINISTRATION

- a) Approval of the February Meeting Minutes. The Committee unanimously approved the February Meeting Minutes.
- b) Reassignment of David Barrie as Chair of the GRNDS committee.

3) RESIDENT & GUEST PARTICIPATION

- a) Discussion regarding a request to review the brush growth in the area adjacent to 27 Asbury where the first Invasive species treatment took place. The resident was not present. Discussion of the request. PMP will use the bush mover to cut the brush growth.
- b) Discussion of a request from residents on Ludwell Court to institute a reserved parking policy on the curb parking areas of their Court. Resident present. Discussion with the Committee suggested the resident contact Donna Cooper (PMP) for documentation and history of the Parking Committee for Morven, to determine the next steps about the request.
- c) Discussion of a resident request to have the common area trees trimmed back and the common area reseeded behind their property on Haxall Court. Resident present. PMP to request two quotes from Bright View- one for covering the area with hardwood mulch and the other to seed the area.
- d) Discussion of a resident request to have the common area trees trimmed back behind their property on Alden Court. Resident not present. PMP to take pictures for the next Grounds meeting.
- e) Discussion with David Cutlip of DSC Aquatics regarding the of the Oakridge pond treatment and maintenance agreement to address invasive aquatic species for a cost NTE \$4,950.00. David Cutlip was present and the Committee discussed with David past performance issues. The Committee voted unanimously to approve the maintenance agreement for a cost not to exceed \$4,950.00. Cost to be applied to GL 6153.

4) BRIGHTVIEW ITEMS

- a) Discussion of items noted on the BrightView Landscape Report.

- b) Discussion of the following Brightview proposals:
 - i) Proposal 6569072 - Grading of the median shoulders of Algonkian and CountrySide for a cost NTE \$3,180.00. Cost to be applied to GL 6127. The Committee voted unanimously to approve the grading at a cost not to exceed \$3,180.00
 - ii) Proposal 6568960 – Street Sweeping of the townhouse streets for a cost NTE \$6,560.00. Cost to be applied to GL 8556. Discussion on street sweeping. The Committee voted 5 Yes 1 No to approve townhouse street sweeping for a cost not to exceed \$6,560.00.
 - iii) Proposal 6569065 – Annual flower rotation at the community entrance plantings for a cost NTE \$2,880.00. Cost to be applied to GL 6127. The Committee voted unanimously to approve the annual flower rotation at a cost not to exceed \$2,880.00 and the planting of only red begonias this year.
- c) 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 by April 15
 - v) Evergreen and shrub fertilization in spring
 - 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
 - i) Brightview has been onsite for a total of 8 days working to remove over 40 trees that were downed or damaged by the windstorm of March 2, 2018. Work is still in progress to date cleaning up the damages. Discussion on the wind storm and snow impact on the community. PMP still needs Brightview to assist with the clean-up.
- b) Common Area Ground Maintenance Items
 - i) Staff replaced 4 sections of rotted split rail fencing, 4 damaged or rotted street sign posts and 2 damaged fire lane posts this period.
- c) Accident Related Items
 - i) None this period
- d) 2018 Budget Draft
- e) 2018 Project List Draft

Grounds Committee Minutes
March 29, 2018
Page 3 of 3

6) OLD BUSINESS

- a) DSC Aquatics is in the process of replacing the compressors for the pond aerator pumps. This is now completed.

7) NEW BUSINESS

- a) PMP to ask Brightview to check on the health of the new plantings at the Oakridge sign at Christopher and Algonkian.

8) INFORMATIONAL ITEMS

- a) None this period.

9) ADJOURN

- a) Meeting Adjourned at 8:24 P.M.
- b) Next regular meeting is tentatively scheduled for 7:00 PM, **Wednesday, April 18, 2018** at the **Parkway Meeting Room**.