

GROUNDS COMMITTEE
MEETING MINUTES
July 18, 2018

1) CALL TO ORDER

- a) Meeting Called to Order at 7:01 P.M.
- b) Attendees: David Barrie (Chair), Diane Blunt (Welbourne), Terri Hess (Foxfield), Pamela McGraw (Oakridge), Anne Steingass (Oatlands), Mike Stracka (PMP), Matt Hochstetler (BrightView)
- c) Absent: Ron McNulty, Courtney McRae, Linda Montfort, Barbara O'Connor and Tim Shaw

2) COMMITTEE ADMINISTRATION

- a) Approval of the June Meeting Minutes. The Committee unanimously approved the June Meeting Minutes.

3) RESIDENT & GUEST PARTICIPATION

- a) Discussion of a resident's request to replant screening trees to replace dead trees that have been removed adjacent to the Parkway pool access road. Resident not present, this issue tabled until the next meeting.
- b) Discussion of a resident request to review the common area adjacent to 37 Christopher Lane to evaluate trees and turf. The resident was in attendance. The Committee voted 4 yes 1 no to obtain a quote from BrightView for the limbing of the trees above the resident's roof line. The Committee also agreed to equally split the cost of the limbing of the tree with the resident for a cost not to exceed \$1,000.00 to the Proprietary. The projected cost of this work is \$2,000.00 This work would be done in the September/October timeframe. Cost to be applied to GL 6128.
- c) Discussion of a resident request to treat the common area for mosquitos near their property at 13 Bickel Court. The resident was in attendance. Brightview will cut the underbrush to see if this will minimize the mosquitos. This will be done in the September/October timeframe as part of the invasive species treatments.
- d) Discussion of a resident request to remove a Bradford Pear (Actually a Crab Apple Tree) tree on Common ground near their property at 188 Sulgrave Court. The Committee rejected this request. It is not our practice to remove healthy trees, which are not a safety issue. The resident did not attend.
- e) Discussion of a resident request to set up pony rides on Common Ground for a party near the Gazebo at Parkway on August 25. The resident was in attendance. The vendor will submit their insurance naming CountrySide Propriety as an additional insured not liable for any claims and hold harmless. This document to be presented to the Propriety, prior to the event. The resident will ensure the "clean up" of the area and it is to be restore to its original state. The horses will be led by a handler. The projected time for this event is 11 AM

to 2 PM or 3 PM to 6 PM. The Committee voted unanimously to approve this request.

- f) Discussion of a resident's concerns on Palmer Court:
 - i) Delay in removing a fallen tree behind neighboring property. The Proprietary recognizes that this tree was not cut in the first cutting of trees, as it was judged as not urgent. The tree was cut and removed two months later. This delay was because of the amount of tree cutting that was done in CountrySide due to the heavy winds and weather.
 - ii) Question as to why parking space numbers use the lot numbers vs unit numbers. The parking spaces use lot numbers for security issues and were part of a Resolution, now several years old.
 - iii) Concerns about trash along the wooded unpaved paths between Palmer Court and Spotswood Road. The Proprietary personnel, will, as time permits pick up trash in the common areas, but this is not a regular part of their job functions. PMP will see if it is possible to scrape the dirt and bottle tops up and the put down mulch, in this area. PMP to advise by the next meeting.
 - iv) Concerns about PMP responsiveness to these issues. The Proprietary did acknowledge and apologize. Due to the heavy volume of calls and emails about tree cutting, grass cutting and the opening of the Pools, call backs were delayed.
 - v) The Pot holes on Palmer Court to be filled in. Times frame is projected to be one/two months.
 - vi) Common Grass in Palmer Court to be done tomorrow per Matt from Brightview. The resident was in attendance.

4) BRIGHTVIEW ITEMS

- a) Discussion of items noted on the BrightView Landscape Report.
- b) Discussion of continuing resident complaints about the timing and effectiveness of the mowing in all areas, but most specifically in Morven, Oatlands and the small common areas. Brightview stated that the tree trimming, and grass cutting are on schedule. There is a 5-day schedule for grass cutting in CountrySide.
- c) Discussion of Pamela's recommendations regarding the plantings at the Oakridge sign at Christopher Lane. Pamela suggest a Solomon Seal be planted in this area. Brightview to present a design and estimate at the next meeting.
- d) Discussion of the following proposals from Brightview:
 - i) Proposal 6673864 for \$18,255.00 for the fall turf aeration.
 - ii) Proposal 6673862 for \$15,000.00 for the annual turf lime application.
 - iii) Proposal 6673866 for \$6,790.00 for the fall turf overseeding.
 - iv) All of the above Proposals tabled until the next meeting.

- e) Discussion of the soil test report. Further information to be presented at the next meeting, to ensure lime application is needed in all areas.

5) PMP REPORT

- a) Tree Removal/Trimming Items
 - i) Brightview has been onsite for a total of 3 additional days working to remove 10 trees.
 - ii) We are now working with Brightview to address the stump list and have their crews grinding the many stumps in the common turf areas from the trees that were removed.
- b) Common Area Ground Maintenance Items
 - i) Staff replaced 2 sections of rotted split rail fencing, 1 damaged or rotted street sign posts and 1 damaged fire lane posts this period.
- c) Accident Related Items
 - i) None this period
- d) 2018 Proforma—Reviewed, we are currently under budget.
- e) 2018 Project List- nothing pending.

6) OLD BUSINESS

- a) Due to illness, PMP staff were not able to get the RFP's prepared or out to the vendors as expected. Bids will go out and will be in for review during the August Meeting.

7) NEW BUSINESS

- a) Pamela and Barbara will review the state of the plantings around the Neighborhood signs and advise the Committee, at the next meeting.
- b) Also, the Committee members were asked to review and comment on the state of their Neighborhood signs. There was a discussion about whether we need to wash/repair or replace the Neighborhood signs.

8) INFORMATIONAL ITEMS

- a) None this period.

9) ADJOURN

- a) Meeting Adjourned at 8:49 P.M.
- b) Next regular meeting is tentatively scheduled for 7:00 PM, **Wednesday, August 15, 2018** at the **Parkway Meeting Room**.