

GROUNDS COMMITTEE
Meeting Minutes
February 21, 2019

1) CALL TO ORDER

- a) Meeting Called to Order at 7:01 P.M.
- b) Attendees: Jennifer Michael (Chair), David Barrie (Former Chair), Pamela McGraw (Oakridge), Ron McNulty (Morven), Tim Shaw (Belmont- Alternate), Anne Steingass (Oatlands), Mike Stracka (PMP)
- c) Absent: Barbara O'Connor, Diane Blunt and Terri Hess. Matt Hochstetler was unable to attend due to a previous commitment.

2) COMMITTEE ADMINISTRATION

- a) Approval of the November Meeting Minutes. The Committee voted 4 Yes 0 No and 1 Abstain.
- b) David introduce Jenn to the Committee, as the Chairperson. Introductions were exchanged.
- c) Election and assignment of an alternate committee chairperson The Committee voted unanimously for David Barrie as alternate committee chairperson.

3) RESIDENT & GUEST PARTICIPATION

- a) Report of the Morven parking subcommittee activities and discussions. The Committee heard from Jenn (chair of this subcommittee) that the responses were very favorable in support of this parking subcommittee.
- b) Discussion of a resident request to review options to address traffic calming along Rutherford Circle. The resident presented her information and a request for the Committee to support this traffic calming idea. The Committee voted unanimously to recommend the BOD support sending a letter to the Lo Co Transportation Department supporting this measure during their meeting on February 27, 2019.
- c) Discussion of a resident request to review drainage concerns behind the property at 5 Lipscomb Court. The resident was present and made a presentation to the Committee. The Committee discussed this concern and directed PMP to engage BrightView to review and provide their suggestions at the next Committee meeting.
- d) Discussion of a request from LCPS regarding the installation of sidewalks and trails to support their "Safe Routes" initiative for pedestrian access to the CountrySide Elementary School. The Committee reviewed this request and expressed no concerns. It will be reviewed again at the next BOD, on March 6, 2019.

- e) Discussion of a resident request to limb up a common area tree adjacent to their property at 7 Webley Court. The resident was not present. The Committee directed PMP to have BrightView review the tree and recommend an action at the next Committee meeting.
- f) Discussion of a resident concern about the sidewalk in front of 59 Benton Court. The resident was not present. The Committee voted unanimously to have this work done during the summer in conjunction with other planned concrete work which will result in a significantly reduced cost.

4) BRIGHTVIEW ITEMS

- a) Discussion of items noted on the BrightView Landscape Report. The report was discussed.
- b) Review and discussion of the BrightView progress regarding the landscaping improvements in the neighborhood entrance sign areas. The Committee reviewed and directed PMP to talk to Brightview and ensure the commitments of the designer (Charles) are enforced by Matt. The Committee will insist that all the Brightview commitments must be done in March, weather permitting.

5) PMP REPORT

- a) Tree Removal/Trimming Items
 - i) Brightview has been onsite for a total of 3 days working to remove 7 trees.
- b) Common Area Ground Maintenance Items
 - i) Staff are currently working to remove numerous areas of graffiti recently identified in the common areas.
 - ii) Staff replaced 3 sections of rotted split rail fencing, 1 damaged or rotted street sign posts and 0 damaged fire lane posts this period.
- c) Accident Related Items
 - i) None this period.
- d) 2019 Budget- The budget was reviewed.
- e) 2019 Draft Project List—The project list was reviewed.

6) OLD BUSINESS

- a) None this period

7) NEW BUSINESS

- a) Discussion of the \$5,100.00 estimate from Gardner Engineering to complete the core samples and engineering documents for the Phase 4 2019 street repairs (Fairmont Court, Asbury Way and Southall Court). Cost to be applied to reserve GL 9554. The Committee voted 4 (for) and 1 (against) recommending the BoD approve this expense.

- b) Discussion of the \$2,044.00 estimate from Allegra to replace the damaged Oakridge neighborhood entrance sign at Christopher Lane. (We are working to determine if the damage was caused by a Dominion Power subcontractor to see if we can recover some/all of the replacement cost). The Committee voted unanimously to approve this expense. Cost to be applied to reserve GL 9567. PMP was directed to continue discussion with Dominion Power to obtain reimbursement funds.

8) INFORMATIONAL ITEMS

- a) Attached is an updated list of recyclable items collected by AAA. We have updated our Courier and CS Website to reflect the updated list.

9) ADJOURN

- a) Meeting Adjourned at 8:31P.M.
- b) Next regular meeting is scheduled for 7:00 PM, Wednesday, March 20, 2019 at the Parkway Meeting Room.