

GROUNDS COMMITTEE MINUTES
May 15, 2019

1) CALL TO ORDER

- a) Meeting Called to Order at 7:01 P.M.
- b) Attendees: David Barrie Acting Chair, Diane Blunt (Welbourne), Pamela McGraw (Oakridge), Ron McNulty (Morven), Barbara O'Connor (Belmont), Tim Shaw (Belmont- Alternate), Anne Steingass (Oatlands), Mike Stracka (PMP), Matt Hochstetler (BrightView)
- c) Absent: Terri Hess
- d) David announced to the Committee that Jenn had resigned from the BOD and the Grounds Committee. David will Chair the Grounds Committee

2) COMMITTEE ADMINISTRATION

- a) The Committee unanimously approved the April meeting minutes.

3) RESIDENT & GUEST PARTICIPATION

- a) Report of the Morven parking subcommittee activities and discussion of their recommendations. The Committee appointed Mr. Fleming as the Chair of the parking subcommittee, to replace Jennifer Mitchell.
The Committee discussed two recommendation from the parking subcommittee.
 - i) The recommendation to- administer for all CountrySide residence to register their cars with PMP to avoid non-residents parking on CountrySide streets. The Committee unanimously voted No on this.
 - ii) The recommendation to- use the Parkway pool spaces for registered residence vehicles with PMP. The Committee voted 6 No 1 Abstain.
- b) Continuing discussion of a resident request to re-evaluate the standing water and drainage on the common area parcel between 3 and 5 Meskill Court and BrightView's revised proposal 6769282 for \$5,745.00 to install an underground drain to collect and direct the runoff. The residents attended the meeting and discussion followed. The Committee voted to approve the BrightView proposal of \$5,745.00 to resolve this issue—5 Yes 2 No.
- c) Discussion of a resident request to evaluate the common area trees adjacent to 51 Huntley and BrightView's proposal 6917662 for \$3,725.00 to address the two trees that were found to pose potential hazards. No residents present. The Committee voted unanimously to approve the Brightview proposal of \$3,725.00 to resolve this issue.
- d) Discussion of the engineer's findings and recommendations regarding the water ponding and drainage concerns raised behind 103, 105, 107 and 109 Wiltshire Court. This item will be discussed at the next meeting. The Chair encourage the members to submit their questions, prior to the next meeting.

Grounds Committee Minutes

May 15, 2019

Page 2 of 3

- e) Discussion of the engineer's findings regarding a concern raised about ongoing water seepage on Huntley Court. The engineer and PMP suggested we wait and monitor this situation. Will discuss at the next meeting

4) BRIGHTVIEW ITEMS

- a) Discussion of items noted on the BrightView Landscape Report. Brightview to 'clean up' on Countryside Blvd and Payton.
- b) Discussion of the soil sample results.
- c) Discussion of the following BrightView proposals:
 - i) Proposal 6907223 for \$1,950.00 to elevate and structurally prune the common area trees adjacent to the sidewalks and parking areas in Foxfield.
 - ii) Proposal 6907535 for \$5,780.00 to elevate and structurally prune the common area trees adjacent to the sidewalks and parking areas in Morven
 - iii) Proposal 6907237 for \$1,225.00 to elevate and structurally prune the common area trees adjacent to the sidewalks and parking areas in Oakridge
 - iv) Proposal 6907444 for \$5,985.00 to elevate and structurally prune the common area trees adjacent to the sidewalks and parking areas in Welbourne.
 - v) Proposal 6924753 for \$3,180.00 to grade the median shoulders of Algonkian Parkway and CountrySide Blvd.
 - vi) All of the above items were deferred to resolve the question of whether this activity was inside our contract. Mike to advise at next meeting.
- d) Review of the monthly BrightView Quality Site Assessment.
- e) Pamela presented a list of items outstanding with the entrance plantings from the April walk around that Brightview still needs to resolve. Mike to follow up with Brightview.
- f) Confirmation of the upcoming scheduled events:
 - i) Deciduous tree trimming and limbing up to 7 feet clearance in spring.
 - ii) Evergreen and shrub fertilization in spring
 - iii) Evergreen trimming May thru June

5) PMP REPORT

- a) Tree Removal/Trimming Items
 - i) Brightview has been onsite for a total of 3 days working to remove 20 hazardous trees.
- b) Common Area Ground Maintenance Items
 - i) Staff replaced 4 sections of damaged split rail fencing, 0 damaged or rotted street sign posts and 2 damaged fire lane posts this period.

- c) Accident Related Items
 - i) None this period.
 - d) 2019 Budget- We are currently, at budget.
 - e) 2019 Project List
- 6) OLD BUSINESS
- a) The Girl Scout Project is now closed, The Scouts had indicated no further interest in this project
- 7) NEW BUSINESS
- a) Pamela and Barb presented a list of action items for landscaping around the 3 Pool houses. Much of the work is part of the Brightview contract. One item will need a Brightview quote. Mike to follow up with BrightView.
- 8) INFORMATIONAL ITEMS
- a) The review of the Oakridge pond by the Virginia Cooperative Extension Loudoun County Master Gardeners was conducted on April 30, 2019. They are expected to submit their recommendations within the next week.
- 9) ADJOURN
- a) Meeting Adjourned at 9:07 P.M.
 - b) Next regular meeting is scheduled for 7:00 PM, **Wednesday, June 19, 2019** at the **Parkway Meeting Room**.