



**COUNTRYSIDE PROPRIETARY
GROUNDS COMMITTEE AGENDA
August 29, 2019**

1) CALL TO ORDER

- a) Meeting Called to Order at _____.
- b) Attendees: Fredrik Wallin (Chair) David Barrie (Alt Chair) Diane Blunt (Welbourne), Terri Hess (Foxfield), Pamela McGraw (Oakridge), Ron McNulty (Morven), Barbara O'Connor (Belmont), Tim Shaw (Belmont- Alternate), Anne Steingass (Oatlands), Mike Stracka (PMP), Matt Hochstetler (BrightView)

2) COMMITTEE ADMINISTRATION

- a) Approval of the July Meeting Minutes.

3) RESIDENT & GUEST PARTICIPATION

- a) Report of the Stormwater management Sub-Committee activities and discussion of their proposed form for submission of drainage area concerns.
- b) Discussion of the Arborist report regarding the pine tree on Hopton Court.
- c) Continuing discussion of a residents request to work with VDOT to relocate a trail handicap access ramp on Rutherford Circle.
- d) Discussion of a resident request to trim or remove a pine tree that is dripping sap on their vehicle in a reserved space adjacent to 1 Jermyn Court.
- e) Discussion of a resident request to add the common area in front of 322 Felsted Court to the list of areas to have tree considered for planting this fall planting cycle.
- f) Discussion of a resident request to designate a curb area on Millard Court as a Fire Lane.

4) BRIGHTVIEW ITEMS

- a) Discussion of items noted on the BrightView Landscape Report.
- b) Update regarding the updated punch list of items prepared by Pamela and Barb of the activities Brightview needs to address regarding the entrance plantings.
- c) Discussion of the following proposals from BrightView:
 - i) Proposal 7017330 for \$2,875.00 for the fall entrance annual flowers. Cost to be applied to GL 6127.
 - ii) Proposal 7017341 for \$18,255.00 for the annual turf aeration. Cost to be applied to GL 6127.

- iii) Proposal 7017345 for \$6,790.00 for the annual turf overseeding. Cost to be applied to GL 6127.
- d) Discussion of a review of the common area storm drain maintenance areas and the actions necessary to bring them back into agreement with the terms of our agreement.
- e) Discussion of any turf areas that need specific attention during the upcoming fall turn renovation cycle.

5) PMP REPORT

- a) Tree Removal/Trimming Items
 - i) BrightView was onsite for 3 days and removed 19 dead or hazardous trees.
- b) Common Area Ground Maintenance Items
 - i) Staff replaced 2 sections of damaged split rail fencing, 1 damaged or rotted street sign posts and 0 damaged fire lane posts this period.
- c) Accident Related Items
 - i) A median Pear tree on CountrySide Blvd was damaged in an accident and no accident report was available. BrightView has provided quote of \$570.00 to replace the damaged tree. Cost to be applied to GL 6127.
- d) 2019 Proforma Budget
- e) 2019 Project List

6) OLD BUSINESS

- a) Discussion of the Bids received for the pond maintenance agreement.
- b) Review and discussion of the RFP draft for the Asphalt and Concrete services for 2019. Townhouse streets to be repaved this year (Fairmont, Asbury and Southall), trail repairs, and concrete curb and gutter and sidewalk repairs.

7) NEW BUSINESS

- a) Discussion of the findings of the annual inspection report from Loudoun County regarding the stormwater management areas in Welbourne adjacent to 777.
- b) Discussion of the quote from Engineered Plastic Solutions of \$2,335.50 for the needed common area replacement trash cans to support the Site Amenities replacement project. Cost to be applied to GL 9850.

8) INFORMATIONAL ITEMS

- a) Reminder that all 2020 budget project suggestions need to be submitted to Loretta by 8/31.

9) ADJOURN

- a) Meeting Adjourned at _____.
- b) Next regular meeting is scheduled for 7:00 PM, **Wednesday, September 18, 2019** at the **Parkway Meeting Room**.