

COUNTRYSIDE PROPRIETARY
GROUPS COMMITTEE MEETING MINUTES
June 15, 2022

1) CALL TO ORDER

- a) Meeting Called to Order via remote attendance at **7:01 PM**.
- b) Attendees: Penny Francke (Chair), Diane Blunt (Welbourne), Terri Hess (Foxfield), James Krips (Rokeby), Pamela McGraw (Oakridge), Ron McNulty (Morven), Barbara O'Connor (Belmont), Timothy Shamble (Oatlands), Mike Stracka (PMP), Chris Codino (Advantage Landscape)

2) COMMITTEE ADMINISTRATION

- a) Approval of the meeting agenda. Motion: Pam. Second: Barb. Approved unanimously.
- b) Confirmation in session vote of the "Action Out of Meeting" approval of the May meeting minutes. Motion: Jim; Second: Pamela. Approved.

3) RESIDENT & GUEST PARTICIPATION

- a) None this period.

4) POND ISSUES

- i) Committee reviewed copies of the AEC pond inspection reports for this period. Now that we are getting into warm summer weather they will continue to treat for filamentous algae. Jim noted that AEC cleaned the outflow; Mike confirmed that is part of their scope of work.

5) ADVANTAGE ITEMS

a) Landscape Services

- i) Review and discussion regarding the Advantage landscaping monthly report.

Status of trees. Red Buckeyes have been dug and are being hardened and to come from TN to be installed as soon as they arrive next week. To have a firm arrival date on Friday. The 5 crape myrtle bushes (infinite variety) are available and will be planted in the Rokeby tot lot the same week that the Red Buckeyes are planted.

The 5 shrub roses in front of Oatlands sign are in decline. Chris will have Dave Carper, VP, their company expert, evaluate them. Pamela requested that they be cut back.

Some dead trees on CS Blvd. 2 Chanticleer pear trees on CS are completely dead; to discuss options to replant. Historically we remove them when they die and replace in the fall. Under 6" is in the scope of the contract to remove. There are also 2 dead Cherry trees on AP. All 4 trees to be removed.

Foxfield hillside's west entry (near CountrySide sign) has several dead white pines and the underbrush is encroaching; the pines may pose a hazard if they fall into the roadway. The pines will be added to the tree list for removal. On the encroaching undergrowth, Chris warned that while Advantage could cut it back, it will just grow back. The committee asked Chris to make suggestions tied into possible redesign of the plantings around the sign (see later item). Mike will provide pictures of this area for further discussion at the next meeting. Terri will write up a

request to consider cutting back a woodline along Algonkian Parkway in Foxfield for discussion at a future meeting.

Mike has asked Chris to evaluate the neighborhood signs to be raised if plantings obscure the signs. Pamela mentioned that some of these plantings around the signs need to be pruned back in the spring. Penny noted that our long-term goal is to balance the plantings and height of the signs to avoid extra work. Chris gave the example of the Belmont signs at Countryside Blvd and Carrollton, which are different heights with plantings in front of one but behind the other. Given that the Committee has a major project on the neighborhood signs slated for this year, Penny advised that we don't do too much work on sign replanting until the major project is scoped out and we better understand future plans for all of the signs. Barb suggested that Advantage prune the laurels back for now.

Pam asked for status of the hard trench edging of the beds, which have ragged edges and the mulch lines are not defined. Also, the mulch volcanos along AP have not been knocked down. Chris to get that corrected. Pam noted that weeds are quite prolific and need to be removed.

Diane asked that Chris treat the weeds in the end of the median at CS and Rt 7. Advantage will treat with herbicide.

The new trees are currently being watered at no cost until full install is completed. The watering contract has not yet started. When we have natural rainfall, they do not water. Chris and Mike monitor the amount of rainfall and whether it is sufficient. They installed inspection pipes down to the root ball to ensure that the water is reaching the roots. Advantage warranties new tree plantings if a watering contract is purchased in conjunction with the plantings.

ii) The committee discussed several proposals from Advantage Landscape:

- (1) Redesign of the planter bed on the hillside of the West Algonkian Entrance sign location: Chris presented two possible designs, but the hillside has a much steeper incline than was shown on the renderings. Mike warned that the right-side stone pillar had to be resecured some years ago, so there's a large concrete base that will need to be considered in any bedding design. Committee expressed a preference for having at least some of the stone pillars visible in any redesign. Chris will develop additional suggestions based on the actual slope of the site.
- (2) Committee voted unanimously to approve the Advantage proposal (NTE \$400) for additional plantings around the Parkway Pool clubhouse and the gazebo. Motion: Terri; second: Barb. Jim made a friendly amendment to strike "or equivalent" from the Advantage proposal, as Pamela advises the planting varieties specified should be readily available. Last month Chris asked about the two varieties of liriop and what are our goals as we plant? Pam feels it is something we do not want to change right now with our limited budget.
- (3) Discussion of the cedar trees in Foxfield at the corner of Spotswood and Bentwood Rds: A number of the trees are in decline and encroach upon the sidewalk; Chris recommends we start to budget for their gradual removal, with possible replacement with Green Giants. Terri suggested that replacement trees be placed 20-30 feet apart. Pamela and Barb thinks the trees can be limbed up as an interim solution, but Chris cautioned that the trees may not respond to that action. Pamela will invite the Tree Steward service of the Loudoun County Master

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Gardeners to assess the health of the trees and make recommendations. Committee will defer action until the Tree Stewards assessment is available.

- iii) Committee reviewed and discussed the reports from weekly meetings between Mike and Advantage. Included were updates on the installation of approved trees, 143 Sulgrave plantings, turf repairs on Algonkian and Vandercastel, and the shrubs at the Rokeby Tot Lot.
- iv) The committee discussed the summer annuals planted at the main community entrance beds at great length. Pamela expressed concerns that the variety of coleus planted differed from the picture we'd been provided, and that the variety planted may not be as sun-tolerant as they need to be; Barb agreed. Chris thinks the coleus are just shocked but would recover. As much as the committee appreciates Advantage's offer of the free coleus and begonias, the committee would rather spend the money that's in the budget for annual plantings and have a choice that is better suited for the beds, if replacement plantings are not available from Advantage. Chris will check with his growers, and if sufficient begonias are left to replace the coleus, he will let Mike know immediately. If that's the case, the committee will have to respond by e-vote to confirm replacing the coleus with begonias. Watering of the annual plantings in beds is covered under the standard contract.

b) Tree Services

- i) Four regular tree service days have been completed this period, including the 2 days to remove the trees next to 138 Minor. There were 3 smaller cherry trees in the common area in the fall zone that were damaged; one was hollow in the center and would have died anyway. Chris will discuss with management and submit a proposal for replacement that gives consideration to the fact that some of the damage was caused by the pine tree removal. Otherwise, according to Jim, everything was restored and cleaned up well. The fence damage was from a previous limb fall (part of the rationale for removing the pine trees).
- ii) The committee reviewed the tree services list; Penny asked Mike to fill in missing dates under "Reported" and "Inspection Date". The tree crew will be out next week. Mike will update the tree list to reflect 6/14's inspections.

6) PMP REPORT

a) Common Area Ground Maintenance Items

- i) Staff replaced or repaired five sections of damaged split rail fencing this period, one damaged fire lane posts and no 6x6 street signposts.
- ii) We again had to remove graffiti from numerous areas (often with CCK tags) in the community on May 27 and again on 6/15. Mike is working with the Loudoun County Sheriff's Office to see if surveillance monitoring via trail cameras in repeat areas might be an option with them.
- iii) We have issued service tickets with Comcast (1001502316792094), Verizon (WO# VAC804EEZ6) and Dominion VA Power (WO# 332-058-67) requesting they address the worst of the concerns noted.
 - (1) We have drafted the letter with our list of concerns to Comcast . We do not yet have a POC for the Comcast letter.

(2) Jim is working with Mike to identify a specific contact with Dominion Power.

(3) We are still working to get a POC for Verizon concerns. The letter in the packet needs the contact added with the local NOVA address of the construction division.

b) Accident-Related Items

i) None this period.

c) 2022 Budget Proforma

i) Mike is in the process of transitioning responsibility for the Republic Services agreement concerns and issues to Nicole. As part of the transition, PMP will continue to investigate the discrepancy between the budget figures and the projections for the trash GL's 6145 and 8545. Part of the issue may be related to the fact that the 2022 budget did not include accurate tipping fees (which cost is controlled by the county landfills). On the fuel surcharge, BOD approval will be required, as the amount is over \$5,000; it is on the agenda for the Board meeting of 6/22/22. We will be asking Republic to revisit the fuel surcharge in October, rather than November as they'd proposed, to align with the CountrySide budget cycle. Between the miscalculation on tipping fees and the fuel surcharge, we will undoubtedly be over budget in Trash Services; it's unclear whether this will have to come out of the Grounds operating budget.

d) 2022 Project List

i) PMO anticipates working on the project to add the 21A stone to the easement trail in Belmont the week of 6/20..

7) OLD BUSINESS

a) Neighborhood Signs Project: Penny has asked PMP to research estimated costs to replace ALL of the community entrance signs with new ones, perhaps of less expensive but more durable materials and of equal or better aesthetic appeal. This will allow us to evaluate whether replacement may be more cost-effective in the long run than piecemeal repairs and spot replacements. Until we have that information, we cannot effectively define the scope of this project, and quotes for spot repairs/replacements should be deferred until after the scope is defined. This project will require more discussion at a future meeting to determine a path forward.

b) The committee discussed the draft RFP for street, sidewalk, curb & gutter and trail repairs for 2022. Mike was asked to correct the signature line for CountrySide's Treasurer. Jim had several questions about the work outlined for Rokeby; he will discuss with Mike offline. The committee voted to approved the draft RFP package contingent upon Jim's additions. Motion made by Ron, seconded by Jim. Approved unanimously by committee members present (P. McGraw had left the meeting).

8) NEW BUSINESS

- a) Resolutions 233 and 234: Committee discussion deferred until July meeting, pending proposed revisions to 233 by Mike (based on discussion at April GC meeting), and proposed changes to 234 to be submitted by Ron, based on his concerns. GC to review changes in July and provide a recommendation to the BOD; resolution changes to be proposed in accordance with Resolution 125, "Resolutions Procedures". Committee members were reminded that all resolutions and other HOA documents are available for review on the CountrySide website.
- b) Committee discussed the significant price increases and supply chain issues we are experiencing on replacement stock for the mutt mitt stations. Prices from our current supplier have increased 60-100%, and a probable dock strike has further endangered supplies. Mike has ordered a total of 90 cases (approximately 5-6 months' supply) as safety stock. PMP will request samples and research alternative suppliers based on the 2020 spreadsheet and the GC comparative evaluations of product samples from that earlier investigation; Guernsey (local vendor) has also submitted pricing and samples of a 20 micron-thick bag, which ships from Florida. PMP to report results to the GC.

9) INFORMATIONAL ITEMS

- a) None this period.

10) ADJOURN

- a) Meeting Adjourned at **9:45PM**.
- b) Next regular meeting is scheduled to be held remotely at **7:00 PM on Wednesday, July 20, 2022**.