

COUNTRYSIDE PROPRIETARY
GROUNDS COMMITTEE MEETING MINUTES
August 16, 2023

1) CALL TO ORDER

- a) Meeting Called to Order via remote attendance at 7:04 pm.
- b) Attendees: Terri Hess (Foxfield), Pamela McGraw (Oakridge - Acting Chair), Ron McNulty (Morven), Barbara O'Connor (Belmont), Timothy Shamble (Oatlands), Catherine Neelley (PMP), Tim Pope (PMP), Matt O'Donnell (Advantage Landscape); Diane Blunt (Welbourne) joined at 8:30 pm; James Krips (Rokeby) joined at 7:10 p.m.

Absent: Penny Francke (Chair)

- c) Guests: Erin McKinley (Robert Schmindinger)

Note: Tim Pope was introduced to the committee as CountrySide's new Grounds and Facilities Manager; he provided a summary of his background and demonstrated enthusiasm for this new position. He was welcomed by all.

2) COMMITTEE ADMINISTRATION

Note: Pamela advised committee members present that vote counts would be by hand, rather than roll call, in the interest of conserving time.

- a) Ron moved that the August meeting agenda be approved as written; Tim seconded the motion. Approved unanimously.
- b) Terri moved for confirmation of the e-vote approval that was achieved by unanimous consent on July 24th. Barb seconded. Approved unanimously.

3) RESIDENT & GUEST PARTICIPATION

- a) Erin McKinley, resident of Awsley Court, spoke to the committee regarding their (Robert Schindinger) concerns about the placement of a bench behind their property, an action approved at the Grounds Committee's July meeting. Visitors to the pond leave trash, fishing line, and hooks behind their property currently. Erin felt that the addition of a bench would magnify these actions rather than diminish them and could possibly be detrimental to their son's play space and their dog's run. Considerable discussion and questions resulted, mostly with regard to where might be a better location. Possible considerations were locating the bench between two planting beds on the west side of the pond or further along, just before the bridge. Reconsideration of locating the bench behind 5 Awsley will be given in the selection of a different location. No further action resulted.

4) ADVANTAGE ITEMS

- a) Monthly Report was reviewed. Matt advised that pH tests would be completed ahead of lime application/aeration, now scheduled for December. Jim questioned the delay inasmuch as this work was approved in 2022 and Fall appears to be the better time for such work. Matt stated that it would be preferable to perform the work after the leaves had dropped and been collected.
- b) The bamboo site visit has not yet occurred; Tim will schedule shortly.
- c) Pamela thanked Matt for edging and mulching the beds at the pond; one bed on south end of the pond (ferns) was missed, so Matt will complete that one as well. She also mentioned that Advantage staff was watering from 5-gallon buckets at the pond, rather than by hose/watering truck; Matt will check on this. Also, called to his attention was that 4-5 dead shrubs, currently under warranty, had been removed from planting beds at the pond.

5) Pond Report

- a) AEC monthly report: A bit more detail, requested at the July meeting, was provided.
- b) Aerator system is scheduled to be installed and operable by end of August.
- c) Pamela reported that the Final Report and Grant Reimbursement Request for the Pond Grant was submitted August 1st for \$5000 reimbursement.

6) PMP REPORT

- a) Monthly Financial, Major Projects, Invoice Tracking reports: reviewed w/no questions from GC members. On the Expected Expenditures report, it was brought to Tim's attention that several items listed could be removed or revised; he will update the report. Catherine was asked about any restrictions on the 'carryover' funds (\$55,000 +/-) and, specifically if those monies are considered part of the GC's budget for use during the current year. She was unsure of the answer but committed to advise accordingly very soon. Pamela indicated that Penny was looking into this as well and may have an update upon her return.
- b) Tree list: Catherine reported that the tree list needed considerable review and revision given the multiple tree incidents during two recent storms and questionable evaluations of some of the trees on the report. Tim P. and Grounds staff will work to provide an updated list after inspections are complete and more accurate assessments are made. Catherine emphasized to the committee the severity of cost due to tree decline and removal; she was asked to emphasize this fact to the HOA's Board of Directors for consideration at budget preparation.

Note: Terri asked that pine trees in Foxfield along Spotswood in front of the Bickel TH and adjoining area be surveyed and evaluated inasmuch as recent storms felled many trees and pines appear particularly susceptible to damage and posing a possible safety threat. Tim will follow up with Advantage to visit this area. Terri also mentioned trees on Southall Ct and Dorrell Court

that need to be addressed; several trees on the list need to reflect Terri made the request, rather than what is shown.

7) OLD BUSINESS

- a) Bridge repairs: Catherine reported that the bridge reconstruction (in Oakridge, on asphalt pathway between Rutherford & Chelmsford) was complete, but final inspection had not been secured. Staff is attempting to keep markers in place, but they are continually removed. Inspections should be completed shortly.

- b) Other items, provided solely as informational/follow-up from our July meeting included:

CS's BoD's Statement on SO/Cromwell: No further action to be taken by Grounds Committee.
CS Blvd Callery Pear Trees: Ext Service's Tree Stewards Report noted; committee's July decision stands with regard to treatment.
Hamzah Haleem: Catherine briefly reported on BoD/NAC's denial of Hamzah's request. Inasmuch as the Grounds Committee voted otherwise, members were encouraged to personally express their views to their Director or attend the BoD's meeting to do so.

- c) Oatlands Project: Catherine reported on BOD's position that 2 additional bids be secured for the first phase of this project; committee asked that PMP proceed to acquire those bids for consideration at its September meeting. Tim Shamble has offered to meet with potential contractors on-site. It is the GC's hope that this work can be completed before year's end. Additional research needs to be completed insofar as involvement of other entities; i.e., Loudoun County, Army Corps of Engineers, Wetlands professional, etc.; this is underway by PMP presently.
- d) Powell Court Walkway: Ron motioned that PMP be authorized to secure bids to construct a retaining wall (estimated at 2.5' in height, 75' in length) along Powell court; design to be like that provided in the meeting packet. Motion seconded by Terri; passed unanimously. Consideration will follow at the September meeting.

8) NEW BUSINESS

Landscape Replacements: Photos and notes made by each committee member were reviewed and a list compiled such that Advantage will be prepared to provide a price at our September meeting. Input from Belmont will follow in several days and be incorporated into the list. (Note: List is included as attachment hereto and should be considered a part of these minutes.)

9) INFORMATIONAL ITEMS

HOA Invasives Initiative: Pamela reported that 14 HOAs have joined in this initiative (participation approved both by Grounds Cte and CS's BoD). She noted that a 'point of contact' is now needed on behalf of CountrySide, so she will be speaking with Penny upon her return in this regard.

ADJOURN

- a) Ron moved to adjourn; Jim seconded the motion. Approved unanimously. Meeting adjourned at 8:50 p.m.
- b) Next regular meeting is tentatively scheduled to be held remotely at **7:00 PM on Wednesday, September 20, 2023.**

LANDSCAPE REPLACEMENTS (Approved for pricing 8/16/23)

Foxfield:

Corner of Bentwood & Spottswood: Add 2 additional laurels of similar size to fill the rear gap; trench edge the entire bed;

Advantage to recommend remedy for bare ground encircling this area

Corner of Spottswood/Algonkian PW: To remedy appearance of 'lopsidedness' add a Witch Hazel (native) to slight right of the sign (to lend color and balance)

Relocate/transplant approximately 10 Liriope plants up closer to the Barberry border; add a couple rows of sod between the transplanted Liriope and the sidewalk (or Advantage to suggest an alternative).

Corner bed on AP (Oatlands side of Foxfield): Check on health of Karl Foerster grass on left side behind laurel. Add 4 Liriope to the border: 1 on left, near rear of the circle; 3 on right to fill in the gap in the row. Check on health of 2 'sad' trees at rear of sign; remove if dead.

Oatlands:

North corner of AP (on left into Oatlands): Add 3 Liriope plants into gaps in the border; Add 3 Black-eyed Susans (NTE 24" in height); exact location TBD

South corner of AP (on right into Oatlands): Add 6 Black-eyed Susans (NTE 24" in height): 3 at base of sign; 3 in clump to right in front of KF grass.

Morven:

Powell Ct entry at sign:

Transplant 2 'out of place' Liriope into the front border;

Add 2 Liriope into the gap at the front border;

Add 15 Black-eyed Susans (medium height, NTE 24") in area between front row of Liriope and existing shrubs.

Corner of AP and Whittingham, left side at entry: Replace laurel recently removed (may have still been under warranty)

Oakridge: No additional plantings needed;

Corner of AP/Chelmsford: Stray daylilies in front border need to be removed.

Corner of AP/Christopher Ln: Overhanging limbs need to be removed.

Belmont:

Corner of Halifax at Carrolton, left side: Add 5 Liriope in front border.

Corner of Halifax at Carrolton, right side: Add 5 Liriope in gaps.

Corner of CS Blvd at Carrolton, right side: Add 5 daylillies: red, reblooming:

Suggest: Hemerocallis Double Pardon Me (short @ 18" ht)

Corner of CS Blvd at Carrolton, left side: Add 7 daylillies: same variety as above.

Corner of AP and Westmoreland: Add 6-8 daylillies—red, reblooming--in gap between Barberry and Liriope. Suggest: Hemerocallis Double Pardon Me (short @ 18" ht)

Welbourne:

Cromwell & Delaney at sign: Add 3 Joe Pye Weed (native: *Eutrochium purpureum*) at far left of bed; add 12 Solomon Seal plants amongst existing plantings in center of bed.

Cromwell & Vandercastle at sign: Add 12 Black-eyed Susans (medium height, NTE 24") in the (inverted V-shape) gap directly behind the existing Liriope.

Nicholson & Vandercastle at corner: Complete the 'ring' of Diervillas by adding 4 additional shrubs of same variety.

Rokeby: Entry Beds at CS Blvd and Peyton:

Facing the planting bed, on right corner: Remove/cut out (**at roots**) 1/3 of each of the grasses on sides closest to the sign.

Add two Liriope to the front border at gap.

Add 5-7 Black-eyed Susans (NTE 24" in height) in the gap between the front row of existing Liriope and rear row of Abielias.

Facing the planting bed, on left corner: Nepeta needs to be deadheaded and leaf litter removed.

Add 2 groups of 3 plants of Black-eyed Susans, one on each side in areas between Aucubas at the rear and Nepeta in middle area.

Other than Entry Beds:

Parkway Pool: At the bdg's front door, bed on right side has gap where 2 Buddleias previously existed.

Recollection is that they are the "Lo & Behold" variety, chosen to remain relatively short within the front border. This gap needs to be filled w/2 Buddleias to match the plantings on the left side of the entry.

CountrySide entrance on AP coming from Cascades: Remove 1/3 of the grass on the right side of the sign, at its roots, to prevent infringement onto the signage.