



**COUNTRYSIDE PROPRIETARY  
GROUNDS COMMITTEE MINUTES  
November 20, 2024**

**1) CALL TO ORDER**

- Meeting Called to Order via remote attendance at 7:01pm.
- Attendees: Kumar Sangaran (Chair), Pamela McGraw (Oakridge), Diane Blunt (Welbourne), Terri Hess (Foxfield), James Krips (Rokeby), Ron McNulty (Morven), Timothy Shamble (Oatlands), Penny Francke (BoD), Tim Pope (PMP), Matt O'Donnell (Advantage Landscape)

**2) COMMITTEE ADMINISTRATION**

- Approval of the November 20, 2024 Agenda - APPROVED
- Approval of the October 16, 2024 Minutes – 4 APPROVED, 1 ABSTAIN
- 2025 Budget and Committee Administration – 2025 Budget was provided to the GC. Penny explained specific figures, ranking, and BoD Budget Process. Penny explained changes to charters with regards to committee appointment. Suggested changes to wording were suggested by committee members.

**3) RESIDENT & GUEST PARTICIPATION (3-minute limit per speaker)**

- None

**4) ADVANTAGE ITEMS**

- Matt reviewed his report with the committee. He provided watering update, updates to Cromwell Island planting adjustments. Matt proposed winter pruning; will have a proposal in January for March work. Matt will order spring annuals in January.
- Matt expressed concern with extra watering on overseeding areas, proposed touch up seeding in spring.
- Matt provided soil testing samples. Pamela asked for exact locations for tests. Matt showed they took small samples in a variety of different spots in each area. Jim asked about phosphorus levels and asked Matt to look at Rokeby areas.

**5) POND ISSUES**

- October was last month of the contract. Tim P. Summarized.
- Cattail Removal – November 20<sup>th</sup> – cut depth by half. Removed a lot. In-house crew disposing in coordination with Republic as yard waste.
- 2025-2027 Pond Contract/Request for Proposal – have to bid out now because over \$5k. Change to a 1-year contract with 2 option years. This will save administrative work. Bids to be submitted for review at next grounds meeting.

## 6) PMP REPORT

- Reviewed financials for October and expected expenditures, and details about remaining tree days. Stumps will be removed in January, with topsoil and seeding.
- Expected Expenditures
- Year in Review Packet was reviewed.
- Status of LIRA Grant – Awaiting information for invasive removal. Grant proposal submitted 4 weeks ago. Debating how to treat our wetland areas and how to move forward with soil and conservation group.
- Penny asked members to review pedestrian study. Huge and important changes were made without input. Proposal for single lane on CS Blvd. VDOT plans to repave in 2025. BoD implores Briskman to slow the process on this initiative. Send comments to PMP office, staff is recommending concept 1.

## 7) OLD BUSINESS

- Neighborhood Maps for Turf Rejuvenation – Identify large common area that get little use and can be converted to natural state with wildflowers and natural growth. Would reduce turf maintenance. Diane suggested we collaborate with a resident from HPR Committee.

## 8) NEW BUSINESS

- Discussion – Return to in-person meetings – Discussed requirements, must be hybrid. Concerns about darkness and cold weather raised, Diane would like to keep virtual due to work schedule. Ron proposed not changing until after winter. Terri prefers hybrid. Jim prefers in person. Tim S. prefers hybrid. Tim P. would have to be there in person to set up, run the meeting, and record it. Would prefer to limit the length of meetings and keep on task while together. Kumar prefers to leave hybrid and have choices and be flexible. Tim P will try to come up with a plan.
- Update on Safe Routes to School Project
  - a) Needed Improvements to the trail between Belmont and Welbourne – discussion; put on agenda for 2025 meeting.

## 9) INFORMATIONAL ITEMS

- Tree List
- Update on various projects – a bridge in HPR is closed and needs to be replaced in 2025. At the pond, added heavy mesh to protect trees from deer rutting. Benches delivered and will be installed on CS Blvd. Cattail debris being removed. Hopton retaining wall replaced and working on improved design for the bench replacement. Completed proposed plantings and replacements that were approved by committee. Close the book on projects for the year.

## 10) ADJOURN

- Meeting Adjourned at 9:03pm

Next regular meeting is tentatively scheduled to be held remotely at **7:00 PM on Wednesday, January 22, 2025.**