

COUNTRYSIDE PROPRIETARY
GROUNDS COMMITTEE MEETING MINUTES
February 19, 2025

1) CALL TO ORDER

- Meeting Called to Order via remote attendance at 7:12 PM.
- Attendees: Kumar Sangaran (Chair), Diane Blunt (Welbourne), Terri Hess (Foxfield), Penny Francke (BoD, Oakridge), Tim Pope (PMP), Matt O'Donnell (Advantage Landscape)
- Absent: Ron McNulty (Morven)

2) COMMITTEE ADMINISTRATION

- Approval of February 19, 2025 Agenda. Motion to accept the agenda was made by Diane, seconded by Terri. No discussion. 2 approvals. Motion passed.
- Approval of January 22, 2025 Minutes. Deferred.
- Approval of revised November 20, 2024 Minutes. Motion made to accept the revised minutes was made by Diane, seconded by Terri. No discussion. 2 approvals. Motion passed.
- Committee Update – during the 1/29/25 BOD meeting there were discussions about the timing of the Committee Charter revisions, so Penny recreated the timeline for the record (revision work started in August 2024 at the suggestion of the HOA's legal counsel).

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

- None

4) ADVANTAGE ITEMS

- Monthly Report
 - a) Discussed Cromwell island plants damaged from accident; Matt suggests the Committee might want to revisit plans for replacements there.
 - b) Advantage will have the turf renovation hydro seed proposal at the next meeting in March. Penny commented that she'd been asked about how to protect the re-seeded area in OakRidge around the basketball hoops on Chelmsford; her response had been that we should not be restricting access to the basketball hoops or discouraging outdoor activities. Matt agreed that he would not recommend repeating the hydroseeding in that area.
 - c) Advantage will have the proposal for 2025 watering in March. Shifting focus. Pond area may need some watering added to the scope of the watering contract; however, we should consider the cost of watering plants that cost less to replace than to water. Deer are eating some plants.
- Winter Rejuvenation on Algonkian between Powell and McPherson. Not part of contract. Area is wild. Matt broke the work into a second proposal for just the Manhattan Euonymus. Advantage explained the difference between a contract item (to bid on what has been done in

the past, and what has been pruned regularly) and an out-of-scope item: a company is not going to assume to prune what has not been done in the past. A winter rejuvenation is to correct the shape or start over again. So, the new proposal is only for the overgrown bushes, not the small ones near the bike path. Matt proposes to bring these down to improve the appearance. Once they are shaped up, then we can maintain them. Terri moved to accept Advantage Proposal #4643 for \$2775; Diane seconded the motion. Approved unanimously.

- Diane moved to accept Advantage Proposal #4641 for Welbourne improvements to the new culvert in Welbourne, to clean up the woods, remove the deadwood, and improve water flow/drainage. (Penny noted that Fredrik had visited the area after a rainstorm and observed adequate water drainage.) Motion seconded by Terri. Approved unanimously.
- Diane moved to approve Advantage Proposal # 4644 for Pear Tree re-treatment at a cost of \$3900. Only 26 trees now because a car took out one across from Austen Court. Terri seconded the motion; approved unanimously. Spraying will be done three times, as explained in the proposal.
- The Committee discussed a tree that died at the pond for an out-of-warranty replacement. The tree was installed as part of the grant project, but it died due to misunderstanding with the watering by a resident (it didn't get watered last year). Matt explained that it would be \$70 an hour to drag hoses in and water any replacement tree planted here, which would bring the total cost to around \$1000. Diane moved to decline the proposal and not replace the tree; Terri seconded. Approved unanimously.
- Pool House Landscaping at Lindenwood: Removal of two large diseased trees has left an open front area that will get more sunlight. Opportunity for grass and beds. Committee members are encouraged to visit the area and make suggestions for plantings. Penny recommended against a pollinator garden, given that the pool house entrance would experience heavy traffic during pool season, including possible bee-allergic residents. Renovations will be done at the pool houses in the fall, so construction activity should be considered in planting schedules. Cromwell Pool has dead trees in the back that might need to be removed. Any planting suggestions should be coordinated with the Facilities Committee.
- Pine Trees in CountrySide – a number of pine trees (14-15) came down in the past week's storms and high winds. Tim wants to get a survey done for the pines around homes and walking paths to see what we can be pro-active about, since most of our emergency tree work concerns the pine trees. Matt recommends establishing a plan to address pine trees and set aside budget to address them proactively. We have suggested a tree survey in the past, but it hasn't gotten into the budget yet. Diane requested that any lawn/pruning work leave the pine tags for mulch. There is a provision for emergency calls after hours and on weekends; owners should call the main office number (703-430-0715) and follow the recorded instructions for contacting PMP in an emergency.

5) POND ISSUES

- The Committee reviewed the proposal for fountain repairs after fishing line damaged the motor. Terri moved to approve AEC Estimate # 3096 for \$2,259.80; Diane seconded the motion. Approved unanimously. This expenditure will put us over the pond management budget but we can hopefully recover the overage in other areas.

6) PMP REPORT

- Monthly Financial, Major Projects, and Invoice Tracking reports were reviewed. We are currently charging snow removal efforts to the snow contingency fund, as there is not an operating budget line item for snow this year. Tim reminded the Committee that the snow removal contract calls for mobilization only when we hit 2" of snow; at that point, the trucks plow a single lane at first to allow emergency vehicles to come in, and then come back and do more lanes.
- Expected Expenditures reviewed; Tim will maintain the list.

7) OLD BUSINESS

- Request to move townhome parking space in Welbourne: Tim explained his proposal to switch one of the requesting resident's spots with a Visitor spot (we cannot justify switching with another resident's spot). If the resident agrees, the spots can be repainted when weather permits. Tim to contact resident with options; he will reiterate that if she is concerned about her safety and welfare, she must contact the sheriff's office, not the HOA.
- Update on the trail behind Nicholson Ct: A group (including representatives from the BOD, PMP, and Advantage) met to look at the trail. Tim will meet with representative from Rose Paving on Monday to discuss the cost to regrade and level out the trail. That trail is showing its age and needs improvement (unrelated to the Safe Routes to School changes). Hopefully the work can be incorporated in the Reserve project planned for later this year.

8) NEW BUSINESS

- Community Trash Cans: Many of the common area trash cans are damaged beyond repair, and like-for-like replacements aren't available. Tim proposes that we consider a phased replacement program; he'll investigate options for more durable cans (e.g., metal). Terri suggested we see if a deep forest green option is available.

9) INFORMATIONAL ITEMS

- Tree List was reviewed; this past weekend's winds took out 15 or more trees, and a few others that were in danger of falling were also removed.
- Update – Invasive Removal: ICP has finished the first round of treatments under the Loudoun County grant; that represents approximately \$18K of the roughly \$25K total. Once the area is inspected and approved by Soil & Water, our reimbursement will be processed. Follow-up treatments by ICP will be covered by the remaining monies in the original grant. Loudoun County has since approved additional funds for invasives removal; we can investigate whether we are eligible for another grant when the program details are available.

10) ADJOURN

- Terri moved to adjourn the meeting; Diane seconded the motion. Approved unanimously. Meeting Adjourned at 9:15 PM. Next meeting scheduled to be held remotely at **7:00 PM** on **Wednesday, March 19, 2025**.