

COUNTRYSIDE PROPRIETARY
GROUNDS COMMITTEE MEETING MINUTES
April 16, 2025

1) CALL TO ORDER

- Meeting Called to Order via remote attendance at 7:06 PM.
- Attendees: Kumar Sangaran (Chair), Diane Blunt (Welbourne), Terri Hess (Foxfield), Mandy Miller (OakRidge), Ron McNulty (Morven), Penny Francke (BOD), Tim Pope (PMP), Matt O'Donnell (Advantage Landscape)

2) COMMITTEE ADMINISTRATION

- Ron moved to approve the April 16, 2025 Agenda as written; Diane seconded. Approved unanimously.
- Diane moved to approve the January 22, 2025 Minutes; Ron seconded. Approved unanimously.
- Diane moved to approve the February 19, 2025 Minutes; Mandy seconded. Approved unanimously.
- Terri moved to approve the March 19, 2025 Minutes; Ron seconded. Approved unanimously.

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

- None

4) ADVANTAGE ITEMS

- Monthly Report
 - Work Completed:
 - (1) 1 tree day so far, mulching, hydroseeding, winter rejuvenation pruning, and Welbourne woods cleanup. They did a bit of tall pruning of the tall grasses at the neighborhood signs. They will flush out.
 - (2) The winter rejuvenation will look really good. Advantage did more than originally planned. They uncovered an ugly, half-dead juniper in Morven at Paxton near the bike path and Matt recommends removing it on a tree day.
 - (3) Welbourne woods clean up at the drainage culvert on the new "Safe Routes to School" trail looks great.
 - (4) Regular season mowing has begun. Matt warns that it will take 2-3 mowings before the overall CountrySide property is back in shape. Subsequent mowings will drop the blades lower for a closer cut. Matt reminds us that we will see dandelions in this early season due to our decision to stop herbicide treatments, but he says after a few weeks of mowing, the dandelions won't be as apparent.

- (5) Advantage will be doing turf fertilization later in the month. They're doing leaf mulching at the neighborhood signs so perennials will come up and not be buried in the mulch.
- The Committee discussed Advantage Proposal #4837, Landscape improvements at the Cromwell Median Island where accidents damaged the plantings at the Countryside Boulevard intersection. Matt, Tim and Diane met and worked on a design concept.
- (1) Ron had a question about warranty and watering. The proposal contains their standard plant warranty, saying customer is responsible for watering to maintain warranty. At the last meeting, we approved a separate watering contract that will cover this median, in addition to the signs and the entry plantings. Not a problem to water here because we are already watering the new native plantings on the nearby CS Blvd median. Matt clarified that the Cromwell plantings, and any new plantings purchased while we have a Watering contract, will be covered. Penny asked Matt to memorialize this discussion in an email – that as long as we have that active watering contract, we are covered.
- (2) Penny asked about sight lines around the Cromwell median, given the traffic around the shopping center, school, and pool. Matt said the current plantings (set to be removed) are more of an impediment, and that the four proposed Sweetbay Magnolias (Magnolia Virginiana) will be set back some, so that overall visibility will be improved.
- (3) Diane moved to approve Estimate #4837 in the amount of \$3872; Terri seconded. Approved unanimously.
- Advantage has submitted Proposal #4779 for a Common Ground White Pine Tree survey as requested by the Committee; Tim will need to get competitive bids before we move forward on that survey.
- The Committee discussed Advantage Proposal #4840, covering landscape improvements at the wood line of the natural woods' edge along the backs of units on Vandercastel Road behind Countryside Elementary School. This area has become greatly overgrown and needs clean up. \$2800 to cut back invasive vines. Tim pointed out that this work could be done under the GC's invasives line in the Operating Budget. Terri moved to approve Estimate #4840 in the amount of \$2800; Diane seconded. Approved unanimously.
- Tim reminded Committee members to submit their input (for those who haven't yet done so) on those areas of his/her neighborhood that need attention in turf renovation. Penny clarified that the Board specifically broke out the \$20K line item in the budget for turf renovation so that we could establish a schedule to address areas deeper in the community, as opposed to work done on CSide Blvd and Algonkian; the hope is to set up a rotation for treatment so that eventually all neighborhoods will benefit from the same type of attention given to the main thoroughfares through our community. Input has to be submitted to Tim/vendors by end of May at the latest, to allow for proposal generation, competitive bids, etc. for Fall treatments.
- Penny asked Tim to continue to maintain a list of work done by neighborhood and track costs, to ensure equitable distribution of budgeted funds throughout the community.

- Remaining budget in Additional Landscaping, after tonight's approved proposals, is \$26,745. This will need to cover Fall flowers, any landscaping renovations at the pools, and any additional work on the remaining sections of CSide Blvd. Penny asked the Grounds Committee to coordinate with the FAC on landscaping ideas for the pools.
- Matt announced that he will retire at the end of August. Advantage has hired Connor Feehan to assume Matt's role with CountrySide; Matt will work with Connor on the transition. Matt expressed how much he enjoys working with CS. Advantage's production managers assigned to CountrySide will remain the same.

5) POND ISSUES

Pond Management Report AEC's first report of the season shows the pond in good shape; they treated for some algae.

6) PMP REPORT

- Monthly Financial, Major Projects, and Invoice Tracking reports were reviewed. The grant work on invasives to date has been reimbursed; that will show up on next month's Financial report. We will exceed the budget total for the pond, due to the fountain repairs, so we'll need to compensate by being under budget in some other area. Tim hopes to move up the asphalt work on the trail behind Nicholson Ct to be done while school is out for the summer.
- Tim is maintaining the Expected Expenditures spreadsheet to track commitments versus Budget; he'll add a category for Invasives Removal.

7) OLD BUSINESS

- The Committee discussed the request for fire lane extensions/modifications on Bickel Ct. As a reminder, the request for fire lane extensions was made by Foxfield residents based on safety concerns (see March 2025 Grounds Minutes for further details). Tim confirmed that the curb painting can be done by PMP staff. Terri made a motion to modify the south entrance to Bickel Ct (from Spotswood Rd) to include fire lane restrictions on both sides of the road (i.e., extending the fire lane on the right, and converting the left side of the entrance from curbside parking to a no-parking/fire lane area). Ron seconded the motion. Terri pointed out that there was additional parking available on adjacent VDOT streets to compensate for the lost spaces on Bickel, and that this intersection had been a safety issue for years, especially with the proximity to the tot lot. Motion approved unanimously. PMP will plan an email blast to Foxfield that provides residents sufficient time to comment at both Grounds and Board meetings before the changes go into effect; the announcements will stress the safety aspects of the change. Ron suggested that notices of the proposed change should also be posted on the nearby mailboxes
- Return to Community Turf Rejuvenation Project: see notes above.

8) NEW BUSINESS

- Stump Removal: Terri moved to accept Advantage's bid for removal of 52 stumps, to include grinding to below surface, removal, and hydroseeding to remediate the stump area, for an amount NTE \$15,000 (to cover additional stumps, if identified); Ron seconded the motion. Approved unanimously.

9) INFORMATIONAL ITEMS

- Tree List reviewed; additions include a large tree at 18 Huntley; three tall pines near 31 Berkeley.
- The Invasives Removal work done under the Loudoun County grant was finished last month and looks good. Some areas, notably the bamboo, may require a follow-up treatment; we have about \$5K of grant money left for that second treatment.
- Tim provided an update on our prior contact with the Virginia Department of Forestry. We had worked with Lindsey Long, but she is apparently no longer there. Penny noted the initial hope was that they could provide a survey for the overall health of trees in CountrySide. Tim will try to get the Department to advise on how we move forward with the report we'd been promised. Ron asked Tim to enquire whether Advantage has a trained arborist on staff.
- Pest Issues: Tim suggested that come budget time, we may need to request additional funds for Pest Control in 2026, based on recent instances of a significant yellow jacket infestation at Lindenwood Pool, wasps at gazebo at Parkway Pool, and multiple issues with bald faced hornets.
- Upcoming Projects to bid out include the white pine tree survey, and asphalt pavement and concrete work.
- Kumar thanked the team for a good meeting with all members working well together!

10) ADJOURN

- Terri moved to adjourn the meeting; Diane seconded the motion. Approved unanimously. Meeting adjourned at 8:44 PM. Next meeting scheduled to be held remotely at **7:00 PM on Wednesday, May 21, 2025.**