[DRAFT by Huffman 7/19/19]

Nepenthe Grounds Committee Meeting

July 18, 2019 3:00 PM

Nepenthe Clubhouse

**Present were:**

Don Landsittel, Committee Co-Chair Christina George, Association President

Christina Romero, Facilities Manager Juliana Brown, Coast Site Manager (portion)

Steve Huffman, Committee Secretary

Paul Dubois, The Grove (portion) Marty Henderson, Irrigation

Diane Luttrell, Zone 1 Ron Holehouse, Zone 1

Diane Durawa, Zone 2 Valerie Layne, Zone 2

Yvonne del Biaggio, Zone 3 Joleen Hecht, Zone 3

Iris Bettencourt, Zone 4

Kay Chmielewski, Zone 4 Pam Sechrist, Zone 5

Kathy Waugh, Zone 6 Joan Trotta, Zone 6

**Not Present:**

Sarah Lowrey, Interim General Manager

Liza Tafoya, Zone 3

Solvieg Toft, Zone 7

**Guests:**

Joe Bender Joan Haradon

The meeting was called to order by **Don Landsittel** at 3:02 PM.

The minutes of the June meeting were approved as written on a motion by **Marty Henderson** and seconded by **Diane Durawa**.

The guests introduced themselves.

**Coast Report on General Contract**

**Juliana Brown** of Coast reported she had added staff to catch up on the work backlog, notably in weed removal, removal and replacement of dead plants and pruning. Part of the work performed was referred to as a “blitz” on pruning. In order to upgrade the skills of her staff, she said she had conducted onsite group training. She went on to say some plants will be at the expense of Coast.

She answered several questions from the group, including the three-month rolling forecast.

**Zone 4 Remediation**

**Juliana** reported this would be accomplished during the first full week of August.

She presented a proposal for remediation at eight sites where trees had been removed. The total was $11,245. **Steve** asked how many other such sites there are. She said she did not know. It was agreed that knowing that number was important and an extensive discussion followed as to how to obtain it. The remediation of areas where trees have been removed is in recondition that such areas need to be repaired, to various degrees, after trees are removed.

In the end it appeared the group thought it best to proceed with the proposed project to make a beginning. **Steve** moved to accept the proposal, the motion was seconded by **Valerie** and it carried.

**Tree Work**

**Paul DuBois** of The Grove reported on his survey of trees in Zone 6. He presented each recommendation in detail and answered members’ questions. His recommended remedies ranged from structural pruning, to weight reduction pruning, to adding soil and mulch and to removal. Alternatives of weight reduction or removal were presented for the following:

* 2 Bradford pears – no tree numbers – at 804 and 816 Elmhurst
* 1 Sweetgum – tree number 1977 – 1015 Vanderbilt

In both cases the committee decided to remove them.

**Pau**l will re-write his recommendations in the form of a quote for the board’s approval at its August meeting, incorporating the decisions regarding the Bradford pears and sweetgum, with a total cost of approximately $14,500. A motion from **Diane** **Durawa** and seconded by **Kathy** passed to accepted the revised proposal to be submitted.

He also reported that tree work in Zones 4 and 5 was in progress. His next proposal will cover Zone 7.

**Guest Comment**

**Don** asked for comments. **Joe Bender** replied by asking for what action would be taken about root encroachment by using “root dams” at this residence. He said he had been trying to address it through the staff with no result. He asked **Don** when he could expect a reply, and **Don** committed to within a month.

**Irrigation**

**Marty** reported that while we had heard informally from the City about the most recent rebate, we had not yet received a letter.

He said we need to finish conversion to drip in Zone 2 before leaf drop. Work in Zone 1 will be done in the spring.

**Juliana** described recent repairs to irrigation controls and answered questions on that subject from members.

**Don** clarified that problems with irrigation should be reported promptly to the office, preferably via email, with email follow-up when necessary.

**Juliana** and **Paul** then left the meeting.

**Budget**

**Don** handed out a Reserve Tracker Report which showed information for several reserve accounts, notably Landscaping – Irrigation, Landscaping Plantings, and Landscaping – Trees. The report noted for each account the 2019 allocation, year-to-date expense and 2019 allocation balance. **Joan Haradon**, a guest and Finance Committee chair, aided in the discussion. It became clear that in the case of all three accounts little money remains for the current year, when one considers work that has been completed and projects approved by the board but not yet completed.

**Roundup Use**

**Christina** **George** briefed the committee on the board’s plans to inform the members on the matter prior to a board decision.

**Zone Steward Responsibilities**

**Don** gave a brief progress report. Revision A of this new document will be distributed shortly.

**Additional Guest Comment**

**Joe Bender** expressed concern about people using shortcuts as they walk the grounds, that they might be injured in doing so.

The meeting adjourned at 5:33

Respectfully submitted,

Steve Huffman, Secretary

Edits by,

Don Landsittel, Co-Chair

**Requests for Board Action**

* Approve remediation of eight areas where trees have been removed for approximately 11,245.
* Approve tree work in Zone 6 for approximately $14,500.

**Next Grounds Committee meeting August 15 at 3:00 PM at Nepenthe Clubhouse**