Nepenthe Grounds Committee Meeting
February 21, 2019, 3:00PM
Nepenthe Clubhouse

Present were:

Don Landsittel, Committee Co-Chair
Diane Luttrell, Zone 1
Diane Durawa, Zone 2
Yvonne del Biaggio, Zone 3
Kay Chmielewski, Zone 4
Pam Sechrist, Zone 5
Pat Thompson, Zone 6
Daniel Devlin, Asst. Community Manager
Linda Cook, Board Liaison
Valerie Layne, Zone 2
Lisa Tafoya, Zone 3
Joleen Hecht, Zone 3
Iris Bettencourt, Zone 4
Kathy Waugh, Zone 6
Joan Barrett, Secretary
Juliana Brown, Coast Site Manager
David Culbertson, Coast

Not present:

Bettsi Ledesma, General Manager
Marty Henderson, Irrigation
Ron Holehouse, Zone 1

Guests:

Solveig Toft, prospective committee member Zone 7
Carol Duke, homeowner
Don Ellwanger, homeowner

The meeting was called to order by committee co-chair, Don Landsittel, at 3:00PM.

Don asked for approval of the last minutes. **Diane Durawa** made a motion to accept the minutes as written, **Joleen** seconded the motion, the motion passed.

Don invited homeowners to speak.

Carol Duke

- Asked Coast if there was a supervisor concerned with quality control as she had asked several times about piles of debris left after the crews were gone for the day. Juliana said that she was frequently on site. David Culbertson introduced himself and said that he was new to Coast, within the last 2 months, but had extensive background in grounds management.
- **Don** said that he had seen the photos that Carol had sent to management and that the debris left in her doorway was insignificant. Carol said that she had not encountered the mess prior to Coast's tenure.

Don Ellwanger

- Thanked Don Landsittel for coming over to walk the area of Zone 5 with him and said that he thought the level of service has improved.

Renovations
Juliana addressed the schedule for the renovation of the Swarthmore area and provided a pro forma timeline of the work and the projected completion dates of each of the steps required to reach an April 8th finish.

Don addressed how the candidate's locations for renovation/views were to be chosen and asked that the zones with multiple stewards combine their choices so that they put forward only one renovation/view candidate per zone. A decision on how to choose the next renovation/view location from the zones proposals needs to be determined. Don requested that the Zone Stewards submit any ideas they have on how the choice(s) would be made. Don suggested the order of zones could simply be drawn at random. (Out of a hat)

Remediations
Kay asked about the removal of the ivy and replacement with bark. **Don** replied that ivy in planting beds needed to be removed for plant health. It is likely that there will be insufficient funds to cover all areas where ivy is removed with bark and those will have to remain as clean, bare ground.

Linda asked how to determine the length of time allotted to each project and Juliana replied that Zone 7 work should be complete in about a week.

Pam asked if the committee would have input as to the ongoing projects and **Don** said the committee's advice would be requested and taken into consideration. He announced that Daniel had volunteered to assist Juliana in finalizing the planting plan for remediation. Daniel would act as the note taker for Juliana as she finalized the plant choice and location from the information on missing and needed plants/shrubs already submitted by the Zone Stewards.

Kathy asked if the Zone Stewards would be asked to participate in deciding plantings and location and was told 'no' as at this juncture the Zone Stewards have already made their reports on the missing and needed plants and shrubs included should have been preferences to be considered.

Coast Report
Juliana read the report submitted to the committee and made the point that weather had impacted their ability to do what was required, citing only one full week in the last month where weather permitted work each day. **Juliana** said that pre-emergent weed control was in progress.

Valerie asked about ivy cleared from beds but still in place climbing up walls and trees. **Juliana** answered that the issue had been brought to her attention and would be addressed. **David** said that climbing ivy remediation will appear as an item in Coast's weekly reports hereafter. **Kay** asked if the climbing ivy should not be included in the remediation process. **Kathy** addressed the spent Camellia flowers once again. These need to be cleaned up. There was no response.

Linda asked about the item appearing in Coast's weekly report every week of irrigation checking that was Juan and 2 helpers. **Juliana** replied that the item should only appear quarterly unless there were issues with the system and that it was not a chargeable activity.

Don announced that Coast and Bettsi will be meeting to review and analyze the Scope of Work (SOW) to make sure that all parties are in agreement of the intention of the document. Both parties understand what the expected performance level for each item is. Simultaneously, changes, clarifications etc. will be recorded by use of the MS Word change logging tool with the goal of an improved SOW in 2020.

Pam asked if the branches on grass areas shouldn't be removed prior to mowing as the mulching mower tends to toss twigs and branches instead of mulching them. **Don** answered yes and said that the discussion of the SOW would address that. **Pam** also inquired about the SOW regarding the tennis courts and the work that is supposed to be performed, i.e., blowing off debris and squeegeeing standing water. None of which is happening on a consistent basis she reports.

New Tree Planting Plan

Liza asked if the arborist, Paul, would be invited on the mapping walks for new trees, she was told 'yes'.

43 trees were removed last year. The plan is to plant the same number this year plus additional new trees to replace (by count) trees that are removed during 2019. **Paul Dubois** has requested, and Don passed the request on to the Zone Stewards, that he have our new tree planting requests by March 15th. **Don** will send a copy of the newly revised tree list to the Stewards to assist in this endeavor.

Tree Report

Paul submitted the tree report and explained the process for the benefit of the new committee members. He then showed photos of trees listed in the report and explained the reasoning for recommendation of each.

Recommendation for Board Action

Valerie made a motion that we accept the recommendations of The Grove Total Tree Care, 2/20/2019 Revised Tree Work Proposal with:

- Option #2, removing Tree #371 on American River Dr.
- Option #2 at 700 Elmhurst Circle, removing the Tulip Tree, and leaving the Locust Tree in place.
- Delay for further consideration, Zone 7,1527 & 1533 Ash tree #2058

Pam seconded the motion. The motion passed.

Zone Stewards

There were no additional comments or questions from the stewards.

The meeting was adjourned at 4:51PM

Respectfully submitted,
Joan Barrett, Secretary

Edits by,
Donald Landsittel, Co-Chair

Next Zone Walk, Zone 5, Friday, February 22, 2019

Next Tree Walk, March 11th, 2019

Next Grounds Committee Meeting, March 21, 2019- 3:00PM- Nepenthe Clubhouse