

## Grounds Committee Meeting Minutes

April 17, 2025

### ATTENDEES

Mary Gray, Chair

Jane Brown

Paula Connors

Don Ellwanger

Joanne Massoni

Theresa McCrackin

Board Liaison: Courtenay Delfin; Nepenthe staff: Nicole Marks

Homeowners: None in attendance; Attending on zoom: Karen Lowrey, Peter Pelkofer

### AGENDA

Welcome

Homeowner Comments Part I: No one in attendance, in person or on zoom

#### **Agenda Item #1: Update on the Carson cost proposals for the February 20 homeowner requests**

- a. Although, at the March 20 meeting it was stated that these proposals were expected to be considered at the April 17 Grounds Committee meeting, it was indicated that the cost proposals are not complete and will be provided by the end of the week.
- b. After discussion, Paula Connors recommended that in light of the length of time these proposals have been in the system, that the Grounds Committee schedule a special meeting as soon as the Carson cost proposals are received, in order to expedite their completion.

Moved: Connors

Seconded: Ellwanger

Vote: Unanimous

#### **Agenda Item #2: Update on the plant list approval**

Board Liaison Delfin updated the status of Board consideration and approval of the plant list. The item was discussed by the Board with Carson Landscapers and the Board is waiting for Carson to complete its review by the end of the week, which would clear the way to Board consideration at its next executive session in early May. Once the Board approves it, it will be posted to the web site. Theresa McCrackin recommended that homeowners as well as Grounds Committee Board members would benefit from having photos of all the plants on the list. Nicole Marks indicated she could easily do this as soon as the Board approves it.

#### **Agenda Item #3: Update on consideration and approval of the eight general and one specific Garth Ruffner Recommendations, resulting from the February 10 community walk, summarized in the Committee's February 20 minutes, and presented to the Board at its March 5 meeting**

Board Liaison Delfin indicated the following:

- Sod vs. seed: The Board is in general agreement.
- Approved the 2.5 inch grass length proposal.
- Recommendation to remove tree at 1004 Dunbarton: The Board in executive session referred the item for evaluation.
- Use of rocks in landscaping: Given that the issue of rocks is divisive in the community, the Board will evaluate cases individually.

The remaining 5 issues were not addressed, as the Board had not considered them.

**Agenda Item #4: Moving Forward with Supplemental Planting Forum**

Chair Gray thanked the Board for its approval of the supplemental planting program. There was a general discussion of appropriate timing of a forum/workshop to acquaint the Nepenthe community with a new program, options being a standalone workshop or a presentation at a regular Grounds Committee meeting, which will also be accessible via zoom. Consensus was to offer an initial presentation at the May Grounds Committee, and possibly follow up with additional presentations as needed. An announcement to the Nepenthe community will be provided for the regular Friday Updates email.

**Agenda Item #5: Carson meeting update**

Board Liaison Delfin and Nicole Marks provided updates on issues discussed by the Board at its recent executive session with Carson Landscaping, including tree work, tree work tracker on the web site, irrigation, irrigation tracker on the web site. Liaison Delfin and Nicole Marks provided clarification on consolidation of the two types of tree walks, eliminating the need for individual zone walks. Reducing the number of walks will contribute to more in depth assessment of community trees. Liaison Delfin described plans to implement of a tree trimming tracker for the web site.

**Agenda Item #6: Review of new planting requests**

The Committee reviewed and voted on 11 homeowner requests. Specific recommendations are summarized on the attached [ACTION LIST](#), **Attachment 1**. The more detailed report (including votes and all photos) is included as **Attachment 2**.

**Agenda Item #7: City presentation on AB 1572 at May 15 Grounds Committee meeting**

Paula Connors updated the Committee and confirmed that the City's Water Conservation Coordinator William Granger has been scheduled to speak at the May 15 Grounds Committee meeting. An announcement to the Nepenthe Community will be provided for the regular Friday Updates email.

**Agenda Item #8: Homeowner Comments**

Karen Lowry raised the issue that having two presentations plus regular business at the May 15 meeting might become unwieldy and that the announcements regarding the AB 1572 and Supplemental presentations could get buried in the weekly Friday update. Chair Gray summarized the previous Committee discussions and indicated that the Committee was sensitive to time constraints, and would schedule follow up sessions if needed. Nicole Marks indicated it would be possible to do a separate email at a later date.

Meeting was Adjourned at 4:30 pm

**Attachment 1: April 17 [ACTION LIST](#)**

**Attachment 2: April 17 H/O Requests [DETAILED REPORT](#)**

**ATTACHMENT 1**  
**APRIL 17 GROUNDS COMMITTEE ACTION LIST**  
**All Votes were unanimous)**

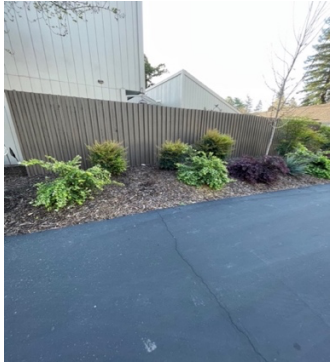
| <b>Work order #/<br/>Address</b>       | <b>Observation/Recommendation</b>                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1231694<br>1245602<br><br>606 Elmhurst | Problem not evident.<br><b><u>RECOMMEND: NO ACTION</u></b>                                                                                                                                                                                                                                                                                         |
| 1262480<br><br>2330 Swarthmore         | Completely bare patch, in dire need of work.<br><b><u>RECOMMEND: variegated compact rock rose (4 plants). With vinca ground cover for shady area.</u></b>                                                                                                                                                                                          |
| 1264798<br><br>1449 University         | Requests planting between home and levee. Not sure of the HOA property line to plant between the fence and the levee. In addition, there appears to be no irrigation.<br><b><u>RECOMMEND: Leave this as is."</u></b>                                                                                                                               |
| 1265238<br><br>1653 University         | <b>Irrigation specialist needs to evaluate.</b> Perhaps use device to drain water away from structure.<br><b><u>RECOMMEND: Watch/monitor. If problem continues, consider water diversion device. Close out</u></b>                                                                                                                                 |
| 269028<br><br>1213 Vanderbilt          | Requests replacement of stolen tree.<br><b><u>RECOMMEND: approval. Plant Oklahoma redbud as requested by homeowner.</u></b>                                                                                                                                                                                                                        |
| 1269430<br>1113 Dunbarton              | It appears work may have already been completed by Homeowner.<br><b><u>RECOMMEND: Close out and remove from Tracker.</u></b>                                                                                                                                                                                                                       |
| 1272982<br><br>814 Elmhurst            | A bare patch has become a walkway. Tree was removed but not remediated.<br><b><u>RECOMMEND: Make sure irrigation is functioning. Plant 5 Little Miss Sunshine plants (Cistus Cobariensis), 4 Cool Vista Dianella.</u></b>                                                                                                                          |
| 1274262<br><br>1221 Vanderbilt         | Defer until siding and painting is completed?<br><b><u>RECOMMEND: Remove boxwood now. After siding and painting are complete, plant three winter creepers.</u></b>                                                                                                                                                                                 |
| 1276121<br><br>1269 Vanderbilt         | Big bare patch needs filling, possibly ground cover and some plants. hedge.<br><b><u>RECOMMEND: Two Phases.</u></b><br><b><u>A) In front, remove two boxwood hedges and replace.</u></b><br><b><u>B) Plant 5 Compact Xylosa and fill the area from the shrubs to the lawn with vinca minor.</u></b>                                                |
| 1276712<br><br>718 Elmhurst            | Drip emitter still watering empty space where a plant was removed by Carson.<br><b><u>RECOMMEND: Two Phases.</u></b><br><b><u>A) Fix emitter so flooding stops.</u></b><br><b><u>Plant one dwarf loropetalum.</u></b>                                                                                                                              |
| 1276722<br><br>202 Dunbarton           | This is not that bad-looking compared to many other properties. This is primarily a MAINTENANCE issue.<br><b><u>RECOMMEND: Two Phases.</u></b><br><b><u>A) Initiation of work order to confirm irrigation is available and functioning correctly.</u></b><br><b><u>Let ivy grow to fill in blank spaces. Clear out debris from front yard.</u></b> |

**ATTACHMENT 2**  
**April 17 DETAILED COMMITTEE REPORT with all photos, votes, etc.**

| Work order #/<br>Address                                                                                                          | Observation/Recommendation                                                                                                                                                                                                                                                                                                                                                                                                              | Photos                                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| 1231694<br>1245602<br><br>606 Elmhurst                                                                                            | Still don't see the problem. The bush in the photo attached to work order appears to be closer to 604 than 606, could probably use some trimming.<br><b><u>RECOMMEND: NO ACTION</u></b>                                                                                                                                                                                                                                                 |    |
| 1262480<br><br>2330 Swarthmore<br><br>Request: See work order                                                                     | Yes, this area is a "mess." Completely bare patch, in dire need of work.<br><b><u>RECOMMEND: variegated compact rock rose (4 plants). With vinca ground cover for shady area.</u></b><br><b>Moved: Brown</b><br><b>Second: Gray</b><br><b>Vote: Unanimous</b>                                                                                                                                                                           |   |
| 1264798<br><br>1449 University<br><br>Request: see Letter attached to attached work order for complete description of the problem | Not sure of how we find the HOA property line to plant between the fence and the start of the levee property. Possibly plant ground cover/vinca in large space in second photo. In addition, there appears to be no irrigation. The desire to achieve more privacy with plants would take about 10 years.<br><b><u>RECOMMEND: Leave this are "as is."</u></b><br><b>Moved: Gray</b><br><b>Second: Massoni</b><br><b>Vote: Unanimous</b> |  |

| Work order #/<br>Address                                             | Observation/Recommendation                                                                                                                                                                                                                                                                                                                                                                                                            | Photos                                                                                                                                                                                                                                                                                                                                             |
|----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1265238</p> <p>1653 University</p> <p>Request: see work order</p> | <p><b>Irrigation specialist needs to evaluate.</b></p> <p>Perhaps use device to drain water away from structure. Of the four drains, three appear to be OK and the fourth one is very low to the ground.</p> <p><b><u>RECOMMEND: Watch/monitor. If problem continues, consider water diversion device.</u></b></p> <p><b><u>Close out</u></b></p> <p><b>Moved: Gray</b></p> <p><b>Second: Brown</b></p> <p><b>Vote: Unanimous</b></p> |     |

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|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <p>1269028</p> <p>1213 Vanderbilt</p> <p>Request: see work order</p> | <p>Requests replacement of stolen tree.</p> <p><b><u>RECOMMEND: approval. Plant Oklahoma redbud as requested by homeowner.</u></b></p> <p><b>Moved: Brown</b></p> <p><b>Second: Massoni</b></p> <p><b>Vote: Unanimous .</b></p>                                                                                                                                    |    |
| <p>1269430</p> <p>1113 Dunbarton</p> <p>Request: see work order</p>  | <p>Not clear, but it appears work may have already been completed by Homeowner.</p> <p><b><u>RECOMMEND: Close out and remove from Tracker..</u></b></p>                                                                                                                                                                                                            |    |
| <p>1272982</p> <p>814 Elmhurst</p> <p>Request: see work order</p>    | <p>Similar issue to other properties where a bare patch has become a walkway. Tree was removed but not remediated.</p> <p><b><u>RECOMMEND: Make sure irrigation is functioning. Plant 5 Little Miss Sunshine plants (Cistus Cobariensis), 4 Cool Vista Dianella.</u></b></p> <p><b>Moved: Gray</b></p> <p><b>Second: Massoni</b></p> <p><b>Vote: Unanimous</b></p> |   |
| <p>1274262</p> <p>1221 Vanderbilt</p> <p>Request: see work order</p> | <p>Should we defer until siding and painting is completed?</p> <p><b><u>RECOMMEND: Remove boxwood now. After siding and painting are complete, plan three winter creepers.</u></b></p> <p><b>Moved: Gray</b></p> <p><b>Second: Brown</b></p> <p><b>Vote: Unanimous</b></p>                                                                                         |  |

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| 1276121<br><br>1269 Vanderbilt<br><br>Request: see work order | <p>Big bare patch needs filling, possibly ground cover and some plants. hedge.</p> <p><b><u>RECOMMEND: Two Phases.</u></b><br/> In front, remove two boxwood hedges and replace.<br/> C) Plant 5 Compact Xylosa and fill the area from the shrubs to the lawn with vinca minor.<br/> Moved: Ellwanger<br/> Second: Brown<br/> Vote: Unanimous.</p>                                                                                                                                       |    |
| 1276712<br><br>718 Elmhurst<br><br>Request: see work order    | <p>Drip emitter still watering empty space. Where a plant was removed by Carson.</p> <p><b><u>RECOMMEND: Two Phases.</u></b><br/> B) <u>Fix emitter so flooding stops.</u><br/> C) <u>Plant one dwarf loropetalum.</u><br/> Moved: Gray<br/> Second: Brown<br/> Vote: Unanimous</p>                                                                                                                                                                                                      |    |
| 1276722<br><br>202 Dunbarton<br><br>Request: see work order   | <p>This is not that bad-looking compared to many other properties. This is primarily a MAINTENANCE issue. Many photos are attached to work order. Side yard has 9 nandinas.</p> <p><b><u>RECOMMEND: Two Phases.</u></b><br/> B) <u>Initiation of work order to confirm irrigation is available and functioning correctly.</u><br/> C) <u>Let ivy grow to fill in blank spaces. Clear out debris from front yard.</u><br/> Moved: McCrackin<br/> Second: Massoni<br/> Vote: Unanimous</p> |  |