

Landscape and Irrigation Committee Minutes – January 18, 2018

Landscape, Irrigation, and Tree Committee Meeting Minutes

Date: January 16, 2018

Committee Member Attendees: Dominick Mancinelli, Mike Norris, Dan/Vicki Kober, Betty McAtee, Tom/Kathy McManus, Barbara Ways, Bill Wells, Sandy Chayne, Mike Koszalka, Jim Arnts

Committee Members not Attending: Joyce Anderson, Carol Hodges, Daisy Johnson

Board Liaison: Joe Brown

Management: Camilla Gaines

Board Members: Arlyn Marshall (partial), Bob Nilsson (partial)

Start: 9:30 a.m.

Minutes Approval: October 17, 2017 minutes were previously distributed by email and approved. Minutes will be posted on our website.

Election of Officers: Dominick started the meeting and he is stepping down as chair. He thanked all committee members for their previous work and all their effort in keeping the community so well maintained. Bill Wells and the entire committee thanked Dominick for serving as chair and providing leadership since the committee's inception. Dominick nominated Tom McManus be the new chair and that Mike Norris and Jim Arnts continue as vice-chair and secretary, respectively. The committee agreed by unanimous vote.

Board Liaison Comments: Dominick introduced Joe Brown as the new board liaison. Joe stated that he is looking forward to working with the committee. Joe has had previous experience with the committee activities when it was part of Operations.

Chair comments: Tom thanked Dominick for his service, welcomed Joe as new liaison and new members: Mike Koszalka (present), Carol Hodges (not present) and Daisy Johnson (not present). Tom handed out the committee roster with contact information and asked everyone to review and provide any corrections.

Tom's committee goals and issues to be addressed for the year:

- Improve communications with the community via e-blasts every Monday with anticipated activities for the week
- Resolve the issue with tree mulch after a lot has been washed away
- Better weed control working with Complete, especially between streets and sidewalks
- Managing resident do/don't do lists, difficult for Complete to execute
- Develop selection guidelines and process for new or replacement trees
- Irrigation monitor improvement using new flow sensors, and configure for web-based Tucor monitoring. Use Tim to help monitor and manage the system.
- Reduce total irrigation time from 8 hours to 6 hours (if possible) and move the window into early morning (i.e. 4 a.m. to 10 a.m.).
- Develop recommendation to resolve over watering between homes
- Redistribute zones between pumps to even out work load

General open Discussions:

Trees:

Do we still need a tree sub-committee as most committee members currently participate in trees? Bill will maintain a single electronic data base of trees. Bill said that we have taken out 68 trees and 22 have been replaced. Tags of removed trees have been collected – new or replaced trees should have different tags with a new set of numbers (arborist recommendation). New trees have yet to be re-tagged. Bill intends to update the data base with the replaced trees. We have about 1800 trees in the data base.

Does Complete really do pruning properly? Bill's example is that Complete trimmed oaks at the wrong time of the year and with the wrong shape that could have resulted in oak wilt that is fatal. Complete either needs training or we need to switch from Complete. We need someone who understands when and how to prune. Bill said that there are at least three pruning companies that could compete for a pruning contract. Sandy said our arborist doesn't monitor our trees for pruning and is only on call. Arlyn would like to know how much of the Complete budget is really pruning. There is a difference between trimming and pruning and Complete may be acceptable for trimming as required.

Irrigation:

The timing of zones is unknown to residents. Only the spring audit has defined times. The sequence of irrigation is known so a given lot is watered at the same point in a cycle but can possibly vary depending on the rainfall and weekly schedule. An exact schedule would be difficult to communicate to the community on a daily basis.

The best irrigation window is debatable and has many opinions. Is 10 minutes enough time? In some places 10 minutes is fine – others not. Islands are often under watered. Watering needs to be coordinated with mowing and recent/predicted rainfall. Because of water travel time, the houses at the end of a zone receive less watering time than the first houses. This also varies if houses are on a VFD pump under constant pressure and the set time for each zone. What is the best surveillance/auditing of system? Complete now manually inspects the system on a monthly basis; 25% of community per week according to the contract. Do we recommend more VFD pumps? Many issues remain to be addressed by the committee.

Overwatering between homes has been a continual and yearly problem. This is not easy to fix. Alternating sprinklers between every home may adversely affect the system pressure, volume of water, and distribution. Some of the problems are simply poor drainage. Another issue to be worked.

Tom would like to redistribute the workload between pumps. Pumps 3 and 4 are under-utilized compared to others. This needs to be discussed with Complete.

Management with committee help should direct the watering cycles, i.e. days of the week and zone watering time. This was previously managed by Complete, often with unsatisfactory results and a long response time for recommended changes. The new water sensors will help with that and the watering cycle is easily

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controlled via the Tucor web site. We should be able to more closely manage to a nominal rate as compared to last year.

Other Discussions:

Tom would like to streamline the gathering of requests and recommendations to the BOD for approval of the discretionary enhanced services. Camilla stated that timing of budget expenditures is also important for the board to decide approval relative to entire budget. Joe said that the board is not meeting in February and some recommendations are time sensitive. The board can do electronic voting but need a 5-0 vote for approval and only if an “emergency”. We should try to avoid this approach. Irrigation repairs and snow removal can be big swingers in the budget and may dictate how much and when funds can be spent.

Bill wanted to know how to deal with individual streets and associated unique trees. What is the process and who decides? Some may be proactive things with a limited window of application. Tom said that recommendations should start with the committee and with a price tag. Then a recommendation will be voted by the committee and go to the board for approval. Camilla can handle contracts under \$3,000 without major RFPs and competitive bids.

Camilla thought that there should be clarification of contract responsibilities to the community, i.e. what is in and not in the Complete Landscaping contract. Residents often leave furniture on the lawn during mowing days. E-blasts have been sent out to the community but this issue still persists. Camilla said the resident do/don't do lists are not manageable by either her or Complete and do not work. Our new recommendation may become that residents either have to accept all services or nothing and they can't continually change their mind. Need to discuss at next meeting.

Replacement of the putting green with grass was recommended to the board by the Operations Committee and then sent back to Operations for pricing. This is not in our budget and Operations may need to pay for it out of the Operations budget or turn it over to our committee for consideration in the 2019 budget. Furthermore, doing this might have impact to the irrigation system. It does not seem like this should be an Operations issue.

We should think about picking new or replacement trees with respect to architectural guidelines, root system, etc. e.g. spruce or ash replacement. Bill would like to see more native ES trees that have better chance of surviving. Bill has a pro/con list to help with selection. A number of Caruso selected species aren't suitable for street trees. The prognosis of trees that were planted too high is not good – they are likely to impact sidewalks and/or the irrigation system. We will have to be selective in dealing with these; there is not enough in budget for mass replacement.

Complete Meeting:

The first 6 week meeting with Complete is on February 6. Tom plans to go over the contracts in detail and establish expectations from each other. How to submit and manage work orders will also be discussed with the intent of improved forms and collection of data. Tom would like the committee to review both Complete contracts (available on our web site under Governance) to see if there are any other issues that need to be discussed. Committee attendance is limited to only a few people including Mike and Camilla, however. Bill

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pointed out that Complete never reports dead or dying trees as required. Irrigation goals will be a side meeting with Tom, Darren, and Jim.

Tom's homework assignments:

- Review contracts with Complete and share any urgent concerns with Tom prior to the 2/6/18 meeting
- Budget – recommend things that we need to start doing, especially in April, with the intention of going to the board for recommendation at the March 23 board meeting

Next meeting topics (some suggested by committee members):

- Review the Complete meeting
- Preparing initial budget request to the board for March
- Selecting replacement trees for the priority one removals
- Assigning Perennial and annual shrubs maintenance or replacement sub-committee
- Discussion of enhancements for wing beds
- Landscaping along Bravo partially funded by Caruso \$2,500 (maybe)
- Expansion landscaping recommendations (limited allocation)
- Guidelines from committee to Covenants

Next meeting: February 20 at 9:30 a.m. Tom not available, Mike will preside. We will continue with a 3rd Tuesday schedule.

Adjourn: 11:00 a.m.