

## Landscape and Irrigation Committee Minutes – November 13, 2018

### Landscape, Irrigation, and Tree Committee Meeting Minutes

**Date:** November 13, 2018

**Committee Member Attendees:** Tom McManus, Mike Norris, Vicki Kober, Carol Hodges, Barbara Ways, Joyce Anderson, Dominick Mancinelli, Sandy Cheyne, Jim Arnts, Kathy McManus

**Committee Members not Attending:** Dan Kober, Bill Wells, Betty McAtee

**Committee Chair:** Tom McManus

**Board Liaison:** Joe Brown

**Management:** Al Delacuesta

**Residents:** Tom Love

**Start:** 9:29 a.m.

Tom welcomed Al Delacuesta from Church Hill as our new General Manager. Al has worked with HOA's before including 55+ communities.

**Minutes Approval:** The October 18, 2018 minutes (previously distributed by email) were approved. Minutes will be posted on our website.

#### **OLD WORK**

##### **Approved Shrubs:**

Betty had minor changes to add Mountain Laurel as a native plant. Tom changed the list designation to "recommended" rather than "approved". This will still go to Covenants to use as they see fit. It is up to Pat Fox (Covenants BOD liaison), whether this goes to the BOD for approval.

Betty (not present) asked through Joyce how often we fertilize shrubs. Betty feels that natives only require one fertilization per year; holly tone is best. The contract does call for holly tone once per year.

A motion was made to approve the recommended shrub list. It was seconded, and approved. Tom will let Pat Fox know about the changes.

##### **Irrigation RFP & Consultant.**

Eight (8) irrigation companies were contacted about interest in providing services to Symphony Village. We only received one positive response and one maybe. The plan is to have an initial meeting with interested companies, describe our system and scope of work, to see if they want to submit a formal bid. A bid or bids would include a proposal which would be evaluated by a select committee group to make recommendations on going forward. We still have Complete Landscaping (CLS) under irrigation contract for next year. Tom thinks CLS may need to hire help for Tucor programming. Any help would need hands-on Tucor experience not just training. CLS has a new person that can possibly manage the system better than this year. We will have to go out for both Landscaping and Irrigation contracts next year for the 2020 season and beyond.

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Michael Krones (Hydro Design consultant) needs to get back with us (conference call or meeting) about next steps in reconfiguring the system to work with four pumps. We need a proposal to do the work including getting contractors to do the implementation of the new design. The 2019 budget has consulting efforts included but we don't have an estimate for implementation. Pump 5 is down and will likely be abandoned. Somerset (well company) owes a cost for work done to date, a report on Pump 5, and an estimate to abandon the well.

Tom and Jim feel that we are beyond getting a new irrigation contractor for 2019 given the present state of the system. It is far too much to ask a new contractor to both reconfigure and learn a new system.

Barbara asked if there is a possibility of other pumps having problems. Michael Krones is proposing to evaluate all the remaining pumps. Fortunately, we have not had issues to date with the other pumps.

### **L&I Web Page.**

Tom submitted an article for publication in the October Libretto announcing our new website. It is now on the menu and there is an icon on the Dashboard. It also has Q&A with feedback. This is not a substitute for generating work orders when repairs are needed. The link is <https://symphonyvillage.net/landscape-irrigation-and-trees/>.

### **NEW WORK**

#### **New requests for Board funding:**

Tom reported that we had about \$60k of discretionary spending in the 2018 budget besides the fixed Landscaping contract. We have spent up to \$600 of that amount. Budget & Finance and the BOD did not approve our requested increase in the budget for 2019 and in fact reduced it from 2018, in spite of an aging community and rising costs. Landscaping & Trees were reduced by approximately \$16k.

#### **Additional Tree Removal**

Tom would like the BOD to consider a proposal for removal of an additional 19 trees (Phase 4) at an estimated \$3k outside our budget to be taken from surplus. This contract would go to Davey's if approved by the BOD. This motion was made and approved. These trees are on Orchestra, beyond warranty, and were contracted by Caruso.

#### **Bartlett 2019 Maintenance**

The Bartlett contract has 2019 work to do to treat trees in the January - February time frame at \$10-\$11k. Could this be carried over from 2018 surplus? This would help with the 2019 budget. It is always difficult to get approval early in the year. A commitment to pay is sufficient for 2018 billing according to Budget & Finance. A motion was made and approved to send the request to the BOD.

Ash trees are looking good, however, treatment is not part of the Bartlett proposal. Sandy said that once a tree shows symptoms it is too late to treat. Preemptive treatment will continue in the spring of 2019.

There is no money in 2019 for arborist. Bartlett has an arborist who supports their work.

**Management Comments**

AI is getting up to speed and is willing to work with us on all contracts.

**Board Liaison Comments.**

A lot has been done in 2018 – irrigation was the disappointment. Hiring consultant Michael Krones will hopefully give us an improved system. Any approval for this committee’s recommendations from today would have to be done electronically. There will be no votes at the Annual meeting, other than the 2019 overall Budget. There are a lot of pending expenses including the indoor pool roof. S/V doesn’t know the extent of our true 2018 surplus yet.

Electrical boxes for Pump 2 are open but behind an unlocked chain link fence. For safety they should be locked. All pump boxes should be locked for same reason.

**Resident Comments.**

Tom Love makes the following comments: The overriding thing in the budgeting process is to not raise the monthly fees. We must come up with a balanced budget by weighing all budget requests. We should look at where we stand in March, particularly with respect to snow removal. If there is a surplus at this time, discuss what needs to be done with the B&F committee. Our requirements are that we maintain 20% of yearly revenue as a cushion. Don’t wait until the end of the year for requests; we start to know potential surplus in April. We should look at trends in the financial statement. We can use Homeowner Equity if there is at least 20% of revenue remaining as a cushion.

**Closing Comments:**

Tom recognizes and appreciates the committee’s hard work this year and hopes everyone signs up again for 2019.

**Adjourn:** 10:50 a.m.

**Last meeting of 2018**