

Landscape Committee – June 2018 – Board Report

1. Committee Minutes
 - A. 02.06.18 – Regular Meeting Minutes
 - B. 03.06.18 – Regular Meeting Minutes
 - C. 04.03.18 – Regular Meeting Minutes
 - D. 04.14.18 – Landscape Walk Minutes

2. Committee Membership
 - A. Hadas Trost – Resigned from the committee.

3. Chairman Overview & General Business
 - A. South Slope Project – Behind Schedule – I will elaborate at the meeting.
 - i. Phase 2 - Areas 1-4 & 1A
 1. Area 1A – runs from Dental Office to West Entrance.
 2. Area 1 - runs from W. Entrance east to Snowberry.
 3. Area 2 - runs from Snowberry to Barberry.
 4. Area 3 – runs from Barberry to Lawson.
 5. Area 4 – runs from Oakbrook to River Ash abuts to Area 5.
 - B. Landscape Care Performance
 - i. Rhiannon and I had a meet and greet with the owner and Tom to review performance and begin to drive changes to procedures to get better controls and visibility into their activities.
 - ii. It is apparent that when they take on these massive projects that the general oversight and maintenance of the property suffers.
 - iii. I will give more insight at the meeting.
 - C. Landscape Committee Meeting Cadence Changes
 - i. The committee is moving to an every other month meeting schedule.
 - ii. It will still be on the 1st Tuesday of the month.
 - iii. Next meeting scheduled for August 7, 2018

Landscape Committee

Minutes

02.06.18 – Regular Meeting Minutes

03.06.18 – Regular Meeting Minutes

04.03.18 – Regular Meeting Minutes

04.14.18 – Landscape Walk Minutes

CHOA Landscape Committee Meeting Minutes – Final

Date: February 6, 2018 - 7:00 p.m.

Location: Business Office

Members Present: Todd Peterson (Chairman), Larissa Galanti, Cherree Peterson, Carol Collins, Rex Malmstrom, Gila Sagy, Hadas Trost

Members Absent: Tom Collins

Also Present: Pat Magee (Collins Management), Tom Sweeney (Landscape Care Co.)

Called to order: 7:01 p.m.

Homeowner Comments:

Richard “Dick” Day (Sweetshrub Ct.): States CHOA has 5 offensive eucalyptus and pine trees on the north side of his lot that have covered his yard and roof with branches and leaves for the past 40 years. He would like them removed. He has shown the trees to Pat Magee. Mr. Day was informed his request will be submitted to the BOD.

Bill Agnew (Indigo Ct.): Inquired about the triangular piece of property at the corner by the dog park. This dilapidated area detracts from our neighborhood. It appears there is a homeless encampment in the brush. Mr. Agnew was informed this parcel is owned by the City of Concord. CHOA currently has a request in to the City to clean this area up. The City is reviewing proposals to revamp this area.

Susan Schrank (Adelia Ct.): The rebuilt house in the dog park looks like it’s made of good material. It’s a nice improvement.

Review & Approval of Minutes from Prior Meeting(s)

Motions: (Rex/Gila) Motion to approve November 7, 2017, meeting minutes (Unanimously passed)
(Rex/Todd) Motion to approve November 20, 2017, walk minutes (Unanimously passed)
(Larissa/Rex) Motion to approve January 20, 2018, walk minutes (Unanimously passed)

Committee Chair – General Update (T. Peterson)

1. General Business
 - a. South Slope Project – Phase 2 - Landscaping
 - i. Reviewed proposals for Areas 1-A, 1, 2, 3 & 4 with Tom Sweeney
 1. The Chairman requested Tom provide a detailed breakdown of labor hours for each area
 2. The Chairman requested Pat obtain the vendors’ project timeline
 - a. Tom estimates the overall project to take 9 to 11 weeks once the tree work has been completed
 - b. South Slope Project – Phase 2 -Tree Removal
 - i. Reviewed proposals for removal of trees for South Slope Project – Phase 2

Motion: (Todd/Rex) To recommend to BOD to approve South Slope Project – Phase 2 proposal as submitted by Landscape Care subject to being provided a breakdown of labor hours by Friday 2-9-18 and to approve Tree Care’s South Slope Phase 2 proposal. (Unanimously passed)

Committee Member Comments/Discussion

Gila: Resigned from the committee.

Larissa: Inquired about next walk.

Hadas: Inquired about next walk.

Todd: Next month’s meeting: Larissa to submit any tree policy work to the Chairman for inclusion in the next meeting’s agenda. Committee members to submit agenda items and any attachments to Chairman for next meeting by second Friday before that meeting.

Next Meeting: Tuesday, March 6, 2018 – 7:00 p.m. (business office)

Next Walk: TBD in Spring for tree planting planning

Adjourned: (Larissa/Rex) Motion to adjourn the meeting at 8:06 p.m. (Unanimously passed)

A handwritten signature in cursive script, appearing to read "W Todd Pitts", is written above a horizontal line.

Committee Chairman

CHOA Landscape Committee Meeting Minutes – Final

Date: March 6, 2018 - 7:00 p.m.

Location: Business Office

Members Present: Todd Peterson (Chairman), Larissa Galanti, Cherree Peterson, Carol Collins, Rex Malmstrom, Susan Schrank

Members Absent: Hadas Trost

Also Present: Pat Magee (Collins Management), Tom Sweeney (Landscape Care Co.)

Called to order: 7:01 p.m.

Homeowner Comments:

Larissa Galanti (Stone Canyon): Likes the pruning of the hedges on the greenbelt on Stone Canyon.

Review & Approval of Minutes from Prior Meeting(s)

Motions: (Rex/Susan) Motion to approve February 6, 2018, meeting minutes (Unanimously passed)

Committee Chair – General Update (T. Peterson)

1. General Business
 - a. Welcome new member Susan Schrank
 - b. Review 2018 budget to allocated/actuals
 - i. Wells will need work
 - ii. Need to do walk to assess what needs to be done vs. where we are with second quarter actuals
 1. In August meeting we should have a good assessment of available budget for additional projects
 - iii. Tom and Pat will put together vendor schedule/timeline for approved projects in the queue (e.g. tree removal, project sections/areas of South Slope) to provide to Committee and Board
 - c. Schedule spring walk – New tree planting for central greenbelt and central greenbelt assessment, review of homeowner complaint of HOA trees & review of North Slope
 - i. April 14, 2018, at 9:00 a.m. at the business office
 - ii. Golf cart will be available if needed
 - d. Tree policy will be discussed next meeting. Information needs to be submitted 2nd Friday before meeting
 - e. Tom will inquire with Bob Eagle from CCWD about the rebates we should have received on the projects

Committee Member Comments/Discussion

Larissa: Larissa sent Pat an e-mail about a sign. Olive tree needs to be straightened on stake. (Tom made a note to fix)

Susan: Inquired about bushes overgrowing sidewalk on Adelia Ct. (Tom made a note to trim the area)

Cherree: Inquired about the height of the East Entrance center median. (Tom has made a note to trim area)

Next Meeting: Tuesday, April 3, 2018 – 7:00 p.m. (business office)

Next Walk: Saturday, April 14, 2018 – 9:00 a.m. (business office)

Adjourned: (Larissa/Rex) Motion to adjourn the meeting at 7:36 p.m. (Unanimously passed)



Committee Chairman

CHOA Landscape Committee Meeting Minutes – Final

Date: April 3, 2018 - 7:00 p.m.

Location: Business Office

Members Present: Todd Peterson (Chairman), Larissa Galanti, Cherree Peterson, Carol Collins, Susan Schrank

Members Absent: Rex Malmstrom

Also Present: Pat Magee (Collins Management)

Called to order: 7:04 p.m.

Homeowner Comments:

Review & Approval of Minutes from Prior Meeting(s)

Motions: (Susan/Carol) Motion to approve March 6, 2018, meeting minutes (Unanimously passed)

Committee Chair – General Update (T. Peterson)

1. General Business
 - a. Discussion on tree policy framework
 - i. Review of Larissa's draft outline
 - ii. Review of 2015 policy framework
 - iii. Committee decided to separate the documents into a Tree Maintenance & Removal Policy and a Reforestation Policy
 - iv. Cherree was tasked with sending out draft version of the 2015 Tree Maintenance & Removal Policy to members for additional comments. Members are to and submit additions and comments to Chairman by April 22.

Committee Member Comments/Discussion

Susan: Inquired about where to bring a request for a community garden (Todd suggested she attend the Board of Directors meeting and raise the request during homeowner comments)

Larissa: Larissa sent Pat an e-mail about some dead plants. (Pat sent Tom the list to remediate)

Todd: Hadas Trost resigned from the committee

Next Meeting: Tuesday, May 1, 2018 – 7:00 p.m. (business office)

Next Walk: Saturday, April 14, 2018 – 9:00 a.m. (business office)

Adjourned: (Susan/Carol) Motion to adjourn the meeting at 8:08 p.m. (Unanimously passed)



Committee Chairman

CHOA Landscape Committee Walk Minutes – Final

Date: April 14, 2018 - 9:00 a.m.

Location: Business Office

Members Present: Todd Peterson (Chairman), Carol Collins, Cherree Peterson, Rex Malmstrom, Susan Schrank

Members Absent: Larissa Galanti

Also Present: Pat Magee (Collins Management), Tom Sweeney (Landscape Care Co.)

Called to order: 9:01 a.m.

South Slope Walk

1. Walked the Central Greenbelt and discussed areas that need additional maintenance focus, identified locations for tree reforestation, and identified potential areas for turf reduction
 - a. After Committee input, Tom Sweeney will create a proposal to the Committee
2. Walked and reviewed the North Slope
 - a. Created a temporary plan to clean up the North Slope for the immediate time frame
 - b. Created a conceptual plan for Tom to provide a proposal to the Committee for work to be completed in the 2019 budget year

Next Meeting: May 1, 2018 - 7:00 p.m.

Next Walk: TBD

Meeting Adjourned: 11:17 a.m.



Committee Chairman