

Ceres Gleann HOA

Landscape Committee Minutes (Approved)

Monday, September 16, 2013, 3:00 in the Community Center

Committee members present: Larry Samuelson, Bob Comella, Linda Holland, Fred Gelderman, Joan Chatham, Barbara Kerr

Absent: Jack Carlisle, Bob Thornburg

Homeowners present: 19

Old business:

1. No comments/concerns/questions from the HOA members.
2. **Approved the minutes from the August 19 meeting. Fred made the motion and Barbara seconded the motion to approve the minutes.**
3. Larry reported a conversation he had previously with Mike Stewart over the concern regarding which committee was responsible for defining and developing guidelines for yard art: ARC, which is the committee designated in the CC&Rs or Landscaping which is not designated in the CC&Rs. Mike Stewart's reply in this meeting was If Landscaping Committee cannot or will not undertake Yard Art issues, the task goes back to TAC and the Board to be responsible. Dick Winn, member of ARC, commented that ARC never received any yard art complaints and therefore, no protocol was prepared by ARC. He seemed to indicate that if ARC had received a complaint, ARC would have dealt with it. Larry is committed to the CC&R rule and unless the CC&R gets changed to name Landscaping Committee as the committee which is responsible for yard art, Landscaping Committee should not get involved. It should be noted that Landscaping Committee is not refusing to do the yard art project, it just needs clearer authority to do so.
4. At the most recent TAC meeting, Larry presented the letter Fred Gelderman created about maintaining back yard plants and trees to TAC. TAC agreed that LC should mail out the letter to each homeowner. **Fred will research the Dallas code relating to the backyard fence requirements and will include it in the letters. Linda made the motion to move ahead with this and Joan seconded the motion.** Larry prefers to personally hand out the letters and invited other Landscaping Committee members to help. Sue O. suggested it be printed in the newsletter. Ray Olmstead mentioned City of Dallas contacts Patty Singer and Jason Laack for the research.
5. The Resolution to change Golf Course lot backyard vegetation requirements was delivered to TAC and signed. Sue commented that there is an inconsistency in 4 foot hedges and 6 foot hedges in backyards.

6. Larry presented the new Scope of Services for 2014 to TAC at a recent TAC meeting. The committee created a revised scope of services for the vendors to bid on. In addition, they are to bid on the current scope of services.
7. Linda Holland has contacted 8 people with email to notify 8 people without email when a change in landscaping scheduling occurs. In the past, one person did all the contacting and it was time consuming. There are currently 3 people with email who have not replied yet to the request. Linda assures the committee this project will be completed asap. (The original list of people without email had some errors and it needs to be updated.)
8. Mark Cavender of TLC was invited to today's meeting to explain why Mark is against changing grass cutting height from 3" to 2 ½ ". The committee also wanted to discuss with Mark the issue between pruning shrubs and vegetation that is too tall to prune (ie what is the difference that prevents one or the other from being pruned). Larry will invite Mark to next month's meeting.

New Business

9. Landscape Contractor bid process. The workgroup consists of Bob Comella (chairman), Larry Samuelson, Linda Holland, Ruth Corsi and Ruth Bluhm in which they have reviewed homeowner responses for changes to existing Scope of Services for 2014. They have created the following:
 - a. Created a new Scope of Services for 2014 and reformatted the existing 2013 Scope of Services so it looks like, but retains the same content, as the new 2014 Scope of Services.
 - b. Created a bidder's qualification list.
 - c. Created a cover letter explaining the bidder package that includes the 2 scope of services.
 - d. Contacted the landscapers who meet the bidder qualification list to see if they would like to bid. They found ten contractors plus Mark Cavender of TLC and sent a bidder package to each one. Five contractors have come to do a walk through and the five others will be coming in the next week.
 - e. Next step is to check references, visit their clients and get their opinions. There is a wide variety of methods described by the contractors in caring for a healthy lawn. The workgroup will meet a week from next Wed to start the process of the above.
 - f. Once all the bids are in, the bids will be opened and evaluated.
 - g. The top picked contractors' bids will be presented to TAC with a list of the bids and comments at the next TAC October 1, 2103 meeting.

10. Homeowner comments

1. Richard Bork inquired if all of the bidders are licensed contractors.
2. Jim Schmaltz has concerns with the price, value and quality.
3. Ray commented that the estimators can be deceiving and to get any promises in writing. Comments that these contractors should be aware that billing is done by the HOA and contractor will be paid automatically. This contract will be a 2 year contract with a one year extension.
4. Ted Miller commented that the 3" mowing height is questionable. Some contractors mow at a 1 ½" - 2" height.
5. Ruth Bluhm stated the contractor that is selected will be able to maintain healthy lawns.

Linda made a motion to adjourn and Fred seconded the motion.