

Ceres Gleann HOA Landscape Committee Minutes

(March 17, 2014; 3:00 pm at the Community Center)

Committee Larry Samuelson, Bob Comella, Bob Thornburg, Jack Carlisle,
Members Present: Linda Holland, Ray Olmstead (TAC rep)

Committee
Members Absent: Barbara Kerr, Ruth Bluhm Residents Present: 2

1. Quorum is satisfied.

2. Comments from HOA members: The issues that surfaced were generally about landscaping maintenance, specifically, delayed clean-up (5 hours), no clean-up, applying crane fly and moss chemicals and mowing a yard when homeowners specifically asked not to have those services. Another big issue is blowing leaves, dirt and debris around homes, including into door wells and on patios. Leaving leaves in piles in some people's back yards was also a big issue.

Several suggestions were made to work on these issues including:

- a. walking side-by-side with the maintenance worker when blowing around homes to teach them to what extent we would like them to perform that particular service;

- b. talking directly to John about issues;

- c. conducting monthly meetings to discuss specific issues until complete satisfaction is achieved;

- d. initiating the flag system, suggested by Russell's Landscaping in the last review session. As to what that flag system would look like, some suggestions included:
 - i. inserting a flag in the yard when the homeowner wanted to talk to the maintenance people before any work was done;

 - ii. inserting a flag in the yard with a note attached to decline services. Notes cannot request custom services.

 - iii. how to distribute flags to people was also discussed.

Ray Olmstead suggested we needed to do more research before initiating the flag system.

Larry Samuelson agreed to talk to Carmen first and John, secondly, if necessary. For now, he will talk to Carmen about carrying lawnmowers over shrubs, blowing doorways and patios, ask about flags and how they were used in another of their HOAs, and if we can keep the same maintenance crew from month to month.

3. **Bob Comella moved the February 17 landscaping committee meeting minutes be approved. Bob Thornberg seconded. Motion passed.**

4. The landscape checklist (for new homes and landscaping around new homes) was discussed. Jack Carlisle submitted his ideas for the list and Bob Comella and Linda Holland will see that Larry Samuelson gets their ideas.

Linda Holland suggested we use the same format for our checklist as ARC's contract for new construction as it looked professional and was very well done.

Ray Olmstead suggested we combine our efforts with ARC and develop a combined checklist that covers both building and landscaping.

Linda Holland moved that Landscape and ARC committees, with a quorum of each committee, meet to discuss this idea. Meeting time and date would be determined. Jack Carlisle seconded the motion. Motion passed.

5. The landscaping budget was reviewed. A protocol was developed at this time to require that an HOA member come before the landscaping committee prior to buying anything related to landscaping and get approval from the committee before going ahead and buying a product or a service.

An exception to this would be related to replacing bulbs in the common areas. Gary Smith has been replacing and installing these bulbs and will continue to do so. Because this activity is a "must do", it was decided he would not need to come before the committee before purchasing bulbs. However, he would be asked to calculate what a year's supply of bulbs would likely cost so that that amount could be included in next year's landscape budget.

There was also some discussion about photocells and burned out bulbs and whether one causes the other or the other way around. Larry Samuelson agreed to talk to Gary about the bulb and photocell issues.

It was noted that the "garden budget" is included in the Ceres Gleann landscaping budget. Some members of the committee thought it should be separated so as not to confuse anyone, including the "garden committee". Larry Samuelson agreed to talk with LaVonne Wilson, chair of the finance committee, about this.

One homeowner noticed that four trees were planted in the backyard of the new home recently built on Lynchet. Larry Samuelson agreed to talk to Don James about removing two of them to satisfy the current maximum number of trees permitted in Ceres Gleann back yards.

Linda Holland moved to adjourn the meeting. Seconded by Jack Carlisle. Motion passed.