

LAWN, LANDSCAPE & IRRIGATION MEETING DRAFT MINUTES

DATE: Wednesday, June 22nd, 2016
TIME: 3:30 p.m.
LOCATION: 2020 Centre Forum Room

OPENING:

- Rick Dowswell called the meeting to order at 3:30 p.m.
- Pledge of Allegiance

MINUTES: The May 25th, 2016 meeting minutes were posted on KPSCC.com website on the Landscape Page.

REPORTS:

Bill Piper reviewed revisions to the format of the monthly Landscape meeting.

- Open Meeting
- Reports by OLM and Oversight Directors
- Questions from POC's on those reports
- Reports from MainScape and FirstService
- Questions from POC's on those reports
- Adjourn Meeting
- Individual Association POC issues can be discussed with the persons on the panel after the meeting

OLM, Paul Woods reported on the random inspection. The full report is posted on the KPSCC.com website on the Landscape page. Deficiencies noted were turf replacement and tree trimming. Turf pests such as webmoth were also noted. The next inspection will be a graded inspection on July 25, 26&27th.

Landscape Oversight - Directors – No report

Association POC Questions & Answers

- Mike Zilbauer, Edinburgh asked if the OLM identified items will be follow up with by MainScape? Yes MainScape will follow up on the items identified.
- Karyn Henderson, Bedford F asked when the tree trimming would be done. The Oak tree trimming would be completed by the end of June to mid-July weather permitting.
- Sandy Keene, Gloucester D asked if OLM reported items are put into the CSR system? Yes, MainScape is taking the report and putting the identified addresses and related issues into the CSR system for tracking.

Mainscape, Gary Hawkins reported on shrub pruning schedule delays due to 11 lightning and storm events in the last month. The crews are working on Saturdays to try and catch up. Oak tree trimming in Section A should be completed by the end of June. Section B and C should be completed by mid-July. Palm cleanup of boots and debris removal should be completed by the end of June. Zane Stoneman reported on monthly irrigation inspections, repairs and the continued adjustments of watering run times for the Cycle and Soak program.

FirstService, Rick Dowswell reported:

- OLM carryover items from May23th report – Section A – 15 items, Section B – 5 Items and Section C – 0 items
- Out of 20 items 17 items were completed and 3 items are in process and will be monitored for completion.
- CSR Reports for May –

In Process	33
Overdue	19
Closed	588
New	<u>5</u>
Total	645

- CSR 2nd Requests May 2016 - Out of 16 items 13 items were completed and 3 items are in process and will be monitored for completion.
- Mulch review of procedures to be continued
- Irrigation Audit Proposals spreadsheet needs to be updated to include all associations and their status
- Turf Replacement spreadsheet needs to identify all areas outstanding through the OLM reports, CSR requests and MainScape areas identified and who is responsible for replacement. This report should to be completed, reviewed and installation of turf started by the end of July.
- Dead Plant Description and removal procedures should be completed by mid-July

Association POC Questions & Answers

- Chuck Huften, Idlewood asked what associations had completed their irrigation upgrades? According to the most recent spreadsheet provided by MainScape there were 44 completed and 29 in process however some of the dates on the sheet were not complete and needed updating. Chuck also asked about the turf replacement sheet and how it would be determined on who is responsible? This report should identify by address the turf needing to be replaced and what caused the condition and who is responsible for replacing.
- Del Duerr, Oxford II asked when the palm pruning will be completed because she had some broken items that needed repair? Palm pruning boot cleanup should be completed by the end of June and those items needing repair should be addressed by MainScape.

Individual Association POC issues can be discussed with the persons on the panel after the meeting

ADJOURNMENT:

The meeting adjourned at 4:30 p.m. The next meeting is scheduled for Wednesday, July 27th at 3:30 p.m.