

LAWN, LANDSCAPE & IRRIGATION MEETING DRAFT MINUTES

DATE: Wednesday, September 28th, 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 August 24th, 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 three day graded inspection. He noted that MainScape is continuing to follow best practice and University of Florida Standards. He also noted that he observed a significant decline in turf disease especially compared to a year ago. Deficiencies noted were turf replacement, weed control in small areas and communication regarding additional work order proposals. The full report is posted on the KPSCC.com website on the Landscape page. The next inspection will be a random inspection on October 26th.

Landscape Oversight - Directors – No report.

Association POC Questions & Answers

- Jane Bocchieri, Quail Pass asked if POCs could walk with their section managers during their inspections. MainScape noted that any association that wants to walk their area can put in a CSR to schedule a time.
- Chris Robinson, Portsmouth asked about trimming needed of the oak trees over the roadways especially Vilmont. The Master association will be contacted.
- Dale Province, Fairfield H asked about the need to trim lower tree branches that are affecting the mowers. MainScape will follow up.
- Ron McArthur, Acadia asked if weekly communications can be received regarding MainScape's weekly inspections. MainScape is reviewing their reporting system capabilities.
- Claire Inhoff, Lancaster II mentioned that chinch bugs need to be inspected regarding turf loss. MainScape will follow up on the needed turf area concerns.
- Susan Raba, Manchester II asked if OLM items get put into the CSR system. MainScape noted that they have their data entry staff input the OLM items once the report is received each month.
- Charles Flaugh, Gloucester N asked if it was OK to relay his associations concerns to OLM during the inspection. Paul Woods noted it was OK as long as the inspection was not delayed.

Mainscape, Matt Loboda reported on continued Oak tree trimming along sidewalks, common areas and roads. Matt also noted their warranty sod replacement program was completed however they will continue to replace other areas that are identified as MainScape's responsibility.

FirstService Residential, Rick Dowsnell reported:

- MainScape's IT department was continuing to work on a glitch in the CSR Monday morning reports.
- CSR Reports for August –

In Process	40
Overdue	73
Closed	664
New	<u>186</u>
Total	963
- CSR 2nd Requests August 2016 - Out of 28 items 23 items were completed and 5 items are in process.
- Mulch installation is underway and should be completed the first week of October.
- Irrigation Audit Proposals spreadsheet was updated to include all associations and their status

Association POC Questions & Answers

- Mary Louise Wright, Fairfield D asked if the CSR report shows a request closed and it was not completed what needs to be done. Stacey noted that a 2nd request CSR should be put in with her.
- Karyn Henderson, Bedford F asked about the mulching procedures. It was noted that these will be reviewed and revised for next year.
- Frank Ripp, Richmond asked how many bags were on a pallet. It was noted that there are 46 bags normally.

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

ADJOURNMENT:

The meeting adjourned at 4:34 p.m. The next meeting is scheduled for Wednesday, October 26th at 3:30 p.m.