

## **Grounds Minutes: Monday, May 7, 2007, at Charles Town Pool, Page 1 of 2**

Members Present: Jeanne Oliver, Kay Konicek, Hal Sheridan, Paul Antes, Jane Lange, Frank Lange, Meryl Sclater

Jeanne gave an update on the value of the Committee Reports: The Grounds Committee has been successful in its efforts to assist the Board with information on Grounds issues.

### **Ponds:**

1. A flyer has been sent to the residents with information about the environmental health and appearance of our ponds. A map on the reverse side identified all of the ponds with reference numbers. Paul has done an informational article for the newsletter.
2. We now have approval from the Board for aeration of the ponds that have been identified by Aquatic Systems. Pond 11 will be done first as a test case. This pond has no electrical outlet nearby so the cost of aerating might be considerably more than for other ponds. More investigation is needed into the cost of cleaning out the littoral shelves.
3. The Ponds report has been reviewed by the HOA and the Budget Committee. The report also went to the Engineering Committee which is now looking at all of our reports. This has indicated the value of the work done by these Grounds Subcommittees.
4. Aquatic Systems says the cost of maintaining healthy littorals is expected to be \$3000 for the rest of this year. This work was not done in the past and it is required by SWFMD. Jeff of Aquatic Systems warns that it will cost more to start over if maintenance work is not done now. Bank erosion needs repair at the following ponds: 4, 9,12,13,15.
5. Hal has questions about the storm drain on Meeting Street that runs from the south side of the street to Pond 14. He believes it should be checked to see if water is being piped out of the lake for use elsewhere. He will conduct a test to determine this with food dye

### **Nature Trails:**

1. The Board has approved the request to have Fahey treat the fire ant problem on the trails. Fahey's price (\$425 for the rest of this year) includes two treatments this year on both trails and return trips if more treatment is needed. Some of the Nature Trail edge timbers may need to be repaired or replaced. A budget amount has been allotted by the Board for Jeanne to use to pay for minor repairs as needed.
2. Bill Cowdright is investigating a possible walking bridge on the Charles Town trail over a flooded spot. He will find out about requirements of Florida Fish and Wildlife. There is also a wet muddy spot on the trail next to Pond 14 that has been frequently reported since 2004.

### **Irrigation:**

1. Frank prepared a report on the original irrigation plan. Before we moved in, Frank investigated where all the irrigation piping goes: up and down the streets and as far as the Riva Trace site. He presented his report to the Board, and it is also being sent to the Engineering Committee. The information is being reviewed by the Board and some of it applies to our negotiations with the Savannah developers in regard to the median. There are questions about who is maintaining and filling the pond south of Cooper Creek Blvd. (across from the gate) and who takes care of the oak trees on Honore. Ave. The Savannah developers do not want the median to be changed, and they will contribute to its upkeep for two years.
2. A new map is being prepared by Neil Sclater showing the ponds and the locations of the pumps. Pump numbers and the ponds being serviced by each pump will be printed on the reverse side of the map. The ponds will be identified by name (e.g., Tabby Stone Pond). Pump 4 will be identified as Sea Island Lane pump instead of Carriage Run. This information will be distributed to the residents.

**Landscaping:**

Kay and Jeanne are selecting flowers for some of the beds. Jeanne has been meeting with Tara from TLC. Estimates received in October for \$13,000 or more to do certain tasks are now reduced to \$3000 as a result of better communication and more information about the options.

**Pools and Recreation:**

1. Almost everything listed by Margo will be done: Walls and ceilings inside the building will all be painted, the decks will be resurfaced, and exhaust fans will be installed on the grills.
2. Other requests approved by the Board include wall clocks and outdoor thermometers at each pool and changing tables in the restrooms at Charles Town Pool. Signs are needed for information over the emergency-only telephones. *Safemulch* for the playground as well as the replacement of 13 palm trees has been approved by the Board.

**Board Approval Request Forms:**

1. Jeanne explained that when she presents reports to the Board the members cannot act on any of them without knowing the estimated cost of improvements and repairs. Furthermore, the Board needs a priority list before allotting money for these needed tasks. After hearing this discussion at a Board meeting, Ron Murphy prepared a spread sheet for Grounds that included information from all of Jeanne's reports. His lists include coding for the Finance Committee, and priority numbers 1, 2, and 3. Now we have a way of reporting to the Board and the Finance Committee. There will be three different spread sheets for coverage through the year. We will have a record of everything we've done; what the costs have been or will be; and where each item is listed on the budget Line. Another spread sheet for our purposes will show what still must be done. Ron also condensed it into a user-friendly single-page list of Ground Committee tasks that have been approved by the Board with costs and comments for each of 23 items.
2. Jeanne recommends that Grounds Committee members now use the new format which has been approved by the Board to report any future tasks that they identify, whether it is a request or a recommendation. She wants these requests and/or recommendations in writing from the members as the need arises, on a bullet list. The priority lists can be created when we meet at the committee. She can then pass the information on to Ron who will add items to the list.
3. When making a request or recommendation, committee members are asked to include a guesstimate cost for the task. This can be a bid from just one contractor. Jeanne will need input from the sub-committees about their progress and follow-up about subcommittee tasks before the next report to the Board.

**General:**

1. There are about 450 oak trees on the Common Grounds. In addition, every residence has at least one oak tree. The trees must be trimmed and pruned now to ensure their health and appearance for the future. Kay will get a bid from a tree service to do all the trees in the Common Grounds. The service could be offered to residents who want to pay to have maintenance of their own oak trees included at the same time.
2. Records of all the work done by the Grounds Committee will be placed in loose leaf notebooks and stored on shelves in the meeting room for future reference.
3. A fountain service company is needed to maintain the fountains and deal with problems related to them as the need arises. TLC is not prepared to do the work.

Respectfully,  
Meryl Sclater  
Grounds Secretary

