Pine Creek Village Association

Grounds Committee Meeting Minutes

Approved – April 19, 2016

Members Present: Larry Anderson, Frank McNally, Scot Smelker and Les Byskowski

Member Absent: None

Board Liaison: Cheri Herber

MSI Representative: Candace Pickett

**Call to Order:**

Larry Anderson called the meeting to order at 3:05 p.m.

**Approval of Prior Meeting Minutes:**

 A motion was made by Frank McNally and seconded by Scot Smelker to accept the March 8, 2016 meeting minutes as submitted. Motion passed.

**Grounds Update:**

Steve Dyer from ValleyCrest presented the report (attached). In addition to the report, the following items were discussed: 1) the recent invoices for the irrigation damage were higher in a 14-day period than the entire season for 2015 and Steve was asked what all the spray head repairs were caused from. He relayed mostly snow damage and that Valleycrest was charging Pine Creek for all of the snow damaged heads due to a clause in the contract. The contract clause was reviewed and it was determined that ValleyCrest should not be charging Pine Creek for all of the head replacements. Management will follow up with Todd regarding the situation and making it right. Secondly Steve relayed that Brightview has a new rule that all head repairs along curbs and sidewalk must be moved 3” from all curbs/sidewalks when they are repairs which is extra cost. The Grounds Committee asked about the cost of this to Pine Creek. He replied that heads will only be moved when repairs were accomplished in the future at a cost in man-hours to complete the move to the repaired heads. 2) Steve was asked for an estimated date that all of the snow removal damage repair would be cleaned up – May 15, 2016. 3) Steve was asked if he can give a start date on the spring cleanup (leaves, pine needles, pine cones etc.).

Management has not seen the credit promised by Todd Jeffers from ValleyCrest crediting half of the tree trimming cost due to the late billing and will follow up.

CSU Water Usage Report – no water usage yet as systems are just now being activated.

**Unfinished Business:**

1. Glen Arbor Hillside – the proposals were reviewed and a recommendation was made for Weisburg. Scot relayed that he had more pull in making sure things were done right with Mountain Splendor; a motion was made, seconded and approved to recommend Mountain Splendor’s proposal subject to receipt of the RFP and signed drawings which were not submitted. Motion passed.

**New Business:**

1. Monument Repairs Proposal from Checklist – discussion was held on the proposal submitted for all of the monument entries for Pine Creek to come from reserve funds (this is an item listed in the reserve study). Motion was made and seconded to recommend the proposal for Board approval. Motion passed.
2. Private Drive Proposals – discussion was held on the proposals received for the Private Drive maintenance. Motion was made and seconded to recommend Seals and Stripes proposal for the Private Drive sealcoat and concrete repairs for Glen Arbor, Willow Glen and Clovercrest. Motion passed.
3. Snow Removal Maps – discussion was held on the recommended snow removal routes and map that was prepared by Frank in follow up of a drive he and Larry did watching the snow removal crews. It was mentioned that, though Pine Creek should not have to tell the contractor how to do its’ job, the map was very informative and gave clear direction.
4. Annual Flowers – motion was made and seconded to approve installation of the annual flowers at the Village Green entrance area for $1,400.00. Motion passed.
5. Irrigation Proposal – motion was made and seconded to approve installation of the test cock and pressure gauge on remaining master valves to monitor line pressure for $417.84. Motion passed.

The next Grounds Committee Meeting is scheduled for May 10, 2016 at 3:00 p.m.

The meeting was adjourned at 5:20 p.m.