

**1600 Hamilton Place Community Association
Landscape Committee Meeting
December 21, 2011**

Committee Members

Sheba Solomon Co-Chair
Maryalice Heim Co-Chair

Others Present

Tim Fitzgerald Medallion Landscaping

I. Open Forum

The open forum was called at 7 p.m. This is an opportunity for residents to submit landscaping requests to the committee. If residents cannot attend the open forum, they can submit requests in writing to Bill Hubbard at bhubbard@communitymanagement.com. There were no residents present with open forum concerns/requests.

II. Call to Order

Co-Chair Sheba Solomon convened the meeting to review ongoing and needed work at 7:00 p.m.

III. Ongoing Work

A. Review of Maintenance Concerns and Recent New Work

- Reviewed scope of work for coming months. Current focus is on leaf removal which is an all-consuming task at this time of year. The leaves fall continuously, even as they have just been cleaned up. The committee invites your patience as Medallion works hard – first, for safety reasons, to keep sidewalks clear and subsequently, as time permits, to clear out planting beds and other areas.
- Gas repairs on Ashmeade have been completed and Medallion will now submit a bid to the Board for the landscape plan.
- Plants to be replaced (under warranty) are now in stock and will be installed.

B. Review of New Bids

- Committee reviewed and approved 8 bids (9 areas) on Foxhall, Huxley and Greenwich.

C. Trees

- The committee has deferred approval of bids for landscape plans in the Greenwich area adjacent to the Los Gatos Creek Trail until the issue is resolved around problems caused by a large sycamore in that area.

D. Long Term Planning

- The committee continues to monitor all landscaping. Any plants that die (from recent plantings) are replaced by Medallion (as long as the cause is not from pets). The committee continues to see owners who allow their pets to urinate on our landscape. The committee would like to remind owners to curb their pets and save our beautiful landscaping.
- Committee walked hedge replacement bids with Medallion and received revised bids. Requested that Medallion re-submit bids in time and material format for submittal to the Board for consideration.
- Committee will work with Lewis Tree to identify a long-range plan for removal of problematic trees (and replacement).

IV. Adjournment

The meeting was adjourned at 8:15p.m. The next Landscape Committee meeting will take place on January 18, 2012.