

**1600 Hamilton Place Community Association  
Landscape Committee Meeting  
August 15, 2012**

**Committee Members**

Sheba Solomon            Co-Chair  
Maryalice Heim           Co-Chair

**Others Present**

Tim Fitzgerald            Medallion Landscaping  
Brian Finerty              Board of Directors Member

**I. Open Forum – No residents present**

The open forum is an opportunity for residents to submit landscaping concerns/requests to the committee. If residents cannot attend the open forum, they can submit requests in writing to Bill Hubbard at [bhubbard@communitymanagement.com](mailto:bhubbard@communitymanagement.com).

**II. Call to Order**

Co-Chair Maryalice Heim convened the meeting to review ongoing and needed work at 7:02 p.m.

**III. Ongoing Work**

**Review of Maintenance Concerns and Recent New Work**

- Committee and Medallion agreed to use Medallion's "Site Activity Report List" which will be updated at least twice a month by Medallion and reviewed at the monthly Landscape Committee meeting. The committee will append this list to the monthly Landscape Committee minutes. It should be noted that the list is a document in flux and can change daily as work is completed and/or new work added.
- Medallion and Committee concurred that the 8/4/12 meeting of Medallion and the Board was very positive
- Committee will continue to plan and track future work and submit requests to Medallion as appropriate.
- Medallion confirmed that they receive notifications of every "Spare the Air Day" and adjust work schedules accordingly as much as possible.
- Medallion confirmed that they are responsible for cleaning up the debris at the two car wash areas.
- Medallion has scheduled work to cover below-ground drains with rocks on Foxhall Loop and Donovan Court. This will prevent drains from becoming clogged with debris.

**Irrigation**

- Medallion has agreed to have an irrigation tech on site one day a week to problem-solve the many irrigation issues that come up.
- Medallion has submitted a bid for Board approval to add sprinklers to lawn areas to increase coverage and eliminate damage to the grass due to lack of irrigation. They are proposing to add 29 low head sprinklers and 5 rain bird nozzles. Other irrigation problems handled by the irrigation tech and common in a complex of this size, are valve replacements, lateral line repairs, replacing broken sprinkler heads and moving or raising sprinklers to accommodate growing shrubbery.

**Review of Bids**

- All warrantied plants should be installed by the end the week of August 20.
- 1914-1916 Huxley Court project and additional mulching has been completed along with 13 Committee bids in a variety of areas.

**Long Term Planning**

- Medallion recommended that our complex adhere to a system to control kikuyu grass that is invading healthy lawn areas. This would be to annually identify and remove areas of kikuyu grass followed by re-seeding.
- To start this process, Medallion prepared three bids to remove and reseed two lawn areas on Greenwich and one area on Huxley Court. Committee suggested that the Board approve the large area on Greenwich along Leigh Avenue and the area on Huxley; and recommended that, for the small area on Greenwich, that it would be more cost effective to permanently remove the lawn and landscape the area with drought-tolerant plants.
- The committee continues to see owners who allow their pets to urinate on our lawns and landscaping. The committee would like to remind owners to curb their pets away from the newly-landscaped areas and save our beautiful landscaping.

## **Trees**

- Lewis Trees filed a permit with the City of San Jose for 9 tree removals. There are two plums that were not on this permit as they died after permit was filed. Lewis Tree will secure necessary permissions for these trees.
- Tree trimming will commence in the beginning of October and removals will commence once the city approves the permits.
- Medallion will revise their 2012 tree replacement list to include 11 trees (replacements for the nine on the permit plus trees to replace the dead plum near the main entrance and the plum that fell over on Foxhall Loop).
- Lewis Tree confirmed that they will tag the removal trees prior to removing.
- Committee and Board member will meet with Lewis Tree on September 4, 2012, to finalize trimming recommendations.

## **IV. Adjournment**

The meeting was adjourned at 8:35p.m. The next Landscape Committee meeting will take place on Wednesday, September 19, 2012