

**1600 Hamilton Place Community Association
Landscape Committee Meeting
January 21, 2015**

Committee Members

Sheba Solomon Co-Chair

Others Present

Tim Fitzgerald Medallion Landscaping

Open Forum - No Homeowners 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.

I. Call to Order

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

II. Ongoing Work

Review of Maintenance Concerns and Recent New Work

- Medallion will continue to clean up leaf debris; in addition, they have begun to clean up the landscaping beds in preparation for Spring mulching
- Medallion will continue to rake and clean up debris from plants under all the Redwood Trees; this has been problematic due to the recent storms
- Winter maintenance has begun with the annual pruning of the Crape Myrtle and Pear trees and hard pruning large shrubs to keep them size appropriate for the landscape beds
- Committee completed a walk-through of the complex noting maintenance items and future landscape improvement areas. Medallion will add these items to the current action list. An area at the right of a unit on Greenwich (trail side) was identified for improvement due to damage from recent cement work. Medallion will submit a bid for the Board's approval.

III. Irrigation

- Medallion has to continually monitor manual and automatic controls for the irrigation clocks due to changing weather patterns
- Medallion will continue to monitor and repair irrigation as necessary

IV. Review of Bids

- Committee reviewed bids for work to be completed during the first quarter of 2015. These will be approved and forwarded to Medallion for scheduling at the February meeting.

V. Long-Term Planning

- Committee has prepared an action plan for 2015 for the Board's review. This includes the annual kikuyu removal and lawn re-seeding, the annual complex mulching, areas identified for improvement in 2014 that were pushed to 2015 to remain within budget; and areas identified to be done in 2015 from the long-term (4 year) landscape improvement plan. Areas identified from the long-term plan are on Ashmeade and Greenwich since painting has been completed in those courts.

VI. Trees

- Lewis Tree Service has obtained the necessary permit from the City of San Jose to remove the four declining Sycamore trees on Greenwich. This work has been delayed due to the recent storms but should be completed in early February.
- Lewis Tree Service has completed the 2014 tree trimming project.
- Medallion will be treating the Hackberry trees to help reduce sap production; and will be treating loquat and plum trees to reduce fruit production and drop.
- During the walk through of the complex, committee and Medallion noted vandalism to one of the rain trees on Huxley. This was reported to the Board and Community Management.

VII. Adjournment

The meeting was adjourned at 7:30 p.m. The next Landscape Committee meeting will be on **Wednesday, February 18, 2015**