

# Landscaping and Grounds Committee

## Meeting Minutes

May 27, 2020  
1:00 pm TRCC

Attendees: Co-Chairs Joan Howe and Curt Gilroy, Board Liaison Jodi Cunnison, members Diane Geramanis and Kathrin Harris, governor and Ponds Committee liaison David Bryan, Bloomings Supervisor Shane Battle, and TR Manager Ed Olson. Russ Gill was an observer.

Ponds Committee request of Bloomings:

David Bryan, as the Board of Governor liaison for the Pond Task Force, attended the Landscape Committee meeting to determine from Shane Battle, the supervisor for Bloomings, whether there would be any extra cost incurred if Bloomings were to maintain a 3 foot buffer zone around all the Turtle Rock community ponds. Bloomings currently maintains common areas, but not those behind residential lots. Within this buffer zone the vegetation would be allowed to grow 12-14 inches in height, and Bloomings would be responsible for maintaining the vegetation at that height. The Pond Task Force recommends doing this to enable deeper root growth in the buffer area which would help deter erosion and help with fertilizer run-off into the ponds. Shane Battle indicated that there would be no extra cost for the 2020 calendar year.

Russ Gill, Joan Howe, and Curt Gilroy have been working on revising the current contract that Bloomings has with Turtle Rock. (The current contract was last done in 2012.) The final revised version was presented to Shane Battle for review.

Ongoing Maintenance Checklist: Shane brought an updated list of items currently being worked on by Bloomings; additionally, we discussed briefly our own list with Shane. Highlights of items discussed:

- Pruning / trimming of all community shrubbery done as/where needed. Fill-in with approx. 33 3-gal viburnum to replace dead/dying shrubs had been halted when the virus shut everything down and Bloomings was waiting for our go-ahead. Since this activity is budgeted and necessary, Shane was asked to proceed.
- Trimming of all TR palms is scheduled for week of June 8; mulch to be spread afterward.
- Slow-release fertilizer was applied mid May, since no fertilizer is allowed per county regulations from June through October.
- Hydretain: an application of this water-conserving material for turf was approved by the Board for application during spring drought. Since the recent rain events, Shane recommends that an application is NOT necessary at this time, and should be reserved for either the fall or next year as conditions may warrant.
- Sabal Lake (northern intersection closest to gatehouse, SW corner)—there is a large area of Pittosporum which is either dead or nearly dead. Farther south, the homeowner has removed struggling viburnum and installed an Arboricola hedge. Shane recommends that TR remove all Pittosporum and replace with Arboricola for a cohesive look. Additionally, colorful plantings similar to all other TR street corners will be added. Cost: \$1728.

The committee unanimously recommends that the Board approve this expenditure, as a majority of the cost originates from replacement of dead shrubs, a budgeted item.

- Butterfly garden area: Bloomings will select some appropriate plants and donate. Beforehand, they will remove the old small-jet irrigation system and either replace it, or, if surrounding rotors reach the area, adjust these for proper coverage.
  - Guard-house and entry medians landscaping refurbishment proposal offered by Bloomings: The quoted costs below will include removal of old vegetation, bed preparation (soil enhancements), irrigation modifications, and installation of colorful species in similar orientations used in both entry medians.
    - a) South guard house: \$3570
    - b) North guard house: \$2140
    - c) Median inside north entry-- just north of Sabal Lake intersection: \$3970.
- Pending approval of the design plan from Bloomings by committee members, the committee unanimously recommends that these enhancements be conducted and requests Board approval of funds not to exceed \$9680 total.
- Shady Lady olive tree at Sabal Lake false bridge was replaced early February and doing well.
  - Replacement for oak removed at CSP between entrance and Legacy Trail: Shane proposed Yellow Jacaranda (small tree approx. \$200-\$250) which is the same species planted some years ago just south of the CC. The committee recommends installation of a yellow Jacaranda in this area at a cost not to exceed \$250.
  - Landscape refurbishments for west side of south entrance at CSP: additional bougainvilleas were installed in February, but the area still needs attention; we await a plan from Shane.
  - Clean-up of bed on east side of south entrance: needs pruning and removal of weeds and grasses. Shane will develop a plan and provide a cost by our next meeting.
  - Removal of Duranta in median just south of clubhouse: since these shrubs have grown tall and need continual trimming to not interfere with vehicle sightlines when leaving the CC parking lot, they have suffered and are looking terrible. Possible alternatives were considered that would provide nice color and texture, be able to survive in this area, and have a low growth habit. Dwarf Carissa was considered. Shane will offer options and costs next month.
  - Magnolia tree just inside southbound south gate is failing. Committee recommends removal and asked Shane to offer replacement tree options.
- Honore hedge, far north end along Somerset. This area has about 200-300 lineal feet of old, dying Eleagnus shrubs and needs to be replaced. Although there is a vegetative buffer owned and maintained by Palmer Ranch just to the east, it is still necessary for TR to replace this hedge. Bloomings will need to remove all the dead/dying mass of overgrown shrubs, add irrigation to the area, and replant. Shane recommends viburnum, and estimates needing approximately 100 plants (3-gallon containers, under \$20/ea). Shane will provide a proposal next month.

#### Other common area items

##### *CC Flooring:*

Subsequent to the March board meeting where several residents advocated going back to carpet (which the CC had prior to 2012) to improve poor acoustics in the building, the committee has done further research. Although we are still doing more research and will seek bids from acoustical

engineering/consulting firms to properly address the most effective, attractive, and cost-competitive solution, the committee remains resolute that carpet is neither an appropriate flooring material for this area, nor an adequate sound damping option. To consider carpet, the use of carpet squares would seem ideal, since the spills that will quickly accumulate can be relatively simply removed by square replacement. However, this is an extremely expensive solution, since carpet squares in general are more expensive to install than solid-surface flooring, certainly more maintenance-intensive, and do not provide any type of moisture barrier as would 100% waterproof Luxury Vinyl Plank (LVP). We know there are moisture issues here due to the state of the current flooring, and the LVP the committee recommends is completely impervious to moisture, as would be tile. The bid from Absolute Flooring for the line-stone core, sound-damping padded (underneath), 100% vinyl top material is just under \$9600 for all CC areas except the bathrooms and electrical closet. This flooring comes with a 10-year commercial warranty. It is the recommendation of the committee that the flooring be replaced and sound addressed in a two-part process:

- 1) Replace the existing floor that poses a trip hazard with LVP;
- 2) Add sound damping materials to the appropriate areas as recommended by an acoustical consultant (for instance walls below windows, both sides of support wall under ceiling joining two columns, and/or the ceiling itself).

Since the committee has done some research in this area, we anticipate that the overall cost of any proposed sound-damping solution will remain under \$10000. Combining this with the low cost of the LVP flooring which will provide an excellent surface to easily maintain, the overall cost will be similar to that of installing commercial-grade carpet squares, while offering superior sound-damping ability. The committee hopes to present the complete two-part plan with bids and recommendations by the July meeting.

#### *Tennis court resurfacing:*

Vendor is waiting for arrival of lighting products and intends to start entire project within the next few weeks.

#### *Cleaning Vendor:*

Since the current cleaning contractor is not doing a satisfactory job, several vendors have now been interviewed, references checked, and bids obtained. Two vendors are prepared to meet our needs, both of which come at a much higher cost than Jan-Pro. After lengthy discussion, the committee unanimously recommends that the Board give Jan-Pro the required 30-day notice and hire "Rebecca's Cleaning Chores and More" as replacement. Rebecca will be the person doing the weekly cleaning, she has excellent references, and does have a plan in place should she ever be unavailable to come on property. The services this committee expects of her are detailed in the attachment and would take place each Monday (after weekend parties/etc. usually take place) and Friday (the day after Bloomings personnel is on-site and uses the pool bathrooms) at a cost of \$200/week (vs. \$350/month for Jan-Pro). If hired, Rebecca would start with a deep-cleaning of all common buildings for a fee of \$400. The other company identified qualified to meet our needs bid \$250/week.

# ATTACHMENT

## CLEANING SERVICES    TURTLE ROCK TWICE PER WEEK

### POOL AREA

1. Bathrooms -- toilets, sinks and mirrors, windowsills, light fixtures, sanitize wastebaskets, replace wastebasket liners). Replace toilet tissue as needed.
2. Kitchen counter and sink. Cabinet interiors.
3. Sanitize recycling wastebaskets and replace liners.
4. Vacuum and wash tile floor. Sanitize the drinking fountain.
5. Brush cobwebs and bugs down from walls and grids.
6. Clean fans and outdoor light fixtures as needed.
7. Clean pool furniture with water only. **DO NOT USE CHEMICALS ON THE POOL FURNITURE.** Rearrange the pool furniture to the original position.

### COMMUNITY CENTER

1. Clean bathrooms, empty wastebaskets and replace liners. Replace toilet tissue as needed.
2. Dust GM's office, tech equipment room, meeting room, and library, including chandeliers and fans.
3. Clean floors, tables and furniture. Vacuum all rugs and carpets.
4. Clean kitchen sink, countertop, backsplash and inside refrigerator.
5. Clean blinds, windowsills and baseboards.
6. Clean and arrange furniture on back terrace.
7. Vacuum mat outside terrace door.

### GUARD HOUSES (2)

1. Clean bathrooms, empty wastebaskets and replace liners. Replace toilet tissue as needed.
2. Vacuum and wash tile floors.
3. Clean countertops according to Guard's instructions.
4. Vacuum and wipe sliding door tracks.
5. Clean fans and light fixtures as needed.
6. Clean outdoor light fixtures on each side of all sliding doors.
7. Clean glass in sliding doors as needed.
8. Leave bagged trash at gate between the two sheds near the pool.