

Bel Mare Landscape Committee

MINUTES

12/29/20 Meeting

Present: Bob Boos, Chair; Pat Ewer; Giselle Stolper; Eric Brown
Absent: Todd Loescher, Board Representative

I – General Discussion

- A. **Committee Membership/Leadership:** Bob Boos announced that Barbara Gaulien has resigned from the Committee, which leaves Giselle and Pat as the only remaining members, since this is Bob's last meeting as Chair and as a Committee member. Patricia Ewer has also resigned from the committee. **Note: Bob Boos has offered to serve as an Advisor *on request* to assist in new landscape design and installation.**

Eric Brown voiced his interest in joining the Landscape Committee and volunteered to serve as Chair. He will bring that to the Board in January when they meet to discuss Committees and new member recruitment.

- B. **Leadership Transition Issues:** The Committee re-affirmed its commitment to ensuring that Bel Mare maintain a **1st class landscape**. Toward that goal, and given the current transition in Committee leadership and membership, a number of items regarding Committee and Management roles/expectations were reviewed and discussed:

- 1) While there has been a high level of involvement by Bob Boos with Peter Fehr, Property Maintenance Supervisor in establishing processes for on-going enhancement and required maintenance of the Bel Mare grounds, Committee members expressed their hope that Mr. Fehr will be able to independently maintain his same level of involvement without the benefit of Mr. Boos on the Committee.
- 2) The Committee recommends that Mr. Fehr begins regularly scheduled rounds and institutes a written checklist process to note any needed plant replacement, bugs/disease requiring treatment, loss of foliage, weather-related deterioration, overgrown plantings/weeds, chip replacement, irrigation issues, etc. **Note: all requests and correspondence to and from WDL, or to and from other vendors will go through Mr. Fehr.**
- 3) The Committee recommends that Mr. Fehr attends the quarterly Landscape Committee meetings and provides a comprehensive report on new planting or grounds maintenance needs and/or status of requests.
- 4) The Committee recommends that the new Chair (when appointed) schedules a meeting early in the first quarter of 2021 with the Board representative, Mr. Fehr, Ms. Giliberti, and WDL to discuss/review roles, expectations, and processes. This includes a suggestion by the Committee that for the purpose of facilitating communication and accountability, a request should be made to WDL to assign one

(1) consistent liaison with landscaping experience to the Bel Mare property as Mr. Fehr's primary contact.

- 5) The Committee suggests that the Chair, Board representative, and Bel Mare management maintain regular communication on the annual renewal of the WDL contract to ensure all obligations and expectations are being met and any decisions to renew are in compliance with contract requirements and timelines.
- 6) Bob Boos suggests that the new Chair, Board representative, and management schedule a meeting with him in the first quarter of 2021 to review the Committee budget categories, 2021 projected expenses, and WDL contract requirements regarding size of projects, required down payments, guarantees of plant life, etc.
- 7) Bob Boos indicated that he has many landscape related documents, lists, research, and other information that he is happy to pass along to the new Committee Chair when appointed.

II - Discussion of Approved Projects in Pipeline

- A. There are presently 2 new projects that have been approved by Management and submitted to WDL. **Note: Installation dates have not been established and requires URGENT follow-up and monitoring by Mr. Fehr.**

- 1) Tower 1 Circle
- 2) Tower 2 Garage Entrance

III – Discussion of Non-Approved Projects

- A. Need for plant replacement/fill-in including:

- 1) Loss of Hawthorne plants
- 2) Loss of Liriope on Amenities Deck
- 3) Dead plants pulled from Planters 27 and 28 on Amenities Deck (TEST SOIL FOR PH BALANCE IN THESE PLANTERS AS POSSIBLE CAUSE FOR LOSS)
- 4) General loss of shrubs on Amenities Deck and Ground Level
- 5) Should the Exercise Building and Lap Pool area receive additional landscape resources, if so, how much?

Note: Bob Boos has photos of above.

IV – Irrigation Systems

- A. The Committee requests that Building 1 and 2 irrigation systems be inspected and that they are working properly.

Minutes taken by Giselle Stolper
Submitted 1/3/2021