

Grounds Committee Meeting Minutes

Date: Thursday, January 8, 2026

Time: 1:00 PM

Location: HOA Conference Room

1. Call to Order

The meeting was called to order at 1:00 PM by Rich Strout, Co-Chair of the Grounds Committee.

2. Attendance

Members Present:

- Mary Wright – Chairperson / HOA Board Liaison
- Joyce Gillespie – HOA Manager
- Joyce Forman – Co-Chair
- Rich Strout – Co-Chair
- Mike Fell
- Sharon Pedersen
- Dennis Rathburn
- Patty Sperduti
- James Lumb

Present via Zoom:

- Teresa Pipal
- Lori Roy

Members Excused:

- Sherry Wilhelm
 - George Milot
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3. Agenda Changes / Approval of Minutes

- Two agenda changes were noted:
 - Added discussion of the Activities Fair under New Business
 - November meeting minutes were not approved
 - Minutes from December 11, 2025 Grounds Committee meeting were approved.
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4. HOA Reports

HOA Board Liaison – Mary Wright

- Board organizational meeting held; officers remain unchanged:
 - Mary Wright, President
 - Paul Lowe, Vice President
 - Ed Hutteman, Treasurer
 - Christine Kosak, Secretary
- Two escalations (1961 Corona and 3551 Odyssey) were discussed and recommended to move forward.

HOA Manager – Joyce Gillespie

- Conditions remain very dry; irrigation system is functioning throughout the community.
- New wiring is being installed; residents should report any non-working areas.
- New sod is not recommended unless the homeowner can water daily for 2–3 weeks.
- District is considering use of wells, which may result in odor issues.
- **1961 Corona:** Owner has responded and is addressing lawn issues, likely with new sod.
- **3551 Odyssey:** No response to four-foot landscaping rule notice; pots between plants are insufficient.
- Landscaping clarification: Requirements must be met with in-ground plantings, not pots. Notices should be sent accordingly.

- Selective boulevard tree trimming is underway to control costs.
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5. Resident Requests

- **Zone 1:** 2 received / 2 approved
 - **Zone 2:** None
 - **Zone 3:** 1 received / 1 approved
 - **Zone 4:** None
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6. Zone Captains' Reports – Yard Waste Tracking

- No reports from any zone.
 - A vote was taken to discontinue tracking yard waste; motion passed unanimously.
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7. Unfinished Business

Escalation Process

- Committee discussed the photo documentation process for violations.
 - Teresa expressed concern about retaking photos when no changes occur.
 - Joyce Gillespie confirmed that updated photos are required after each notice or escalation.
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8. New Business

Updates to Grounds Standards

- Joyce Forman will provide a draft update for review at the next meeting, including clarification of the 3-foot rule adjacent to sidewalks.

Activities Fair

- Date: January 18, 2025
- Setup: 10:30–11:45 AM
- Event: 12:00–2:00 PM

- Joyce Gillespie prepared approximately 25 Grounds packets.
- A tablecloth and cookies will be provided.
- Grounds Committee will host a plant raffle.

Respectfully submitted,
Susan D. Gregor