

## **Parkwood Park Committee Meeting Minutes August 4,2015**

In attendance: Sheri Kennedy, Karna Candler, Joe Foley and Steve Elmore

### **I. Budget**

Steve reviewed the balance of the park accounts, PPC (both South Fork and Park Special Funds) - \$5701.17 and Tree Reserve \$2500.00. The balance included recent donations by Carter Family Real Estate for the sale of two homes in the neighborhood and a recent purchase for mulch around the traffic circle and triangle.

Steve also mentioned that Leitch Landscape bill for May and June arrived and only received one visit each month because of the rain. (AI) Sheri will verify with Tammy her current schedule for Parkwood Park and if there is a notification process when she is unable to visit.

### **II. Communication**

Karna sent a thank you note to the Carter's for their donations in honor of the Garner and Rodriguez home sales.

Karna will email thank you note for the Decatur Craft Beer Festival and Druid Hills Civic Association once we are able to get some good photos of the two areas.

### **III. ByPass Project**

Attached is a list of the shrubs needed to plant the bypass area according to the current planting plan. Sheri will put out flags for the plants within the next week. Catherine Buckley is able to purchase plants at Stovall's nursery for wholesale prices and can include in the delivery to Scotty Candler's home in late September. (AI) Everyone is asked to send Sheri a list of any additional plants for fall planting by Monday, August 10.

Herbaceous plants will be added in the spring to complete the planting plan.

### **IV. Maintenance by PPC Members**

#### **June and July Completed Maintenance**

Watering: Meadow and bypass areas were hand watered several times by PPC members.

Weeding: Meadow was hand weeded by PPC members a several different days. Weeding will be needed through the next year for the grasses to establish.

W Ponce area was hand weeded and sprayed. Plants were pruned to remove dead wood and shape.

Invasive Plant Removal: Japanese Stilt grass and poison ivy have been sprayed along the W Parkwood trail. A large stand of poison ivy was sprayed along the side of the hill on E Parkwood near the two fallen trees. Japanese stilt grass, pokeweed and jewel weed were cut along the White Oak trail on E Parkwood.

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Poke weed and jewel weed have been cut with weed whackers along the W Parkwood trail and W Parkwood areas.

The holly was sprayed at East Lake traffic triangle. The East Lake circle was weeded twice before mulch was spread.

Mulching: Two loads of mulch were spread along W Parkwood trail and around new bush plantings. Another load was spread along new ByPass plantings. W Ponce and one of the East Parkwood trails also received a load of mulch.

Hardwood mulch was purchased and spread at triangle and circle at E Lake/E/W Parkwood area.

### **August Scheduled Maintenance**

Watering: Water bypass and meadow area as needed. If really dry then the W Ponce area may need watering.

Weeding Meadow: Will continue to weed meadow until grasses are established next year.

Invasive Plant Removal: Poison ivy and Japanese Stilt grass will be sprayed along E Parkwood trails. W Parkwood trail will be reviewed again for any new plants. Identify and spray Japanese chaff flower throughout the park. It has been seen on both E and W Parkwood areas.

Poke weed and jewel weed will have to be cut with weed whacker before it goes to seed.

Schedule date with Emmanuel to cut down dead tree on W Parkwood Trail, fallen tree from the creek area and large trunk near the E Parkwood White Oak trail. (Al-Joe is contacting Emmanuel about working in his yard at the same time. Joe will confirm with Sheri once he has been able to discuss with Emmanuel.)

Remove dead limbs from three trees at E Lake/W/E Parkwood traffic triangle. (Al) Steve and Joe will look to see if they can remove if not then will ask Leitch Landscape to handle it.)

### **VI. 2016 Project Proposals**

Winter: Continue to remove invasive plants along the edge of the creek and install live stakes.

Spring: Add herbaceous plants along W Parkwood/ByPass area from the planting plan.

Install herbaceous plants in Meadow 1 and install grass in Meadow 2 area.

Move Christmas ferns at W Ponce and replace with Rudbeckia.

Add Rudbeckia at the traffic circle.

Summer: Taro removal in the creek

Long Term: Develop long term solution for creek crossing.

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**VII. October Fundraiser Brochure**

All agreed the brochure last year was very successful. Sheri and Joe will work on a draft of the fundraising brochure for the 2015-2016 membership campaign in October. We are looking for good park photos to include. The brochure will include a list of donors from last year, a separate insert for donations to SFC, and updates on our projects. Draft will be available at the September PPC meeting for feedback. (AI) Steve will collect all donors to the Park through SFC and PGC and memorials.

**Next PPC meeting will be Thursday, September 6 at 7:30 pm at Sheri's house.**