

**CAMERON STATION COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
May 28, 2019 at 7:00 p.m.  
Cameron Club Henderson Room**

**AGENDA**

*Note timed agenda*

I.	CALL TO ORDER/ESTABLISH QUORUM		7:00
II.	APPROVE AGENDA		7:05
III.	GUEST SPEAKERS: Lieutenant Sean Casey; Police Representative; (5 Minutes Each)		7:05
IV.	RESIDENTS OPEN FORUM		7:20
V.	APPROVAL OF MINUTES	TAB 1	7:25
	-- CSCA Board Meeting held on April 30, 2019		
VI.	FINANCIAL REPORT for April 2019	TAB 2	7:30
VII.	ProFIT April 2019 Report	TAB 3	7:35
VIII.	OFFICERS & COMMITTEE MINUTES/REPORTS (CCFC to report first)	TAB 4	7:40
IX.	OLD BUSINESS		7:50
	a. City of Alexandria Update (5 minutes)		
X.	NEW BUSINESS		
XI.	BOARD DECISION		
	a. Lancaster Proposal #29761	TAB 5	7:55
	b. Lancaster Proposal #LI19-003	TAB 6	8:00
	c. Lancaster Proposal #29762	TAB 7	8:05
	d. Lancaster Proposal #29764	TAB 8	8:10
	e. Street Sweeping Proposal 166271	TAB 9	8:15
	f. Pool Furniture Supply Co. Proposal Q-PFS10019	TAB 10	8:20
XII.	BOARD DISCUSSION		
	a.		
XIII.	MATTERS FOR BOARD REVIEW AND INFORMATION		
	a. Management Report - for your review	TAB 11	8:30
XIV.	EXECUTIVE SESSION		
	a. Delinquency and Collection Reports	TAB 12	8:35
XV.	ADJOURNMENT		8:45

**CAMERON STATION COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, April 30, 2019**

The regularly scheduled monthly meeting of the Board of Directors for April was held on Tuesday, April 30, 2019. The meeting was called to order at 7:02 p.m. by President Michael Johnson at the Cameron Club located at 200 Cameron Station Blvd., Alexandria, VA 22304, with a quorum present.

**BOARD ATTENDANCE**

Michael Johnson	President
Martin Menez	Treasurer
Jon Dellaria	Director
Sarah Meyer Walsh	Director
Brian Sundin	Director
(after interim election)	

**MEMEBERS ABSENT**

Tom Sugrue	Director
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**OTHERS ATTENDING**

Jan Ward, Vice President, HOA Division Director, CMC  
 Karen Soles, General Manager, CMC  
 Deirdre Baldino, Assistant General Manager, Recording Secretary, CMC  
 Kenya Cooper, Portfolio Manager, CMC  
 Cameron Station Residents

**APPROVE AGENDA**

**Move To: "Approve the agenda as presented."**

Moved by: Jon Dellaria

Seconded by: Martin Menez

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

**GUEST SPEAKERS**

Sgt. Blackwell with the Alexandria Police Department reported that the traffic patrol is still on schedule to randomly patrol along Cameron Station Blvd. and briefly went over the March crime statistics. Lt. Sean Casey with the Alexandria Sheriff's office was present and shared that the department had a successful "Drug Take Back Day" and any Neighborhood Pharmacy offers this program where anyone can safely dispose of old prescriptions.

Mr. Tony Polk- FLEET Transportation was unable to attend the meeting. Mr. Michael Johnson was able to reach him via cell phone. The Board had a brief discussion with the revised shuttle schedule due to the summer Metrorail shut down. Mr. Polk will provide Management with the updated schedule to reflect the Boards recommendations for the morning times. The schedule dates are to begin Tuesday, May 28th and go to Friday, September 6th, 2019. The shuttle will run to and from Cameron Station and Pentagon City Metro Station to help accommodate passengers.

#### **RESIDENTS OPEN FORUM**

Mr. Brian Sundin was present, and he applied for one of the Board vacant positions. He expressed his availability and interest in volunteering again for the Community and previously had served on the ARC and the Board of Directors.

#### **APPROVAL OF MINUTES**

**Move To: "Approve the minutes from the March 26, 2019 Board of Directors meeting as presented."**

Moved by: Martin Menez

Seconded by: Sarah Meyer Walsh

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

**Move To: "Approve the minutes from the April 2, 2019 Special Board of Directors meeting as presented."**

Moved by: Martin Menez

Seconded by: Sarah Meyer Walsh

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

#### **FINANCIAL REPORT FOR March 2019**

This summary reflects the un-audited fiscal year 2018 financial entries. Please be reminded, this is a snapshot of the Association's financial situation as of March 31, 2019. As always, Management will continue to closely monitor the monthly expenses for the Association and will advise the Board of any specific issues that may have an impact to the budget.

**February 2019****EXECUTIVE SUMMARY**

	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
Total Cash and Investments	\$2,729,343.96		
YTD Income	\$ 647,162.74	\$ 647,031.00	\$ 131.74
YTD Expenses	\$ 586,953.87	\$ 637,560.50	(\$ 50,606.63)
YTD Net Income, surplus/ (loss)	\$ 60,208.87	\$ 9,470.50	\$ 50,738.37

The financial report was included in the BoD packet. Also, to be noted that the delinquency rate for March 2019 on the variance was noted of approximately 1.9%. This is which is below the industry standard of 3%-5%. Mr. Menez, Board Treasurer, also discussed the Association's current cash and investments, the reserve study underway and need for determination of adequacy of insurance coverage.

**PRO-FIT REPORT FOR MARCH 2019**

Presented report as provided in BoD packet.

**OFFICERS'/COMMITTEE REPORTS****Cameron Club Facilities Committee**

The Committee has one item on the agenda and will be conducting a security audit for the Cameron Club. M2H Protection will be complete this inspection within the next several weeks. The pool opening is going smoothly and will open one weekend early May 18 and 19<sup>th</sup> and the lifeguard training with the CCFC and Management is scheduled for May 9<sup>th</sup>. Lastly the CCFC members had the opportunity to meet with the Reserve Specialist and conduct thorough inspections of the Facilities.

**Activities and Events Committee**

All the sponsorship signs have been ordered to help increase attendance. The Annual Easter Event was a huge success. Bunco Night keeps fluctuating in attendance and the Spring Yard Sale was last Saturday. The Little Free Library ribbon cutting ceremony is Saturday, May 4<sup>th</sup> and the City Mayor and Vice Mayor are scheduled to attend.

**Architectural Review Committee**

Updated the Board with recent applications the Committee had been receiving and has a member appointment on the agenda.

**Common Area Committee**

Per the Board the CAC provided their recommendation regarding the John Ticer Gazebo and recommends to moving forward with the revised shuttle schedule for the summer Metrorail shut down. The CAC has a member for appointment on the agenda.

**Communications Committee**

The Committee continues to work on the Community's website updates and has one member for appointment on the agenda.



Financial Advisory Committee

The FAC has been reviewing the budget spread and it will be adjusting accordingly along with the Interest accounts.

**OLD BUSINESS**

- a. City of Alexandria Update- Mr. Menez reported that the Civic Association meeting is scheduled for tomorrow night at 7 p.m. at the Cameron Club. Topics will be Victory Center and Greenhill developments, and Virginia Paving.

**NEW BUSINESS**

None.

**MATTERS FOR BOARD DISCISON**

Heartline Proposal #46920- Peloton Bike

**Move To: "Approve the CCFC recommendation for the Heartline proposal #46920 for the Peloton Commercial Bike in the amount of \$4,165.32 to be expensed to GL3280- Repair & Replacement Reserves Expenditures, as amended".**

Moved by: Jon Dellaria

Seconded by: Martin Menez

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

Ratify Insurance Renewal

**Move To: "To ratify the Nationwide Insurance proposal in the amount of \$33,363.60 to be expensed from GL5545 General Liability \$17,129, D&O GL5415 \$5,202 (Crime Included), Umbrella GL5420 \$10,394.60, and Workman's Comp GL5390 \$638 as amended".**

Moved by: Sarah Meyer Walsh

Seconded by: Jon Dellaria

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

Appraisal Agreement

**Move To: "Approve the Appraisal Agreement with Industrial Appraisal Company to be expensed to GL7005 Consulting Services in the amount of \$2,610.00".**

Moved by: Martin Menez

Seconded by: Sarah Meyer Walsh

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

Architectural Review Committee Appointment

**Move To: "Approve the ARC recommendation to appoint Stephen Pearson to the Architectural Review Committee".**

Moved by: Jon Dellaria

Seconded by: Sarah Meyer Walsh

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

Cameron Club Facilities Chairperson Appointment

**Move To: "Move to approve the CCFC recommendation to re-appoint Raymond Celeste as Chairperson to the Cameron Club Facilities Committee".**

Moved by: Jon Dellaria

Seconded by: Sarah Meyer Walsh

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

Common Area Committee Appointment

**Move To: "Approve the CAC recommendation to appoint Kyle Geron to the Common Area Committee".**

Moved by: Jon Dellaria

Seconded by: Sarah Meyer Walsh

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

Activity and Events Committee Appointment

**Move To: "Approve the A&E recommendation to appoint Jessica Curtis to the Activities and Events Committee".**

Moved by: Sarah Meyer Walsh

Seconded by: Jon Dellaria

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

#### Communications Committee Appointment

**Move To: "Approve the ComCom recommendation to appoint Mary Rulien to the Communications Committee".**

Moved by: Jon Dellaria

Seconded by: Sarah Meyer Walsh

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

#### Board of Directors Appointment

**Move To: "Approve the appointment of Brian Sundin to the Board of Directors to fill the vacant position until the 2019 Annual Meeting".**

Moved by: Jon Dellaria

Seconded by: Sarah Meyer Walsh

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

*Change of Attendance: Newly appointed member Brian Sundin joined the meeting at 8:25 p.m.*

#### MATTERS FOR BOARD DISCUSSION

- a. **Revised Shuttle Schedule to Accommodate Passengers During the Metro Shut Down (Memorial Day- Labor Day)-** See Guest Speaker
- b. **John Ticer Gazebo Update-** Ms. Jan Ward with CMC provided a brief update that AOC will be providing the Board with a schedule of repairs tomorrow.

#### MATTERS FOR BOARD REVIEW AND INFORMATION

Management Report- Included in Board packet for review.

*Change of Attendance: Mr. Todd Sinkins, ESQ., Rees Broome joined the Meeting at 8:44 p.m.*

#### EXECUTIVE SESSION

**Move To: "Enter Executive Session at 8:54 p.m. to discuss delinquencies, collection reports, and contracts".**

Moved by: Jon Dellaria

Seconded by: Brian Sundin

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

**Move To: "Exit Executive Session at 10:34 p.m.".**

Moved by: Sarah Meyer Walsh

Seconded by: Brian Sundin

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

## Administrative Resolution 19-04

**Move To: "Approve Administrative Resolution 19-04, Creation of AD-HOC Management Search Committee, as amended".**

Moved by: Sarah Meyer Walsh

Seconded by: Brian Sundin

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

## AD-HOC Committee Appointments

**Move To: "Approve and appoint the following five (5) individuals to the AD-HOC Management Search Committee; Andrew Hill, Mindy Lyle, Robert Burns, Richard Shea, and Joan Lampe".**

Moved by: Martin Menez

Seconded by: Jon Dellaria

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED****Move To: "Wave the late fee of \$150 if assessments of \$1,891 and legal fees of \$728 are paid in full for acct# 00205-5202".**

Moved by: Brian Sundin

Seconded by: Martin Menez

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

**Move To: "Adjourn the meeting at 10:35 p.m."**

Moved by: Sarah Meyer Walsh

Seconded by: Brian Sundin

For: All

Against: None

Absent: Tom Sugrue

**MOTION PASSED**

Minutes prepared and respectfully submitted by Deirdre Baldino, Recording Secretary, CMC



# **Associa<sup>®</sup>**

## **Community Management Corporation**

### MEMORANDUM

TO: Cameron Station Board of Directors  
Financial Advisory Committee

FROM: Karen Soles, General Manager, CMC  
Deirdre Baldino, Assistant General Manager, CMC  
Kenya Cooper, Portfolio Manager, CMA

DATE: May 20, 2019

RE: April 30, 2019 Financial Statement Summary

This summary reflects the un-audited fiscal year-to-date 2019 financial entries. Please be reminded, this is a snapshot of the Association's financial situation as of April 30, 2019.

### EXECUTIVE SUMMARY

	ACTUAL	BUDGET	VARIANCE
Total Cash and Investments	\$ 2,915,970.69		
Year to Date Income	\$ 867,605.46	\$ 862,976.00	\$ 4,629.46
Year to Date Expense	\$ 809,882.93	\$ 867,834.00	\$ (57,951.07)
Net Income Year to Date, surplus/ (loss)	\$ 57,722.53	\$ (4,858.00)	\$ 62,580.53

#### Investments:

On April 30, 2019 the Association had operating and investment funds totaling \$2,915,970.69. The Pacific Premier Bank (PPB) operating account had a balance of \$566,936.24. The Congressional Bank Money Market account reflects a balance of \$707,242.63, and the PPB-Merchant account has a balance of \$1.45. The Morgan Stanley Smith Barney Money Market account had a balance of \$19,451.09. There is also \$1,615,000.00 invested in ladderred Certificates of Deposit managed by Morgan Stanley. Additionally, there is Accrued Interest in the amount of \$7,339.28.

#### Balance Sheet:

The Accounts Receivable Residential Assessments account (GL 1500) as of April 30, 2019 was \$110,969.36. The Association also maintains for an Allowance for Doubtful Accounts (GL 1530) on the Balance Sheet in the amount of \$37,498.86. This reflects a net delinquency rate of approximately 2.95%, which is below the industry standard of 3% - 5%. This is based on the formula as follows: Net Residential Assessments Receivable (\$110,969.36 - \$37,498.86)/Total Annual Assessments: \$2,491,524.79= 2.95%.



Accrued Repair & Replacement Reserves total \$1,912,249.56 and are fully supported by cash and investments based on the calculation below. (Total Cash & Investments: \$2,915,970.69 minus Liabilities \$583,172.50 minus Repair & Replacement Reserves: \$1,912,249.56 = \$420,548.63 excess capital.)

The Capital Improvement Reserve account totals (\$8,000.00) which is also fully supported by cash and investments. At the time of this report I am unaware if there are any approved Capital Improvements projects to be funded from this account. (Excess Capital \$420,548.63 minus Capital Reserves (\$8,000.00) = \$412,548.63 remaining capital after funding Capital Reserves.)

Owner's Equity\*, which has a balance of \$446,041.42, is supported by cash and investments at 17.9%, which is well within the 10 – 20% recommended by the auditor.  $\$446,041.42 / \$2,491,524.79 = 17.9\%$ .

*\*The Association's Unappropriated Prior Year Owner's Equity is the cumulative amount of net income or losses since the inception of the Association. Each year the net income (or loss) is added (or subtracted) to/from this amount. Auditors recommend that it is healthy for Associations to have between 10-20% of the Association's annual assessments in this line item.*

#### **Income Statement Report:**

The Income Statement Report reflects a year-to-date income of \$867,605.46 which is \$4,629.46 more than the budgeted amount of \$862,976.00.

There are several of the line items budgeted under Other Income that are significantly more than year-to-date budgeted amounts. I bring to your attention those GL line items that are below/above the budgeted allocations by \$2,500.00 or more.

Resale Processing Fees, line item #4260 is over the year-to-date budgeted number of \$1,667.00 by \$4,084.13. This is due to the quarterly processing of resale fee. Going forward, this will be processed monthly.

Charitable Donations Income, line item #4295 is under the year-to-date budgeted number of \$3,000.00 by \$3,000.00. \$1,500 from Lancaster Landscapes was recently received and deposited into GL4835. This will be reclassified to GL4295.

Interest Earned – Operating Funds, line item #4900 is under the year-to-date budgeted income of \$4,233.50 by \$3,796.12. Accounting has been notified that this account should include interest from the operating account and from the Congressional Money Market. The account will make the appropriate reclasses.

Interest Earned – Reserve Funds, line item #4910 is over the year-to-date budgeted income of \$9,667.00 by \$6,170.72. Accounting has been notified that this account should include interest from the Morgan Stanley accounts. The account will make the appropriate reclasses.

Year-to-date expenses total \$809,882.93 which is \$57,951.07 less the budgeted amount of \$867,834.00. Below are a few line items that I would like to bring to your attention, as they have a variance of more than \$2,500.00 of the year-end budgeted amount.

**Expense Variances Below Year-End Budget by \$2,500.00 or more:**

Events & Awards, line item #5200 is under the year-to-date budgeted number of \$10,714.50 by \$9,476.64. This is due to fewer community activities than anticipated.

Administrative Salaries, line item #5302 is under the year-to-date budgeted number of \$98,690.00 by \$2,797.14.

Payroll Taxes/Benefits/Costs, line item #5340 is under the year-to-date budgeted number of \$31,064.00 by \$4,627.02.

Water Service, line item #6025 is under the year-to-date budgeted number of \$7,429.00 by \$5,577.29. The irrigation system has had less usage due to the heavy rain fall.

Flower Rotation and Landscape Enhancements, line item #6150 is under the year-to-date budgeted number of \$11,000.00 as there have been no expenses at the time of this report.

Irrigation System Contract, line item #6299 is under the year-to-date budgeted number of \$8,319.00 as there have been no expenses yet. The budget spread can be adjusted.

Snow Removal Services, line item #6442 is under the year-to-date budgeted number of \$42,000.00 by \$16,201.00, this can be attributed to a mild winter.

Linear Park Landscape Maintenance, line item #6685 is under the year-to-date budgeted number of \$5,417.00 as there have been no expenses at the time of this report.

**Expense Variances Above Year-to-Date Budget by \$2500**

Computer Network/C3, line item #5040 which is \$4,592.60 above the year-to-date budgeted number of \$2,667.00. This is due to IT protection and service. However, this is within the annual budgeted allowance of \$8,000.

Turf Treatment & Enhancements, line item #6155 which is \$11,112.50 above the year-to-date budgeted number of \$3,750.00. This is due to Turf and Restoration performed in October 2018 and will be adjusted after the audit. However, this is within the annual budgeted allowance of \$15,000.

Tree & Shrub Maintenance, line item #6160 which is \$9,205.00 above the year-to-date budgeted number of \$0.00. This is due to the emergency tree work that was conducted in January, and tree maintenance performed in February, storm drain cleanup and hardwood mulch, tree removal and replacement, and tree maintenance performed in March. However, this is well within the annual budgeted allowance of \$33,000.



General Repair & Maintenance, line item #6600 which is \$10,535.35 above the year-to-date budgeted number of \$1,666.50. This exceeds the annual budgeted allowance of \$5,000.00. There has been necessary maintenance performed in the Cameron Club to include large scale drywall/ceiling repairs, roof membrane repairs.

Income Tax, line item #9000 which is \$6,389.00 above the year-to-date budgeted number of \$1,611.00. This exceeds the annual budgeted allowance of \$6,443.00. This is due to the timing of taxes being paid and the budget spread.

Overall there is a positive variance between annual income and expenses in the amount of \$57,722.53 through April 30, 2019. Management will continue to closely monitor the monthly expenses for the Association and will advise the Board of any specific issues that may have an impact to the budget. Please let me know if you have any questions regarding this information.

# **Cameron Station Community Association**

## **April 2019 Financial Report**

Statement prepared by: Cheryl Weaver



## Investment Listing Report Cameron Station Community As of Tue Apr 30, 2019

GI Account \ Institution	Bank Account	Investment Type	Current Balance	Rate	Purchase Date	Term	Maturity Date
<b>Cash &amp; Investments</b>							
1012 - PPB Merchant Pacific Premier Bank	1171003237 Signers: N.Mazzarella / S.Philbin Signers: John Tsitos	Operating/Checking	1.45	0.000%	06/15/2016	0	
1013 - Operating 3336 Pacific Premier Bank	1171000142 Signers: N.Mazzarella / S.Philbin Signers: John Tsitos	Operating/Checking	566,936.24	0.000%	01/01/1900	0	
1302 - Congressional Bank - MM 5485 Congressional Bank	9010515485 Signers: Philbin/Tsitos	Money Market	707,242.63	1.750%	07/31/2018	0	
1330 - Morgan Stanley Smith Barney MM Morgan Stanley Smith Barney	504-112344-279 Signers: Martin Menez/ John A Tsitos / S.Philbin	Money Market	19,451.09	0.750%	09/19/2001	0	
1353 - Morgan Stanley Smith Barney Investments Morgan Stanley Smith Barney	504-112344-279 Signers: Martin Menez/ John A Tsitos / S.Philbin	Certificate of Deposit	1,615,000.00	0.000%	09/19/2001	0	
1730 - Accrued Interest Receivable CMC	0000	Other	7,339.28	0.000%	01/01/1900	0	
<b>Total Cash Investments:</b>			<u><u>2,915,970.69</u></u>				
<b>Total Cameron Station Community:</b>			<u><u>2,915,970.69</u></u>				

Consists of multiple CDs with varying terms and interest rates. See broker statement for a detailed list of CDs.

*Cheryl Weaver*

*Denise Cooper*

# Balance Sheet Report Cameron Station Community

As of April 30, 2019

<u>Assets</u>	<u>Balance Apr 30, 2019</u>	<u>Balance Mar 31, 2019</u>	<u>Change</u>
<b>Cash &amp; Investments</b>			
1012 - PPB Merchant	1.45	1.45	0.00
1013 - Operating 3336	566,936.24	384,399.55	182,536.69
1302 - Congressional Bank - MM 5485	707,242.63	706,234.84	1,007.79
1330 - Morgan Stanley Smith Barney MM	19,451.09	64,937.13	(45,486.04)
1353 - Morgan Stanley Smith Barney Investments	1,615,000.00	1,565,000.00	50,000.00
1730 - Accrued Interest Receivable	7,339.28	8,770.99	(1,431.71)
<b>Total Cash &amp; Investments</b>	<b>2,915,970.69</b>	<b>2,729,343.96</b>	<b>186,626.73</b>
<b>Current Assets</b>			
1500 - Residential Assessments Receivable	110,969.36	47,496.38	63,472.98
1530 - Allowance for Doubtful accounts	(37,498.86)	(37,498.86)	0.00
1600 - Prepaid Insurance	17,587.98	3,310.98	14,277.00
1640 - Other Prepaid Expenses	29,778.30	29,570.14	208.16
1725 - Insurance Receivable	(31,050.00)	(31,050.00)	0.00
1799 - Clearing Account	1,428.54	0.00	1,428.54
<b>Total Current Assets</b>	<b>91,215.32</b>	<b>11,828.64</b>	<b>79,386.68</b>
<b>Total Assets</b>	<b>3,007,186.01</b>	<b>2,741,172.60</b>	<b>266,013.41</b>
<u>Liabilities</u>			
<b>Current Liabilities</b>			
2000 - Accounts Payable	0.00	(14,134.68)	14,134.68
2025 - Transfer Fee Payable	265.40	176.07	89.33
2050 - Resident Refunds	4,079.17	3,282.98	796.19
2200 - Income Taxes Payable	(1,700.00)	(1,700.00)	0.00
2300 - Accrued Expenses	34,013.04	16,914.66	17,098.38
2400 - Accrued Payroll Payable	11,030.00	23,180.68	(12,150.68)
2550 - Prepaid Assessments	120,230.89	305,313.04	(185,082.15)

# Balance Sheet Report

## Cameron Station Community

As of April 30, 2019

	<u>Balance</u> <u>Apr 30, 2019</u>	<u>Balance</u> <u>Mar 31, 2019</u>	<u>Change</u>
<u><b>Liabilities</b></u>			
<b>Current Liabilities</b>			
2560 - Future Months Assessments	415,254.00	0.00	415,254.00
<b>Total Current Liabilities</b>	<u>583,172.50</u>	<u>333,032.75</u>	<u>250,139.75</u>
<b>Total Liabilities</b>	<u>583,172.50</u>	<u>333,032.75</u>	<u>250,139.75</u>
<u><b>Owners' Equity</b></u>			
<b>Unappropriated Owners' Equity</b>			
3000 - Owners Equity - Prior Years	446,041.42	469,562.68	(23,521.26)
<b>Total Unappropriated Owners' Equity</b>	<u>446,041.42</u>	<u>469,562.68</u>	<u>(23,521.26)</u>
<b>Capital Improvement Reserves</b>			
3015 - Capital Improvement Reserves Beg.Bal.	0.00	(23,521.26)	23,521.26
3362 - Capital Improvement Reserves Contr.	8,000.00	6,000.00	2,000.00
<b>Total Capital Improvement Reserves</b>	<u>8,000.00</u>	<u>(17,521.26)</u>	<u>25,521.26</u>
<b>Repair &amp; Replacement Reserves</b>			
3102 - Repair & Repl Reserve Beginning Balance	1,832,694.85	1,832,694.85	0.00
3276 - Repair & Repl Reserve Contributions	111,200.00	83,400.00	27,800.00
3280 - Repair & Repl Reserve Expenditures	(31,645.29)	(20,205.29)	(11,440.00)
<b>Total Repair &amp; Replacement Reserves</b>	<u>1,912,249.56</u>	<u>1,895,889.56</u>	<u>16,360.00</u>
<b>Total Owners' Equity</b>	<u>2,366,290.98</u>	<u>2,347,930.98</u>	<u>18,360.00</u>
<b>Net Income / (Loss)</b>	<u>57,722.53</u>	<u>60,208.87</u>	<u>(2,486.34)</u>
<b>Total Liabilities and Equity</b>	<u><u>3,007,186.01</u></u>	<u><u>2,741,172.60</u></u>	<u><u>266,013.41</u></u>

# Income Statement Summary

## Cameron Station Community

April 01, 2019 thru April 30, 2019

	Current Period			Year to Date (4 months)			Annual	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	
Total Assessment Income	207,629.72	207,627.00	2.72	830,513.44	830,508.00	5.44	2,491,524.79	
Total Other Income	12,813.00	8,318.00	4,495.00	37,092.02	32,468.00	4,624.02	94,200.00	
Total Income	220,442.72	215,945.00	4,497.72	867,605.46	862,976.00	4,629.46	2,585,724.79	
Total Administrative	10,269.81	7,093.00	3,176.81	32,195.00	37,500.00	(5,305.00)	111,755.00	
Total Activities	(756.03)	5,357.50	(6,113.53)	1,237.86	10,714.50	(9,476.64)	37,500.00	
Total Communications	0.00	792.00	(792.00)	3,523.50	8,334.00	(4,810.50)	25,000.00	
Total Management Services	45,983.58	46,058.00	(74.42)	176,524.25	184,236.00	(7,711.75)	552,707.52	
Total Trash Services	26,312.34	26,173.00	139.34	105,159.05	104,693.00	466.05	314,078.10	
Total Common Area Maint & Services	60,675.40	61,861.50	(1,186.10)	216,402.26	238,879.00	(22,476.74)	683,460.00	
Total Landscaping	0.00	516.00	(516.00)	0.00	1,032.00	(1,032.00)	3,612.00	
Total Repair & Maintenance	0.00	631.00	(631.00)	0.00	1,262.50	(1,262.50)	5,050.00	
Total Professional Services	3,797.00	4,583.00	(786.00)	18,189.43	18,333.00	(143.57)	61,700.00	
Total Cameron Club Maint & Operations	35,792.86	44,775.00	(8,982.14)	118,838.65	130,255.50	(11,416.85)	390,224.48	
Total Taxes & Insurance	10,724.10	2,467.00	8,257.10	18,282.93	11,478.00	6,804.93	36,043.60	
Total Other Expenses	2,330.00	2,166.50	163.50	8,330.00	9,916.50	(1,586.50)	31,000.00	
Total Reserve Contributions	27,800.00	27,800.00	0.00	111,200.00	111,200.00	0.00	333,600.00	
Total Expense	222,929.06	230,273.50	(7,344.44)	809,882.93	867,834.00	(57,951.07)	2,585,730.70	
Net Income / (Loss)	(2,486.34)	(14,328.50)	11,842.16	57,722.53	(4,858.00)	62,580.53	(5.91)	



# Income Statement Report Cameron Station Community Consolidated

April 01, 2019 thru April 30, 2019

	Current Period			Year to Date (4 months)			Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance		
<b>Income</b>								
<b>Assessment Income</b>								
4001 - Assesemnts - SFD/TH	360,193.83	360,189.00	4.83	720,387.66	720,378.00	9.66	1,440,755.18	720,367.52
4002 - Assessments - CONDO	218,044.77	218,045.00	(0.23)	436,089.54	436,090.00	(0.46)	872,179.10	436,089.56
4016 - Future Assessments - SFD/TH	(240,126.00)	(240,126.00)	0.00	(240,126.00)	(240,126.00)	0.00	0.00	240,126.00
4017 - Future Assessments - CONDO	(145,363.00)	(145,363.00)	0.00	(145,363.00)	(145,363.00)	0.00	0.00	145,363.00
4018 - Future Assessments - COMMERCIAL	(4,654.00)	(4,654.00)	0.00	(4,654.00)	(4,654.00)	0.00	0.00	4,654.00
4019 - Future Assessments - TMP	(25,111.00)	(25,112.00)	1.00	(25,111.00)	(25,112.00)	1.00	0.00	25,111.00
4130 - Commercial Assessments	6,981.20	6,981.00	0.20	13,962.40	13,962.00	0.40	27,924.78	13,962.38
4135 - TMP Assessments	37,663.92	37,667.00	(3.08)	75,327.84	75,333.00	(5.16)	150,665.73	75,337.89
<b>Total Assessment Income</b>	<b>207,629.72</b>	<b>207,627.00</b>	<b>2.72</b>	<b>830,513.44</b>	<b>830,508.00</b>	<b>5.44</b>	<b>2,491,524.79</b>	<b>1,661,011.35</b>
<b>Other Income</b>								
4245 - Newsletter Advertising	805.00	0.00	805.00	2,155.00	3,000.00	(845.00)	6,000.00	3,845.00
4250 - Facilities Passes/Guest Fess	80.00	200.00	(120.00)	210.00	200.00	10.00	600.00	390.00
4260 - Resale Processing Fees	2,699.51	417.00	2,282.51	5,751.13	1,667.00	4,084.13	5,000.00	(751.13)
4265 - Website Income	125.00	83.50	41.50	125.00	333.50	(208.50)	1,000.00	875.00
4295 - Charitable Donations Income	0.00	1,500.00	(1,500.00)	0.00	3,000.00	(3,000.00)	9,000.00	9,000.00
4400 - Room Rental Fees	1,140.00	667.00	473.00	2,285.00	2,667.00	(382.00)	8,000.00	5,715.00
4405 - Club Cleaning Fees	1,000.00	500.00	500.00	2,125.00	2,000.00	125.00	6,000.00	3,875.00
4710 - Late Fees & Interest	1,975.00	583.00	1,392.00	3,906.79	2,333.00	1,573.79	7,000.00	3,093.21
4720 - Legal Reimbursements	532.00	500.00	32.00	3,309.00	2,000.00	1,309.00	6,000.00	2,691.00
4805 - Compliance Fees	300.00	292.00	8.00	950.00	1,167.00	(217.00)	3,500.00	2,550.00
4835 - Miscellaneous Income	0.00	100.00	(100.00)	0.00	200.00	(200.00)	400.00	400.00
4900 - Interest Earned - Operating Funds	66.45	1,058.50	(992.05)	437.38	4,233.50	(3,796.12)	12,700.00	12,262.62
4910 - Interest Earned - Reserve Funds	4,090.04	2,417.00	1,673.04	15,837.72	9,667.00	6,170.72	29,000.00	13,162.28
<b>Total Other Income</b>	<b>12,813.00</b>	<b>8,318.00</b>	<b>4,495.00</b>	<b>37,092.02</b>	<b>32,468.00</b>	<b>4,624.02</b>	<b>94,200.00</b>	<b>57,107.98</b>
<b>Total Income</b>	<b>220,442.72</b>	<b>215,945.00</b>	<b>4,497.72</b>	<b>867,605.46</b>	<b>862,976.00</b>	<b>4,629.46</b>	<b>2,585,724.79</b>	<b>1,718,119.33</b>

# Income Statement Report

## Cameron Station Community

### Consolidated

April 01, 2019 thru April 30, 2019

Expense	Current Period			Year to Date (4 months)			Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance		
<b>Administrative</b>								
5015 - Bank Charges	147.69	31.00	116.69	137.69	125.00	12.69	375.00	237.31
5020 - Board Support	601.43	833.00	(231.57)	2,601.13	3,333.00	(731.87)	10,000.00	7,398.87
5025 - Collection Charges	585.00	250.00	335.00	945.00	1,000.00	(55.00)	3,000.00	2,055.00
5030 - Acct Setup/DD/Coupons	536.00	0.00	536.00	1,702.50	4,000.00	(2,297.50)	12,000.00	10,297.50
5035 - Architectural Comprehensives	491.30	688.00	(196.70)	1,035.43	1,376.00	(340.57)	6,880.00	5,844.57
5040 - Computer Network/C3	1,682.50	667.00	1,015.50	7,259.60	2,667.00	4,592.60	8,000.00	740.40
5070 - Parking Enforcement	1,440.00	1,333.00	107.00	4,080.00	5,333.00	(1,253.00)	16,000.00	11,920.00
5080 - Annual Meeting Expenses	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	2,500.00
5085 - Office Equipment Lease	475.94	417.00	58.94	2,430.31	1,667.00	763.31	5,000.00	2,569.69
5090 - Office Supplies	198.71	0.00	198.71	728.20	1,167.00	(438.80)	3,500.00	2,771.80
5210 - Printing & Copying	382.80	625.00	(242.20)	128.04	2,500.00	(2,371.96)	7,500.00	7,371.96
5215 - Postage	792.32	833.00	(40.68)	2,698.16	3,333.00	(634.84)	10,000.00	7,301.84
5220 - Courier Service	44.40	83.00	(38.60)	133.20	333.00	(199.80)	1,000.00	866.80
5320 - Temp Desk Coverage	621.85	500.00	121.85	1,991.05	2,000.00	(8.95)	6,000.00	4,008.95
6040 - Bundled Telecom Services	925.54	833.00	92.54	3,828.69	3,333.00	495.69	10,000.00	6,171.31
6300 - Permits & Licenses	0.00	0.00	0.00	0.00	1,333.00	(1,333.00)	4,000.00	4,000.00
6422 - Decals & Parking Passes	1,344.33	0.00	1,344.33	2,496.00	4,000.00	(1,504.00)	6,000.00	3,504.00
<b>Total Administrative</b>	<b>10,269.81</b>	<b>7,093.00</b>	<b>3,176.81</b>	<b>32,195.00</b>	<b>37,500.00</b>	<b>(5,305.00)</b>	<b>111,755.00</b>	<b>79,560.00</b>
<b>Activities</b>								
5200 - Events & Awards	(756.03)	5,357.50	(6,113.53)	1,237.86	10,714.50	(9,476.64)	37,500.00	36,262.14
<b>Total Activities</b>	<b>(756.03)</b>	<b>5,357.50</b>	<b>(6,113.53)</b>	<b>1,237.86</b>	<b>10,714.50</b>	<b>(9,476.64)</b>	<b>37,500.00</b>	<b>36,262.14</b>
<b>Communications</b>								
5115 - Web Site Maintenance	0.00	292.00	(292.00)	69.00	1,167.00	(1,098.00)	3,500.00	3,431.00
5225 - Newsletter Services	0.00	0.00	0.00	3,095.75	5,167.00	(2,071.25)	15,500.00	12,404.25
5316 - Other Communications	0.00	500.00	(500.00)	358.75	2,000.00	(1,641.25)	6,000.00	5,641.25
<b>Total Communications</b>	<b>0.00</b>	<b>792.00</b>	<b>(792.00)</b>	<b>3,523.50</b>	<b>8,334.00</b>	<b>(4,810.50)</b>	<b>25,000.00</b>	<b>21,476.50</b>



# Income Statement Report Cameron Station Community Consolidated

April 01, 2019 thru April 30, 2019

	Current Period		Year to Date (4 months)		Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance
<b><u>Expense</u></b>						
<b>Management Services</b>						
5302 - Administrative Salaries	25,208.62	24,672.00	536.62	95,892.86	98,690.00	(2,797.14)
5340 - Payroll Taxes/Benefits/Costs	7,285.46	7,766.00	(480.54)	26,436.98	31,064.00	(4,627.02)
7015 - Management Reimbursements	119.00	250.00	(131.00)	600.00	1,000.00	(400.00)
7040 - Management Fees	13,370.50	13,370.00	0.50	53,594.41	53,482.00	112.41
<b>Total Management Services</b>	<b>45,983.58</b>	<b>46,058.00</b>	<b>(74.42)</b>	<b>176,524.25</b>	<b>184,236.00</b>	<b>(7,711.75)</b>
<b>Trash Services</b>						
6035 - Trash and Recycling Service	26,312.34	26,173.00	139.34	105,159.05	104,693.00	466.05
<b>Total Trash Services</b>	<b>26,312.34</b>	<b>26,173.00</b>	<b>139.34</b>	<b>105,159.05</b>	<b>104,693.00</b>	<b>466.05</b>
<b>Common Area Maint &amp; Services</b>						
6000 - Electric Service	3,146.77	3,583.00	(436.23)	13,398.61	14,333.00	(934.39)
6025 - Water Service	502.16	3,715.00	(3,212.84)	1,851.71	7,429.00	(5,577.29)
6100 - Grounds & Landscaping - Contract	12,867.00	12,867.00	0.00	51,468.00	51,468.00	0.00
6150 - Flower Rotation & Landscape Enhancem	0.00	11,000.00	(11,000.00)	0.00	11,000.00	(11,000.00)
6155 - Turf Treatment & Enhancements	5,800.00	1,875.00	3,925.00	14,862.50	3,750.00	11,112.50
6160 - Tree & Shrub Maintenance	1,850.00	0.00	1,850.00	9,205.00	0.00	9,205.00
6200 - Watering & Supplies	0.00	30.00	(30.00)	0.00	30.00	(30.00)
6299 - Irrigation System Contract	0.00	0.00	0.00	0.00	8,319.00	(8,319.00)
6305 - TMP Expenses	17,500.00	17,917.00	(417.00)	70,000.00	71,667.00	(1,667.00)
6315 - Uniforms	0.00	0.00	0.00	477.76	50.00	427.76
6434 - Pest Control	184.00	208.00	(24.00)	184.00	833.00	(649.00)
6442 - Snow Removal Services	0.00	0.00	0.00	25,799.00	42,000.00	(16,201.00)
6585 - Fountain/Pond/Lake Repair & Maintena	0.00	0.00	0.00	0.00	500.00	(500.00)
6600 - General Repair & Maintenance	11,073.48	416.50	10,656.98	12,201.85	1,666.50	10,535.35
6605 - General Maintenance Supplies	536.31	666.50	(130.19)	1,524.53	2,666.50	(1,141.97)
6640 - Lighting Supplies/Repair & Maintenance	3,957.57	2,917.00	1,040.57	10,835.84	11,667.00	(831.16)
6685 - Linear Park Landscape Maintenance	0.00	2,708.50	(2,708.50)	0.00	5,417.00	(5,417.00)
6690 - Pet Stations	618.11	708.00	(89.89)	1,854.12	2,833.00	(978.88)
<b>Total Common Area Maint &amp; Services</b>	<b>31,478.10</b>	<b>31,478.10</b>	<b>0.00</b>	<b>150,000.00</b>	<b>150,000.00</b>	<b>0.00</b>
<b>Total</b>	<b>106,851.59</b>	<b>106,851.59</b>	<b>0.00</b>	<b>552,707.52</b>	<b>552,707.52</b>	<b>0.00</b>

# Income Statement Report Cameron Station Community Consolidated

April 01, 2019 thru April 30, 2019

	Current Period		Year to Date (4 months)		Annual Budget	Budget Remaining
	Actual	Budget	Actual	Budget		
<b><u>Expense</u></b>						
<b>Common Area Maint &amp; Services</b>						
6760 - Street Repair & Maintenance	2,640.00	3,250.00	2,739.34	3,250.00	6,500.00	3,760.66
<b>Total Common Area Maint &amp; Services</b>	<b>60,675.40</b>	<b>61,861.50</b>	<b>216,402.26</b>	<b>238,879.00</b>	<b>683,460.00</b>	<b>467,057.74</b>
<b>Landscaping</b>						
6199 - Irrigation Repairs	0.00	516.00	0.00	1,032.00	3,612.00	3,612.00
<b>Total Landscaping</b>	<b>0.00</b>	<b>516.00</b>	<b>0.00</b>	<b>1,032.00</b>	<b>3,612.00</b>	<b>3,612.00</b>
<b>Repair &amp; Maintenance</b>						
6755 - Storm Recovery Repair & Maintenance	0.00	631.00	0.00	1,262.50	5,050.00	5,050.00
<b>Total Repair &amp; Maintenance</b>	<b>0.00</b>	<b>631.00</b>	<b>0.00</b>	<b>1,262.50</b>	<b>5,050.00</b>	<b>5,050.00</b>
<b>Professional Services</b>						
7000 - Audit & Tax Services	0.00	0.00	0.00	0.00	6,700.00	6,700.00
7020 - Legal Services	300.00	333.00	1,200.00	1,333.00	4,000.00	2,800.00
7025 - Legal Services - Collections	3,497.00	1,750.00	8,522.43	7,000.00	21,000.00	12,477.57
7030 - Legal Services - General Counsel	0.00	2,500.00	8,467.00	10,000.00	30,000.00	21,533.00
<b>Total Professional Services</b>	<b>3,797.00</b>	<b>4,583.00</b>	<b>18,189.43</b>	<b>18,333.00</b>	<b>61,700.00</b>	<b>43,510.57</b>
<b>Cameron Club Maint &amp; Operations</b>						
5195 - Miscellaneous Expenses	0.00	83.00	50.17	333.00	1,000.00	949.83
5318 - Health Club Management/Staff	13,759.29	13,759.00	55,037.16	55,037.00	165,111.48	110,074.32
6075 - Clubhouse Utilities	2,276.87	2,833.00	10,592.59	11,333.00	34,000.00	23,407.41
6408 - Elevator Services	343.36	1,125.00	1,442.59	2,250.00	4,500.00	3,057.41
6414 - Fire Prevention & Protection	3,083.44	1,500.00	4,993.04	3,000.00	6,000.00	1,006.96
6424 - HVAC Services	0.00	0.00	1,233.00	2,000.00	6,000.00	4,767.00
6430 - Janitorial Services	3,414.54	3,535.00	13,658.16	14,138.00	42,413.00	28,754.84
6436 - Special Cleanings	1,200.00	667.00	1,800.00	2,667.00	8,000.00	6,200.00
6438 - Pool Management	9,274.00	13,271.00	18,090.00	18,579.00	63,700.00	45,610.00
6440 - Safety & Security	165.00	250.00	1,195.00	1,000.00	3,000.00	1,805.00

# Income Statement Report

## Cameron Station Community

### Consolidated

April 01, 2019 thru April 30, 2019

Expense	Current Period			Year to Date (4 months)			Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance		
<b>Cameron Club Maint &amp; Operations</b>								
6500 - Fire Suppression System	0.00	500.00	(500.00)	0.00	2,000.00	(2,000.00)	6,000.00	6,000.00
6515 - Building Repair & Maintenance	0.00	1,167.00	(1,167.00)	3,805.45	4,667.00	(861.55)	14,000.00	10,194.55
6525 - Community Center Improvement	0.00	167.00	(167.00)	0.00	667.00	(667.00)	2,000.00	2,000.00
6570 - Fitness Equipment Repair & Maintenance	1,056.18	792.00	264.18	2,281.18	3,167.00	(885.82)	9,500.00	7,218.82
6575 - Fitness Center Supplies	1,126.47	1,625.00	(498.53)	2,712.23	3,250.00	(537.77)	6,500.00	3,787.77
6590 - Access System Supplies	0.00	0.00	0.00	0.00	1,500.00	(1,500.00)	4,500.00	4,500.00
6595 - Access System Repairs	0.00	167.00	(167.00)	(440.00)	333.50	(773.50)	1,000.00	1,440.00
6700 - Pool Repair & Maintenance	0.00	1,333.50	(1,333.50)	725.00	1,333.50	(608.50)	4,000.00	3,275.00
6710 - Pool Supplies	93.71	1,667.00	(1,573.29)	1,298.24	1,667.00	(368.76)	5,000.00	3,701.76
9934 - Recreation Equipment	0.00	333.50	(333.50)	364.84	1,333.50	(968.66)	4,000.00	3,635.16
<b>Total Cameron Club Maint &amp; Operations</b>	<b>35,792.86</b>	<b>44,775.00</b>	<b>(8,982.14)</b>	<b>118,838.65</b>	<b>130,255.50</b>	<b>(11,416.85)</b>	<b>390,224.48</b>	<b>271,385.83</b>
<b>Taxes &amp; Insurance</b>								
5390 - Fidelity/Workman's Comp	327.84	184.00	143.84	799.83	735.00	64.83	2,205.00	1,405.17
5415 - D&O Insurance Premiums	413.50	438.00	(24.50)	1,654.00	1,751.00	(97.00)	5,252.00	3,598.00
5420 - Umbrella	807.64	838.00	(30.36)	3,230.74	3,352.00	(121.26)	10,056.00	6,825.26
5445 - General Liability Insurance Premiums	1,175.12	1,007.00	168.12	4,598.36	4,029.00	569.36	12,087.60	7,489.24
9000 - Income Tax	8,000.00	0.00	8,000.00	8,000.00	1,611.00	6,389.00	6,443.00	(1,557.00)
<b>Total Taxes &amp; Insurance</b>	<b>10,724.10</b>	<b>2,467.00</b>	<b>8,257.10</b>	<b>18,282.93</b>	<b>11,478.00</b>	<b>6,804.93</b>	<b>36,043.60</b>	<b>17,760.67</b>
<b>Other Expenses</b>								
5010 - Bad Debt	0.00	0.00	0.00	0.00	1,250.00	(1,250.00)	5,000.00	5,000.00
9106 - Capital Improvements Reserve	2,000.00	2,000.00	0.00	8,000.00	8,000.00	0.00	24,000.00	16,000.00
9946 - Signs Expenses	330.00	166.50	163.50	330.00	666.50	(336.50)	2,000.00	1,670.00
<b>Total Other Expenses</b>	<b>2,330.00</b>	<b>2,166.50</b>	<b>163.50</b>	<b>8,330.00</b>	<b>9,916.50</b>	<b>(1,586.50)</b>	<b>31,000.00</b>	<b>22,670.00</b>

# Income Statement Report

## Cameron Station Community

### Consolidated

April 01, 2019 thru April 30, 2019

	Current Period		Actual	Year to Date (4 months)		Annual Budget	Budget Remaining
	Actual	Budget		Budget	Variance		
<b>Expense</b>							
<b>Reserve Contributions</b>							
9800 - Repair & Replacement Expenses	27,800.00	27,800.00	111,200.00	111,200.00	0.00	333,600.00	222,400.00
<b>Total Reserve Contributions</b>	<b>27,800.00</b>	<b>27,800.00</b>	<b>111,200.00</b>	<b>111,200.00</b>	<b>0.00</b>	<b>333,600.00</b>	<b>222,400.00</b>
<b>Total Expense</b>	<b>222,929.06</b>	<b>230,273.50</b>	<b>809,882.93</b>	<b>867,834.00</b>	<b>(57,951.07)</b>	<b>2,585,730.70</b>	<b>1,775,847.77</b>
<b>Net Income / (Loss)</b>	<b>(2,486.34)</b>	<b>(14,328.50)</b>	<b>57,722.53</b>	<b>(4,858.00)</b>	<b>62,580.53</b>	<b>(5.91)</b>	<b>(57,728.44)</b>



**Cameron Station**  
**Replacement Reserves 504-xxx344**

SECURITY	QUANTITY	INTEREST RATE	ANNUAL INCOME	MATURITY DATE
MORGAN STANLEY BANK DEPOSIT	\$ 17,228	0.75%	\$ 129.21	-
SYNCHRONY BANK - UT	\$ 50,000	2.05%	\$ 1,025.00	07/11/19
CAPITAL ONE NA - MCLEAN, VA	\$ 100,000	2.00%	\$ 2,000.00	09/30/19
BANK OF AMERICA - NC	\$ 100,000	2.70%	\$ 2,700.00	12/05/19
WELLS FARGO BANK - SD	\$ 100,000	2.75%	\$ 2,750.00	01/14/20
MS BANK - UT	\$ 75,000	2.50%	\$ 1,875.00	03/16/20
JP MORGAN BANK - OH	\$ 75,000	2.40%	\$ 1,800.00	04/30/20
MS PRIVATE BANK - NY	\$ 90,000	2.85%	\$ 2,565.00	06/08/20
JP MORGAN BANK - OH	\$ 100,000	1.35%	\$ 1,350.00	06/24/20
COMENITY BANK - UT	\$ 100,000	2.90%	\$ 2,900.00	10/13/20
DISCOVER BANK - DE	\$ 100,000	1.90%	\$ 1,900.00	12/21/20
DISCOVER BANK - DE	\$ 75,000	2.70%	\$ 2,025.00	03/15/21
SALLIE MAE BANK - UT	\$ 75,000	2.80%	\$ 2,100.00	04/19/21
SYNCHRONY BANK - UT	\$ 100,000	1.50%	\$ 1,500.00	06/17/21
CAPITAL ONE NA - MCLEAN, VA	\$ 100,000	2.25%	\$ 2,250.00	12/29/21
GOLDMAN SACHS - NY	\$ 100,000	2.35%	\$ 2,350.00	03/15/22
AMERICAN EXPRESS BANK - UT	\$ 75,000	2.35%	\$ 1,762.50	05/03/22
<b>TOTAL</b>	<b>\$ 1,432,228</b>		<b>\$ 32,981.71</b>	

as of 5/13/19

**Cameron Station**  
**Operating Reserves 504-xxx163**

SECURITY	QUANTITY	INTEREST RATE	ANNUAL INCOME	MATURITY DATE
MORGAN STANLEY BANK DEPOSIT	\$ 612	0.75%	\$ 4.59	-
COMPASS BANK - AL	\$ 50,000	2.30%	\$ 1,150.00	06/17/19
HINGHAM BANK - MA	\$ 50,000	2.30%	\$ 1,150.00	07/17/19
HOME EXCHNAGE BANK - MO	\$ 50,000	2.25%	\$ 1,125.00	08/26/19
21st CENTURY BANK - MN	\$ 53,000	2.30%	\$ 1,219.00	09/17/19
<b>TOTAL</b>	<b>\$ 203,612</b>		<b>\$ 4,648.59</b>	

as of 5/13/19

This information and data is being provided at your request and is from sources considered reliable, but their accuracy and completeness is not guaranteed. It has been prepared for illustrative purposes only and is not intended to be used as a substitute for the transaction statements you receive from Morgan Stanley Smith Barney LLC. Please compare the data on this document carefully with your transaction statements to verify its accuracy. This information is based upon the market value of your account as of the close of business on May 10, 2019 and is subject to daily market fluctuation.

Prices and yields are as of May 13, 2019 and subject to change and availability.

**Morgan Stanley Smith Barney. Member SIPC.**



**Cameron Station Community Association  
FY 2019 Budget Report  
Cameron Club Facilities Committee**

Product or Service	Line Item	FY2019 Budgeted Amount	Expense Amount (April)	Remaining Amount	FY2018 Budgeted Amount	YTD Expense Amount (April) 2019
Safety and Security	6440	\$3,000.00	\$165.00	\$1,805.00	\$2,500.00	\$1,195.00
Fire Suppression System	6500	\$6,000.00	\$0.00	\$6,000.00	\$6,000.00	\$0.00
Building Repair and Maintenance	6515	\$14,000.00	\$0.00	\$10,194.55	\$14,000.00	\$3,805.45
Community Center Improvements	6525	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Fitness Equipment Repair and Maintenance	6570	\$9,500.00	\$1,056.18	\$7,218.82	\$8,000.00	\$2,281.18
Fitness Center Supplies	6575	\$6,500.00	\$1,126.47	\$3,787.77	\$6,000.00	\$2,712.23
Access System Supplies	6590	\$4,500.00	\$0.00	\$4,500.00	\$4,500.00	\$0.00
Access Center Repairs	6595	\$1,000.00	\$0.00	\$1,000.00	\$500.00	\$0.00
Pool Repair and Maintenance	6700	\$4,000.00	\$0.00	\$3,275.00	\$4,000.00	\$725.00
Pool Supplies	6710	\$5,000.00	\$93.71	\$3,701.76	\$5,000.00	\$1,298.24
Pool Management	6438	\$63,700.00	\$9,274.00	\$45,610.00	\$59,900.00	\$18,090.00
Health Club Management	5318	\$165,111.48	\$13,759.29	\$110,074.32	\$169,189.00	\$55,037.16
Recreation equipment	9934	\$4,000.00	\$0.00	\$3,635.16	\$4,000.00	\$364.84
Reserve Expenditures Exercise Equipment	3280	\$30,900.00	\$0.00	\$21,708.10	\$33,400.00	\$0.00
<b>Total in Operating</b>		\$288,311.48			\$285,589.00	

APRIL FY19 Financial Budget Report

Note, the line item highlighted in YELLOW is the RESERVE's NOT OPERATING

GL3280 Pending the payments of the 6 TV's \$642.30 and the Peloton Commercial Bike \$4,165.32

**Cameron Station Community Association  
FY19 YTD Budget Report  
Common Area Committee**

<b>Product or Service</b>	<b>Line Item</b>	<b>FY2019 Budgeted Amount</b>	<b>Expense Amount (April)</b>	<b>Remaining Amount</b>	<b>FY2018 Budgeted Amount</b>	<b>YTD Expense Amount (April)</b>
Grounds & Landscaping-Contract	6100	\$154,404.00	\$12,867.00	\$102,936.00	\$155,196.00	\$51,468.00
Linear Park Landscape Maintenance	6685	\$21,668.00	\$0.00	\$21,668.00	\$21,668.00	\$0.00
Flower Rotation & Landscape Enhancement	6150	\$22,000.00	\$0.00	\$22,000.00	\$25,000.00	\$0.00
Irrigation System Contract	6299	\$16,638.00	\$0.00	\$16,638.00	\$18,000.00	\$0.00
Tree/Shrub Maintenance	6160	\$33,000.00	\$1,850.00	\$23,795.00	\$28,000.00	\$9,205.00
Turf Treatment Enhancements	6155	\$15,000.00	\$5,800.00	\$137.50	\$15,000.00	\$14,862.50
Watering/Supplies	6200	\$150.00	\$0.00	\$150.00	\$750.00	\$0.00
Snow Removal	6442	\$70,000.00	\$0.00	\$44,201.00	\$70,000.00	\$25,799.00
Street Repair/Maintenance	6760	\$6,500.00	\$2,640.00	\$3,760.66	\$6,500.00	\$2,739.34
Pet Stations	6690	\$8,500.00	\$618.11	\$6,645.88	\$8,500.00	\$1,854.12
General Repair & Maintenance	6600	\$5,000.00	\$11,073.48	<b>(\$7,201.85)</b>	\$5,000.00	\$12,201.85
General Maintenance Supplies	6605	\$8,000.00	\$536.31	\$6,475.47	\$6,500.00	\$1,524.53
Maintenance Uniforms	6315	\$100.00	\$0.00	<b>(\$377.76)</b>	\$100.00	\$477.76
Fountain Repair/Maintenance	6585	\$1,000.00	\$0.00	\$1,00.00	\$2,200.00	\$0.00
		<b>\$297,658.40</b>				

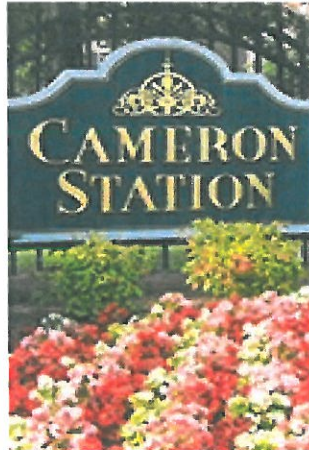
FY19 Total Budget report YTD Financials



# For Sponsorship/ 2019 Budget

		Money Not Spent
January	Women's Self-Defense Class	\$700
	Bingo	\$200
	Kids Night	\$200
		\$700
		\$275
		\$185
		-\$700
		(\$75)
		\$15
		<b>\$760</b>
February	Souper Bowl Contest	
	Bunco	\$200
	Kids Night	\$200
		\$90
		\$30
		\$120
		(\$640)
March	St Patty's Bingo	\$200
	Bunco	\$200
		\$190
		\$85
		\$10
		\$115
		-\$525
April	Kid's Night	\$200
	BUNCO	\$200
	Spring Yard Sale	\$200
	Egg Hunt	\$1,000
	April 20th	
		\$200
		\$80
		\$70
		(\$1,010)
		(\$1,535)
May	Little Free Library	
	Kids Night	\$200
	BUNCO	\$200
		(\$20)
June	Father / Daughter Dance	\$100
	Patriotic Parade (Possibly move into July)	\$300
	BUNCO (changed to HH event)	\$200
	June 16th	
	June 23rd	





## **Cameron Club Monthly Report**

**April 2019**

### **Attendance and Usage**

April – 5,012

- Average usage per day- 167

Previous month:

- March– 5,776
- Average usage per day- 186

## **Facility & Operations**

### **Group Exercise Class Program**

- Stretch and Core was the most attended classes this month, with Vinyasa Yoga coming in second.
- We saw an increase in 8 out of 10 classes from last month.

### **Exercise and Facilities Equipment**

- The new, Stairmaster/Power Mill, has been received and is functioning at a 100%.

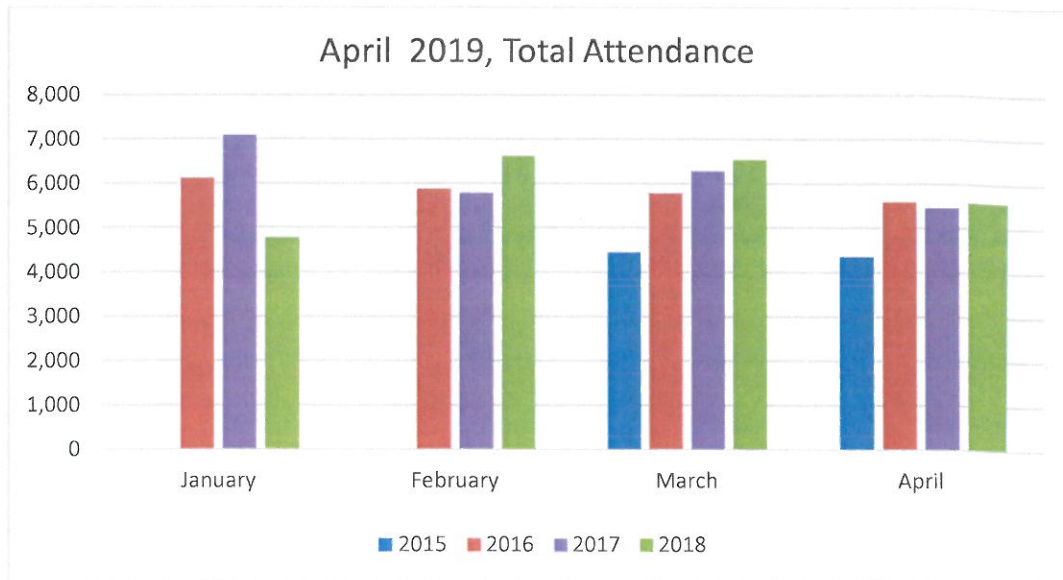
### **Personal Training**

- For the month of April there were no new clients. We did have 2 inquiries about personal training, and we will be following up with those residents within the next few days.

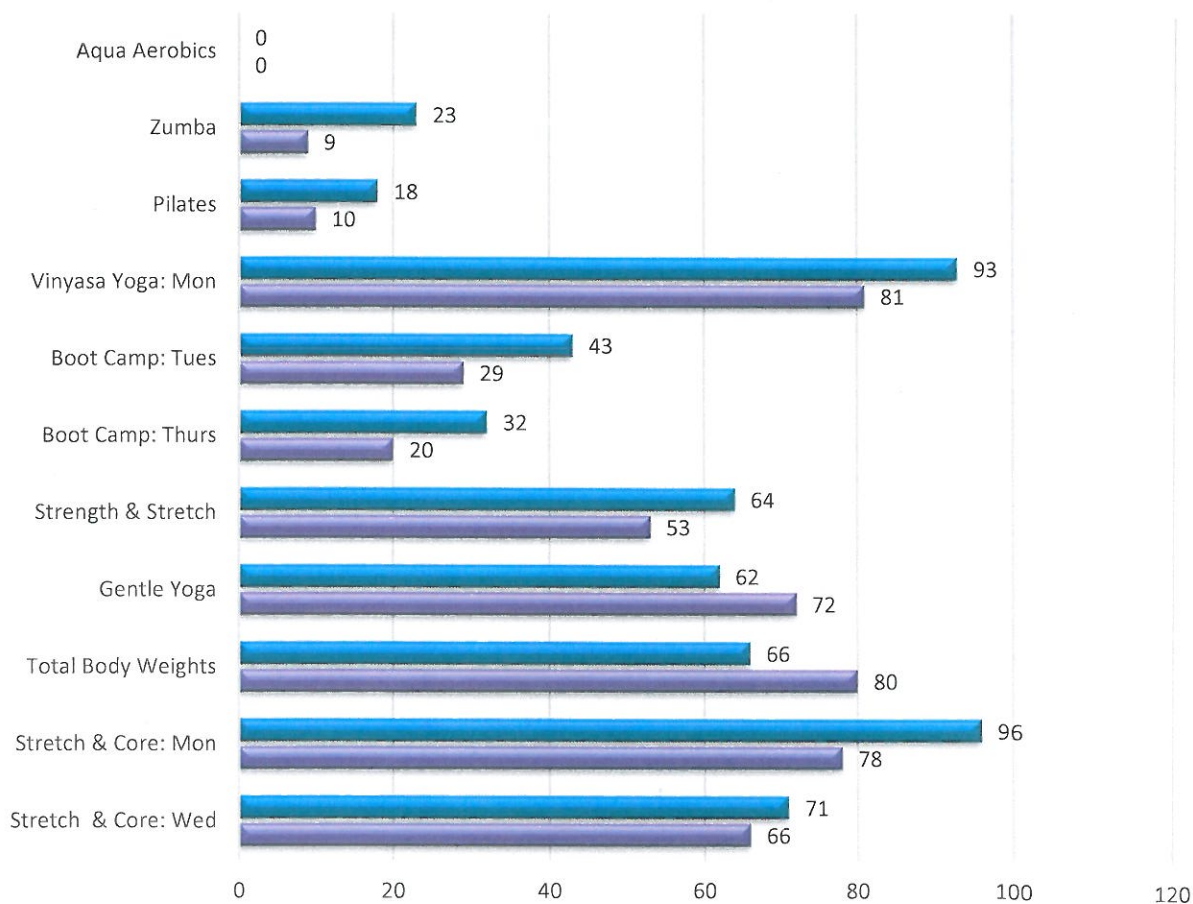
### **Upcoming Goals & Events**

- The Tai Chi workshop that was scheduled for May 5<sup>th</sup> had an attendance of 13 residents. The residents were quite taken with Riley Smith the Tai Chi instructor and have inquired about having a regular Tai Chi class. We are planning to have the swim lap challenge starting May 25<sup>th</sup>. This challenge will be based on who can do the fastest lap time and is open to all Cameron Residents. This challenge will continue until June 15<sup>th</sup>.

## Graphs



## Class Attendance March 2019/April 2019



	Stretch & Core: Wed	Stretch & Core: Mon	Total Body Weights	Gentle Yoga	Strength & Stretch	Boot Camp: Thurs	Boot Camp: Tues	Vinyasa Yoga: Mon	Pilates	Zumba	Aqua Aerobics
April	71	96	66	62	64	32	43	93	18	23	0
March	66	78	80	72	53	20	29	81	10	9	0

■ April ■ March

DRAFT MINUTES  
CAMERON CLUB FACILITIES COMMITTEE (CCFC) MEETING  
THURSDAY, MAY 9, 2019

The following individuals attended the meeting:

Ray Celeste, CCFC Chair

Dick Shea, Vice Chair

Dan Ogg, CCFC Recording Secretary

Jon Dellaria, BODs Representative to the CCFC

Karen Soles, CMC Management

Rich Mandley, ProFIT President

PsyniiGianni Scott, ProFIT Fitness Center Manager/Activities Director

The following individuals were absent:

John Burton, CCFC Member

Brendan Hanlon, CCFC Member

1. The Cameron Club Facilities Committee meeting was called to order by Ray Celeste at 7:13 p.m.
2. Dick Shea made a motion to approve the meeting agenda. The motion was seconded by Dan Ogg and it passed unanimously.
3. Residents' Open Forum: No residents attended.
4. Dick Shea made a motion to approve the CCFC's meeting minutes for April. The motion was seconded by Dan Ogg and it passed unanimously.
5. BODs Update. Dick Shea provided the BODs update.
  - a) Security Audit. The Board had questions about the proposed security audit, and it was discussed.
  - b) The Board approved the purchase of the Peloton bicycle, if we can ask Heartline to provide free shipping. Rich Mandley of ProFIT has been asked to check into it.
  - c) Pool Contract. The Service Level Agreement is being treated as a separate item from the pool contract, but it has been signed by American Pool and it will be enforced.
  - d) The Board was briefed that most of the CCFC and Karen Soles accompanied Reserve Study Specialist Mark Haase on his investigation of the clubhouse and pool.
6. Reserve Specialist Briefing. Mark Haase could not attend in person, but he participated by phone. Mark provided the Replacement Reserve Study to the Committee before the meeting and he walked the CCFC through key portions of the report.



- a) Roads. Mark suggests beginning road replacement in 2020. However, his survey shows considerably more road area than that listed in the previous reserve study. Mark did not have with him the exact numbers of the road area difference, but he will provide that information to the CCFC. We thanked him for the roads information and advised this information would be more properly addressed by the Common Area Committee (CAC).
- b) Clubhouse. The HVAC systems are top priorities for replacement and should be replaced in groups of two or three to save on crane rental costs.
- c) Roofing. The roofing is in reasonable shape but will need replacement within 5-6 years.
- d) Locker rooms. Possible upgrades in 2019 or 2020. May be expensive, but they are nice amenities for the community. Mark incorporated the CCFC recommendations for the replacement of the gym equipment and gym flooring.

7. CMC Management report. Karen Soles proved the CMC Management update.

- a) CMC Management continues to work to obtain bids for replacement of the basketball court floor. There are now two bids for wood flooring and two bids for synthetic flooring. They will get one more bid for each type of flooring and present all the bids to the CCFC at its June meeting.
- b) The pool schedule now includes opening on the weekend of May 18-19. Ray Celeste, Dick Shea, and Karen Soles briefed the pool lifeguards on May 9, 2019 just before the CCFC meeting for 45 minutes on the pool rules and expectations they had for the lifeguards.
- c) CMC Management is getting quotes for new lighting on the exterior of the building.
- d) CMC Management was able to obtain CAD files for the layout of the locker rooms to assist with new upgrade projects.
- e) New audio equipment is being considered for the basketball court.
- f) CMC Management is planning to replace and update the signage around the building and in the pool area. They also suggested that the tables for the pool deck be replaced, because they are old, worn, and some have weakened legs.
- g) **Dick Shea made a motion to direct CMC Management to purchase eight tables to replace existing tables for the pool deck at a cost not to exceed \$2,500.00, to be funded out of reserve funds. Dan Ogg seconded the motion and it passed unanimously. CMC must ensure the proper General Ledger (GL) account is identified.**

8. ProFIT Report:

- a) Psy Scott provided the ProFIT monthly report. Attendance in April was 5,012 (167 per day compared to March's attendance of 5,776 (186 per day).
- b) The Stairmaster has been replaced and is functioning well.
- c) ProFIT is considering having a regular Tai Chi workshop, given by Riley Smith.
- d) ProFIT is planning to have a swim lap challenge starting May 25, to record the fastest lap time and award a small prize.
- e) Looking at possible additional replacements of exercise equipment in 2019, Rich Mandley suggested replacing the oldest Cybex Arc Trainer and/or the Precor EFX Elliptical (non-moving arms).
- f) The CCFC discussed a suggestion from a resident that if more space is needed, the abdominal/back extension machine and the biceps machine could be removed because they are not used often.

9. Old Business.

- a) Ratification of electronic motion. Dick Shea made a motion to ratify the approved electronic motion for a comprehensive review of clubhouse security at a cost NTE \$1,500. Dan Ogg seconded the motion and it passed unanimously.

10. New Business:

- a) The cover for the TV in the great room is missing. CMC Management will ask Alberto, our community handyman to search for it.

11. Adjournment: Dick Shea made a motion to adjourn the meeting. Dan Ogg seconded the motion and it passed unanimously. The meeting was adjourned at 9:09 p.m.

**CAC Meeting Minutes**  
**Cameron Station Community Association, Inc.**  
**Common Area Committee**  
Monday, May 13, 2019

The regularly scheduled monthly meeting of the Common Area Committee (CAC), on Monday, May 13, 2019, was called to order at 7:10 PM by Robert Burns, CAC Chairman, in the club's second floor meeting room.

**Members Present:**

Robert Burns, CAC Chairman, Kathy McCollom, CAC Vice Chairman  
Members: Linda Greenberg and Kyle Geron

**Members Absent:** CAC Secretary Jeanne Brasseur and Members: S. Hockley Walsh and Wendy Ulmer

**Others in Attendance:** Deirdre Baldino, CMC

Joel Owen and Carlos Rios, Lancaster Landscapes  
Corey Medina, 4913 Waple Lane, resident

**OLD BUSINESS**

**Move to: Approve Meeting Minutes of April 2019.**

Moved by: McCollom  
Seconded by: Greenberg  
For: All  
Against: None  
**Motion Passed**

**Updates:** None

**NEW BUSINESS**

**Resident Open Forum:** Corey Medina explained that there is standing water in the stone swale that runs along one side of her property. She and family have been bitten by bugs. She would like remediation. Carlos will visit site and propose remediation. Baldino will inform Medina of Lancaster's recommendation.

**Board Update:** One more street sweeping proposal for a total of four. Two additional proposals from Lancaster.

**Welcome New Member:** Robert welcomed L. Kyle Geron to the board.

**Common Area Applications:** None



**Proposals:** The CAC reviewed CS budget for each proposal to ensure adequate funding to cover the costs prior to a final vote or determining to consider the proposal.

**Street Sweeping, Proposal #4900**

Total cost: \$4,900 (Budget Line 6760)

Sweep blacktop paved roadways and parking lots and dispose of debris. CSM to clear area of vehicles.

Discussion: Management recommends Reilly Sweeping Inc based on past experience at other properties. Contingent to the contract is CSM providing dump site and water.

**Move to approve street sweeping and debris removal with CSM providing dump site and water.**

Moved by McCollom

Seconded by Greenberg

For: All

Against: None

**Motion Passed**

**Paver Repair, Proposal #29761**

Total cost: \$3,225. NOTE: 10% discount on cost. (Budget Line 3280)

Behind Gazebo, direct water onto grassy area away from walkway at 4 areas by removing and resetting existing pavers, approximately 250 sf.

**Move to Approve Paver Repair**

Moved by McCollom

Seconded by Burns

For: All

Against: None

**Motion Passed**

**Drainage and Erosion, Proposal #29762**

Total cost: \$1,720 (Budget Line: 3364)

246 Murtha, along side. Regrade area to create a shallow swale and direct water to existing drain box in disturbed areas. Install tall fescue sod.

**Move to Regrade, channel water and install fescue sod**

Moved by Greenberg

Seconded by McCollom

For: All

Against: None

**Motion Passed**

**Paver Repair, Proposal #29763**

Total cost: \$1,620 (Budget Line: 3280)

247 Murtha, side. Direct water to grass and away from walkway in 4 areas. **Remove** and reset existing pavers, area approximately 120 sf.

**Move to repair pavers**

Moved by Greenberg

Seconded by McCollom

For: All

Against: None

Motion Passed

**Drainage and Erosion, Proposal #29764, revised 5/1/2019**

Total cost: \$1,355 (Budget Line: 3364)

Regrade eroded area, approximately 60 feet, to create a shallow swale to direct water to existing storm drain. Install tall Fescue sod.

**Moved to regrade and create swale**

Moved by Burns

Seconded by McCollom

For: All

Against: None

**Motion Passed**

**Tree Removal, Proposal #52191**

Total cost: \$750. (Budget Line 6160)

Remove declining Maple and stump, dispose of debris. No replacement.

**Motion to remove tree**

Moved by Greenberg

Seconded by McCollom

For: All

Against: None

**Motion Passed**

**Tree Removal and Replacement, Proposal #52192**

Total cost: 1,275. (Budget Line 6160)

Remove declining maple and stump from parking island near Pocosin Park, dispose of debris and replace tree.

Proposal amended to exclude tree replacement.

**Motion to exclude tree replacement and reduce cost by \$525.**

Moved by Greenberg

Seconded by McCollom

For: All

Against: None

**Motion passed**

**Club House Lighting, Proposal #L119-003**

Total cost: \$4,200. (Budget Line 3364)

Install new lighting system to light up clubhouse and flagpole. Remove existing lighting system.

**Motion to update lights at club house**

Moved by Greenberg

Seconded by McCollom

For: All

Against: None

**Motion passed.**

**Spray Heads, Proposal #L119-004**

Total cost: \$900. (Budget Line 3364)

Install spray heads for mulch bed along wall of clubhouse parallel to ramp.

Discussion: try Liriope first, less expensive.

**Motion tabled.**

**Other Matters**

**Reserve Report FY2019** Draft is available to review. Greenberg will review first, with attention to paving.

**Pride of Ownership** funding being discussed by Burns and Sarah Walsh. It is hoped that Pickett Center, particularly Home Depot, will fund the awards.

Burns nominated 148 Martin for POO consideration.

POO Judging: Saturday, May 18, 2019, McCollom and Greenberg.

**Compass** article written by McCollom

**Gate:** Brief discussion over the shifting wall near the gate closest to Duke Street.

**Community Walkthrough** is this Thursday, May 16, 2019 at 8 AM. We begin at the Club House and will walk the north east quadrant.

The next meeting is June 10, 2019

The meeting adjourned at 8:12.

Linda Greenberg  
CAC Member

**MEETING MINUTES  
CAMERON STATION COMMUNITY ASSOCIATION, INC.  
ARCHITECTURAL REVIEW COMMITTEE  
Tuesday, May 7, 2019**

The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) for May was held on Tuesday, May 7, 2019. The meeting was called to order at 7:02 p.m. by ARC Chair, Karen Diener, located at 200 Cameron Station Blvd., Alexandria, VA 22304, with a quorum present.

**ARC MEMBERS IN ATTENDANCE**

Karen Diener- ARC Chair  
Gayle Hatheway- ARC Vice Member  
Craig Schuck- ARC Member  
Sharon Wilkinson- ARC Member  
Stephen Pearson- ARC Member

**MEMBERS ABSENT**

Kevin Devaney- ARC Member  
Jeremy Drislane- ARC Member

**OTHERS IN ATTENDANCE**

Bethlehem Kebede, Covenants Administrator, CMC  
Deirdre Baldino, Assistant General Manager, Recording Secretary, CMC  
Cameron Station Residents

**APPROVE AGENDA**

**MOVE TO: "Approve the agenda with the addition under section 6 to include the Board update and Hearings as amended."**

Moved By: Gayle Hatheway

Seconded By: Craig Schuck

For: All

Against: None

Absent: Kevin Devaney and Jeremy Drislane

**MOTION PASSED**

**RESIDENTS OPEN FORUM**

Residents were present and discussed their Exterior Modification Applications that had submitted and answered any questions that the ARC had regarding their applications. They were not present for open forum.



**MOVE TO: "Approve the April 2, 2019 ARC meeting minutes as amended."**

Moved By: Craig Schuck

Seconded By: Sharon Wilkinson

For: All

Against: None

Absent: Kevin Devaney and Jeremy Drislane

**MOTION PASSED**

<b>ADDRESS</b>	<b>MODICATION REQUEST</b>	<b>ARC ACTION/VOTE</b>
4916 Donovan Drive	Tree Replacement	<b>APPROVED: as submitted</b> Moved By: Sharon Wilkinson Seconded By: Stephen Pearson For: All Against: None Absent: Kevin Devaney and Jeremy Drislane <b>MOTION PASSED</b>
5228 Brawner Place	Roof Replacement	<b>Request for More Information to include the scope of work.</b> Moved By: Craig Schuck Seconded By: Gayle Hatheway For: All Against: None Absent: Kevin Devaney and Jeremy Drislane <b>MOTION PASSED</b>
242 Murtha Street	Fence Replacement- Ratify	<b>APPROVED: as submitted</b> Moved By: Craig Schuck Seconded By: Gayle Hatheway For: All Against: None Absent: Kevin Devaney and Jeremy Drislane <b>MOTION PASSED</b>
393 Cameron Station Blvd.	Roof Replacement	<b>APPROVED: as submitted</b> Moved By: Stephen Pearson Seconded By: Sharon Wilkinson For: All Against: None Absent: Kevin Devaney and Jeremy Drislane <b>MOTION PASSED</b>

235 Medlock Lane	Remove all shutters- Ratify	<p><b>DISAPPROVED and homeowner has been requested to return shutters back as original.</b></p> <p>Moved By: Craig Schuck            Seconded By: Sharon Wilkinson            For: All            Against: None            Absent: Kevin Devaney and Jeremy Drislane  <b>MOTION PASSED</b></p>
255 Medlock Lane	Landscape Renovation	<p><b>APPROVED: as submitted</b></p> <p>Moved By: Stephen Pearson            Seconded By: Sharon Wilkinson            For: All            Against: None            Absent: Kevin Devaney and Jeremy Drislane  <b>MOTION PASSED</b></p>
133 Martin Lane	Roof Replacement	<p><b>Request for More Information to include scope of work.</b></p> <p>Moved By: Stephen Pearson            Seconded By: Craig Schuck            For: All            Against: None            Absent: Kevin Devaney and Jeremy Drislane  <b>MOTION PASSED</b></p>
260 Murtha Street	Roof Replacement	<p><b>APPROVED: as submitted</b></p> <p>Moved By: Craig Schuck            Seconded By: Stephen Pearson            For: All            Against: None            Absent: Kevin Devaney and Jeremy Drislane  <b>MOTION PASSED</b></p>
5019 Murtha Street	Security Device	<p><b>APPROVED: with stipulation that the device, be relocated in a less obtrusive location.</b></p> <p>Moved By: Gayle Hatheway            Seconded By: Sharon Wilkinson            Against: Stephen Pearson            Absent: Kevin Devaney and Jeremy Drislane  <b>MOTION PASSED</b></p>

5018 Gardner Drive	Replace Fence	<b>APPROVED: with stipulation that the deck and fence stain must match in color.</b> Moved By: Gayle Hatheway Seconded By: Craig Schuck For: All Against: None Absent: Kevin Devaney and Jeremy Drislane <b>MOTION PASSED</b>
258 Murtha Street	Replace Doors and Windows	<b>APPROVED: as submitted</b> Moved By: Gayle Hatheway Seconded By: Stephen Pearson For: All Against: None Absent: Kevin Devaney and Jeremy Drislane <b>MOTION PASSED</b>
154 Martin Lane	Replace Doors and Windows	<b>APPROVED: as submitted</b> Moved By: Craig Schuck Seconded By: Gayle Hatheway For: All Against: None Absent: Kevin Devaney and Jeremy Drislane <b>MOTION PASSED</b>
5018 Gardner Drive	Replace backyard pavers	<b>APPROVED: as submitted</b> Moved By: Stephen Pearson Seconded By: Sharon Wilkinson For: All Against: None Absent: Kevin Devaney and Jeremy Drislane <b>MOTION PASSED</b>

**MATTERS FOR DISCUSSION, INFORMATION & ACTION TOPICS**

Board Update- Discussed that there have been several neighbors doing group large scale repairs (roofs and fences) that has contributed to discounted pricing and the ARC has coordinated a Committee schedule to attend the monthly Board meetings.

**HEARINGS**

None.

**NEW BUSINESS**

None.

**Covenants Report – April 2019**

- The number of Comprehensive Inspections conducted in April is 100.
- The number of Resale Inspections conducted in April is 6.
- The number of Exterior Modification Applications reviewed in April is 17.
- In April there were no vehicles towed.
- In April 59 violation letters were sent, of these 16 letters were for parking violations and the rest 43 were for property maintenance.
- The next meeting of the Architectural Review Committee will be on June 4, 2019, application due date for this meeting is May 26, 2019.

**EXECUTIVE SESSION**

**MOVE TO: “Enter Executive Session at 8:20 p.m. to discuss delinquencies and fines.”**

Moved By: Gayle Hatheway

Seconded By: Stephen Pearson

For: All

Against: None

Absent: Kevin Devaney and Jeremy Drislane

**MOTION PASSED**

**MOVE TO: “Exit Executive Session at 8:30 p.m.”**

Moved By: Craig Schuck

Seconded By: Stephen Pearson

For: All

Against: None

Absent: Kevin Devaney and Jeremy Drislane

**MOTION PASSED**

**MOVE TO: “Approve to assess fines as discussed in executive session for accounts #000289-3422, #00205-2247, #00205-3505, #00205-2124, #00392-3566, #00440-1511, #00269-2005, and #00205-2917 for failure to comply with the Association’s Policies.”**

Moved By: Craig Schuck

Seconded By: Stephen Pearson

For: All

Against: None

Absent: Kevin Devaney and Jeremy Drislane

**MOTION PASSED**



**ADJOURNMENT**

**MOVE TO: "Adjourn the meeting at 8:32 p.m."**

Moved By: Stephen Pearson

Seconded By: Sharon Wilkinson

For: All

Against: None

Absent: Kevin Devaney and Jeremy Drislane

**MOTION PASSED**

Minutes prepared, and respectfully submitted by: Deirdre Baldino, Recording Secretary, CMC

**Cameron Station Community Association, Inc.**

**Board Decision**

**May 28, 2019**

**Motion:**

"I move to approve the CAC recommendation for Lancaster Landscapes, Inc.'s proposal #29761, to remove and reset existing pavers to direct water to flow onto grassy area and away from walkway at the rear of the Gazebo in the amount of \$3,225.00 to be expensed to GL3280 -Repair and Replacement Reserves.

**Second:**

**Summary:**

The CAC made the recommendation at their May 2019 meeting to approve the necessary removal and resetting of existing pavers to direct water onto grassy area away from the walkway, approximately 250 sf. Pavers to match existing color and size of pavers throughout community.

Lancaster Landscapes proposal is included in the Board packet for review.

**CMC Recommendation:**

The Board to approve the CAC recommendation to remove and reset existing pavers to direct water to flow onto grassy area and away from walkway, approximately 250sf.

**Budget Consideration:**

GL3280- Repair and Replacement Reserves.

**Vote:**

	In Favor	Opposed	Abstained	Absent
Michael Johnson				
Martin Menez				
Jon Dellaria				
Tom Sugrue				
Sarah Meyer Walsh				
Brian Sundin				

LANCASTER LANDSCAPES, INC.  
5019-B Backlick Rd ♦ Annandale, VA 22003  
Phone: 703-846-0944 ♦ Fax: 703-846-0952



PROPOSAL NO.  
29761

March 21<sup>st</sup>, 2019

**CUSTOMER # 229**

Karen Soles  
Community Manager  
Cameron Station Community Association  
200 Cameron Station Blvd.  
Alexandria, VA 22304

GL 328 Ø



Dear Karen,

Thank you for giving Lancaster Landscapes an opportunity to bid on your current job at the **Cameron Station**. Lancaster Landscapes, Inc. offers to perform the following services:

**PAVER REPAIR**

*At Cameron Station Circle – Rear of Gazebo*

**Scope of work:**

Remove and reset existing pavers to direct water to flow onto grassy area and away from walkway  
Total area approx. 250sf.

*Please note: All repairs will match color and size of existing paver walkways throughout the community.*

Labor: \$2,625

Materials: \$600.00

Pavers

Crushed concrete

Sand

**PROPOSAL TOTAL: \$3225.00**

Payment terms: All payments are due within 30 days of invoice date unless otherwise specified. A 1.5% per month late charge will be applied to payments not made within 30 days of their due date. In the event that this contract is placed in the hands of an attorney, whether or not suit is instituted, the client agrees to pay all reasonable attorneys fees involved in such collection efforts.

Lancaster Landscapes, Inc. offers a one year warranty on all newly installed plant materials and trees, excluding annuals and sod. The warranty period commences upon date of installation through and until one year from that date. Warranty is not valid if plants have (1) not been properly maintained (watered) (2) are damaged due to incidents not precipitated by contractor or its forces such as weather conditions, pedestrian traffic, animal damage, etc. (3) if invoice for services rendered has not been paid in full within the 30 day time allowance. Properties requiring re-installations will be inspected. Plant materials meeting warranty requirements will be listed and replaced, in mass, at the end of the warranty period, unless agreed to otherwise by contractor and client. This will ensure that all plants requiring replacements are installed under the best possible conditions and in compliance with current industry standards. Subsurface obstructions are not covered by proposal.

Disclaimer. Trees inherently pose a certain degree of hazard and risk from breakage, failure or other causes and conditions. Recommendations that are made by Lancaster Landscapes are intended to minimize or reduce hazardous conditions that may be associated with trees. However, there is and there can be no guarantee or certainty that efforts to correct unsafe conditions will prevent breakage or failure of the tree. Our recommendations should reduce the risk of tree failure but they cannot eliminate such risk, especially in the event of a storm or any act of God. Some hazardous conditions in landscapes are apparent while others require detailed inspection and evaluation. There can be no guarantee or certainty that all hazardous conditions will be detected.

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Authorized Signature: Carlos Rios  
This proposal may be withdrawn by us if not accepted within 30 Days.

**ACCEPTANCE OF PROPOSAL:**

The above prices, specifications, and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**Cameron Station Community Association, Inc.**

**Board Decision**

**May 28, 2019**

**Motion:**

"I move to approve the CAC recommendation for Lancaster Landscapes, Inc.'s proposal #29762 for re-grading the eroded area at 246 Murtha Street, to create a shallow swale to direct water to existing drain box in the amount of \$1,720.00 to be expensed to GL3364 -Capital Improvement Reserve Expenditure.

**Second:**

**Summary:**

The CAC made the recommendation at their May 2019 meeting to approve the necessary drainage and erosion work at 246 Murtha Street, along the sidewalk. This area has eroded and needs to be regraded to create a shallow swale to direct water to existing drain box on disturbed areas and installing tall fescue sod.

Lancaster Landscapes proposal is included in the Board packet for review.

**CMC Recommendation:**

The Board to approve the CAC recommendation to create a shallow swale to direct water to existing drain box on disturbed areas and installing tall fescue sod.

**Budget Consideration:**

GL3364- Capital Expenditure/Landscape Improvements Expenditure. ((\$31,645.29)

**Vote:**

	In Favor	Opposed	Abstained	Absent
Michael Johnson				
Martin Menez				
Jon Dellaria				
Tom Sugrue				
Sarah Meyer Walsh				
Brian Sundin				



**Cameron Station Community Association, Inc.**

**Board Decision**

**May 28, 2019**

**Motion:**

"I move to approve the CAC recommendation for Lancaster Landscape, Inc.'s proposal #LI19-003, to install 14 low voltage landscape lights in front of the clubhouse and on the flag pole. This also includes the removal of existing 110 lighting in the amount of \$4,200.00 to be expensed to GL3364 -Capital Expenditure/Landscape Improvements Expenditure.

Second:

**Summary:**

The CCFC made the recommendation at their May 2019 meeting to approve the installation of 14 low voltage landscape lights for the front of the clubhouse and flag pole. This includes the removal of the existing 110 lighting.

Lancaster Landscapes proposal is included in the Board packet for review.

**CMC Recommendation:**

The Board to approve the CAC recommendation to install 14 low voltage landscape lights for the front of the clubhouse and flag pole and remove the existing 110 lighting.

**Budget Consideration:**

GL3364- Capital Expenditure/Landscape Improvements Expenditure. Balance (\$31,645.29)

**Vote:**

	In Favor	Opposed	Abstained	Absent
Michael Johnson				
Martin Menez				
Jon Dellaria				
Tom Sugrue				
Sarah Meyer Walsh				
Brian Sundin				

**LANCASTER LANDSCAPES, INC.**

5019-B Backlick Rd ♦ Annandale, VA 22003  
Phone: 703-846-0944 ♦ Fax: 703-846-0952



**PROPOSAL NO. LI19-003**

Date:

**CUSTOMER # 229**

Karen Soles  
Community Manager  
Cameron Station Community Association  
200 Cameron Station Blvd.  
Alexandria, VA 22304

GL 3364  
Capital Improvements  
BOD

Dear Karen,

Thank you for giving Lancaster Landscapes an opportunity to bid on your current job at the **Cameron Station**. Lancaster Landscapes, Inc. offers to perform the following services:

**Scope of Work:**

We propose to install 14 low voltage landscape lights front of clubhouse and flag pole.  
We propose the use of Kichler up lights with 5 or 7 watt LED lens.  
Transformer will be the same as we use at the gazebo, a Vista VPro 2.  
All wire will be buried in ¾ inch pvc conduit to protect from excavation.  
We will also remove existing 110 lighting.

**Materials**

14, 5 inch Kichler 12 volt Centennial Brass up lights  
14, 5 or 7 watt brilliance LEDs Lens (15 degree)  
1, Vista VPro dual 150 watt lighting transformer  
150 feet of 12/2 low voltage lighting wire  
misc small material

**PROPOSAL TOTAL: \$ 4,200.00**

Payment terms: All payments are due within 30 days of invoice date unless otherwise specified. A 1.5% per month late charge will be applied to payments not made within 30 days of their due date. In the event that this contract is placed in the hands of an attorney, whether or not suit is instituted, the client agrees to pay all reasonable attorneys fees involved in such collection efforts.

Lancaster Landscapes, Inc. offers a one year warranty on all newly installed plant materials and trees, excluding annuals and sod. The warranty period commences upon date of installation through and until one year from that date. Warranty is not valid if plants have (1) not been properly maintained (watered) (2) are damaged due to incidents not precipitated by contractor or its forces such as weather conditions, pedestrian traffic, animal damage, etc. (3) if invoice for services rendered has not been paid in full within the 30 day time allowance. Properties requiring re-installations will be inspected. Plant materials meeting warranty requirements will be listed and replaced, in mass, at the end of the warranty period, unless agreed to otherwise by contractor and client. This will ensure that all plants requiring replacements are installed under the best possible conditions and in compliance with current industry standards. Subsurface obstructions are not covered by proposal.

Disclaimer. Trees inherently pose a certain degree of hazard and risk from breakage, failure or other causes and conditions. Recommendations that are made by Lancaster Landscapes are intended to minimize or reduce hazardous conditions that may be associated with trees. However, there is and there can be no guarantee or certainty that efforts to correct unsafe conditions will prevent breakage or failure of the tree. Our recommendations should reduce the risk of tree failure but they cannot eliminate such risk, especially in the event of a storm or any act of God. Some hazardous conditions in landscapes are apparent while others require detailed inspection and evaluation. There can be no guarantee or certainty that all hazardous conditions will be detected.

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

**ACCEPTANCE OF PROPOSAL:**

The above prices, specifications, and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE: \_\_\_\_\_

Authorized Signature: Curt Cummins  
This proposal may be withdrawn by us if not accepted within 30 Days.

SIGNATURE: \_\_\_\_\_

LANCASTER LANDSCAPES, INC.  
5019-B Backlick Rd ♦ Annandale, VA 22003  
Phone: 703-846-0944 ♦ Fax: 703-846-0952



PROPOSAL NO.  
29762

March 21<sup>st</sup>, 2019

**CUSTOMER # 229**

Karen Soles  
Community Manager  
Cameron Station Community Association  
200 Cameron Station Blvd.  
Alexandria, VA 22304

GL 3364

Dear Karen,

Thank you for giving Lancaster Landscapes an opportunity to bid on your current job at the **Cameron Station**. Lancaster Landscapes, Inc. offers to perform the following services:

**DRAINAGE AND EROSION**

*At Rear of 246 Murtha Street – Along Sidewalk*

**Scope of Work:**

- Regrade area to create a shallow swale and direct water to existing drain box on disturbed areas
- Install tall fescue sod

Labor \$1,320

**Material**

Tall fescue sod \$ 475

**PROPOSAL TOTAL: \$1720.00**

Payment terms: All payments are due within 30 days of invoice date unless otherwise specified. A 1.5% per month late charge will be applied to payments not made within 30 days of their due date. In the event that this contract is placed in the hands of an attorney, whether or not suit is instituted, the client agrees to pay all reasonable attorneys fees involved in such collection efforts.

Lancaster Landscapes, Inc. offers a one year warranty on all newly installed plant materials and trees, excluding annuals and sod. The warranty period commences upon date of installation through and until one year from that date. Warranty is not valid if plants have (1) not been properly maintained (watered) (2) are damaged due to incidents not precipitated by contractor or its forces such as weather conditions, pedestrian traffic, animal damage, etc. (3) if invoice for services rendered has not been paid in full within the 30 day time allowance. Properties requiring re-installations will be inspected. Plant materials meeting warranty requirements will be listed and replaced, in mass, at the end of the warranty period, unless agreed to otherwise by contractor and client. This will ensure that all plants requiring replacements are installed under the best possible conditions and in compliance with current industry standards. Subsurface obstructions are not covered by proposal.

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All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Authorized Signature: Carlos Rios  
This proposal may be withdrawn by us if not accepted within 30 Days.

**ACCEPTANCE OF PROPOSAL:**

The above prices, specifications, and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_















**Cameron Station Community Association, Inc.**

**Board Decision**

**May 28, 2019**

**Motion:**

"I move to approve the CAC recommendation for Lancaster Landscape, Inc.'s proposal #29764 (revised 5/1/19), regrading the eroded area at 5156 California Lane to create a shallow swale to direct water to existing storm drain in the amount of \$2,005.00 to be expensed to GL3364 - Capital Improvement Expenditure.

**Second:**

**Summary:**

The CAC made the recommendation at their May 2019 meeting to approve the necessary drainage and erosion work at 5156 California Lane. This area has eroded approximately 60' and this proposal includes creating a shallow swale to direct water to the existing storm drain with option #1 West Virginia field stone.

Lancaster Landscapes proposal is included in the Board packet for review.

**CMC Recommendation:**

The Board to approve the CAC recommendation to create a shallow swale to direct water to existing storm drain with West Virginia field stone.

**Budget Consideration:**

GL3364-Capital Improvement Expenditure. Balance (\$31,645.29)

**Vote:**

	In Favor	Opposed	Abstained	Absent
Michael Johnson				
Martin Menez				
Jon Dellaria				
Tom Sugrue				
Sarah Meyer Walsh				
Brian Sundin				

LANCASTER LANDSCAPES, INC.  
5019-B Backlick Rd ♦ Annandale, VA 22003  
Phone: 703-846-0944 ♦ Fax: 703-846-0952



PROPOSAL NO.  
29764 REVISED 5/1/19

March 21<sup>st</sup>, 2019

**CUSTOMER # 229**

Karen Soles  
Community Manager  
Cameron Station Community Association  
200 Cameron Station Blvd.  
Alexandria, VA 22304

GL 3364

Dear Karen,

Thank you for giving Lancaster Landscapes an opportunity to bid on your current job at the Cameron Station. Lancaster Landscapes, Inc. offers to perform the following services:

**DRAINAGE AND EROSION**

*5156 California right side*

**Scope of Work:**

Regrade eroded area approx. 60' to create a shallow swale to direct water to

existing storm drain

on swale install

labor.....\$880.00

option#1

west virgia field stone.....\$1,125.00

option #2

tall fescue sod.....\$475.00

**PROPOSAL TOTAL: OPTION #1 \$2,005.00**

**OPTION #2 \$1,355.00**

Payment terms: All payments are due within 30 days of invoice date unless otherwise specified. A 1.5% per month late charge will be applied to payments not made within 30 days of their due date. In the event that this contract is placed in the hands of an attorney, whether or not suit is instituted, the client agrees to pay all reasonable attorneys fees involved in such collection efforts.

Lancaster Landscapes, Inc. offers a one year warranty on all newly installed plant materials and trees, excluding annuals and sod. The warranty period commences upon date of installation through and until one year from that date. Warranty is not valid if plants have (1) not been properly maintained (watered) (2) are damaged due to incidents not precipitated by contractor or its forces such as weather conditions, pedestrian traffic, animal damage, etc. (3) if invoice for services rendered has not been paid in full within the 30 day time allowance. Properties requiring re-installations will be inspected. Plant materials meeting warranty requirements will be listed and replaced, in mass, at the end of the warranty period, unless agreed to otherwise by contractor and client. This will ensure that all plants requiring replacements are installed under the best possible conditions and in compliance with current industry standards. Subsurface obstructions are not covered by proposal.

Disclaimer. Trees inherently pose a certain degree of hazard and risk from breakage, failure or other causes and conditions. Recommendations that are made by Lancaster Landscapes are intended to minimize or reduce hazardous conditions that may be associated with trees. However, there is and there can be no guarantee or certainty that efforts to correct unsafe conditions will prevent breakage or failure of the tree. Our recommendations should reduce the risk of tree failure but they cannot eliminate such risk, especially in the event of a storm or any act of God. Some hazardous conditions in landscapes are apparent while others require detailed inspection and evaluation. There can be no guarantee or certainty that all hazardous conditions will be detected.

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Authorized Signature: Carlos Rios  
This proposal may be withdrawn by us if not accepted within 30 Days.

**ACCEPTANCE OF PROPOSAL:**

The above prices, specifications, and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_















**Cameron Station Community Association, Inc.**

**Board Decision**

**May 28, 2019**

**Motion:**

"I move to approve the CAC recommendation for Reilly Sweeping, Inc.'s proposal, to provide road sweeping services to sweep all accessible blacktop paved roadways and parking lots. This will include the disposal of debris in the amount of \$4,900 to be expensed to GL6760 -Street Repair and Maintenance.

Second:

**Summary:**

The CAC made the recommendation at their May 2019 meeting to approve road sweeping services to sweep all accessible blacktop paved roadways and parking lots. This includes the disposal of debris.

Lancaster Landscapes proposal is included in the Board packet for review.

**CMC Recommendation:**

The Board to approve the CAC recommendation to perform street sweeping services to sweep all accessible blacktop paved roadways and parking lots. This includes the disposal of debris.

**Budget Consideration:**

GL6760- Maintenance.

**Vote:**

	In Favor	Opposed	Abstained	Absent
Michael Johnson				
Martin Menez				
Jon Dellaria				
Tom Sugrue				
Sarah Meyer Walsh				
Brian Sundin				



GL 6760

4900

# Contract

## ACCEPTANCE/AGREEMENT



### Reilly Sweeping Inc.

10958 Guilford Road

Annapolis Jct., MD 20701

Phone: 301-725-3518

www.reillysweeping.com

DATE: 166271  
03/21/2019

REP: Ed Kemp

**CUSTOMER:**Cameron Station Comm Assoc  
200 Cameron Station Blvd  
Alexandria VA 22304**SITE**Cameron Station Comm Assoc  
200 Cameron Station Blvd  
Alexandria VA 22304**Attention:** Karen Soles

QUANTITY U/M	DESCRIPTION	UNIT PRICE	TOTAL
1.00 p/sw	Road sweeping services with operator to sweep all accessible blacktop paved roadways & parking lots. Customer will be responsible to have the work area clear of any vehicles. All invoices paid by credit card are subject to a 3% handling fee.	\$3,200.00	\$3,200.00
1.00 p/sw	Disposal of debris	\$1,700.00	\$1,700.00

**Customer will provide a dumpsite for material collected and a water supply for the sweepers dust control.**

**Water Fill Location:** \_\_\_\_\_**Dumpsite Location:** \_\_\_\_\_

The parties agree that liability hereunder is and shall be limited to the time period that contractor's Reilly Sweeping Inc. vehicle(s) and equipment are actually on the property performing services and not prior or subsequent thereto since the same is beyond contractor's control. A Two-Million Dollar liability insurance certificate with an additional Ten Million-umbrella coverage would be provided.

Customer agrees to secure all necessary approvals for use of water source to be provided at the Customer's sole cost and expense in addition to contract prices stipulated herein. Customer agrees to save harmless and indemnify Reilly Sweeping Inc., including reasonable attorney's fees and court costs, should Reilly Sweeping Inc. in any way be responsible and/or held liable for said water charges used in conjunction herein.

*Agreement of Proposal* The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. If payment is not received by the 30th day following completion of the invoiced work, RSI will commence litigation to collect any such delinquent payments. We agree to pay all reasonable attorneys' fees incurred by RSI in such collection efforts. The parties also agree to the jurisdiction of venue the Circuit Court of Howard County, MD for all litigation matters arising from this agreement.

Terms: Net 10 Days

Signature x \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_  
This proposal may be withdrawn by us if not accepted within 30 days

**Cameron Station Community Association, Inc.**

**Board Decision**

**May 28, 2019**

**Motion:**

"I move to approve the CCFC recommendation to replace the existing 8 tables at the pool facility. However, based on the proposal pricing, we propose to replace the 8 tables for a total cost of \$2,678.95, \$178.95 over the CCFC recommendation NTE \$2,500.

Second:

**Summary:**

The CCFC made a motion to replace the 8 tables at the pool facility NTE \$2,500 at their May 2019 meeting. Management obtained 2 bids, one for \$3,729.44 from Criterion Outdoor Furniture and a second one for \$2,678.95 from Pool Furniture Supply. Based on price, Management recommends the 8 tables be purchased from Pool Furniture Supply for \$2,678.95. It will take between 4-6 weeks for them to be delivered by either company.

Proposals enclosed in packet for review.

**CCFC Recommendation:**

The Board to approve the CCFC recommendation to replace the existing 8 tables at the pool facility.

**Budget Consideration:**

GL3280- Repair and Replacement Reserves.

**Vote:**

	In Favor	Opposed	Abstained	Absent
Michael Johnson				
Martin Menez				
Jon Dellaria				
Tom Sugrue				
Sarah Meyer Walsh				
Brian Sundin				

Acrylic top 42"  
Camel color base

Tom Callow

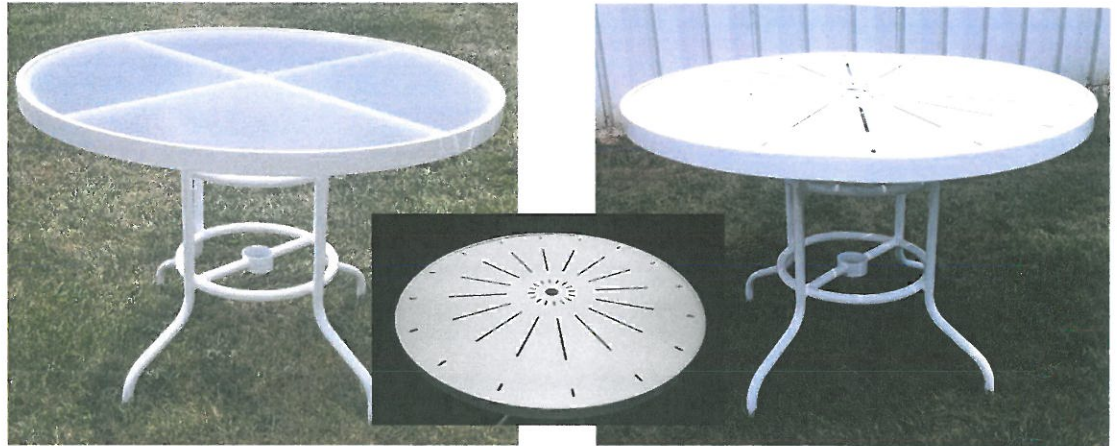
304.790.9903

[tom@criterionrepair.com](mailto:tom@criterionrepair.com)

## Criterion Outdoor Furniture Restoration & Sales

### Pedestal Base Dining Tables

- Durable Extruded Aluminum construction.
- Powder coated frames available in a variety of color options to match your existing furniture.



Available in 18", 30", 36", 42" & 48" Diameter

Top Options: Acrylic or Aluminum Perforated

### Straight Leg Base Dining Tables



201 White



224 Off White



237 Putty

Available in 18", 30", 36", 42" & 48" Diameter

Fiberglass Top Options: White, Off White, or Putty

Criterion  
Outdoor Furniture  
Restoration & Sales

429 Tomar Road  
Keyser WV 26726  
Phone 304.788.3190  
Fax 304.788.6099

[www.criterionrepair.com](http://www.criterionrepair.com)

Criterion, Inc. Outdoor Furniture Repair

429 Tomar Road  
Keyser, WV 26726

Phone: 304-788-3190  
Fax: 304-788-6099

# Estimate

Date	Estimate #
5/22/2019	17492

Name / Address
CMC790-10844 Cameron Station Community PO Box 650255 Dallas, TX 75265-0255

Ship To
Cameron Station 200 Cameron Station Blvd. Alexandria, VA 22310 (703)567-4881

Terms	Expiration Date	Rep	Region	Prepared by
50% Deposit, Balan...	6/21/2019	TCVA	NOVA	TEC

Item	Description	Qty	Cost	Total
New	New Milor 42" Round Acrylic Top Table with hole Frame: Camel	8	428.00	3,424.00T
CDEL	Criterion Delivery *DEPOSIT OF 50% DUE UPON ACCEPTANCE OF ESTIMATE		100.00	100.00
	Contact: Karen Soles KSoles@cmc-management.com VA Sales Tax		6.00%	205.44

<b>Total</b>	<b>\$3,729.44</b>
--------------	-------------------

Customer Signature \_\_\_\_\_





Phone: (877) 646-6320  
Fax : (386) 437-6652

A Furniture Leisure Web Store

## Quote

PO Box 2390  
Bunnell, FL 32110

Date	Quote No.
5/22/2019	PFS10019

### Bill To

Cameron Station  
Karen Soles  
200 Cameron Station Blvd.  
Alexandria, VA 22304

### Ship To

Cameron Station  
Karen Soles  
200 Cameron Station Blvd.  
Alexandria, VA 22304  
703-567-4881

P.O. No.	Rep	Terms
	CS	50%Deposit/Net

Item	Description	Qty	Cost	Total
WT4203AU	42 Inch Round Dining Table Acrylic with 1 1/2 Aluminum Frame, 34 lbs. Frame Color: 206-CAMEL	8	279.95	2,239.60
S&H	Shipping and Handling. Commercial Delivery does not include off loading freight. Additional charges for Lift Gate, Call Ahead, and Inside Delivery will be added when requested. **PLEASE INSPECT ALL PRODUCTS AT THE TIME OF DELIVERY & NOTE ANY VISIBLE DAMAGE to BOXES or PRODUCT on the DRIVERS DELIVERY RECEIPT**		439.35	439.35
	Residential Community Delivery w/ a Call Ahead Appt. & Lift Gate			

Due to credit card processing guidelines all credit card purchases will be processed for the full amount within 7 days of purchase. Orders other than credit card payment require a 50% deposit on all first orders and all orders over \$2,000. The balance is due upon receipt of the merchandise. Orders will not be processed until credit is approved by Furniture Leisure, Inc. All custom orders (made to customer specs) require payment in advance and are non-returnable and non-cancelable. A 25% restocking fee plus all shipping costs are required to return stock merchandise. Returns must receive a "Return Authorization" from Furniture Leisure, Inc prior to shipping. All returns must be received in the original cartons and in new condition.

The manufacturer of merchandise purchased from Furniture Leisure, Inc. warrants all products. Written warranties are available upon request. Furniture Leisure, Inc. assumes no responsibility to extend, alter, or modify any product warranty.

Furniture Leisure, Inc. will be held harmless against all claims of liability resulting from receiving, installation and use of these products. All Shipments are scheduled ASAP "as soon as possible". All effort will be made to expedite, however the purchaser acknowledges no arrival dates are guaranteed. Customer agrees to pay reasonable collection costs allowed by law and/or attorneys fees incurred in connection with the collection of this transaction. The venue for any litigation with Furniture Leisure, Inc will be Flagler County, FL.

**Subtotal** \$2,678.95

**Sales Tax (0.0%)** \$0.00

**Order Total** \$2,678.95

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

[sales@poolfurnituresupply.com](mailto:sales@poolfurnituresupply.com)

[www.poolfurnituresupply.com](http://www.poolfurnituresupply.com)

## Commercial Warranty

Furniture Leisure Inc. offers the following commercial warranty to the original purchaser with proof of purchase. Photos may be required to file a claim. This commercial warranty does not apply to beach warranty.

### Frames

Furniture Leisure Inc. warrants all extruded aluminum frames against defects in material and workmanship for five (5) years from original date of purchase. If your frame fails structurally during normal use, Furniture Leisure Inc. will repair or replace the frame with the same product and frame, at no cost. If the product of frame finish has been discontinued, a similar item will be used. This includes labor during the first twelve (12) months. Note: Glide replacement is a necessary function in maintaining the furniture and should be accomplished on an annual basis, or more frequently, depending on the level of usage. Replacement glides are available for purchase from Furniture Leisure Inc. Note that many of our sling dining chairs require additional bracing (i.e. bolt thru) to be warranted for commercial use.

### Cast Aluminum Furniture

Cast aluminum frames are warranted against defects in material and workmanship for one (1) year from original date of purchase.

### Wicker Furniture

Wicker frames are warranted for three (3) years against defects in material and workmanship. The resin wicker is warranted for one (1) year against discoloration and breakage. Glass tabletops that come standard with wicker tables are not covered in this warranty. The Beechwood grouted tile top tables found in the Oxford collection are warranted for use under covered areas only.

### Fire Products

All fire pit hardware is warranted for one (1) year against manufacturers defects. The hardware includes: the burner, bowl, gas valves, hoses, wires and the igniter. See the warranty information included with each fire pit bowl for full warranty information. Some surface rust may appear on the hardware during normal use. This is not warranted.



**Furniture Leisure**  
Commercial Site Furnishings

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PicnicFurniture.com    PicnicTableSupplier.com  
ParkTables.com    UBrace.com  
1-800-213-2401 | sales@furnitureleisure.com

## **Vinyl Straps**

Furniture Leisure Inc. warrants vinyl straps against breakage and rivet failure for the three (3) years. Not covered is damage resulting from suntan lotions, bleach solvents, strong chemicals, reclaimed water. Or the natural fading and normal wear and tear.

## **Powder Coated Frame Finish**

The powder coated frame finishes on all furniture frames and table bases are warranted against cracking, peeling, or blistering for five (5) years, with the exception of Versailles cast aluminum deep seating, dining & tables. The Versailles collection is warranted against cracking, peeling, or blistering for a period of one (1) year. Not covered is damage caused by the use of pressure washers, abrasive cleaners, bleach, reclaimed water or other harmful chemicals. Natural fading and wear and tear from normal usage is expected and is not covered in the warranty. Minor variations in color and texture of finishes are not covered under the warranty.

## **Slings, Padded Slings, Cushions, Umbrellas and Pillows**

Sling, padded sling, cushions, Oxford woven foam fill, umbrellas (covers and frames) and pillows are warranted for one (1) year from date of original purchase against manufacturing defects. This includes the fabric/sewing integrity and cushion/pad fill. Fabric fading, stretching and cushion fill collapsing resulting from normal usage are not covered by this warranty. Umbrella cord breakage on crank umbrellas is not covered.

## **Table Tops**

All tabletops, except glass, are warranted one (1) year against warping and manufacturing defects. Full marine grade polymer tabletop warranty can be found in Marine Grade Polymer section of this warranty. See Powder Coated Frame Finish section for the cast and punched aluminum finish warranty. Glass tabletops are not warranted. Scratching & chipping are considered normal wear & tear and not covered under this warranty.



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## What is Not Covered:

- Scratching, chipping, or grout pitting that normally occurs in grouted surfaces. Moisture can be absorbed into some stone and grout, which can then freeze and cause the stone to crack. This is not covered warranty.
- The glass wind guard used on fire pits.
- Breakage, chipping, scratching of Punched Aluminum, Fiberglass, Glass, Acrylic, and Faux Stone table tops (Faux Stone tabletops are hand finished and no two tops are alike, Differences in color saturation and shade are expected.)
- Failure caused by fire, freight damage or acts of nature (such as, not limited to, freezing, high winds or animal defecation)
- Damage caused by suntan oil, bleach or any other abrasive cleaners or chemicals. See care & maintenance for appropriate cleaning.
- Unreasonable or abusive usage see Care & Maintenance on how properly maintain furniture.
- Scratched or chipped paint due to abuse (touch-up paint is available)
- Minor variations in color and texture or frame finishes.
- Normal wear and tear.
- Mildew or fading of fabric, frame finish or vinyl straps.
- Repairs made by any party other than authorized Furniture Leisure personnel.
- Furniture glides and end caps. Glide replacement is a necessary function in maintaining furniture. Replacement glides are available for purchase.
- Umbrella Bases.
- Moving Components (1.e.: fiberglass spring plates, glider arms, wicker recliner mechanisms)
- **Any shipping costs & labor regarding warranty claims after one (1) year.**



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Cameron Station Community Association General Manager's Report May 28, 2019

Prepared by Karen Soles – General Manager

**Next Board Meeting:** Tuesday, June 25, 2019

**Alexandria Police Liaison:** We have had an increase in reporting of vehicle damages such as breaking a windshield, damaging tires and damaging cars.

**Monthly Financial Report:** The April Financial Report is included in the Board package. This information has been reviewed by the FAC and Board Treasurer.

**Lancaster Landscaping:** Regular weekly meetings are held every Thursday. A new tracking log has been created to better track all pending landscape matters. These matters include irrigation, lighting, street signs, drainage concerns and other common area grounds matters. We have a resident/Board Member request for irrigation along the side of his townhouse on Donovan Drive. We have received an estimate for \$4,000 for this work. We have another resident/Committee member request to extend the irrigation from Linear Trail to Cameron Station along the path adjacent to his townhouse. The irrigation belongs to the city along Linear Trail. Management met with the City to review this request. They will further review and report back to us.

**John Ticer Gazebo:** AOC is working with Chris Carlson, a structural engineer, with ETC. The engineer has reviewed and approved the materials and AOC started the completion phase of the gazebo May 21, 2019. AOC reported they expect to complete these repairs within 10 business days. The engineer will inspect the work. Management will provide an update to the Board.

**Cameron Club:** Clubhouse roof has been inspected and waiting for the proposal. Roofer indicated work to be done is minor. Proposal for basketball court floor replacement is due by June 5. Sample outdoor lighting has been installed and proposals for this lighting is included in this report for Board consideration. Exterior railings have been painted black to match the other metal structures around the facility. Management has received lots of positive feedback. This was done by our in house maintenance, Alberto.

The new Peloton has arrived and well received! The new incline stretch board is in place. Cleanliness of the Cameron Club is being closely monitored.

We have extended registration hours on Saturday's to 8 a.m.-2 p.m. rather from 9 a.m. -1 a.m. through May. This has been helpful during this busy season. This was approved by Board President, Mike Johnson. 2 additional hours each weekend at \$22.82 per hour. (GL 5320) Temp desk coverage \$6,000 budgeted. Management will add this proposed request for additional desk coverage in the 2020 budget process for the Board's consideration.

The pool opened a weekend early, May 18-19. There were no issues with the facility. There were a couple of incidents with guards/residents and those are being worked out. For resident that have not managed to update their passes for pool access, we have allowed an extension for them to update their passes until June 1. We had a guard meeting with the guards, management and CCFC. New pots and plants are in place and look nice. The facility looks great. The CCFC recommends the Board approve the purchase of 8 new tables to replace the old white tables on the pool deck. 8 tables NTE \$2500. The cost to replace these tables is \$3,729.44. For Board consideration.

Alberto has repaired the 2 chairs in fitness lobby, however, need to be replaced soon.

Management obtained the electronic plans for the Clubhouse. This will be useful for the locker room renovation project. No additional information on the locker room renovation to provide currently.

**Maintenance:** Our Maintenance Tech, Alberto, continues to work hard, cleaning common areas, repairing common areas and power washing the pool deck. Alberto is proactive and continues to take initiative.

**Activities:** Attended the Free Library Event Saturday, May 4<sup>th</sup>. Worked with comcom volunteer on request for welcoming new residents to the Cameron Station Community. Psy has set up a swim lap challenge from May 25 – June 15. Water Aerobics classes will be available weekly at the pool facility on Saturday's from 9:00 a.m. to 10:00 a.m. at a cost of \$10 per class. Swim lessons are offered by American Pools.