

CAMERON STATION COMMUNITY ASSOCIATION

BOARD OF DIRECTORS

ZOOM MEETING DRAFT AGENDA

July 27, 2021 – 7:00 P.M.

Until approved at the meeting, this draft agenda is subject to change

Link: <https://zoom.us/j/97385179058?pwd=TUg1V1lvM011VStJS2k5b3NELOIRUT09>

Meeting Number (access code): 973 8517 9058

Meeting Password: 319862

Join by phone: 1 301 715 8592 US (Washington DC)

I.	CALL TO ORDER	7:00 P.M.
II.	APPROVAL OF AGENDA	
III.	APPROVAL OF MINUTES – June 29, 2021	
IV.	LT. WEINERT – CITY OF ALEXANDRIA	7:05 P.M.
V.	ARTHUR IMPASTATO- CAMERON STATION CIVIC ASSOCIATION	
VI.	HOMEOWNER'S FORUM	7:10 P.M.
VII.	TREASURER'S REPORT	7:20 P.M.
VIII.	COMMITTEE REPORTS (FAC, ARC, CCFC, ComCom, CAC, A&E)	7:30 P.M.
IX.	MATTERS FOR BOARD DECISION	7:45 P.M.
	1. Ad-Hoc Paving Committee Appointment	
	2. Ad-Hoc Paving Committee Chair Appointment	
	3. Common Area Committee Appointment	
	4. Entrance Sign	
	5. Tree Removal Proposal	
	6. Office Computers	
	7. ARC DMS Revision Report	
	8. Board Member Request for Documents Regarding Executive Committee	
	9. Common Area Committee – Outdoor Furniture Request	
	10. Water Storage Tank Replacement Proposal	
X.	MATTERS FOR BOARD DISCUSSION	8:30 P.M.
XI.	MATTERS FOR BOARD INFORMATION	8:45 P.M.
	1. Management Report	
	i. Action Item list	
	ii. ProFit June Report	
	iii. In Person/Virtual Meeting Plan Update	
XII.	NEW BUSINESS	8:55 P.M.
XIII.	EXECUTIVE SESSION <i>For the purposes of consulting with legal counsel on a legal issue.</i>	9:00 P.M.
XIV.	ADJOURN	9:15 P.M.

Prepared by:

Jennifer Gilmore, CMCA, PCAM (On Site Community Manager – CAMP, LLC) & Toni Mancinelli (Asst. Community Manager)

**Noted times above are only intended to serve as a guide and may be subject to change without notice depending upon length of conversation by Board members.*

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
June 29, 2021

NOTICE: This meeting was held by virtual video conference.

BOARD MEMBERS PRESENT:

Sarah Walsh, President
Michael Johnson, Vice President
Joan Lampe, Treasurer
Andrew Hill, Secretary
Megan Christensen, Director
Ernest Cage, Director
Greg Hillson, Director

OTHERS PRESENT:

Heather Graham, CMCA®, PCAM®, Executive Vice President of Community Association
Management Professionals (CAMP)
Jennifer Gilmore, CMCA®, PCAM®, On-Site Community Manager
Toni Mancinelli, On-Site Assistant Community Manager
Todd Sinkins, Association Attorney
Mark Graham, Rees Broome
Juana Michel, Recording Secretary

CALL TO ORDER:

Ms. Walsh called the meeting to order at 7:03 pm.

APPROVAL OF AGENDA:

Motion: Ms. Lampe moved and Mr. Hill seconded to approve the meeting agenda as submitted.
The motion passed unanimously 7/0.

APPROVAL OF MINUTES:

Motion: Mr. Hill moved and Mr. Johnson seconded to approve the amended Board of Director meeting minutes as submitted by Mr. Hill.
The motion passed unanimously 7/0.

LT. WEINERT CITY OF ALEXANDRIA

Lt. Matthew Weinert reported 13 offenses. He also let the Board know that his last day as liaison to Cameron Station is July 14, but the identity of the new replacement liaison had not yet been identified. That information will be provided as soon as it is known. Additionally, Chief Brown has retired and Donald Hayes is the acting Chief of Police

ARTHUR IMPASTATO- CAMERON STATION CIVIC ASSOCIATION

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
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Mr. Impastato delivered a report regarding four major Alexandria City projects in relation to the West End of Alexandria and Cameron Station. The Landmark Mall/Inova Redevelopment plan passed on June 24, 2021, and City Council will vote on the plan on July 6, 2021. For the Alexandria Mobility Plan, feedback is accepted until July 31 and City Council will vote in the fall. Duke St. in Motion is in process with public outreach on the project and a final vote expected in fall 2022. The Park View Affordable Housing Project on Holmes Run Parkway is proposed to increase 385 units. It is possible this will increase traffic. The Tucker Elementary School parking lot and ongoing city paving projects are still pending to start later in the season.

HOMEOWNERS' FORUM:

Resident, Greg Hillson, conveyed his concerns on the process of creating an Executive Committee to manage the pending litigation.

Resident, Ray Celeste, spoke (on behalf of another resident) regarding the Ad Hoc Paving Committee, with the request to verify that the city does not have anything underneath the roads to be paved (e.g. cables and sewer lines).

Resident, Elliot Waters, expressed his concerns about naming an Executive Committee of the Board.

TREASURER'S REPORT:

Ms. Lampe delivered the following report to the Board:

- Total cash and investments are at \$3.7M,
- The 2021 budget is approximately \$184K ahead, mostly on expenses,
- Expenses are about 182K favorable YTD, most of which is due to the shuttle not running until April,
- The recycling cost is being closely monitored and it is possible that it may go over budget,
- Receivables are at less than 1.5 percent, against the industry average of 3-5%, and
- The 2022 budget is to begin discussion soon.

COMMITTEE REPORTS:

1. Financial Advisory Committee

The report was included in the Treasurer's Report.

2. Architectural Review Committee

Kevin Devaney delivered the ARC report. The DMS revisions have been submitted to the Board for review.

3. Cameron Club Facilities Committee

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Mr. Celeste delivered the report. He stated that the numbers reflected in the May ProFit report (June Board Package, page 157) are low, but they are increasing, and hopefully the next report will reflect increased usage of the gym. He noted the busy July 4th holiday weekend and the need for extra lifeguards. Management reported the pool management company was not able to provide extra guard(s) at this time.

4. Communications Committee

The report was given by Lenore Marema. She highlighted the pending appointment of a new Communications Committee member, as well as the ongoing social media communications project between the committee, management, and New Media Horizons. The committee welcomed fourteen new residents to Cameron Station in June.

5. Common Area Committee

The report was given by Kathleen McCollom. She reported the committee had completed the second of four scheduled walk-throughs with management and the landscaper. She noted erosion and drainage issues in certain locations. She also provided a summary of the Donovan Park Fountain meeting with residents.

6. Activities and Social Events Committee

The report was given by Mr. Cage. He reported on the upcoming July 4th events and encouraged anyone that could volunteer and help to do so. The committee will coordinate with the Facilities Committee on plans for the annual pool party at the end of the season.

RATIFICATIONS:

Motion: Mr. Hillson moved and Mr. Johnson seconded to ratify the approval of the emergency roof repair request.

The motion passed unanimously 7/0.

MATTERS FOR BOARD DECISION:

1. Ad-Hoc Paving Committee Appointment

Motion: Mr. Johnson moved and Mr. Hill seconded to approve Joe Stern to the Ad-Hoc Paving Committee.

The motion passed unanimously 7/0.

2. Ad-Hoc Paving Committee Chair Appointment

Revised Motion: Ms. Walsh moved and Mr. Hill seconded that this item be tabled to be discussed at the July Board meeting.

The motion passed unanimously 7/0.

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3. Communications Committee Appointment

Motion: Ms. Christensen moved and Mr. Hill seconded to approve Gwen Toops to the Communications Committee.

The motion passed unanimously 7/0.

4. Formation of the Executive Committee of the Board

Motion: Ms. Lampe moved and Ms. Christensen seconded to approve the formation of the Executive Committee of the Board as submitted.

The motion passed 6/1.

In Favor: Ms. Walsh, Mr. Johnson, Mr. Hill, Ms. Lampe, Ms. Christensen, and Mr. Cage

Against: Mr. Hillson

5. Virtual Meetings and Electronic Voting Resolution

Motion: Ms. Lampe moved and Mr. Johnson seconded to approve Administrative Resolution #21-09, as submitted.

The motion passed unanimously 7/0.

6. IT Support & Voice Over Internet Phone Proposal

Motion: Mr. Johnson moved and Ms. Christensen seconded to approve that GRS Technology Solutions manage both IT and VoIP system services for the Cameron Station Club facility and on-site management staff, for a total of \$1,659/month to be funded from the Operating Budget.

The motion passed unanimously 7/0.

7. Mulching of Curb Strip Areas Proposal

Motion: Ms. Lampe moved and Mr. Cage seconded to approve the Lancaster Proposal in the amount of \$3,295 for the installation of mulch along Cameron Station Blvd where turf cannot be established.

The motion passed unanimously 7/0.

8. Tree Root Removal Proposal

Motion: Mr. Hill moved and Ms. Lampe seconded to approve the Lancaster Proposal in the amount of \$3,295 for tree root removal in the common area behind Bessley Pl. and Tancreti Ln.

Revised Motion: After some discussion between the Board and Management, Mr. Hill revised his motion to table this matter until October and Mr. Johnson seconded.

The motion passed unanimously 7/0.

9. Pocosin Pocket Park Enhancement Proposal

Motion: Mr. Johnson moved and Mr. Hill seconded to approve the Lancaster Proposal in the amount of \$4,890 to address the erosion issue in the common area by the border fence located in the Pocosin Pocket Park. This will be funded from the Erosion Control line item.

The motion passed unanimously 7/0.

10. Somerville Drainage Proposal

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Motion: Mr. Hill moved and Mr. Johnson seconded to approve the Lancaster Proposal in the amount of \$4,285 to address the drainage problem in the common area location by 237 Somerville St. This will be funded from the Reserves.

The motion passed unanimously 7/0.

11. Storm Drain Grimm/Brawner Repair Proposal

Motion: Mr. Johnson moved and Mr. Hill seconded to approve the Lancaster Proposal in the amount of \$4,485 for the storm drain cleanout and sidewalk elevation in the are at Grimm Dr. and Brawner Pl., to be funded from the Reserves.

The motion passed unanimously 7/0.

12. Private Tree Replacement Waiver Request

Motion: Mr. Hill moved and Mr. Cage seconded to approve a homeowner's request to waive the requirement of replacing a tree in the front of their home.

Discussion: It was noted that the area is small, and the root system is entwined with shallow layers of underground concrete. The ARC has no objections but advised Board approval was requested. It was also noted the resident had proposed adding a bush as an alternative option.

Revised Motion: Mr. Hill made an amendment to the motion and Mr. seconded to approve the homeowner's request to waive the requirement of replacing a tree in the front of their home with another tree, and instead replace with an approved bush.

The new motion passed unanimously 7/0.

13. Donovan Pocket Park Fountain Proposal

Motion: Mr. Cage moved and Mr. Johnson seconded to approve the proposal from Harmony Ponds in the amount of \$15,130 for the replacement of the outdoor fountain.

Discussion: Ms. Walsh gave the floor to Marty Menez, so he could share pertinent information regarding the history of the fountain with the Board prior to their decision and vote.

The motion passed 6/1.

In Favor: Ms. Walsh, Mr. Johnson, Mr. Hill, Ms. Lampe, Ms. Christensen, and Mr. Cage

Against: Mr. Hillson

MATTERS FOR BOARD DISCUSSION:

- **ARC DMS Revision Report**

Ms. Walsh provided the overall timeline for the DMS revisions process as outlined in the June Board Package, page 123. Specifically, the Board will discuss the DMS edits during the July agenda and vote on it as part of the August agenda.

- **Committee Request to Resume In-Person Meetings**

Ms. Gilmore reported on the request of several committees to hold in-person meetings. She went over the process and the options for remote access being researched by Management. Management

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anticipates updating the board in July and presenting possible plans for a hybrid (in/person/zoom) for the board to approve in the August/Sept timeframe.

Motion: Mr. Hill moved and Ms. Christensen seconded to allow in-person meetings to resume at the discretion of each respective committee.

The motion passed unanimously 7/0.

MATTERS FOR BOARD INFORMATION:

I. Management Report

The Board reviewed the Action Item List, Fleet Transportation May Report, and the ProFit May Report as provided by Management.

NEW BUSINESS:

Motion: Mr. Hillson moved that all future Board of Director meeting recap emails are to be sent to the entire Board for their review and pre-approval.

Discussion: After discussion among the Board and Management, Mr. Hillson withdrew his motion.

EXECUTIVE SESSION:

Motion: Mr. Hill moved and Ms. Christensen seconded to enter an executive session for the purposes of consulting with legal counsel on a pending legal issue.

The motion passed unanimously 7/0, and the meeting was convened into executive session at 8:40 pm.

Motion: Mr. Johnson moved and Mr. Hill seconded to exit the executive session meeting.

The motion passed unanimously 7/0, and the meeting was reconvened back into open session at 9:00 pm.

ADJOURNMENT:

Ms. Christensen moved and Mr. Johnson seconded to adjourn the meeting.

The motion passed unanimously 7/0, and the meeting was adjourned at 9:01 pm.

Respectfully Submitted,

Juana Michel, Recording Secretary
jmichel@gocampmgmt.com

MEETING MINUTES

**CAMERON STATION COMMUNITY ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE
Tuesday June 1, 2021**

The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) for June was held on June 1, 2021. The meeting was called to order at 7:00 p.m. by ARC Chair, Stephen Pearson, with a quorum present. The meeting was conducted via Zoom due to the COVID-19 social distancing guidelines and due to the meeting rooms in the Cameron Club being closed.

ARC MEMBERS IN ATTENDANCE VIA ZOOM

Stephen Pearson- ARC Chair
Gayle Hatheway - ARC Vice Chair
Craig Schuck- ARC Member
Sharon Wilkinson – ARC Member
Jeremy Drislane- ARC Member
Paula Caro – ARC Member

MEMBERS ABSENT

Kevin Devaney – ARC Member

OTHERS IN ATTENDANCE VIA ZOOM

Cameron Station Residents
Greg Hillson, Board Liaison
Bethlehem Kebede, Covenants Administrator

APPROVE AGENDA

MOVE TO: “Approve the agenda as presented.”

Moved By: Craig Schuck
Seconded By: Gayle Hatheway
For: All
Against: None
Absent: Kevin Devaney

MOTION PASSED

RESIDENTS OPEN FORUM

Cameron Station residents have joined this zoom meeting to discuss the exterior modification applications that they submitted not to speak in the residents open forum. No comments were made at this forum.

MOVE TO: "Approve the ARC Meeting Minutes from May as submitted."

Moved By: Gayle Hatheway

Seconded By: Paula Caro

For: All

Against: None

Absent: Kevin Devaney, Jeremy Drislane

MOTION PASSED**REVIEW OF EXTERIOR MODIFICATION APPLICATIONS**

ADDRESS	MODICATION REQUEST	ARC ACTION/VOTE
366 Cameron Station Blvd	Paving Front and Side Yard	Approved as submitted. Moved By: Craig Schuck Seconded By: Paula Caro For: Stephen Pearson, Gayle Hatheway, Sharon Wilkinson Against: Jeremy Drislane Absent: Kevin Devaney MOTION PASSED
383 Cameron Station Blvd.	Tree Removal	Return for more information: More clarification from the neighbor on their consent. Moved By: Craig Schuck Seconded By: Jeremy Drislane For: All Against: None Absent: Kevin Devaney MOTION PASSED
5168 California Ln	Backyard Patio	Approved as submitted. Moved By: Sharon Wilkinson Seconded By: Craig Schuck For: All Against: None Absent: Kevin Devaney MOTION PASSED
5100 Grimm Dr	Decking	Return for more information: Scope of Work. Moved By: Sharon Wilkinson Seconded By: Craig Schuck For: All Against: None Absent: Kevin Devaney MOTION PASSED

APPROVED

137 Cameron Station Blvd.	Window Replacement	Approved with a stipulation that the windows and brick molding are replaced like for like with same colors Moved By: Craig Schuck Seconded By: Paula Caro For: All Against: None Absent: Kevin Devaney MOTION PASSED
5259 Pocosin Ln	Garden Wall	Return for more information: Scope of Work with information included on whether there will be anything placed underneath the bricks before installation. Moved By: Craig Schuck Seconded By: Sharon Wilkinson For: All Against: None Absent: Kevin Devaney MOTION PASSED
5109 Gardner Dr	Roof Replacement	Approved with a stipulation that the roof is replaced with like for like Moved By: Craig Schuck Seconded By: Sharon Wilkinson For: All Against: None Absent: Kevin Devaney MOTION PASSED
4929 Kilburn St.	Deck Repair/Paint	Approved as submitted. Moved By: Craig Schuck Seconded By: Sharon Wilkinson For: All Against: None Absent: Kevin Devaney MOTION PASSED
164 Cameron Station Blvd.	Flues and Vents	Approved with the stipulation that the new vents match existing vents in style and color. Moved By: Craig Schuck Seconded By: Sharon Wilkinson For: All Against: None Absent: Kevin Devaney MOTION PASSED
423 Cameron Station Blvd.	Window/Sliding Glass Door Replacement	Approved as submitted. Moved By: Craig Schuck Seconded By: Sharon Wilkinson For: All Against: None Absent: Kevin Devaney MOTION PASSED

APPROVED

5021 Grimm Dr	Tree Replacement	<p>Refer to the board with a recommendation to grant a waiver to replace the tree with a bush due to the genuine extenuating circumstance.</p> <p>Moved By: Sharon Wilkinson Seconded By: Paula Caro For: All Against: Jeremy Drislane Absent: Kevin Devaney MOTION PASSED</p>
Oakland Hall Condominium	Landscaping	<p>Approved as submitted.</p> <p>Moved By: Jeremy Drislane Seconded By: Craig Schuck For: All Against: None Absent: Kevin Devaney MOTION PASSED</p>
266 Murtha St.	Fence and Patio Work	<p>Disapproved.</p> <p>New fence must mirror existing in style.</p> <p>Moved By: Sharon Wilkinson Seconded By: Craig Schuck For: All Against: None Absent: Kevin Devaney MOTION PASSED</p>
5269 Colonel Johnson Ln	Roof Replacement	<p>Approved as submitted.</p> <p>Moved By: Gayle Hatheway Seconded By: Sharon Wilkinson For: All Against: None Absent: Kevin Devaney MOTION PASSED</p>
137 Cameron Station Blvd.	Sliding Glass Door	<p>Disapproved.</p> <p>Replacement sliding glass door must match existing.</p> <p>Moved By: Sharon Wilkinson Seconded By: Craig Schuck For: All Against: None Absent: Kevin Devaney MOTION PASSED</p>
5065 Kilburn St	Tree Replacement	<p>Disapproved.</p> <p>On the basis the selected tree does not conform with the guidelines</p> <p>Moved By: Paula Caro Seconded By: Sharon Wilkinson For: All Against: None Absent: Kevin Devaney MOTION PASSED</p>

APPROVED

129 Martin Ln	Deck Construction	Return for more information: detailed scope of work Moved By: Craig Schuck Seconded By: Sharon Wilkinson For: All Against: None Absent: Kevin Devaney MOTION PASSED
303 Lannon Ct.	Roof Replacement	Approved with a stipulation that contractors are not to post signs Moved By: Jeremy Drislane Seconded By: Craig Schuck For: All Against: None Absent: Kevin Devaney MOTION PASSED
5248 Tancreti Ln	Tree Replacement/ Retroactive	Disapproved. On the basis the selected tree does not conform with Appendix D of the DMS. Moved By: Jeremy Drislane Seconded By: Craig Schuck For: All Against: None Absent: Kevin Devaney MOTION PASSED

MATTERS FOR INFO/DISCUSSION/DECISION**Covenants Report – May 2021**

- The number of Annual Spring Inspection conducted in May is 84.
- The number of Resale Inspections conducted in May is 16.
- The number of Exterior Modification Applications reviewed in May is 20.
- No vehicle was towed in May.
- The number of violation letters sent in May is 125.
- The next meeting is scheduled for July 6, and applications are due by June 22, for this meeting.

Board Meeting Report

Mr. Drislane gave a brief report to members on items discussed with the board at the May board meeting.

Mr. Hillson reported that:

The Board has requested specific attention on the screen door guidelines to include other variations such as cross bars and to address both front and rear door designs options.

Also please note, going forward, the Board voted to suspend the enforcement of screen doors/ screen door related issues until the revised DMS is approved.

Hearing Open Session

Homeowner with account ending in 9382 was present for this session and discussed their hearing with the committee.

MOVE TO: “Convene into Executive Session for hearing deliberations at 9:00p.m.”

Moved By: Stephen Pearson

Seconded By: Gayle Hatheway

For: All

Against: None

Absent: Kevin Devaney

MOTION PASSED

change of attendance Jeremy Drislane and Greg Hillson left the meeting at 9:02 p.m.

MOVE TO: “Exit Executive Session at 9:09p.m.”

Moved By: Craig Schuck

Seconded By: Sharon Wilkinson

For: All

Against: None

Absent: Jeremy Drislane, Kevin Devaney

MOTION PASSED

MOVE TO: “Disapprove the homeowner’s appeal request for account ending in 9393”

Moved By: Gayle Hatheway

Seconded By: Paula Caro

For: All

Against: None

Absent: Jeremy Drislane, Kevin Devaney

MOTION PASSED

MOVE TO: “Impose monetary charges on account #'s ending with 9020; 10047; 9338; 9292; 9209 for failure to comply with the Association’s Policies.”

Moved By: Gayle Hatheway

Seconded By: Paula Caro

For: All

Against: None

Absent: Jeremy Drislane, Kevin Devaney

MOTION PASSED

APPROVED

MOVE TO: "Adjourn the Meeting at 9:15p.m."

Moved By: Craig Schuck

Seconded By: Sharon Wilkinson

For: All

Against: None

Absent: Jeremy Drislane, Kevin Devaney

MOTION PASSED

MEETING MINUTES

**CAMERON STATION COMMUNITY ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE
Tuesday June 15, 2021**

A special ARC meeting of Cameron Station was held on June 15, 2021. The meeting was called to order at 7:05 p.m. by ARC Chair, Stephen Pearson, with a quorum present. The meeting was conducted via Zoom due to the COVID-19 social distancing guidelines and due to the meeting rooms in the Cameron Club being closed.

ARC MEMBERS IN ATTENDANCE VIA ZOOM

Stephen Pearson- ARC Chair
Craig Schuck- ARC Member
Sharon Wilkinson – ARC Member
Paula Caro – ARC Member
Kevin Devaney – ARC Member

MEMBERS ABSENT

Jeremy Drislane- ARC Member

OTHERS IN ATTENDANCE VIA ZOOM

Cameron Station Residents
Greg Hillson, Board Liaison
Jennifer Gilmore, Community Manager
Bethlehem Kebede, Covenants Administrator

APPROVE AGENDA

MOVE TO: “Approve the agenda as amended, include emergency roof replacement applications App# 21-98, 21-94.”

Moved By: Craig Schuck

Seconded By: Sharon Wilkinson

For: All

Against: None

Absent: Jeremy Drislane

MOTION PASSED

RESIDENTS OPEN FORUM

Cameron Station residents have joined this zoom meeting to observe the review process of the Design and Maintenance Guide, but no comment was made at the resident’s open forum.

REVIEW OF EXTERIOR MODIFICATION APPLICATIONS

ADDRESS	MODICATION REQUEST	ARC ACTION/VOTE
383 Cameron Station Blvd.	Tree Removal	Approved with stipulation. tree stump must be removed below the grade Moved By: Craig Schuck Seconded By: Sharon Wilkinson For: Stephen Pearson, Kevin Devaney Against: Paula Caro Absent: Jeremy Drislane MOTION PASSED
5006 John Ticer Dr	Roof Replacement	Approved with stipulation. Replacement must be like for like Moved By: Craig Schuck Seconded By: Sharon Wilkinson For: All Against: None Absent: Jeremy Drislane MOTION PASSED
4923 Kilburn St	Roof Replacement	Approved with stipulation. Replacement must be like for like Moved By: Craig Schuck Seconded By: Sharon Wilkinson For: All Against: None Absent: Jeremy Drislane MOTION PASSED

Overview Of Topic

Mr. Pearson stated that the ARC is holding this special meeting to go over and review the Community's input that have been submitted via email and make a recommendation to the board to review and amend the DMS based on the community's input, he advised residents that the review process has just began and the ARC doesn't have the final say and that the board of directors and legal will also be reviewing the ARC's recommendations.

Review Of Community's Input

A very thorough discussion and deliberation was made on each of the input provided by the community submitted within the approved time frame.

MOVE TO: "Convene into Executive Session to discuss legal matters at 8:45p.m"

Moved By: Stephen Pearson

Seconded By: Sharon Wilkinson

For: All

Against: None

Absent: Jeremy Drislane

MOTION PASSED

MOVE TO: "Exit Executive Session at 9:15p.m."

Moved By: Craig Schuck

Seconded By: Sharon Wilkinson

For: All

Against: None

Absent: Jeremy Drislane

MOTION PASSED

Change of attendance board liaison Greg Hillson left the meeting.

MOVE TO: "Approve the following proposed modifications to the DMS"

1. Extending Construction Timeline – Include clauses for larger projects, specifically: Approval for roof, deck, patio, fence, or solar panel modifications may be revoked if construction has not commenced within ninety (90) days of approval of the application and be completed within 30 days of commencement of work. Approval for window replacement modification may be revoked if construction has not commenced within six(6) months of approval of the application and be completed within 30 days of commencement of work.
2. Remove 'Birdfeeders/Birdhouses" section entirely from the DMS.
3. Revise language on Compost bins to read "permanent compost bins must be no greater than 4 feet by 4 feet by 4 feet and must be placed in an obscured location or within a fenced yard. All proposed permanent compost bins must be submitted to the ARC for approval. Mobile or temporary compost bins are permitted. They must be maintained in good order and placed in an obscured location or within a fenced yard. Odor from permanent or temporary compost bins must not extend beyond the homeowner's property.
4. Approval of front door colors on a case by case basis as long as the new color is consistent with the prevailing colonial aesthetic.
5. Include clarification for driveway modifications.
6. Electronic Devices – amend to read 'Temporary electronic devices to include, but not limited to: Electronic insect traps, electronic bird, rodent or pest repellers, outdoor speakers, etc. No temporary electronic device shall be installed or maintained in such a way as to cause discomfort to adjacent owners from noise. These devices shall be operated only during those times when the immediate area is occupied by the owners or their guests. All electronic devices will be operated in a manner consistent with Declaration Section 7.3 Quiet Enjoyment.
7. Delete entirely the "Exterior Decorative Objects" section
8. Amend the flag section as follows: Split the section into two new categories: "Flagpoles" and "Flags;" Revise the definition of non-political and political flags.
9. Grills and Barbeques – revise this section to include permanent fire pits.
10. Amend the Landscaping and Gardens section to read "planting of vegetables in appropriate containers on decks does not require ARC approval."

APPROVED

11. Light Posts and Exterior Lights – leave all existing verbiage as is and add the language from the Cameron Station Association’s Holiday Decoration Policy to this paragraph to ensure clarity for homeowners.
12. Roofs – include homeowners who own metal roofs that require replacement prior to the completion of their designed lifespan may replace their metal roofs with shingle roofs. These roofs should match the color and style of neighboring roofs. Refer to management office for acceptable colors.
13. Security Devices – Clarify that all Ring doorbells and the like do NOT require ARC approval as long as they are placed with front doors and their wires are hidden or camouflaged. Include that Cameras shall view the homeowner’s property to the greatest extent possible, cameras shall not be positioned for the purpose of viewing inside a neighbor’s home. Adjust language for camera approval so that it is more clear.
14. Signs – Replace all language in “Signs” portion of the DMS with section 7.17 of the Declaration.
15. Solar Panels – Recommend that Attorney draft regulations that are consistent with Virginia State and Federal laws.
16. Storm Doors (change initiated at the suggestion of the Cameron Station board) – side or rear doors not visible from the street are permitted to have minimal crossbars not to exceed 2 inches.
17. Window Treatments – delete this section entirely.
18. Private Tree Replacement – Add “all replacement trees must be planted at a minimum height of 6feet from existing grade to top of canopy.
19. Electric charging station locations for electric cars – add a new section and language, propose directing the attorney to develop language regulating the placement of 220 volt charging stations attached to homes.

Moved By: Craig Schuck

Seconded By: Paula Caro

For: All

Against: None

Absent: Jeremy Drislane

MOTION PASSED

MOVE TO: “Disapprove the following proposed modifications to the DMS”

1. Proposal to allow for residents to obtain a parking reservation for visitor parking.
2. Two proposals on privacy screens – provide flexibility to homeowners to request permission to the ARC for the addition of a privacy screen to their decks. Recommend that privacy screens are not restricted to the rear of decks. Propose that private screens or lattice be allowed on decks with the approval of the ARC for those homes that have no rear yard.
3. Flags and Flag Poles – Amend so that all non-permanent flags may be posted anywhere on private property without ARC approval.
4. Grills and Barbecues – Delete entirely.

APPROVED

5. Landscaping -- Have a list of pre-approved projects, designs and materials that a homeowner can use on their home without ARC approval to include installing or replacing a retaining wall, patio, or walkway.
6. Landscaping -- Remove sentence from page 17, J. "Planting of vegetables in appropriate containers by owners of back to back townhouses with no side or rear yard requires the submission of an Exterior Architectural Application."
7. Posts and Exterior Lights – Delete "Decorative lights on or around decks or trees are not permitted except to the extent allowed under the Association's Holiday Decorative Policy."
8. Shutters -- Propose that owners be able to paint or buy new shutters with any color that is allowed by the HOA and not be restricted to replace shutters with the same color as the original color. The ARC noted that this was already possible under the current DMS.
9. Sport, Recreation Equipment and Personal Property – Remove all references to, and restrictions over "non-permanent personal property".
10. Sport, Recreation Equipment and Personal Property – Request change that the Committee and the Board consider allowing portable basketball goals be allowed in Cameron Station. Request the goals be allowed to remain outside when not in use.
11. Screen Doors- (change initiated at the suggestion of the Cameron Station board) – Permitting crossbars no wider than 2 inches on the front door of the home or all doors visible from the streets.
12. Water Features – Clarify that non-permanent water features are permitted and do not require ARC approval.
13. Private Tree Replacement – Delete the sentence "For the purpose of this amendment "private lot" refers to the front and side yards of homes"

Moved By: Sharon Wilkinson

Seconded By: Paula Caro

For: All

Against: None

Absent: Jeremy Drislane

MOTION PASSED

MOVE TO: "Adjourn the Meeting at 9:51p.m."

Moved By: Craig Schuck

Seconded By: Sharon Wilkinson

For: All

Against: None

Absent: Jeremy Drislane

MOTION PASSED

MEETING MINUTES
CAMERON CLUB FACILITIES COMMITTEE (CCFC) MEETING
Thursday, June 10, 2021

The following individuals attended the meeting; all attendees were via Zoom:

Ray Celeste, CCFC Chair
Dan Ogg, CCFC Vice Chair
Tim Regan, CCFC Member
Brendan Hanlon, CCFC Member
Hans Estes, CCFC Member
Andrew Hill, Board Liaison to CCFC
Marty Menez, Resident

I. Call to Order/Establish Quorum

The Cameron Club Facilities Committee meeting was called to order by Ray Celeste at 7:01 p.m.

II. Approve the Agenda

Tim Regan made a motion to approve the agenda with an amendment. The motion was seconded by Brendan Hanlon and it passed unanimously. The amendment adds an additional discussion point in new business regarding the FY 2022 budget request.

III. Approval of the Minutes from May's meeting

Brendan Hanlon moved to approve the minutes in the packet. It was seconded by Tim Regan and passed unanimously.

IV. Homeowners' Forum

Ray Celeste approached Marty Menez to consult with the Committee about upgrading the security/card system currently in place. Mr. Menez was part of the group that brought in the current system and his historical knowledge of the community and the events leading up to implementing that system can be instrumental as we seek to find a solution for the current issues. Prior to agreeing to any arrangement, the CCFC will consult with CAMP to ensure having Mr. Menez act in this role is allowed per bylaws of the community and any applicable laws or regulations.

V. Matters for Committee Discussion

1. Review RFP for General Contractor for Locker Room Update Project

The Committee reviewed the RFP included in the meeting packet. The Committee will have any edits or suggestions written and delivered to Ray Celeste by June 14, who will draft the amendment to the RFP and submit to CAMP. The Committee also wants to ensure to have input on the some of the specific design features (such as finishes) that aren't included in the RFP.

2. Review of Current Pool Operations-Lap Lanes & Hourly "Rest" Periods

Because Cameron Station is a multi-guard facility and we are no longer following COVID protocols, there is no mandated need for hourly breaks. The Committee would like to institute a 10-minute lap swim/water exercise time that all residents can take advantage of. This would be instituted at ten minutes to the hour except at 10:50 am and at 7:50 pm.

The Committee discussed the timing of having one designated lap lane and when an additional lane can be added. The Committee recommends that an additional lap lane be added at 7:00 pm on Monday through Friday. The Committee also would like CAMP to remind the lifeguards that all lanes should be out for morning swim. The guards should also have the buoys and kickboards out in the mornings. In previous years, the closing crew would put the lanes out for the next morning's swim.

The pool light at the northwest end of the pool is not functioning and needs repair.

VI. Matters for Committee Information

- 1. Board Update:** Andrew Hill gave the update from the BOD. The board voted to open the pool and gym under "normal" protocols. The HVAC proposal was also approved.

2. CAMP Management's Report

ProFIT is seeking an instructor for Saturday morning water aerobics. Swim lessons are being advertised. ProFIT is working to add additional fitness classes. The rust spot near the pool light in the north east end of the pool was reported to American Pool. A hole in an umbrella was repaired using the canvas from an umbrella that was previously broken.

i Project Timeline

CAMP updated the Committee with projects on the timeline.

ii Action item List/Pending Tasks

The Committee reviewed the action items and pending tasks

3. Budget/Finance Update

The Committee reviewed the finance updates.

VII. ProFIT Report

1. May Summary Report

The ProFIT report was not included in the meeting packet.

The Committee noted that the lat pull down machine was down for a long time prior to being fixed today. The Committee would like CAMP to let ProFIT know that the machine seems to be breaking more than the other machines and is wondering a)why that is and b)why it takes so long to get operating after breaking (it recently took months).

There seemed to be a lack of cleaning towels over the weekend. The Committee would like it communicated to ProFIT that there needs to be more of the microfiber towels available for the pool and gym cleanings.

VIII. New Business.

1. FY 2022 Budget Discussion

The committee was given budget materials to review prior to making recommendations for the FY2022 budget request that will be finalized during July's meeting.

2. Reminder Upcoming Meeting The next meeting will be Thursday, July 10, 2021 at 7:00 pm.

IX. Adjournment

Dan Ogg moved that the Committee adjourn the meeting. Tim Regan seconded the motion and it passed unanimously. The meeting ended at 8:26 pm.

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
June 9, 2021

The meeting was conducted by Zoom due to the existence of a Commonwealth of Virginia state of emergency regarding public gatherings.

COMMITTEE MEMBERS PRESENT:

Tricia Hemel—Chair
Christine Fisher—Newsletter Editor
Susan Klejst
Lenore Marema
Jenny Patenaude
Linda Taousakis

COMMITTEE MEMBERS ABSENT:

All present

ALSO PRESENT:

Megan Christensen—Board Liaison
Juana Michels—CAMP staff
Pat Sugrue—Newsletter Subcommittee

CALL TO ORDER

Motion: Tricia Hemel called the meeting to order at 7:04 pm. A quorum was present.

I. APPROVAL OF AGENDA

On a Motion, Moved and Seconded, the agenda was approved.

II. APPROVAL OF MINUTES

On a Motion, Moved and Seconded, the minutes from the Committee's May 9, 2021, were approved. Jenny Patenaude abstained as she was not a Committee member or present at the last meeting.

III. RESIDENT OPEN FORUM

No residents were in attendance.

IV. ITEMS FOR RECOMMENDATION:

On a Motion, Moved and Seconded, Gwen Toops was approved to recommend to the Board of Directors to be approved as a member of the Communications Committee.

V. MATTERS FOR COMMITTEE INFORMATION

Management Report:

Juana Michels reported that the staff has received positive feedback on *The Compass* and Weekly Email Blast.

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
June 9, 2021

Board Update: Megan Christensen reported that CAMP still is seeking quotes to update the Cameron Station website. The Board will discuss returning to in-person meetings. Remote access still must be provided for any in-person meetings.

Committee Business: The Committee welcomed Jenny Patenaude to her first meeting as a Committee member. Committee members contributed money to send flowers to Rebecca Pipkins for her past service on the Committee.

Newsletter Subcommittee: Christine Fisher asked that CAMP obtain information and the cost of distributing *The Compass* in a flip page format. Based on her observations from her first edition, she noted that there could be more standardization in the format for articles submitted, and some distinction as to the content in *The Compass* vs. the Weekly Email Blast. GAM, the outside contractor, assigned a new staff person to our account so that interaction changed. GAM also needs to give us more detail about the costs of edits and what pricing may have changed, so that we can better manage it.

Weekly Email Blast: No new updates.

Welcome Subcommittee: Jenny Patenaude will be added to the Welcome Subcommittee. The Committee will discuss in the Fall whether to return to in-person meetings with new residents, and if so, whether more persons need to be added to the subcommittee. The Committee still has a large supply of Cameron Station canvass bags for new residents. Susan Klejst will assign new residents to welcome after the meeting.

Social Media: A group from the Committee reviewed the posts on Facebook under the new Cameron Station social media engagement. The group's observations were sent to the Committee and then to CAMP, which manages Cameron Station contracts. Overall, the vendor is posting information as required, but the posts are not in a way that is engaging. The Committee tabled this discussion so that a channel of communication can be established. In the meantime, the CAMP staff will get the date for the end of the three-month trial period. The Committee also requested that it be made clear to New Horizons that residents' names and addresses not be posted on any social media outlet. Jenny Patenaude volunteered to help with social media.

Website: This is on pause pending receipt of vendors' proposals.

Photography Subcommittee: There is currently no point person to reach out to on behalf of the Photography Subcommittee. Tricia Hemel will reach out to the current members of the Subcommittee to see if any of them will be willing to be the primary point person for the Subcommittee.

Bulletin Boards and Signage: No new updates reported.

Marketing & Public Relations: Tricia Hemel has confirmed that the Cameron Station sign in front will be painted. She will get the color being used so that might become a standard among all Cameron Station communications.

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
June 9, 2021

Budget: CAMP will obtain a more detailed account of expenditures from Constant Contact and GAM so that the Committee can better manage expenses.

VI. OLD BUSINESS

The SOP Manual still needs to be updated.

VII. NEW BUSINESS

Tricia Hemel asked the Committee members to email her about whether the Committee should meet in-person starting in July.

Next Board Meeting: June 29

Next Committee Meeting: July 14

VIII. ADJOURNMENT

Tricia Hemel adjourned the meeting at 8:29 pm.

Respectfully Submitted, Lenore Marema

MEETING MINUTES
CAMERON STATION COMMUNITY ASSOCIATION, INC.
COMMON AREA COMMITTEE

Monday, June 7, 2021

The meeting was called to order at 7:02 p.m. by Robert Burns with attendees participating in person through Zoom.

Members present: Robert Burns, CAC Chairman Kathy McCollom, CAC Vice Chairman
Linda Greenberg, CAC Secretary Mindy Lyle, CAC member
Chris Alex, member Kyle Geron, member
Colby Hostetler, CAC non-voting member

Member absent: Wendy Ulmer

Others in attendance:

Jenn Gilmore, General Manager, Toni Manchinelli, Assistant Manager, CAMP
Marty Menez, resident

Motion to Approve Agenda

Moved by Burns

Seconded by McCollom

For: All

Against: None

Motion passed.

Motion to Approve Minutes from May 10, 2021

Moved by Alex

Seconded by McCollom

For: All

Against: None

Motion passed.

Homeowners Forum: Marty Menez, 4924 Donovan, summarized the reasons for installing a new fountain in Donovan Park. First, he noted resident support for a fountain. The reasons are: 1. Keeping the park as in the original plan, 2. preserving the park's singular architectural design, and 3. protecting Cameron Station's historic ambiance.

Menez also noted that there is a broken park bench. Gilmore said it will be replaced. He noted the poor condition of the grass next to his home.

Proposal Considerations: The CAC reviews the CS budget for each proposal to ensure adequate funding for its costs prior to a final vote and/or to determine whether to table the proposal.

MATTERS FOR COMMITTEE RECOMMENDATION:

Donovan Fountain Replacement.

Discussion: Burns gave a recap of the Donovan Fountain resident meeting on June 1, about 15 residents attended. All wanted the fountain replaced. Some people were concerned with the prior removal of landscaping at the park and wanted to understand the fountain's cost. The survey conducted by CAMP showed a stronger preference for fountain replacement/repair over the other options.

Burns asked the committee members for their recommendations. They mirrored those of residents. McCollom urged the contract include a strong warranty and CAC agreed. In addition, Gilmore will determine whether the DSUP stipulated a specific fountain for Donovan Park. Gilmore reminded us that at the April meeting, CAC agreed that "a fountain similar to the one in place in the park at a lower cost is acceptable." CAC wants to proceed with the Harmony proposal.

Reconfirmation of Harmony Ponds, Inc. proposal to replace the Donovan Park Fountain. Reserves. Total cost: \$15,130. Remove existing fountain and install a similar fountain. Labor, materials, equipment, and supervision provided.

Moved by McCollom

Seconded by Lyle

For: All

Against: None

Motion passed.

Drainage Control, Somerville Common Area. Budget Line 6135, No. 31083, Total Cost \$4,285. Regrade and install a shallow swale, approximately 60 x 3,' to prevent ponding of water and use the swale to direct water to the street near the mailbox next to 237 Somerville. Materials: West Virginia fieldstone \$1,500, stone dust base \$145. Labor \$2,640.

Moved by McCollom

Seconded by Lyle

For: All

Against: None

Motion passed.

Pocossin Pocket Park Erosion Control. Budget Line 6135, No. 31082, Total Cost: \$4,890.

Install 5-9" Riverstone to slow the water flow and prevent erosion around existing storm drain and at base of property fence. Materials: 6 tons of 5-9" Riverstone @\$375/ton for \$2,640. Labor \$2,640.

Moved by Greenberg

Seconded by Alex

For: All

Against: None

Motion passed.

Install Brick Pavers at Bus Stop at corner of Cameron Station Boulevard and Harold Secord. Budget Line 6150, No. 31081, Total Cost \$1,745.

Remove thin turf in area approximately 10 x 6' and stall 60 sf of brick pavers. Materials: pavers and stone dust \$425. Labor: \$1,320.

Discussion: Is this area the responsibility of the city or of Cameron Station? Gilmore believes that CAMP is responsible for maintaining it although it is owned by the city. Gilmore will verify.

Proposal Tabled.

Recurring Storm Drain Maintenance. Budget Line 6600, No. 31088, Total cost \$2,640 per year. Every six months sediment, trash, and mud around existing storm drains at Grimm and Brawner, Knapp, Pocossin Pocket Park, as well as the areas between Bessley and Tancreti and Bessley and Brawner will be cleaned. Cleaning twice a year at \$1,320/per cleaning.

Discussion: Greenberg concerned about timely need for cleaning. Alex noted that Lancaster's leaf blowers blow debris down the drains. This will be brought to Lancaster's attention.

Moved by McCollom

Seconded by Alex

For: All

Against: None

Motion passed.

Removal of tree roots of trees in Common Area behind Tancreti whose roots have grown into nine private backyards. Budget Line 6160, No. 31087, Total Cost \$3,295. Restore disturbed areas with topsoil and hardwood mulch. Materials: Topsoil and hardwood mulch \$137.50. Labor \$1,320.

Discussion: Total cost does not add up to \$3,295. It should be \$1,457.50.

Proposal Total Cost amended to \$1,457.50.

Moved by Greenberg

Seconded by McCollom

For: All

Against: None

Motion passed.

Installation of mulch in 7 locations along Cameron Station Boulevard in the curb strip where turf cannot be established. Budget Line 6155, No. 31084, Total Cost \$3,295.

Locations are (1) Tancreti and Cameron Station Boulevard, (2) Bessley and Cameron Station Boulevard, (2) Brawner and Cameron Station Boulevard, and (2) Knapp and Cameron Station Boulevard. Materials: 25 yards of hardwood mulch. Labor \$1,320.

Moved by Greenberg

Seconded by McCollom

For: All

Against: None

Motion passed.

MATTERS FOR COMMITTEE INFORMATION:

Board Update

Mike Johnson not present. Gilmore is waiting to hear from the city about the lirioppe and DSUP.

Action Items/Pending Tasks. Atlantic Sweeping & Cleaning will be cleaning roads. Lyle asked if cars will be moved if they are preventing street sweeping. Gilmore explained that the contractor can sweep under parked cars.

NEW BUSINESS

In person meetings. Lyle asked when they will resume.

Knapp Park. McCollom noted that dying weeping yews in Knapp Pocket Park have not been replaced. Greenberg believes they are to be replaced with small barberry bushes (like the ones in the Ticer Pocket Park). Gilmore will check into this based on what was communicated during the walk-through. McCollom also noted the need for weeding on the small island at Duke and Somerville.

Walk-through. Thursday, June 24, 2021, at 8:30.

July Meeting. July 12, 2021, 7 pm.

The meeting adjourned at 8:17.

Linda Greenberg



Cameron Station Community Association, Inc.
Board Decision Request
July 27, 2021

TOPIC: AD-Hoc Paving Committee Appointment

Motion:

"I move to APPROVE William Blumberg to the Ad-Hoc Paving Committee.

2nd:

Summary:

In May the Board approved the formation of an AD-Hoc Paving Committee. A call for volunteers for the Ad Hoc Paving Committee was sent out via the community email blasts and The Compass. William Blumberg has volunteered to serve on this committee.

Cameron Station is looking for 5 volunteers for the Ad Hoc Paving Committee. As you may know, the Board of Directors has engaged the services of an engineering firm to review the scope of work, the proposals submitted and to provide project oversight. We are looking for volunteers who will be able to help with the logistics of the project such as:

- *working with the engineer and management to make a contractor recommendation,*
- *helping to establish a communication plan,*
- *identifying areas or issues that need to be taken into account for planning purposes,*
- *plan for relocation of vehicles on paving day*
- *a variety of other issues that may come up as it relates to the execution of the project.*

You do not need to have any paving or engineering experience as the Board has hired professionals for project/contract details and oversight, but owner/resident feedback is very helpful in developing a plan for the implementation of a project of this magnitude. If you have any questions, would like more information, or would like to submit your name for consideration, please email: managers@cameronstation.org . It is anticipated that the Board will be appointing 5 members for this Committee at the May board meeting. Work will begin shortly thereafter.

CAMP Recommendation

Management recommends that the Board approves the appointment.



CAMERON STATION COMMUNITY ASSOCIATION, INC.
Committee Member Registration Form

Please submit the completed form to the Cameron Station Management office for review by the individual Committee Chairs and the Board of Directors:

Name: WILLIAM L. BLUMBERG

Home Address: 187 CAMERON STATION BLVD

Email Address: WILLIAM.BLUMBERG@HOTMAIL.COM

Telephone Number: 703-751-6310 (Cell) 703-400-8947 (Home)

Condominium Owners please check the appropriate box:

- ☐ Carlton Place Condominium
- ☐ Condominiums at Cameron Station Blvd.
- ☐ Main Street Condominium
- ☐ Oakland Hall Condominium
- ☐ Residences at Cameron Station
- ☐ Woodland Hall Condominium

1) Check the name of the Committee you would like to join (please include a 2nd choice as well):

- ☐ Architectural Review Committee
- ☐ Activities & Events Planning Committee
- ☐ Cameron Club Facilities Committee
- ☐ Common Area Committee
- ☐ Communications Committee
- ☐ Financial Advisory Committee

2) Provide a brief statement describing your qualifications (you may attach any pertinent information):

AS A MEMBER OF THE FINANCIAL ADVISORY
COMMITTEE I'M VERY AWARE OF THE
SCOPE & IMPORTANCE & IMPACT ON RESERVES,
ALSO USED TO WORKING WITH BOB.

3) State your reasons why you would like to join this committee:

TO EXTEND MY CURRENT CONTRIBUTION
TO THE COMMUNITY

Thank you for your time and interest.



Cameron Station Community Association, Inc.
Board Decision Request
July 27, 2021

TOPIC: Ad-Hoc Paving Committee Chair Appointment

Motion:

"I move to APPROVE _____ as the to the Ad-Hoc Paving Committee Chair.

2nd:

Summary:

At the May meeting the Board approved the formation of the Ad-Hoc Paving Committee. A call for volunteers for the Ad Hoc Paving Committee was sent out via the community email blasts.

Per the Charter for the Ad-Hoc Paving Committee The Board is responsible for appointing a Committee Chair. Please see section VII. Of the attached charter, (section reprinted below).

VII. COMMITTEE OFFICERS

1. The Board shall appoint the Committee Chair.
2. The Committee shall also elect, at the first Committee meeting, a Vice Chair who shall serve in the absence of the Chair or at the request of the Chair.
3. Other officers as needed may be elected by a majority vote to the Committee members. All officer positions shall serve until such time as the asphalt repair and restoration project is completed, unless they are removed or resign from the Committee. No Committee member shall hold more than one officer position

To date, Jeremy Drislane,(ARC Member), Kyle Geron (FAC Member), resident, Dick Shea, and resident Joe Stern have volunteered. William Blumberg has a pending appointment expected to be voted on at the meeting.

CAMP Recommendation

Management recommends that the Board appoints the Chair at this time.

CAMERON STATION COMMUNITY ASSOCIATION

ADMINISTRATIVE RESOLUTION No. 2021-07

(Creation of Ad Hoc Asphalt Restoration Committee)

WHEREAS, Article III, Section 3.4 of the Amended Bylaws grants the Board of Directors with all of the powers necessary for the administration of the affairs of the Association in accordance with applicable law and the Project Documents, except for those matters which the applicable law or Project Documents require the Association's membership to approve; and

WHEREAS, the Association has engaged an Engineering Consultant to serve as project manager for the purpose of managing the Association's asphalt repair and repaving project; and

WHEREAS, the Board of Directors desires to create an ad hoc committee to provide assistance in the evaluation proposals and working with the Association's Community Manager and Engineering Consultant to oversee the asphalt repairs and repaving of the asphalt within the Association.

NOW THEREFORE, BE IT RESOLVED that the Board hereby establishes an Ad Hoc Asphalt Restoration Committee which shall operate according to the following guidelines:

I. RESPONSIBILITIES

1. Work with the Association's Management Agent and Engineering Consultant to receive and review proposals for the performance of the repair and repaving of the Association's asphalt and make recommendations to the Board of Directors as to the engagement of a paving contractor.
2. Work with the Association's Management Agent and Engineering Consultant to communicate with the paving contractor on issues related to the performance of the scope of work. Notwithstanding the foregoing, all direct communications with the paving contract will be made either by the Association's Management Agent and Engineering Consultant.
3. Work with the Association's Management Agent and Engineering Consultant to communicate with Cameron Station residents on issues related to the performance of the paving work, including, but not limited to, possible temporary parking closures and work schedules. Notwithstanding the foregoing, all direct communications with Cameron Station residents will be made by the Association's Management Agent.
4. Submit minutes of committee meetings to the Community Manager for inclusion in the monthly report to the Board of Directors. Provide report on committee activities and any decision item requests to the Community Manager for inclusion in the monthly report to the Board.

5. Perform other duties as assigned by the Board of Directors.

II. ELIGIBILITY

Committee candidates and members shall be property owners in good standing. Good standing shall be defined as the absence of any liens, privilege penalty, assessment delinquency, architectural or covenants violation, or legal action initiated by the Cameron Station Community Association, Inc.

III. NUMBER OF MEMBERS & LENGTH OF TERM

1. The Board of Directors shall appoint five (5) members to the Ad Hoc Asphalt Restoration Committee. The Committee shall not operate with less than three (3) members. There may only be one voting member on the Committee from any household at Cameron Station.
2. The members of the Ad Hoc Asphalt Restoration Committee shall serve until such time as the asphalt repair and restoration project is completed, unless they are removed or resign from the Committee.

IV. APPOINTMENT

1. Committee vacancies shall be publicized at least once in the Association newsletter, e-blast or website prior to being filled.
2. Owners interested in being appointed must submit their request for appointment, in writing, to the Community Manager.
3. Once the management office has determined that the owner is eligible to be appointed, the Community Manager shall forward a copy of the written request to the Committee Chair.
4. The Committee shall make recommendations to the Board on the appointment of eligible members to the Committee.
5. Following receipt of the Committee's recommendation, the Board shall, in its sole discretion, appoint persons to serve on the Committee to fill any existing vacancy. Any person appointed to the Committee to fill a vacancy created by the removal or resignation of a Committee member shall serve the remainder of the predecessor member's term.
6. No owner shall continue to serve as a Committee member if such owner is more than sixty (60) days delinquent in meeting financial obligations of the Association or has a current violation of the Declaration or Design and Maintenance Standards.

7. The Board may remove a Committee member who fails to attend three (3) consecutive meetings without the prior knowledge and approval of the Committee Chair.
8. If the Committee Chair believes that an eligible owner who has requested appointment should not be appointed or that a sitting Committee member should be removed for reasons other than failure to attend three (3) consecutive meetings without the prior knowledge and approval of the Chair, then the Committee Chair shall submit the matter for consideration by the Board of Directors.
9. The Board of Directors may appoint or remove Committee members, including the Chair, with or without cause.

V. MEETINGS

1. The Committee shall meet as needed to perform its responsibilities. All meetings shall be open to residents and owners in the Association. The Committee shall reserve a time period at its meetings to allow input from the any non-committee members present at the meeting.
2. The Chair may call special meetings of the Committee if three (3) business days' notice is provided to the Committee members stating the purpose of the meeting. Advanced notice of a special meeting is deemed waived if consented to by all members of the Committee or if all members of the Committee are present at such special meeting.
3. Quorum: A quorum of members must be present in order to convene a meeting or conduct business. A quorum is defined as a majority of the members of the committee.

If the Committee is unable to convene a meeting due to lack of a quorum, the Committee Chair may do one of the following:

- 1) Reschedule the meeting provided that a minimum of three business days' notice can be provided to Committee members and interested parties;
- 2) Cancel the meeting, and hold the meeting on the next regularly scheduled date.
4. Voting: The vote of a majority of Committee members present at a meeting with a quorum present shall constitute the decision of the Committee. All voting shall be conducted in open session, with no secret voting allowed.
5. Minutes: Minutes shall be taken at every meeting of the Committee. Minutes

shall show attendance, issues raised, and any decision of the Committee. Minutes shall be forwarded to the Community Manager for inclusion in the monthly report to the Board of Directors. Approved meeting minutes will be kept on file for review by owners.

VI. DUTIES OF THE CHAIR

The duties of the Chairperson shall include, but may not be limited to, the following:

1. Monitor and track and maintain Committee membership roster;
2. Develop the meeting calendar;
3. Prepare meeting agendas;
4. Preside over meetings;
5. Provide each Committee member an opportunity for input;
6. Ensure Committee members and those attending the meeting are treated fairly and with respect;
7. Assign Committee members tasks as necessary;
8. Submit meeting minutes to the Board of Directors as stipulated above;
9. Serve as the liaison to the Board and represent the Committee to the Board on any matters;
10. Serve as the liaison to the Management Agent and Engineering Consultant on issues related to the performance of the paving project.
11. Ensure Committee is performing duties as detailed in this resolution and requested by the Board of Directors.

VII. COMMITTEE OFFICERS

1. The Board shall appoint the Committee Chair.
2. The Committee shall also elect, at the first Committee meeting, a Vice Chair who shall serve in the absence of the Chair or at the request of the Chair.
3. Other officers as needed may be elected by a majority vote to the Committee members. All officer positions shall serve until such time as the asphalt repair and restoration project is completed, unless they are removed or resign from the Committee. No Committee member shall hold more than one officer position.

This Resolution was adopted and approved by the Board of Directors of Cameron Station Community Association on this 25th day of May 2021.

CAMERON STATION COMMUNITY
ASSOCIATION, INC.

By: 
Sarah Meyer-Walsh, President







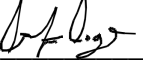
CAMERON STATION COMMUNITY ASSOCIATION, INC.

ADMINISTRATIVE RESOLUTION No. 2021-07

(Creation of Ad Hoc Asphalt Restoration Committee)

Duly adopted at a meeting of the Board of Directors held May 25th, 2021.

Motion by: Joan Lampe Seconded by: Greg Hillson

VOTE:	YES	NO	ABSTAIN	ABSENT
 _____ Sarah Meyer-Walsh, President	_____	_____	_____	_____
 _____ Michael Johnson, Vice President	_____	_____	_____	_____
 _____ Andrew Hill, Secretary	_____	_____	_____	_____
 _____ Joan Lampe, Treasurer	_____	_____	_____	_____
 _____ Greg Hillson, Director	_____	_____	_____	_____
 _____ Megan Christensen, Director	_____	_____	_____	_____
 _____ Ernest Cage, Director	_____	_____	_____	_____

The effective date of this resolution shall be May 25th, 2021.



**Cameron Station Community Association, Inc.
Board Decision Request
July 27, 2021**

TOPIC: Common Area Committee Appointment

Motion:

"I move to APPROVE Don Williams to the Common Area Committee.

2nd:

Summary:

With the departure of Wendy Ulmer from the Communication Committee and opening was announced:

Common Area Committee: Member Opening!

The Common Area Committee has one (1) opening for an interested individual. Our committee leads upkeep and maintenance of common areas in conjunction with management including green space, pocket parks, community roadways, and community sidewalks. If you are interested in joining, please reach out to Robert Burns at commonarea@cameronstation.org.

Don Williams submitted his application for this opening, attached for your review. The Common Area Committee approved of the appointment at their July 12, 2021 monthly meeting.

CAMP Recommendation

Management recommends that the Board approves the appointment.



CAMERON STATION COMMUNITY ASSOCIATION, INC.
Committee Member Registration Form

Please submit the completed form to the Cameron Station Management office for review by the individual Committee Chairs and the Board of Directors:

Name: Don Williams

Home Address: 5182 Brawner Place, Alexandria, VA 22304

Email Address: donwilliams110@gmail.com

Telephone Number: (202) 713-5040 (Cell) _____ (Home) _____

Condominium Owners please check the appropriate box:

- ☐ Carlton Place Condominium
- ☐ Condominiums at Cameron Station Blvd.
- ☐ Main Street Condominium
- ☐ Oakland Hall Condominium
- ☐ Residences at Cameron Station
- ☐ Woodland Hall Condominium

1) Check the name of the Committee you would like to join (please include a 2nd choice as well):

- ☐ Architectural Review Committee
- ☐ Activities & Events Planning Committee
- ☐ Cameron Club Facilities Committee
- ☒ **Common Area Committee**
- ☐ Communications Committee
- ☐ Financial Advisory Committee

2) Provide a brief statement describing your qualifications (you may attach any pertinent information):

I regularly write, review, and edit contracts as part of my job. I am analytical and detail-oriented, and I pair these traits with an ability to distill down complexities and communicate them effectively. I am also experienced in building teams, listening to and considering multiple viewpoints, and supporting people and organizations through periods of transition.

3) State your reasons why you would like to join this committee:

The Common Area Committee oversees some of Cameron Station's biggest differentiators: our community spaces and our common services. As someone who loves walking around the neighborhood and was originally drawn to Cameron Station because of its unique beauty, I would like to help the CAC continue its mission to maintain our community's assets and to keep things running.

Thank you for your time and interest.



**Cameron Station Community Association, Inc.
Common Area Committee Decision Request
July 27, 2021**

TOPIC: Entrance Sign

Motion:

"I move to APPROVE the Duff Signs Proposal in the amount of \$3,406.00 for replacement of the entrance sign. This will be funded from the Reserves.

2nd:

Summary:

As you may recall, it was reported that the front entrance sign located at Duke Street & Cameron Station Blvd is in need of repair. It is pulling apart and delaminating. Management secured three (3) bids for replacement. See chart below for comparison.

CONTRACTOR	Cost
Absolute Signs	\$4,943.75
Duff Signs	\$3,406.00
Signs by Tomorrow	\$3,505.50

CAMP Recommendation

Management recommends selecting Duff Signs for the sign replacement. Not only are they the most competitively priced but are known for their attention to detail and outstanding customer service.

**Absolute Signs**

11900 Livingston Rd.
Suite #161
Manassas, VA 20109
Ph: (703) 853-1683
FAX: (703) 369-0082
Email: Admin@absolutesigns.com
Web: http://www.AbsoluteSigns.com

Estimate #: 7965

Page 1 of 1

Created Date: 5/5/2021 4:28:00PM
Salesperson: James Hallaj
Email: james@absolutesigns.com
Cell Phone: (703) 229-9436
Office Fax: (703) 369-0082
Entered by: Maria Sepulveda

Prepared For: Cameron Station
Contact: Mark Bondurant
Office Phone: (703) 567-4881
Email: mbondurant@gocampmgmt.com
Address: 200 Cameron Station Blvd
Alexandria, VA 22304

Description: Cameron Station Community Gate Sign

		Quantity	Unit Price	Subtotal
1	Product: Design Description: Design layout, setup, and proofing • 1 Files	1	\$120.00	\$120.00
2	Product: Misc Description: Custom wall mounted panel with raised painted letters, approximate size 48"x72"x3" deep. Two color finish/Metallic Gold Paint • 1 Ea.,	1	\$3,937.50	\$3,937.50
3	Product: Sign Installation Description: Removal of existing sign and installation of new sign panel. All associated labor included.	1	\$650.00	\$650.00

Estimate Total: \$4,707.50
Subtotal: \$4,707.50
Taxes: \$236.25
Total: \$4,943.75

Payment Terms: Please read Terms and Conditions carefully before paying invoice in full.

Terms and Conditions:

All signs and graphics created or altered by Absolute Signs remain property of Absolute Signs until invoice is paid in full, unless specific terms are given. All designs created or altered by Absolute Signs are the intellectual property of Absolute Signs Inc., unless expressed permission is given. Absolute Signs reserves the right to use images of completed work, at their discretion, for printed and online portfolios and promotional advertisements, unless otherwise requested. Payment of invoice will indicate agreement to terms and conditions as stated.

Client Reply Request

☐ Estimate Accepted "As Is". Please proceed with Order.
☐ Changes required, please contact me.

☐ Other: _____
SIGN: _____ **Date:** / /

Duff Signs
6812 Mid Cities Avenue
Beltsville, MD 20705
301-937-6800
www.duffsigns.com

Estimate



ADDRESS
Cameron Station
200 Cameron Station Blvd
Alexandria, Va

SHIP TO
Cameron Station
200 Cameron Station Blvd
Alexandria, Va

ESTIMATE #
Cameron Station

DATE
04/27/2021

SHIP VIA
Install

P.O. NO.
Mark

ITEM	QTY	DESCRIPTION	RATE	AMOUNT
CM	1	New community entrance sign for Cameron Station - In same style as existing - Approx 6'w x 4'h x 1-1/2" panel of HDU - Custom cut contour shape - Single sided carved graphics - 3 color sprayed finish (including brilliant gold)	2,600.00	2,600.00T
Install	1	Travel and mount 1 sign panel to existing structure in Alexandria, Va - Includes removal and disposal of existing sign	650.00	650.00

Pricing dependent on site survey to verify existing conditions.

SUBTOTAL

3,250.00

TAX

156.00

50% deposit required to move to production. Balance invoiced
after completed installation.

TOTAL

\$3,406.00

Accepted By

Accepted Date

PAST DUE CHARGE - 1.5% PER MONTH
Prices assume cash/check payment.
Fees may apply for other forms.

DUFF SIGNS STANDARD TERMS AND CONDITIONS



6812 Mid Cities Ave
Beltsville, MD 20705-1410

1. WORKMANSHIP

All components and materials used in this contract to be as specified. All workmanship is to be executed in a neat and substantial manner.

2. LAW

It is agreed that this contract shall be according to the laws of the **State of Maryland**.

3. PERMIT

Duff Signs will secure permits and/or permission to install, when mentioned in writing as part of this proposal/contract. Otherwise, the **Purchaser shall obtain the required permits** for the erection of the sign(s) at the location and in the manner specified. The Purchaser shall assume all liability, public and otherwise, for damages caused by the display by reason of it being on or attached to the premises. Permits obtained by Duff Signs and associated labor will be billed additionally. It will be the responsibility of the Purchaser to determine that the erection of the sign(s) at the location in the manner specified is not in violation of any Federal, State, and local law, ordinances, or required private (i.e. landlord/building owner) permissions. Purchaser agrees to secure all necessary permissions for use of all registered trademarks or copyrights used on the display.

4. WARRANTY

All internal wiring, materials and workmanship is **guaranteed for a period of one year** from the date of shipment (**90 days for incandescent and florescent lamps**). Damage by others at any time or by fires, floods, severe storms or war is beyond our control. Service required must be made and/or authorized by Duff Signs. No charge will be made for defective parts or materials within the warranty period. **A charge will be made for normal labor and travel charges only.** Any part found by Duff Signs to be defective due to faulty workmanship or materials, if returned prepaid within the warranty period, will be repaired or replaced free of charge, F.O.B. point of production. Duff Signs shall not be liable for any damaged or losses other than the replacement of such defective work or material. Whenever there is any circumstance on which a claim might be based, Duff Signs must be informed immediately or the provisions of this warranty are voided.

5. ELECTRICAL

All wiring in signs, ballasts, flashers, transformers, etc., operate on **120 volt, 60 cycle A.C.** current. Any device, converter, etc. required to alter other electric current to this use will be charged extra unless specifically stated in contract. All electrical wiring from control panel, time devices, etc. to sign will be furnished by others, unless specified in Contract. If Duff Signs is contracted to connect to a furnished electrical circuit, the sign circuit must be within four (4) feet of designated sign location, at time of installation. If sign circuit is not in position at time of initial installation and an extra trip is required to connect sign to circuit, labor will be billed as an extra.

6. INSURANCE

Duff Signs carries Workman's Compensation Insurance as per State of Maryland statutory requirements and is covered in all the United States. Liability Insurance is in effect to cover **Bodily Injury to \$500,000.00. Property Damage coverage to \$500,000.00** to cover damage or injury inflicted by Duff Signs personnel and equipment while on your premises. Certificates of Insurance will be furnished on request. All subcontracted sign erectors are required to also furnish Duff Signs Inc. with Certificates of Insurance, or hold harmless agreements. **Purchaser shall indemnify and hold harmless Duff Signs** from any loss, claim, or damage to persons or property arising out of this contract unless such loss, claim, or damage is caused solely by the negligence of Duff Signs its agents or employees. All sign materials manufactured by Duff Signs are insured against damage in shipment or during installation when Duff Signs is contracted for the installation.

7. FOOTINGS

All footings are quoted as free soil with bearing capacity of **3,000 lbs per square foot** and on level grade. Soils with less bearing, requiring larger excavations and footings structures, etc. or ledge rock and boulders requiring air hammer and/or blasting, or unusually hard soil, will be charged extra on time, materials and equipment costs plus 20%. Soil excavated for sign footers will be raked into surrounding area/grass and not removed from the site or moved to a new location.

8. WIND LOADS

Standard computed wind loads are engineered at **30 PSF** unless otherwise noted on detailed drawing by Duff Signs Coastal and high wind areas, and/or local buildings codes requiring higher wind loads and structures, and larger footing will be charged on extra time, materials and engineering cost plus 30%.

9. DANGEROUS CONDITIONS

Purchaser, in selecting sign site location for sign to be erected by Duff Signs or their agents assumes all responsibility for **accessibility to site** and any **hazardous conditions** which exist on site. In the event that Duff Signs is unable to erect sign due to inaccessibility or dangerous conditions the Purchaser will correct said conditions or relocate sign erection site at his own expense.

10. PROPER SIGN LOCATION

Duff Signs cannot assume responsibility for improperly located signs on purchaser's site, unless purchaser furnishes Duff Signs **completed detailed drawings**, scaled plot plans and/or building elevation drawings showing exact location (with on-site reference points) of sign on property. Purchaser may elect to personally direct location of sign in lieu of furnishing prints. Purchaser will then assume the full responsibility for the correctness of the location of the sign.

11. DELAY

Any delay due to negligence or procrastination of the Purchaser **after arrival of erection crew**, which will force crew to wait **over thirty minutes** before starting erection of the sign, will be charged at our current hourly rate for crew and equipment. **Purchaser shall be responsible for all additional costs** incurred by Duff Signs in the event the job site area is not prepared or Duff Signs' installation or if work is interrupted by any cause other than that occasioned by Duff Signs

12. WARRANTY TERMINATION

The warranty/guarantee automatically ceases on the termination date a specified herein or if any **unauthorized service**, maintenance, alteration, additions or removal of any part of the sign unit are executed **without specific written authorization** from Duff Signs. If any additions or other panels are added to the structural support of the sign, without Duff Signs' written permission, Duff Signs **will no longer be responsible for the structural integrity** of the sign unit.

13. BILLING

All applicable **taxes** payable under the law of the State into which the property is to be delivered or installed as mentioned herein shall be **added to the price** quoted, unless such tax is paid directly by purchaser. Whenever applicable, all work shall be performed in phases. Each phase of the work will be billed upon completion of that phase. Manufacturer, at its option, may invoice each item called for in the contract separately upon completion. In the event payment is not made as agreed, Purchaser agrees to pay a **service charge** on past due amounts from the times they are due **thirty (30) days** from invoice date (unless otherwise specified) at the rate of one- and one-half percent (**1-1/2%**) per month. In the event this contract is placed for collection or if collected by suit through any court, reasonable attorneys' fees shall be added. If full payment has not been received within **90 days** of final bill, **all warranty rights are waived**.

If for reasons beyond the Manufacturer's control, completion is delayed, Duff Signs may **invoice purchaser for that portion of the work completed** during any given month. When it becomes necessary by reason or causes beyond manufacturer's control, that completed items, or partially completed items, must be stored, **any and all extra costs for handling and storage** will be charged to purchaser. Under no condition will any item be held beyond 90 days after completion. In the event that the size and weight of any item prohibits storage by manufacturer on its own property, Purchaser must make arrangements for shipment immediately upon completion.

14. RESPONSIBILITY

Duff Signs will not be responsible for delays caused by strikes, fires, floods, storms, wars, allocations of materials or other circumstances beyond its control. Upon mutual acceptance of this proposal by purchaser and seller, said order is not subject to cancellation unless otherwise stated. All work will be performed on weekdays during normal business hours and not to include holidays unless specifically stated herein.

Duff Signs is given an **express security interest** in said materials and property **both erected and un-erected** notwithstanding the manner in which such personal property shall be annexed or attached to the realty. In the event of default by Purchaser, including but not limited to, payment of any amounts due and payable, Duff Signs may at once (and **without process of law**) **take possession of and remove**, as and when it sees fit and whenever found, all materials used or intended for use in the construction of signs/displays and all property called for in this contract without being deemed guilty of trespass. Sign and/or materials shall remain the property of Duff Signs and shall at all times be **severable from the premises** upon which they are installed until account is paid in full. **Re-Installation** will be additionally billed at regular time and materials.

15. DRAWING AND SPECIFICATIONS

When plans, designs, specifications or drawings are made by Duff Signs, Purchaser will be required to initial and return with signed contract one copy of said drawing, noting his approval of the entire specifications and graphics contained therein. If such plans, designs, specifications or drawings are furnished by purchaser, Duff Signs will not be responsible for errors therein.

This proposal/contract constitutes the entire agreement between the parties hereto. Any alteration or deviation from the specifications involving extra labor and materials will be executed only upon written orders for same and will become an extra charge. If unforeseen conditions arise and cancellation is mutually agreed upon, the purchaser will be charged for all work completed to date and/or in progress.

16. ACCEPTANCE

When this proposal/contract is signed by both parties, all provisions contained on the first page and back pages become integral parts of said contract and together they shall comprise the entire agreement affecting this order and no other agreement or understanding of any nature concerning same has been or will be made or entered into.

Acceptance of Terms & Conditions (Please sign)

Signature

Date

Estimate

Page 1 of 2



Signs By Tomorrow

380 S. Pickett Street
Alexandria, VA 22304
ph. 703-212-7446
fax. 703-212-0355
email: alexandria@signsbytomorrow.com

Estimate: A 39878

Printed 10/15/2020 12:31:45PM

Created Date:	10/15/2020 12:28:05PM	Prepared For:	CAMP c/o Cameron Station
Entered By:	David Gimbel	Contact:	Mark Bondurant
Phone:	(703) 212-7446	Address:	4114 Legato Rd Suite 200 Fairfax, VA 22033
Fax:		Email:	mbondurant@gocampmgmt.com
		Phone:	(571) 237-4480

Entry sign replacement

Dear Mark:

Thank you for choosing Signs By Tomorrow - Alexandria for your signage needs. We are pleased to present to you the following quotation, which is attached below. If you need any clarification, please do not hesitate to call.

Again, thank you for using Signs By Tomorrow - Alexandria.

Sincerely,

David Gimbel
Owner

Product	Qty	Sides	Height	Width	Unit Cost	Install	Item Total
1 Sandblasted / Carved Color: Green ,Gold on White Font: Description: 1 1/2" thick HDU sign panel with 3/4" thick letters & logo bonded to main panel. Please allow 5 working weeks for production after proof approval Text: Logo	1	1	48	72	\$4,980.00	\$0.00	\$4,980.00
2 Sandblasted / Carved Color: Gold Leaf on White Font: Description: Additional cost for Gold leaf on text & logo Text: Logo	1	1	48	72	\$1,370.00	\$0.00	\$1,370.00
3 Installation Color: Font: Description: Remove existing sign and replace with new sign panel. Use existing holes drilled into wrought iron bars from the backside and screwed in to back of HDU sign. Text:	1	1	1	1	\$0.00	\$280.00	\$280.00

Notes:

Line Item Total:	\$6,630.00
Tax Exempt Amt:	\$280.00
Subtotal:	\$6,630.00
Taxes:	\$381.00
Total:	\$7,011.00

Deposit Required: \$3,505.50

Thanks for the Opportunity!



**Cameron Station Community Association, Inc.
Common Area Committee Decision Request
July 27, 2021**

TOPIC: Tree Removal and Replacement on Tancreti

Motion:

"I move to APPROVE the Lancaster Proposal in the amount of \$4,725.00 to remove and replace five (5) declining Maple trees along Tancreti and Brawner and replace with five (5) Hornbeams. This would be funded from both the Tree & Shrub line item (new trees) as well as the Reserves (removal of trees).

2nd:

Summary:

Attached is a proposal to remove the five (5) Maple trees along Tancreti and Brawner that have verticillium wilt and replace with Hornbeams in the fall.

CAMP Recommendation

Management does not have any issues with the proposal as presented and recommends approval.

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



PROPOSAL NO.
31108

June 7, 2021

CUSTOMER # 229

Jennifer Gilmore
Cameron Station Community Association
200 Cameron Station Blvd.
Alexandria, VA 22304

Dear Jennifer,

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:

TREE REMOVAL AND REPLACEMENT

ALONG BRAWNER PL. BETWEEN HAROLD SEACORD ST. AND TANCRETI LN.:

- REMOVE (5) DECLINING MAPLE TREES, INCLUDING THE STUMPS @ \$350/EA.....\$1,750.00
- REPLACE WITH (5) EUROPEAN HORNBEAM 2" CALIPER @ \$595/EA.\$2,975.00

PROPOSAL TOTAL \$ 4,725.00

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 of Directors Decision Request
July 27, 2021

TOPIC: On-Site Office Computers

Motion:

"I move to APPROVE the replacement of office computers at a cost of approximately \$5,340.00. This will be funded from the Reserve Fund.

2nd:

Summary:

As you may recall, at the June Board of Directors meeting the Board approved the installation of new VoIP Phone System for the on-site management office, as the current phones are outdated and do not function properly. In addition, GRS was approved as the new IT support contractor. During the course of preparing to transition services to a new provider, effective August 1, 2021, several critical issues were noted with the current system that need to be addressed.

The first issue was the network switch as the current one is outdated and is not able to deliver the internet speed that the Association is currently paying for through Comcast. Given the importance of this component, management approved the upgrade to the switch on 7/20/2021 in the amount of \$998, which is within management's authority which will be installed by GRS.

The second issue addresses several computers in the office that are outdated and need to be replaced. As you may know, the lifespan of computers at this time is between 3 – 5 years. See below for a list of the computers currently in use:

- Manager HP Laptop – *Dec 2018 (DC)* *Replaced: April 2021 (GRS)*
- Assistant MGR- HP Laptop – *Dec 2018*
- Admin Assistant- Dell Desktop PC – *earlier than 2018*
- Covenants- Dell Desktop PC – *earlier than 2018*
- Server- Dell Desktop PC acting as file server – *before all other desktops (way earlier than 2018)*

In addition, and as an example it takes 10 minutes (it was timed) to start up the admin computer. The ARC admin computer is equally as slow and with frequent reboots required throughout the day that interfere with the staff's workflow. In the last year the association has spent \$3,083.00 troubleshooting in an attempt to correct the various IT issues.

As a result, we asked GRS to provide recommendation and pricing for suitable replacements. They have quoted one (1) laptop and three (3) desktop towers be purchased and installed. They provided prices for the replacement of four (4) computers. The cost per laptop is \$1,589.00 and the per tower cost is \$1,250.00 for a total of \$5,340.00, which would be a reserve expense. The computers will be completely configured with all



necessary software, licenses, and virus protection. In addition, the desktop towers all come with 3-year warranties.

CAMP Recommendation

Management recommends the purchase of four (4) new computers for the Cameron Station on-site management office as the current computers are not functioning properly and routinely impact the day-to-day operations and efficiencies of staff members.



GRS

TECHNOLOGY SOLUTIONS

Prepared by:

GRS Technology Solutions

Nelson De Jesus

4114 Legato Road

Suite 250

ndejesus@grstechnologysolutions.com

Prepared for:

Cameron Station (CAMP)

200 Cameron Station Blvd

Alexandria, VA 22304

(703) 567-4881

tmancinelli@gocampmgmt.com

We have prepared a quote for you

Quote Information:

Quote #: NDJ000672

Version: 1


Expiration Date:

08/17/2021

Create Date:

07/20/2021





Dell Latitude

Product Details	Qty	GRS Price	MSRP	Recurring Amount	Recurring Total	Ext. Price
Dell Latitude 15 - i5/16gb/512gbSSD/Win10Pro/1YR-Warranty 	1	\$1,589.00	\$2,004.56	\$0.00	\$0.00	\$1,589.00

Subtotal: \$1,589.00

Dell Latitude Optional Items

* Contains Optional Items

Product Details	Qty	GRS Price	MSRP	Recurring Amount	Recurring Total	Ext. Price
OPTIONAL Upgrade Dell Latitude Warranty to 3 Years 	1	\$189.00	\$189.00	\$0.00	\$0.00	\$189.00
Dell Monitor Dock 4K with 180W Adapter, USB-C 	1	\$249.98	\$299.99	\$0.00	\$0.00	\$249.98
Dell Thin Bezel 1920 x 1080 full HD maximum resolution 	1	\$219.99	\$250.00	\$0.00	\$0.00	\$219.99
Dell Wireless Keyboard & Mouse Combo 	1	\$39.99	\$49.99	\$0.00	\$0.00	\$39.99

*** Optional Subtotal: \$698.96**

Cameron Station Dell Latitude Q2



Prepared by:

GRS Technology Solutions

Nelson De Jesus
(703) 991-0101
ndejesus@grstechnologiesolutions.com

Prepared for:

Cameron Station (CAMP)

200 Cameron Station Blvd
Alexandria, VA 22304
Toni Mancinelli
(703) 567-4881
tmancinelli@gocampmgmt.com

Quote Information:

Quote #: NDJ000672

Version: 1
Delivery Date: 07/20/2021
Expiration Date: 08/17/2021

Quote Summary

Description	Amount
Dell Latitude	\$1,589.00
Total: \$1,589.00	

*Optional Expenses

Description	One-Time
Dell Latitude Optional Items	\$698.96
Optional Subtotal: \$698.96	

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.
"Payments for products and licenses are due upon quote approval"

GRS Technology Solutions

Cameron Station (CAMP)

Signature: _____
Name: Nelson De Jesus
Title: Director of Technical Services
Date: 07/20/2021

Signature: _____
Name: Toni Mancinelli
Date: _____



GRS

TECHNOLOGY SOLUTIONS

We have prepared a quote for you

Quote Information:

Quote #: NDJ000674

Version: 1

Expiration Date:
08/18/2021

Create Date:
07/21/2021



Prepared by:

GRS Technology Solutions

Nelson De Jesus

4114 Legato Road

Suite 250

ndejesus@grstechnologiesolutions.com

Prepared for:

Cameron Station (CAMP)


200 Cameron Station Blvd

Alexandria, VA 22304

(703) 567-4881

tmancinelli@gocampmgmt.com



Dell Optiplex Desktop

Product Details	Qty	GRS Price	MSRP	Recurring Amount	Recurring Total	Ext. Price
Dell Optiplex Mid Performance - i5/16gb/512gbSSD/Win10PRO/3YR-Warranty 	1	\$1,250.00	\$1,860.98	\$0.00	\$0.00	\$1,250.00

Subtotal: \$1,250.00

Optional Items for Desktop

* Contains Optional Items

Product Details	Qty	GRS Price	MSRP	Recurring Amount	Recurring Total	Ext. Price
Dell Wireless Keyboard & Mouse Combo 	1	\$39.99	\$49.99	\$0.00	\$0.00	\$39.99
Dell Thin Bezel 24 1920 x 1080 full HD maximum resolution 	1	\$219.99	\$250.00	\$0.00	\$0.00	\$219.99

*** Optional Subtotal: \$259.98**

Cameron Station - Dell Desktop Quote

Prepared by:

GRS Technology Solutions

Nelson De Jesus
(703) 991-0101
ndejesus@grstechnologiesolutions.com

Prepared for:

Cameron Station (CAMP)

200 Cameron Station Blvd
Alexandria, VA 22304
Toni Mancinelli
(703) 567-4881
tmancinelli@gocampmgmt.com

Quote Information:

Quote #: NDJ000674

Version: 1
Delivery Date: 07/21/2021
Expiration Date: 08/18/2021

Quote Summary

Description	Amount
Dell Optiplex Desktop	\$1,250.00
Total: \$1,250.00	

*Optional Expenses

Description	One-Time
Optional Items for Desktop	\$259.98
Optional Subtotal: \$259.98	

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

GRS Technology Solutions

Cameron Station (CAMP)

Signature: _____
Name: Nelson De Jesus
Title: Director of Technical Services
Date: 07/21/2021

Signature: _____
Name: Toni Mancinelli
Date: _____

Architectural Review Committee Design and Maintenance Standards Revision 2021

- Submissions approved at the 15 June 2021 Meeting.
- All votes in favor of accepting the proposed change were unanimous by attending ARC members.

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Construction Timelines			
1	Section VII, paragraph H, specifically: Approval for a modification may be revoked if construction has not commenced within thirty (30) days of approval of the application and be completed within 30 days of commencement of work.	<p>Include clauses for larger projects, specifically: Approval for roof, deck, patio, fence, or solar panel modifications may be revoked if construction has not commenced within ninety (90) days of approval of the application and be completed within 30 days of commencement of work.</p> <p>Approval for window replacement modification may be revoked if construction has not commenced within six (6) months of approval of the application and be completed within 30 days of commencement of work.</p>	<p>Lead time for materials for larger projects often extend well past the current 30-day limit – I personally experienced a 40-day lead time for a roof and a 5-month lead time for windows.</p> <p>Currently, the ARC must make a special exemption for each individual request if the lead time is expected to surpass 30 days. Moreover, the exemption is only made if a) an ARC member recognizes that this will likely be an issue and offers an exemption to the requestor, or</p> <p>b) the requestor recognizes that this will likely be an issue and specifically requests the extension as part of the modification request or during the monthly ARC meeting.</p> <p>Having an extended period of time in which to complete larger modifications would prevent home owners from having an approval lapse and also streamlines the approval process for the ARC.</p> <p><i>[ARC Note: The Declaration Section 6.9 says: “Upon commencing the construction, erection, installation, alteration, enlargement, demolition or removal of an improvement, all of the enlargement, demolition or removal of an improvement, all of the work related thereto shall be carried on with reasonable diligence and dispatch and in accordance with the construction schedule approved by the Architectural Review Committee. Unless stated expressly otherwise in the notice of approval, Owners must complete construction within 30 days of commencement of work.”]</i></p>

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Bird Feeders			
2	"Birdfeeders/Birdhouses" p. 12	Delete entirely	This provision purports to regulate or restrict an item that is temporary in nature (not a permanent fixture/improvement). None of the covenants in the Declaration can be construed to authorize such a provision -- therefore, the provision exceeds the scope of the HOA's authority and is not enforceable under the HOA's Declaration. See Sainani v. Belmont Glen Homeowners Assoc. (Va. 2019). Operating the HOA consistent with the law and the Declaration would enhance property values and maintain an enjoyable living environment.
Compost Bins			
3	"Compost Bins" p. 12	<u>Revised Language:</u> Permanent compost bins must be no greater than 4 feet by 4 feet by 4 feet and must be placed in an obscured location or within a fenced yard. All proposed permanent compost bins must submitted to the ARC for approval. Mobile or temporary compost bins are permitted. They must be maintained in good order and placed in an obscured location or within a fenced yard. Odor from permanent or temporary compost bins must not extend beyond the homeowner's property.	To be discussed in executive session.

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Doors-Exterior			
4	<p>Doors-Exterior; Front Door</p> <p>Existing: The ARC will consider resident applications for repair or replacement of a front door that does not match the original, builder-installed door. The ARC will permit residents to replace or repair a front door with a similar Colonial or Georgian style and color with the general style of the Cameron Station. A list of the Cameron Station Development approved front door paint or stain colors is attached as Appendix B. Door knockers and digital bolt locks do not require ARC approval prior to installation.</p>	<p><u>Proposed Revised Language:</u> The ARC will consider resident applications for repair or replacement of a front door that does not match the original, builder-installed door. The ARC will permit residents to replace or repair a front door with a similar Colonial or Georgian style and color with the general style of the Cameron Station. A list of the Cameron Station Development approved front door paint or stain colors is attached as Appendix B or as otherwise approved on a case-by-case basis as long as the new color is consistent with the prevailing colonial aesthetic in Cameron Station. Door knockers and digital bolt locks do not require ARC approval prior to installation.</p>	<p>This regulation is designed to give homeowners the flexibility to choose a front door color that is different from the preset list, while maintaining the prevailing colonial aesthetic in Cameron Station.</p>

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Driveways			
5	<p>Driveways</p> <p>Current: "The ARC may consider resident applications to replace or repair an existing driveway with new building materials not previously available to homeowners when the home was originally constructed, provided such new building materials are consistent in appearance to the existing driveway materials."</p>	<p><u>Add language saying something to the effect:</u></p> <ul style="list-style-type: none"> • Driveways shall either be broom-finish concrete, exposed aggregate concrete, brick, or modular concrete pavers. • Materials for driveways shall complement the architecture of the home and maintain consistency with the existing driveway and those of the neighbors. • The surface material shall be of equal or greater quality than the existing • The ARC may consider resident applications to replace or repair an existing driveway with new building materials not previously available to homeowners when the home was originally constructed, provided such new building materials are consistent in appearance to the existing driveway materials. 	<p>To be discussed in executive session. The new regulation is designed to be more informative to homeowners as well as cover situations that are outside these proposed regulations.</p>

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Electronic Devices			
6	Electronic Devices Current: "To include, but not limited to: Electronic insect traps, electronic bird, rodent or pest repellers, outdoor speakers, etc. Devices will be regulated based on the same criteria as exterior lights. In addition, no device shall be installed or maintained in such a way as to cause discomfort to adjacent owners from noise. These devices shall be operated only during those times when the immediate area is occupied by the owners or their guests."	<u>Add language saying something to the effect:</u> Temporary electronic devices include, but not limited to: Electronic insect traps, electronic bird, rodent or pest repellers, outdoor speakers, etc. Devices will be regulated based on the same criteria as exterior lights. No temporary electronic device shall be installed or maintained in such a way as to cause discomfort to adjacent owners from noise. These devices shall be operated only during those times when the immediate area is occupied by the owners or their guests. All electronic devices will be operated in a manner consistent with Declaration Section 7.3 Quiet Enjoyment.	To be discussed in executive session
Exterior Decorative Objects			
7	"Exterior Decorative Objects" p. 14	Delete entirely	This provision purports to regulate or restrict an item that is temporary in nature (not a permanent fixture/improvement). None of the covenants in the Declaration can be construed to authorize such a provision -- therefore, the provision exceeds the scope of the HOA's authority and is not enforceable under the HOA's Declaration. See Sainani v. Belmont Glen Homeowners Assoc. (Va. 2019). Operating the HOA consistent with the law and the Declaration would enhance property values and maintain an enjoyable living environment.

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Flags and Flagpoles			
8	Project Standards: Flags	The DMS is specific on how flags should be flown but not what flags may be flown, outside of the American flag. I recommend that the definition be broadened to include flags from other nations.	This will honor our neighbors from other nations and remain within the spirit of flying a national flag.
9	"Flags and Flagpoles" p. 16 Split Flags and Flagpoles into two sections: "Flagpoles" and "Flags"	<u>"Flagpoles" Section:</u> All flags must be flown from a flag pole. Flags are not allowed to be draped from windows, balconies, decks or exterior banister railings. Proper American flag etiquette (as defined in Appendix A) shall be observed. No mast flagpoles are allowed. However, flags are permitted to be flown from holders attached to the exterior wall of a home. Acceptable locations for holders are above or adjacent to front doors and garage doors, not to exceed two (2) flags and poles on the front and back of the unit. No application is required if the homeowner is in compliance and does not place their flags in multiple flag holders. Flags may only be displayed in a manner that is consistent with the provisions of 4 U.S.C. §§ 1-9l. Notwithstanding the above, Homeowners may not install multiple flag holders without first submitting an application that is approved by the ARC. New Language: "Temporary flagpoles of any size will be regulated by "Signs" portion of the DMS."	This section is confusing as it conflates two concepts: permanent modifications to the property (flagpoles) with temporary additions to the property (flags). Thus, I suggest we split these into two sections with one governing the structures themselves and the second governing the flags that can fly on those poles. The current flagpole regulations are fairly straightforward, so I have left them unchanged.

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Flags and Flagpoles			
10	<p>"Flags and Flagpoles" p. 16</p> <p>Split Flags and Flagpoles into two sections: "Flagpoles" and "Flags"</p>	<p><u>"Flags" Section:</u> Proper American flag etiquette (as defined in Appendix A) shall be observed. American Flags may only be displayed in a manner that is consistent with the provisions of 4 U.S.C. §§ 1-9l.</p> <p>Nonpolitical flags are permitted. Examples of non-political flats include: non-US national flags, sports team flags, college flags, or US uniformed service flags.</p> <p>Political flags (flags with an obvious political meaning) shall be governed by the "Signs" section of the DMS.</p> <p>The decision of what constitutes a political flag rests with the ARC and can be appealed to the Board.</p>	<p>This section is confusing as it conflates two concepts: permanent modifications to the property (flagpoles) with temporary additions to the property (flags). Thus, I suggest we split these into two sections with one governing the structures themselves and the second governing the flags that can fly on those poles. The verbiage on Flags was confusing and only referenced United States flags. I have attempted to widen the variety of flags allowed as long as they are nonpolitical. Political flags should be considered a "sign" and governed by that section. This will allow residents to fly a wider variety of nonpolitical flags engendering a positive environment in the neighborhood. Political flags that are divisive will be governed by a more restrictive section.</p>
Grills & Barbecues			
11	<p>Grills and Barbeques Heading...add firepits to this section</p>	<p>Revise this section to include permanent fire pits. The ARC would also request aid in crafting verbiage governing 1) the storage of wood (in an obscured location or within a fenced yard) and 2) the disposal of ash in a manner consistent with local and state law.</p> <p>Temporary fire pits must follow all state and local fire codes when in operation and cannot be left unattended in the front yard, side yard, unenclosed back yard of the home, or any other location visible from the street.</p> <p>Any new language will also need to stipulate that permanent fire pits will require approval by the ARC.</p>	<p>Firepits have becoming more a desired enhancement , especially now during the pandemic when families are spending more time in their backyards. We believe we need to address the building of a permanent units that must comply with local building and fire codes that are enforceable in Alexandria. It seems Alexandria has a maximum size on what they call fire rings. They are 3 feet as a radius and two feet in height this will need to be reverified.</p> <p>Another point of concern is if the fire pit construction is approved by the adjoining neighbors due to the smoke. This has the possibility of affecting an adjoining neighbor the right to enjoy their outdoor space as smoke free environment.</p> <p>Placement of a unit will need to be approved on a case by case basis by ARC. Firewood needs to be stored behind fence lines and x amount of feet from the home as a safety measure. Might need to be specific on the maximum amount of firewood that can be stored on ones property, such a quarter of a chord.</p>

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Landscaping			
12	DMS Page 17. Landscaping and Gardens: J. Planting of vegetables in appropriate containers by owners of back to back townhouses with no side or rear yard requires the submission of an Exterior Architectural Application.	<u>Proposed Addition:</u> J. Planting of vegetables in appropriate containers by owners of back-to-back townhouses with no side or rear yard requires the submission of an Exterior Architectural Application. Planting of vegetables in appropriate containers on decks does not require ARC approval.	For those residents that would like to have a small garden, not only is it great therapy, it also creates a greater pride of home ownership.
Light posts and Exterior Lights			
13	List Posts and Exterior Lights p. 18	Leave all existing verbiage as is. For the "Decorative lights" paragraph, add the language from the Cameron Station Association's Holiday Decoration Policy to this paragraph to ensure clarity for homeowners.	This change is designed to make the DMS a one-stop-shop document. Referencing a separate document that is difficult to locate only frustrates and confuses homeowners.
Roofs			
14	Roofs: "All roof repairs/replacements must be approved by the ARC. Roof repair or replacement should be done to match the existing roof material and color. The ARC will consider changes in color or material on a case-by-case basis. Please refer to the management office for samples of acceptable colors."	<u>Proposed Addition:</u> Homeowners who own metal roofs that require replacement prior to the completion of their designed lifespan may replace their metal roofs with shingle roofs. These roofs should match the color and style of neighboring roofs. Please refer to the management office for samples of acceptable colors.	Metal roofs are supposed to last for 40 years compared to the 20-year lifespan of a shingle roof. In addition, they are much more costly to replace than shingle roofs. Recently, the ARC has been requiring homeowners to replace metal roofs with metal roofs even though those roofs are failing well before their designed lifespan. Homeowners shouldn't be punished because their metal roofs were installed incorrectly decades ago and the DMS should unequivocally state that early-failure metal roofs can be replaced by shingle roofs. This change will have three positive effects: 1) It will save homeowners thousands of dollars, it will enhance the 'randomness' of metal roofs in the community making the roof choices in the neighborhood look more natural, and 3) it will improve the reputation of Cameron Station as a place where the Community Association works with homeowners to solve problems that both maintain the look of the community and use common sense.

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Security Devices			
15	"Security Devices" p. 18	Clarify that all Ring doorbells and the like do NOT require ARC approval as long as they are placed with front doors and their wires are hidden or camouflaged.	Video doorbells are routine improvements to homes and when placed at front doors they enhance homeowner and community security.
16	DMS Section to be revised: Exterior Change Design Criteria / III. Project Standards / Security Devices / Submission Requirements / "B. Catalog photographs or manufacturer's "cut sheets" of proposed window bars and doors bars, including dimensions, design, material and color."	<u>Proposed Revision:</u> (see in red) B. Catalog photographs or manufacturer's "cut sheets" of proposed security devices and mounting system window bars and doors bars , including dimensions, design, material and color of all devices and accessories to be mounted on the exterior of the house (including camera, mounting brackets, charging devices, etc.).	The request for this change is to help clarify what is required for the submission, the proposed language provides more details and examples of what is required and also to eliminate the "window bars and doors bars" part which is unclear and may create confusion.
17	Security Devices: Existing language: C. Cameras shall only view the homeowner's property or. Cameras shall not be positioned to view inside any other property.	<u>Proposed Revision:</u> "Cameras shall view the homeowner's property to the greatest extent possible. Cameras shall not be positioned for the purpose of viewing inside a neighbor's home."	Given how tightly spaced the homes are in Cameron Station, requiring all security cameras to only view the homeowner's property is likely physically impossible and impractical to enforce. I have attempted to modernize the requirements while maintaining a requirement not to use security cameras to peep inside neighboring homes.

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Signs			
18	"Signs" p. 19	<p><u>Proposed Revision:</u> Replace all language in "Signs" portion of the DMS with section 7.17 of the Declaration. The new signs section will read:</p> <p><i>"Section 7.17 Signs. Owners may not erect or maintain on any portion of the Property any signs except for (i) signs required by law (such as a building permit), (ii) one unlighted sign not greater than two feet by three feet advertising for sale any Single-Family Lot, Cluster Family Lot or Condominium Unit, and (iii) such for rent signs within Multifamily Rental Sections as from time to time may be approved by the Architectural Review Committee in the exercise of their reasonable judgment, and (iv) signage within Non-Residential Sections as from time to time may be approved by the Architectural Review Committee in the exercise of their reasonable judgment. Signage advertising security services shall be permitted, subject to the power of the Architectural Review Committee to promulgate and enforce standard design criteria for security signs within the Property."</i></p>	The Declaration's rules on signs are flawed. Unfortunately, the declaration supersedes the DMS and this is the only enforceable regulation that the Association has to govern signs. The Declaration must be amended to give the Association the authority to regulate signs in a thoughtful and common-sense manner. Until that happens, the DMS should reflect the regulations as they currently exist. This will ensure that all homeowners have access to the original language so they can understand that the Association has no leeway over enforcement of signs.
Solar Panels			
19	Solar Panels	Attorney draft regulations that are consistent with Virginia State and Federal laws	A great deal of legislation has recently passed at the state and federal levels governing how HOA's may regulate solar panels. Our current "case-by-case basis" regulation gives no guidance to homeowners or ARC members. The ARC would like to leverage the attorney's library of regulations for communities similar to ours to craft a rule that meets State and Federal laws and is easy for homeowners to understand and follow.

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Storm Doors and Windows			
20	Storm Doors and Windows, p. 20 A. Only “full-view” (see below) storm and screen doors are permitted Crossbars, either decorative or structural, are not permitted.	<u>Proposed Revision:</u> A. Only “full-view” (see below) storm and screen doors are permitted on the front door of the home or all doors visible from the street. Storm/screen doors with a minimal crossbar (not to exceed 2 inches) are permitted on side or rear doors. G. Side or rear doors (not visible from the street) are permitted to have minimal crossbars not to exceed 2 inches. <ul style="list-style-type: none"> • No imitation gate hinges or ornamental grillwork is permitted. • ¾-doors cross buck doors or other bottom panels or kick plates are not permitted. 	Change initiated at the suggestion of the Cameron Station Association Board. The “full view” stipulation has been controversial for many years. Homeowners regularly fail to read the DMS and accidentally purchase storm doors with crossbars, resulting in violation letters and fines. This accommodation retains the existing regulations for front doors and all doors visible from the street. It makes an exception for side and rear doors not visible from the street as these will not disrupt the visible aesthetic of Cameron Station.
Window Treatments			
21	“Window Treatments” p. 21	Delete Section	To be discussed in executive session. This section references window treatments that are installed internally which is beyond the purview of the DMS and the ARC.
Private Tree Replacement Guidelines			
22	Private Tree Replacement Guidelines Part IV. B. Existing: Any tree that is removed from the private lot is to be replaced with the same species or acceptable substitute as provided in the Private Tree Replacement List (Appendix D) of this DMS amendment. Private trees may not be replaced with any tree mentioned in Section II of Appendix D.	Proposed Revised Language: Any tree that is removed from the private lot is to be replaced with the same species or acceptable substitute as provided in the Private Tree Replacement List (Appendix D) of this DMS amendment. Private trees may not be replaced with any tree mentioned in Section II of Appendix D. All replacement trees must be planted at a minimum height of 6 feet from existing grade to top of canopy.	Assist in meeting existing Appendix D Requirements and the 2009 agreement with the City of Alexandria.

Entry Number	DMS Section to be Revised	Proposed Revision	Justification
Miscellaneous			
23	Electric charging station locations for electric cars	With the increase of electric cars we might want to specify the location of the 220 volt charging portals. I propose directing the attorney to develop language regulating the placement of 220 volt charging stations attached to homes.	Electric car charging stations are the future of personal automobiles. We should work to ensure that the DMS is prepared to regulate these devices once they begin to be installed in Cameron Station.

Cameron Station Community Association, Inc.
Board Decision Request
July 27, 2021

TOPIC: Common Area Committee- Outdoor Furniture Request

Motion:

"I move to APPROVE allowing the Common Area Committee to spend up to \$3,500.00 on new outdoor furniture for the Bessley Place Packet Park.

2nd:

Summary:

As you may recall, earlier this year management reported the removal of several pieces of broken and unsafe furniture from the Bessley Place Pocket Park. The furniture that was in this location was neither purchased nor maintained by the Association. A past resident(s) coordinated the purchase and install of it. The furniture was broken, rusted, and presented a danger if left out for use (a table was held up by a brick). The Common Area Committee was informed of the actions taken and was tasked with identifying what, if any, pieces they would recommend. The committee would like to install a table and 6-8 chairs made from a composite material. Examples of the furniture provided below.



The committee next meets on August 9, 2021, and at that time they will select the furniture and it can be ordered immediately.

CAMP Recommendation

Given the time of year and need to expedite this project, management would recommend that the Board approve the committee to spend no more than (not to exceed) \$3,500.00 for the replacement of the furniture.



Cameron Station Community Association, Inc.
Board Decision Request
July 27, 2021

TOPIC: Clubhouse Water Storage Tank Equipment Replacement Proposal

Motion:

"I move to APPROVE the proposal from _____ in the amount of \$_____. This is a reserve expense and will be funded form the Reserves.
2nd:"

Summary:

Recently an active water leak was detected to be coming from a 120 gallon water storage tank located on the 2nd floor of the clubhouse. It is currently leaking into a storage closet below. Several contractors were able to visit the site last week and two have provided bids as of the writing of this report. If a third bid is received in time it will be provided to the Board at the meeting.

This equipment is original and it is a reserve item. We are monitoring the leak but given time is of the essence it was thought best to escalate directly to the Board as CCFC does not meet until August. Management did reach out to the CCFC Chair to make him aware and to share with the rest of the Committee. There were no objections to moving this matter directly to the Board for action. See chart below for cost comparison.

Contractor	Cost	Notes
Trademasters	\$8,857.59	DPOR License Look Up: Exp. 11/30/2021 Workmanship warranty: 1 Year Equipment Warranty: 3 year Manufacturer
Densel	PENDING	PENDING
Wright Mechanical	\$4,986.280	DPOR License Look Up: Exp 5/31/2022 Workmanship warranty: 1 Year Equipment Warranty: Waiting on further info as of time of this report. Will update at meeting

CAMP Recommendation:

Management recommends the Wright Mechanical proposal for approval provided the warranty terms are clarified.



PROPOSAL

7/15/21

**Cameron Station Club House
200 Cameron Station Blvd
Alexandria, VA 22304**

Re: Proposal to replace water storage tank, existing is leaking.

Service Details:

- Shut down system, drain down and remove duct and piping as needed
- Remove existing leaking storage tank
- Install and pipe in (1) new State jacketed and insulated 120 gallon storage tank
- Fill, start, and test operation of system, check for leaks
- Re-install any piping and ductwork that had to be moved for access
- Properly dispose of old tank and components

Cost for scope of work listed above: \$8,857.59

Notes and Exclusions:

- All work is assumed to be completed during normal business hours.
- Lead time for materials is 3-4 days as of 7/15/21.
- A limited one-year warranty is provided on workmanship from Trademasters; manufacturer State provides limited five-year warranty against tank failure resulting from defects in material or workmanship at factory.

Proposal Terms:

The prices in this quote remain valid for (30) days and are subject to change after that time. All invoices are due in full net thirty days from receipt. If the terms of this proposal are acceptable, please sign, date, and return a copy to our office. Thank you for contacting **Trademasters Service, Inc.** Sincerely:

Sarah McLoughlin
Service Manager

Customer Signature:

Signature

Date



WRIGHT MECHANICAL SERVICES, LLC

Cameron Station Club House.
200 Cameron Station Blvd.
Alexandria Va. 22304

July 21, 2021

Wright Mechanical Services is pleased to provide this proposal to replace a D.W. storage tank as per the following scope of work at the property referenced below.

Work to be Performed at: Cameron Station Clubhouse. 200 Cameron Station Blvd. Alexandria, Va. 22304

Equipment: Lochinvar, RJS120, 119 Gallon Storage Tank.

Scope of Work:

1. Perform lock out tag out per OSHA guidelines for boiler and circulation pump.
2. Close isolation valves to drain Storage Tank and Boiler.
3. Temporarily remove 12" round duct obstructing access to storage tank.
4. Disconnect piping and aquastat from storage tank.
5. Remove any D.H.W. piping obstructing removal of existing and installation of new storage tank.
6. Remove existing storage tank from boiler room.
7. Install and reconnect all piping, fittings and aquastat to new storage tank.
8. Reinstall 12" round duct and any D.H.W. piping removed for installation of storage tank.
9. Open isolation valves, bleed equipment, and inspect for leaks.
10. Turn equipment on and check for proper operation.
11. Clean area of all job-related debris and remove from site.

Notes and Exclusions:

1. Work will be performed during normal business hours.
2. This proposal is good for 30 days from date indicated above. If signed after thirty days, it will be WMS right to accept or decline this proposal.
3. WMS is not responsible for delays due to scheduling, weather, shipping, or manufacturing.
4. WMS is not responsible for valve failure during exercising.
5. WMS will provide 1-year warranty on workmanship.
6. WMS is not responsible for any unforeseen problems.

Acceptance of Scope of work and Additional Terms and Conditions of Sale\$4,986.28

Sincerely,

Accepted

Levi Chaconas

Levi Chaconas
Building Operations Manager

Date: _____

Wright Mechanical Services • 106 Paul Mellon Court • Waldorf MD, 20602

Office 301-390-7134 • Fax 301-390-7135 • Emergency 1-800-477-9147

**Cameron Station Community Association
Board of Director's Meeting
July 27, 2021**

Please find the attached updated Action Item Report as well as ProFit's June report. Pending as well as recently completed items have been included. Please keep in mind, this is being updated and refined regularly.

MATTERS FOR BOARD DISCUSSION/INFORMATION

Parking Enforcement: As you may recall, bids were solicited from security companies for parking enforcement; however, the costs significantly exceeded the budgeted allocation. In addition, management followed upon on prior arrangements either through the police department (who no longer offers this service from off duty officers) or from a former employee who previously handled this responsibility, to no avail in either case. We've also attempted to recruit but no suitable candidates have been found given that it is limited and overnight hours. As a reminder two (2) of the bids received so far range in price from \$34,632.00 - \$53,976.00 a year for parking enforcement for 24 hours a week. The 2021 budgeted amount for parking enforcement is \$19,000.00. Management will continue to seek further proposals and will work with ARC as this process continues. The Board may need to consider approving an alternative that exceeds the budgeted amount to allow the service to resume in 2021.

Leaking Water Tank: There is an active leak from the 120-gallon water storage tank located on the 2nd floor of the clubhouse. We have had 2 service contractors inspect and provide estimate and options. One of the contractors has reported it needs to be replaced and the cost is estimated at \$8K. We are currently waiting the 2nd opinion and price. The replacement would be considered a reserve item, as it is original equipment. We are monitoring the leak and will provide an updated when more information is received.

Annual Inspections: Please be advised that we have become aware that only about 10% of the property has been inspected to date; not the 50% as was previously reported by staff. CAMP is working on scheduling inspections with a 3rd party until such time a new covenants administrator is hired and trained.

Donovan Fountain: The replacement is approved, and contract is executed. UPDATE: We are awaiting ETA on install from Harmony Ponds.

Paving Bids Evaluation & Engineering Services Contract: Gardner- no roof leaks. Gardner confirmed that the "leaks" are HVAC condensation related and not the roof. The HVAC replacement will resolve the issues. Gardner recommending coring of areas of asphalt- they were scheduled for this week and will core 6 locations for a cost of \$2000.00. This must be done to ensure condition of asphalt is accounted for properly in the scope of work. UPDATE: Coring was completed on 7/13/2021. Once the results are back, we will update accordingly.

Linear Park MOU: The Association is waiting on the City to verify current lighting plan along this area as it could impact the new MOU and the City may be responsible to contribute towards electricity used in this location. The Board as well as the CAC have indicated they are in support of executing an MOU for this area and once the City has their information the final MOU draft can be reviewed for approval. Management has been reaching out to the City about every 10 days or so with no response back in the last 2 weeks. UPDATE: Management was informed on 7/12/2021 at the CAC meeting that that a member of the CAC was in contact with the City on this matter and they would facilitate scheduling a meeting with the City with Management and CAC members. Management inquired as to the status of the meeting yesterday and was told it had not been scheduled yet. Management informed CAC it will standby.

Landscape Enhancement Update: Main Circle Liriope Installation nine (9) sections: The was approved by the Board and Lancaster was notified. It was then noted that City approval was required before proceeding. Management reached out to the City and the City denied this installation because Liriope is not on their approved planting list. As a result, the installation of the additional nine (9) sections has been placed on hold. Management recommends seeking a wavier from the City as the area to plant this material in has little to no risk of “spread” as it will be installed between the curb and sidewalk areas and therefore captured in this area.

The curb strip areas throughout the community present a challenge to maintain given the on-street parking, foot traffic and pet waste. Given this, management recommends formalizing the process used in determining if a plant material or mulch is to be placed in curb strip areas on private and city streets where grass will not grow or thrive going forward. UPDATE: Management was informed on 7/12/2021 at the CAC meeting that that a member of the CAC was in contact with the City on this matter and they would facilitate scheduling a meeting with the City. Management inquired as to the status of the meeting yesterday and was told it had not been scheduled yet. Management will standby.

July 2021 - Completed Projects and Tasks - All Committees				
Item	Status	Entered On	Responsible	Due
Pool Chairs	Completed	7/20/2021	CCFC	7/20/2021
Clubhouse Lanterns	Completed	7/9/2021	CCFC	7/9/2021
Soap Dispenser	Completed	7/9/2021	CCFC	7/9/2021
Storage Chest	Completed	7/9/2021	CCFC	7/7/2021
Soap Dispensers	Completed	7/2/2021	CCFC	7/2/2021
Front Door	Completed	7/2/2021	CCFC	7/2/2021
Pool Chair	Completed	6/29/2021	CCFC	6/29/2021
Pool	Completed	6/29/2021	CCFC	6/29/2021
Pool	Completed	6/29/2021	CCFC	6/29/2021
Soap Dispenser	Completed	6/16/2021	CCFC	6/16/2021
Clubhouse	Completed	6/16/2021	CCFC	6/16/2021
Exit Signs	Completed	6/14/2021	CCFC	6/14/2021
Lights	Completed	6/11/2021	CCFC	6/11/2021
Door	Completed	6/8/2021	CCFC	6/8/2021
Kitchen Floor	Completed	6/3/2021	CCFC	6/3/2021
Water Stopper	Completed	6/3/2021	CCFC	6/3/2021
Umbrella	Completed	6/3/2021	CCFC	6/2/2021
HVAC	Completed	5/28/2021	CCFC	5/27/2021
Shower Head	Completed	5/28/2021	CCFC	5/28/2021
TV	Completed	5/27/2021	CCFC	5/27/2021
Flood Light	Completed	5/27/2021	CCFC	5/26/2021
Men's Locker Room	Completed	5/21/2021	CCFC	5/28/2021
Ice Maker	Completed	5/11/2021	CCFC	5/25/2021
Roof Repair and Drywall	Completed	1/14/2021	CCFC	7/7/2021
Replace Sprinkler Cage BBall court	Completed	9/10/2020	CCFC	6/30/2021
Fix tile and drywall issues - Men's Locker Room	Completed	8/19/2020	CCFC	4/30/2021
Mail Box	Completed	7/20/2021	Common Area Committee	7/20/2021
Pot Hole	Completed	7/20/2021	Common Area Committee	7/20/2021
No Parking Sign	Completed	7/15/2021	Common Area Committee	7/15/2021
Pot Holes	Completed	7/15/2021	Common Area Committee	7/15/2021
Mail Box	Completed	7/14/2021	Common Area Committee	7/13/2021
Bricks	Completed	7/14/2021	Common Area Committee	7/13/2021
Visitor Parking	Completed	7/9/2021	Common Area Committee	7/6/2021
No Solicitation Signs	Completed	7/9/2021	Common Area Committee	7/8/2021
No Parking Sign	Completed	6/24/2021	Common Area Committee	6/24/2021
Pot Hole	Completed	6/22/2021	Common Area Committee	7/6/2021
Street Signs	Completed	6/21/2021	Common Area Committee	6/21/2021
No Parking Signs	Completed	6/21/2021	Common Area Committee	6/21/2021
Mail Boxes	Completed	6/17/2021	Common Area Committee	6/17/2021
Lamp Post	Completed	6/17/2021	Common Area Committee	7/1/2021
No Parking Sign	Completed	6/15/2021	Common Area Committee	6/15/2021
Graffiti	Completed	6/14/2021	Common Area Committee	6/14/2021
Gazebo	Completed	6/11/2021	Common Area Committee	6/11/2021

Visitor Parking Sign	Completed	6/4/2021	Common Area Committee	7/9/2021
Park Benches	Completed	6/4/2021	Common Area Committee	6/4/2021
No Trespassing Sign	Completed	6/3/2021	Common Area Committee	6/3/2021
Street Light	Completed	6/3/2021	Common Area Committee	6/2/2021
Graduate Signs	Completed	6/1/2021	Common Area Committee	6/1/2021
Electrical Box	Completed	6/1/2021	Common Area Committee	6/1/2021
Brick Work	Completed	5/26/2021	Common Area Committee	6/9/2021
NO Parking Sign	Completed	5/21/2021	Common Area Committee	7/9/2021
Pot Hole	Completed	5/17/2021	Common Area Committee	6/17/2021
Tree trimming	Completed	5/13/2021	Common Area Committee	6/10/2021
Pot Holes	Cancelled	5/11/2021	Common Area Committee	6/7/2021
Bessley Pocket Park	Completed	5/10/2021	Common Area Committee	5/27/2021
Painting light pole base	Completed	4/27/2021	Common Area Committee	5/28/2021
Stop Sign	Completed	4/19/2021	Common Area Committee	6/3/2021
Rodent Infestation	Completed	4/15/2021	Common Area Committee	8/31/2021
Benches	Completed	4/6/2021	Common Area Committee	6/25/2021
Street Sweeping Proposals	Completed	7/30/2020	Common Area Committee	6/21/2021
Newsletter Delivery Alternatives	Completed	7/30/2020	Communications Committee	4/30/2021

July 2021 - Open Projects and Tasks - All Committees

Responsible	Item	Description	Due
Common Area Committee	Entrance Sign	<p>CAC July Agenda</p> <p>Entrance Sign on Duke St.- needs to be replaced due to age, condition and inability to repair.</p> <p>-Mark obtained 3 proposals, to be put on the July CAC meeting agenda for their review.</p> <p>-CAC Approved "Duff Signs" proposal at their July meeting, up for the BOD's review at their July meeting</p>	7/12/2021
Communications Committee	Update Website	<p>5/13/2021: At the March Board of Director's meeting the Board reviewed and discussed the issue but took no action. The Board was tasked with providing direction on the website update/redesign. Anticipated having this information back from the Board by end of April. Board comments have not been received to date. This project has been placed on "pause" as social media improvements, possible new logos/branding, and related topics are considered by the committee. Management will update once Board feedback is received. Expected sometime after June/July time frame.</p> <p>3/23/21- At the meeting on 3/10, committee voted for LMK for the website update, to be on the Board's May agenda.</p> <p>Mgmt was not involved with soliciting bids nor in conversations with the potential vendor and has requested further time for review. This has been discussed with Chair and BOD Liaison who both agree to slow the this project down. Take a step back, interview Brand & LMK with mgmt to ensure clear understanding of services and costs associated with this before being placed on the Board's agenda. Anticipate May Board Agenda.</p> <p>11/24/20 Com Comm identified changes to website. Management will address minor revisions (ie. typos, content changes) and will forward remaining changes to L. Keyser.</p> <p>12/17/20- Website updated per Com Comm's list by Juana and remaining updates sent to Heather for L Keyser to address</p> <p>12/23/20- L Keyser updated the remaining edits on list</p> <p>2/3/21- sent L Keyser a list of links to remove, to streamline website navigation</p> <p>2/26/21- comcom gathering bids for website "redo" updating material as we find it.</p> <p>4/14/21- Management will contact the bidders for more clarification on what specifically can be done for the website. After review, a recommendation will be given to the Committee, and eventually the Board</p> <p>5/13/21- the website updates are still in review by the Board. There will be an update at the June or July meeting.</p>	7/14/2021

Common Area Committee	Drainage Issue	<p>Homeowner at 5106 Grimm is experiencing water run off after heavy storms</p> <p>5/13-Waiting on a hard rain to observe run off</p> <p>6/4 - Took video of run off. Will get with Lancaster to discuss options.</p> <p>6/24 - Spoke with Adrienne and Frank. They said they will re grade and add a waterproof membrane against the homeowners fence.</p> <p>-CAC approved Lancaster's proposal for this work at their July Meeting, work to be completed by the end of the month</p>	7/23/2021
Common Area Committee	Gate	<p>Need to repair or replace damaged gate on Gardner Dr.</p> <p>Scheduled to meet with TYL 4/21 to discuss options.</p> <p>5/3 - Waiting on proposal from TYL</p> <p>5/24 - Received quote of \$2,600.00 from TYL. Will be reaching out for other bids.</p> <p>6/1- sent pictures to Armor Fence, waiting on proposal</p> <p>6/22- Followed up with Armor Fence- they came on-site to inspect the area and will follow up with a proposal.</p> <p>-on CAC's agenda for review at their August meeting</p>	7/23/2021

Architectural Committee	Parking Enforcement	<p>CAMP continues to look for a PT person to perform this task. ARC is still not interested in securing a tow company and did not think it would be wise to have a tow company patrol the community. With move back into "normal" schedules complaints are increasing.</p> <p>Parking enforcement for Cameron Station enforcement parking policy. 11/02 - obtained bids for parking enforcement. Questions need to be addressed about areas and limitations. At direction of Board Pres, inquired about survey of property lines with Condos - determined Assoc has maps on file - need to locate Phase Plats. Work in progress. 11/24/20 Upon verification of valid pricing, confirmed scope of work/number of hours per week - all vendors declined as it does not meet their minimum. Solicited 3 additional bids - all declined for same reasons. Working on individual person for parking enforcement.</p> <p>reached out to Henry's Towing because they will do this type of enforcement at no charge, but the ARC was not interested and did not think it would be wise to have a tow company patrol the community. CAMP going to run an ad and see if we can find an individual to do it as CMC would not release Todd from do not compete</p> <p>6/1- Spoke with Lt. Sean Casey about this role, he is checking with the Sheriff and will be in touch.</p> <p>Upon discussion with the police department, Lt. Sean Casey informed us that he is unable to participate in this role.</p> <p>6/18- We have reached out to 6 different vendors (some of which have provided proposals pre CAMP management) to either obtain new proposals or confirm the pricing and scope from the old proposals.</p> <p>7/8: Proposals obtained and will be on the August ARC meeting agenda</p>	7/27/2021
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Communications Committee	Social Media - Facebook/Twitter	<p>JG 5/6/2021 New Horizon pushing out information provided on all 3 social medial platforms. ComCom working on a list of suggestions for further improvements on the platforms.</p> <p>3/22/20221 New Horizon Media contract approved and Joe has begun posting to the CSCA facebook page. Awaiting FB guidelines to be approved and working on announcement to the community. Presently FB & Twitter being updated, just not announced until guidelines are in place.</p> <p>Work with Committee to identify and address ideas to improve Social Media and Website. 10/30/20 Sent email to New Media Horizons and copied Tricia to coordinate information exchange. Also, working on various changes to current website that is within Management's authority to change.</p> <p>11/23/2020- CAMP has evaluated the responsibilities of an "in-house" social media position, which we do not currently have and would require 20 hours per week as a part-time content creator for Cameron Station's social media. Committee pursuing discussions with New Media Horizons.</p> <p>12/09/20- the Committee unanimously agreed to recommend that the Board approve moving forward with a contract with New Media Horizons, during December meeting</p> <p>2/26/2021- bd approved 90 day social media mgmt firm to facilitate CSCA offical FB, insta, twitter</p> <p>3/23/2021- Joe from New Media Horizons is currently updating the CSCA Facebook and Twitter Pages. He also has access to the DropBox account where the photos are kept, to eventually manage Instagram (after photo release policy is in place)</p> <p>As of April 12, Management has been in contact with Joe Turpin, regarding a possible Instagram account. He has since been added to CAMP's DropBox and has access to the photos there.</p> <p>6/23- Management is coordinating with NMH and ComCom rep to address the committee's concerns and preferences for the social media platforms. NMH's initial term has expired and is month-to-month currently. Board will revisit the NMH contract terms at their July meeting, considering the committee's update on the last month.</p>	7/27/2021
Common Area Committee	Park Benches	<p>Replace decayed slats on benches at Gardner and Murtha; Waiting to see if the slat replacement at Pocosin Park Benches will work for the ones on Gardner and Murtha</p> <p>7/1- replacement slats did not fit at Garnder/Murtha locations. Mark took measurements and is looking into alternatives.</p> <p>7/8: Mark reached out to a vendor with the dimension specs, waiting to hear from the vendor if they can provide the materials</p> <p>7/15: Emailed contact at Hardwood Artisans inquiring about the status of the replacement slats. Waiting to hear back</p>	7/30/2021

Common Area Committee	Street Light Numbering	<p>CAMP has negotiated a “NO CHARGE” price from Kolb Electric for the pole lighting project. PSE offered to do it “NO CHARGE” but wanted a two (2) year exclusive maintenance contract with them to do so. As a result, we reached out to another provider. CAMP has negotiated a new price structure with Kolb that will result in about \$30 an hour savings to CSCA from the PSE rate and they will number all pole lights, free of charge, with NO exclusive contract needed. a Kolb repaired 10 of the 13 non-working lights PSE reported on their last inspection at the end of February on February 26, 2021. Kolb also conducted a night light inspection on February 27, 2021 for a comparison to the previous report from PSE. Once the Kolb’s report is received and reviewed we will provide a further update at the March 8, 2021 meeting.</p> <p>-7/20: Waiting for an update from Kolb, work is to be scheduled by the end of the month (July)</p>	7/31/2021
Common Area Committee	Fountain Repair	<p>Board has tasked back to CAC for further options and community feedback.</p> <p>April BOD Agenda</p> <p>CAC Reviewed bids at April meeting.</p> <p>2 bids in hand call for replacement. 2 more bids expected and will update at April meeting.</p> <p>janeva.sharps 2/17/2021 8:50:24 AM CT</p> <p>Received all three bids. Will discuss with committee the best decision by spring.</p> <p>Investigate fountain repairs needed. Reached out to multiple vendors regarding repairs.</p> <p>Received proposals from Cascades and Harmony Ponds. Waiting on third and final proposal from Virginia Water Gardens. General consensus is complete replacement.</p> <p>5/20- Flyer distributed to residents about Donovan Fountain Meeting on 6/1; meeting also advertised in the 5/28 weekly blast</p> <p>6/1- CAC held standing meeting</p> <p>6/7- CAC approved Harmony Ponds proposal to replace the existing fountain with a similar fountain; added to BoD June agenda for their review and consideration</p> <p>6/29: The Board approved Harmony Ponds for the project, waiting for Harmony to schedule the service and order the parts needed</p>	7/31/2021
Common Area Committee	Visitor Parking	Paint 2 visitor parking spaces that have faded adjacent to Ticer/Somerville	8/6/2021

CCFC	Locker Room Renovation	<p>BOD requested CCFC revisit the need for firm and not a GC - back on CCFC agenda for May BOD April Agenda</p> <p>CCFC - interviewed 2 firms on 4/8/2021</p> <p>2/26/2021 - on March agenda for further discussion and review of arch. bids recvd to date. Mgmt rec. leaving shower out of order for this pool season and addressing on locker room reno- anticipate fall start for reno.</p> <p>janeva.sharps 2/17/2021 8:28:52 AM CT</p> <p>"At the CCFC February meeting CAMP has proposed to turn the water on to replicate the drainage issue and send a recording to CCFC. CAMP has also suggest to close the shower stall that is created the build up of water for the coming pool season. As the pool season is here CAMP will work on getting bids to present to CCFC to start the renovation. CAMP also feels this does not need an Architect firm."</p> <p>11/24/20 based upon feedback from Committee, CAMP is soliciting bids for architectural design services for locker room renovation. janeva.sharps 1/21/2021 10:47:41 AM CT</p> <p>"The CCFC wants to keep the renovation separate from the drainage and would like to handle the drainage issue first."</p> <p>janeva.sharps 1/21/2021 10:45:56 AM CT</p> <p>"Sent RFP's to architects on December 14, 2020. Mark and Janeva met with three Architect firms the first week in January. Expecting to have bids by the end of February because the men's drainage issue will need to be completed first."</p> <p>6/3-RFP to be presented to the Committee for a General Contractor for the job.</p> <p>6/10- CCFC reviewed the RFP at their June meeting and provided their feedback to Management. Management revised the RFP and is sending out for bids.</p>	8/12/2021
Common Area Committee	Trash Shed	Replace decayed doors to the trash shed	8/20/2021
Common Area Committee	Light Pole Base Painting Project	Project starting on Barbour Dr	9/1/2021

CCFC	Update Resident Computer Registration System	<p>Juana continues to purge the system as needed. ProFIT is changing to a new reservation system and currently looking for new entry systems. American Pools recently held a demo their new app which incorporates phones. will update as have further info .</p> <p>janeva.sharps 2/3/2021 9:54:01 AM CT</p> <p>"Juana has been able to purge the system periodically to allow new access cards to be registered and while we recognize and agree that a long term solution is needed, we have this on the calendar for Spring/Summer months in order to properly allocate the time needed to address this. Juana and Janeva have met with various providers but we don't yet have a full handle on all of the issues."</p> <p>The current system is at capacity for issuing passes. Alternative options need to be investigated to include use of current system (upgrade) and new systems. Oct 2020 - bids were solicited from 5 companies. Following up on responses - anticipate December Committee Meeting. 11/24/20 Proposals under review - Juana has been able to purge system (minimally) to allow for new entries; delaying this project until early Spring.</p> <p>6/7- as the CCure/SETEC software is not operating properly and the badges are cumbersome/costly to produce, we've installed a new temporary system to include the distribution of paper laminated badges. They look identical to the previous badges. This is a temporary solution until we are able establish a new system or have bids for the Board's review later in the year.</p> <p>-SETEC came to the office on Friday, July 16, to discuss our issues and set eyes on our outdated equipment. He is to provide information on a new cloud based system and updated software to support it.</p>	9/1/2021
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CCFC	Evaluate HVAC systems - compared to notes in Reserve Study	<p>May CCFC Agenda</p> <p>4/22/2021 4th contractor brought in to evaluate and bid pending. Anticipate May agenda</p> <p>JG 3/22/2021 waiting on Densel final proposal. They inspected, provided report, we have asked for pricing to compare to the other bids in hand.</p> <p>Still shooting for April agenda.</p> <p>Move to April agenda as Densel, commercial HVAC provider, has been called in for opinion. will be on the March agenda as further pricing and options is required.</p> <p>3 bids rcvd and currently being reviewed by mgmt. Confirming scope and specs as well as UV options for systems anticipate on Feb CCFC agenda</p> <p>Several Clubhouse HVAC units have been identified as 0 life in RS2019. Need independent eval to confirm remaining life. Oct 2020 - HG reached out to Trademasters to inquire if any issues had been reported re: HVAC units. Plan to solicit bids for preventative maintenance as contract has been auto renew and is due to expire 5/21. Also requested inspection report from last visit on 09/23/20. 11/24/20 Rec'd info from Trademasters that two systems were 19 yrs old and at end of useful life. Requested proposals for replacement and will solicit additional bids for CCFC review. Jan/Feb timeline.</p> <p>5/25- Board approved Wright Mechanical for the HVAC replacement project at their May meeting.</p> <p>6/23- The final schedule of the install is pending. Management will update when more information is received. Anticipate the beginning of the work to start in July.</p> <p>7/20- Management has confirmed that the contractor is waiting on a last piece of equipment. Once they have in hand, Management will be informed and work can commence whenever all equipment is in hand. Permits have been secured for the work.</p>	9/1/2021
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Common Area Committee	Paving Proposals	<p>JG: 5/5/2021 Gardner has made 2 site visits as of today. They have noted roof leak tested is needed. They began the walk thru of the roadways and parking lot surfaces. They are scheduled to return several more times before issuing their findings.</p> <p>4/8/2021 Gardner has contract and proposals and they are in the process of reviewing the roof and asphalt bids. They are coordinating a site survey with mgmt. Updates will be provided as we have them.</p> <p>janeva.sharps 2/17/2021 8:57:27 AM CT</p> <p>"CAMP presented proposals to the committee at their December meeting, they have decided go with CAMP's recommendation Gardner. Contract is being executed."</p> <p>janeva.sharps 1/21/2021 11:00:26 AM CT</p> <p>"CAMP presented proposals to the committee at their December meeting, they have decided go with CAMP's recommendation Gardner. Board has approved Gardner Engineering at January meeting."</p> <p>Proposals to be received by 7/31 for paving project. Need to be reviewed by mgmt, Committee and Board. 10/09/20 spoke to Robert and Joan regarding engaging an engineering firm to review specs, proposals and project oversight. 10/14/20 Reached out to SRG, ETC and Becht Engineering for costs. 11/24/20 Dec Committee Agenda item. CAMP presented proposals to the committee at their December meeting, they have decided go with CAMP's recommendation Gardner. On the board agenda for their January meeting. Gardner recommends that core samples are obtained and reviewed before proposal is provided. The schedule for the coring is tbd.</p> <p>7/20-Coring was completed on 7/13, engineer is waiting for the results. Mgmt will provide an update when we receive more information from the engineer.</p>	10/1/2021
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Cameron Club Monthly Report

June 2021

Attendance and Usage

June – 7,442

- Average usage per day-248

May-3,602

- Average use per day- 116

Facility & Operations

Group Exercise Class Program

- The most attended class for this month was Total Body Weights. Out of the 10 classes there were 9 classes that were being attended. We saw an increase in attendance in all 9 classes.

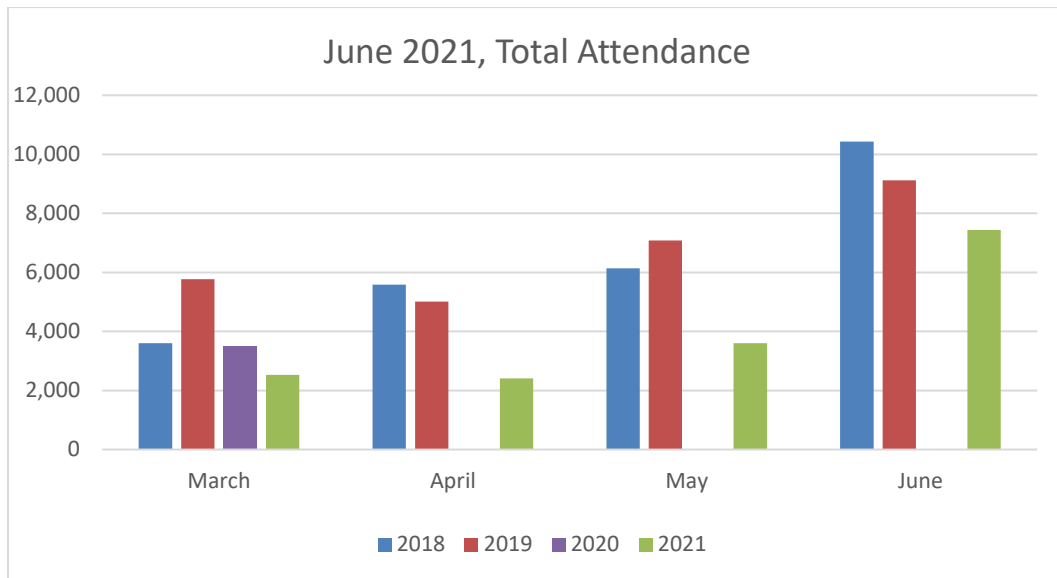
Exercise and Facilities Equipment

- We are looking to replace the Latpull down combo machine. Heartline has been contacted to repair 2 of the treadmills that needs a console replacement. A replacement bench has been ordered for the Smith machine.

Operations

- The pool has been well attended. The cleaning procedures were working well. We are now back to using pre-pandemic operations.

Graphs



Class Attendance May 2020/June 2021

