

**CAMERON STATION COMMUNITY ASSOCIATION
BOARD OF DIRECTORS
HYBRID ZOOM MEETING – Henderson Room
DRAFT AGENDA**

February 22, 2022 – 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: 301-715-8592 US (Washington DC)

Per the Policy Resolution effective 2/25/20 ("Policy for Recording of Open Meetings of the Association, Board of Directors, and Committees"), a member of the Association has provided advance notice that they intend to video and/or audio record some or all the open portions of the meeting of the Board of Directors.

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|--------------|---------------------------------------------------------------------------------|------------------|
| I. | CALL TO ORDER | 7:00 P.M. |
| II. | APPROVAL OF AGENDA | |
| III. | APPROVAL OF MINUTES – January 25, 2022 & February 6, 2022 | |
| IV. | LT. LION – CITY OF ALEXANDRIA | |
| V. | ARTHUR IMPASTATO – CAMERON STATION CIVIC ASSOCIATION REPORT | |
| VI. | HOMEOWNERS' FORUM | 7:15 P.M. |
| VII. | TREASURER'S REPORT | 7:25 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. ARC Committee Chair Appointment | 7:50 P.M. |
| | 2. Lancaster Proposal 31110 - Condo Mowing | 7:55 P.M. |
| | 3. Lancaster Proposal 31276 – Relocate Liriope | 8:00 P.M. |
| | 4. Lancaster Proposal 31277 – Mulch Installation Curb Strips Near Woodland Hall | 8:05 P.M. |
| | 5. Lancaster Proposal 31278 – Mulch Installation Curb Strips Near Oakland Hall | 8:10 P.M. |
| | 6. Lancaster Proposal 31284 – Sedge Planting | 8:15 P.M. |
| | 7. Community Bench Replacement Slat Proposal | 8:20 P.M. |
| | 8. Allowing Social Media Comments – 90-Day Trail | 8:25 P.M. |
| X. | MATTERS FOR BOARD DISCUSSION | 8:45 P.M. |
| | 1. DMS Revisions - Certified Mail for ARC Decisions | |
| XI. | MATTERS FOR BOARD INFORMATION | |
| | 1. Management Report | |
| | • Action Item list | |
| XII. | NEW BUSINESS | 8:55 P.M. |
| XVI: | ADJOURN | 9:30 P.M. |

****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.***

Prepared by: Christina Deane CMCA, (On Site Community Manager – CAMP, LLC)

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
JANUARY 25, 2022

NOTICE: This meeting was held by virtual video conference and in-person.

BOARD MEMBERS PRESENT:

Andrew Hill, President
Megan Christensen, Vice President
Mindy Lyle, Secretary
Joan Lampe, Treasurer
Greg Hillson, Director
Brendan Hanlon, Director
Chris Alex, Director

OTHERS PRESENT:

Heather Graham, CMCA®, PCAM®, Executive Vice President of Community Association
Management Professionals (CAMP)
Christina Deane, CMCA®, PCAM®, On-Site Community Manager
Jo Snow, On-Site Assistant Community Manager
Juana Michel, Recording Secretary

CALL TO ORDER:

Mr. Hill called the meeting to order at 7:00 pm.

APPROVAL OF AGENDA:

Amendment: Ms. Lampe moved, and Mr. Alex seconded to amend the agenda, to move the Hearing Acct. #1494 from Executive Session to Matters for Board Decision.

The motion passed unanimously, 7/0.

APPROVAL OF MINUTES:

Motion: Mr. Alex moved, and Mr. Hanlon seconded to approve the November 30, 2021, Board Meeting minutes.

The motion passed unanimously, 7/0.

Motion: Mr. Alex moved, and Mr. Hillson seconded to approve the January 6, 2022, Special Meeting minutes.

The motion passed unanimously, 7/0.

LT. LION – CITY OF ALEXANDRIA

Lt. Lion reported 93 calls for service – 24% of those calls were regarding traffic and/or parking enforcement. Two items of note he saw were a report of packages being tampered with, which is very common in the City and regionally, and multiple calls for the cameras in a condo's garage being tampered with, in terms of being turned around. However, there have been no calls for

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service for larcenies in the garage, so it may have been a resident or potentially someone trying to test the security system. There has been an increase in crimes in the areas around Cameron Station, and it was suggested that safety precautions be taken, such as bringing packages in, locking car doors, as well as self-awareness in the darker hours of the evening.

CAMERON STATION CIVIC ASSOCIATION

Sash Impastato reported on the ParcView II project (expected to be across from Cameron Station), and their opposition to it due to safety, traffic, and parking concerns. More details were provided on the Landmark Overlook project, to go before City Council in February, as well as updates on the Vulcan Redevelopment Project. The Civic Association requested the City increase fines for illegal truck parking on S. Pickett St. Mr. Impastato also gave notice of the upcoming Civic Association meeting on February 2, 2022.

HEARING ACCT #9414

Resident, Shelby Stratton, summarized his window exterior application and explained why he was appealing the ARC's decision in denying his request.

HOMEOWNER'S FORUM

Resident, Donna Kenley, voiced her concerns on various items including leaf pickups, residents in visitor parking, and the process of renters being notified of the rules when residing within Cameron Station.

Resident, Martin Menez, commented on the improved video/ audio quality of the hybrid meeting room.

Resident, Greg Hillson, commented on the Meal Reimbursement Policy (Resolution 21-06) and its enforcement.

Treasurer's Report

Ms. Lampe delivered the report:

- November statements are still being considered, with the December's Year-End statements to be provided by Management soon
- \$3.6M in investments
- Revenues are within \$1K of budget
- Currently at \$122K favorable, with a net income of \$64K
- Receivable delinquencies are at less than 2%, well below average

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COMMITTEE REPORTS:

1. Financial Advisory Committee

The report was included in the Treasurer's Report.

2. Architectural Review Committee

Stephen Pearson delivered the report and noted that seven applications were processed over the last month, with additional votes to be taken over email by the committee. Most of the applications were for window replacements, garage, landscaping, and roof replacements this month.

3. Cameron Club Facilities Committee

Ray Celeste applauded the refresh of the photos hanging and overall décor in the Cameron Clubhouse. There were 3,157 residents recorded in Club usage over the past month. The committee also commented on the Locker Room Renovation Project, to be discussed later in the meeting.

4. Communications Committee

Tricia Hemel delivered the report. The January/ February issue of The Compass, to come out at the end of the month. The committee is searching for a new editor. The next newsletter meeting is on February 7, 2022. Also explained the addition to the weekly email blast and the success of the latest social media monthly contest, which has increased participation and interest of the community on social media.

5. Common Area Committee

Kathy McCollom delivered the report and commented on current projects – specifically, the damage to trees and shrubs due to recent snow and the plantings around the Cameron Station Circle, which must be in agreement with the City. The committee will also work with Management on the Border Fence project.

6. Activities and Social Events Committee

Andy Yang commented on the success of the Holiday Party event in December and mentioned future events scheduled for the Spring, including the Egg Hunt, Shred Event, and Spring Garage Sale.

MATTERS FOR BOARD DECISION

1. Parking Policy

Motion: Ms. Lampe moved, and Ms. Lyle seconded to approve amending the Parking Policy Resolution 21-03 to remove “for any measure of time between the hours of 6 am and 11 am on any day” line in section IV, Item A, as required by the City.

Following discussion, the motion passed, 6/0/1.

In Favor: Mr. Hill, Ms. Christensen, Ms. Lampe, Ms. Lyle, Mr. Hanlon, and Mr. Alex.

Abstained: Mr. Hillson

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2. Committee Chair Appointments

Motion: Mr. Hanlon moved, and Mr. Alex seconded to approve the following Committee Chair positions:

Andrew Yang as the Chair to the Activities & Events Planning Committee, Ray Celeste as the Chair to the Cameron Club Facilities Committee, Kathleen McCollom as the Chair to the Common Area Committee, Tricia Hemel as the Chair to the Communications Committee, and Panagiotis (Takis) Taousakis as the Chair to the Financial Advisory Committee.

Following discussion, the motion passed unanimously, 7/0.

Note: The ARC will be appointing a chair during their February meeting. As well, the Board wanted to note for the record that they appreciate the Committee Chairs for all the work they do for the Community.

3. Locker Room Renovation

Motion: Mr. Hanlon moved, and Mr. Alex seconded to approve the proposal from Manders Decorating in the amount of \$193,000 to remodel the Men's & Women's Locker Rooms at Cameron Club. Renovation costs will be expensed from Reserves and any additional expenses such as supply costs would be expensed from the reserve account.

Following discussion, the motion was amended.

Amended Motion: Mr. Hanlon moved, and Mr. Alex seconded to approve the proposal from Manders Decorating not to exceed \$180,000 to remodel the Men's & Women's Locker Room at Cameron Club. Renovation costs will be expensed from Reserves and any additional expenses such as supply costs would be expensed from the reserve account.

The motion passed, 6/1.

In Favor: Mr. Hill, Ms. Christensen, Ms. Lampe, Ms. Lyle, Mr. Hanlon, and Mr. Alex.

Against: Mr. Hillson

Amendment in Agenda

Motion: Mr. Hanlon moved, and Mr. Alex seconded to move the ARC appeal for #9414 from Item 9 to Item 4.

The motion passed unanimously, 7/0.

4. ARC Appeal – Account #9414

Motion: Mr. Hanlon moved, and Ms. Lyle seconded to approve the homeowner's appeal.

The motion passed, 4/2/1

In Favor: Mr. Hill, Ms. Lyle, Mr. Hillson, and Mr. Hanlon

Against: Ms. Christensen and Ms. Lampe

Abstain: Mr. Alex

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5. Linear Park MOU

Motion: Ms. Lampe moved, and Mr. Hanlon seconded to approve the Linear Park MOU as presented by the City of Alexandria.

Following discussion, the motion was amended.

Amended Motion: Mr. Hanlon moved, and Mr. Alex seconded to table the motion for further information from the City.

The motion passed unanimously, 7/0, and the item was tabled.

6. Lancaster Erosion Proposal – Murtha St. Common Area

Motion: Mr. Alex moved, and Mr. Hanlon seconded to approve the Lancaster proposal as presented in the amount of \$4,680 for erosion control work in the Murtha St. common area to be taken from the Reserves, Repair, and Replacement line item.

The motion passed unanimously, 7/0.

7. Minute Taker

Motion: Mr. Hanlon moved, and Mr. Alex seconded to approve the proposal from Minute Services, LLC in the amount listed in the table to record the Board of Directors meeting minutes to be expensed from the Administrative – Meeting Expenses line item.

Following discussion, the motion was amended.

Amended Motion: Mr. Hanlon moved, and Ms. Lampe seconded to approve the proposal from Minute Services, LLC in the amount of \$125 per hour on a virtual basis to take the Board of Director's meeting minutes. The cost will be expensed from the Administrative – Meeting Expenses line item.

The motion passed unanimously, 7/0.

8. Fence Updated Proposal

Motion: Mr. Alex

Following discussion, the motion was amended.

Amended Motion: Mr. Alex moved, and Mr. Hanlon seconded to approve the proposal from Long Fence for the Border Fence Replacement Project to include up to 15 gates as proposed, not to exceed the cost of \$179,123, and in addition a not to exceed \$7,000 to Gardner Engineering, for project management, to be funded from the Reserves.

The motion passed unanimously, 7/0.

9. Declaration Amendments Town Hall Posting to Website

Motion: Mr. Alex moved, and Ms. Lampe seconded to approve posting the Town Hall Summary and PowerPoint Presentation to the Cameron Station website once final edits are completed.

Following discussion, the motion passed, 6/1.

In Favor: Mr. Hill, Ms. Christensen, Ms. Lampe, Ms. Lyle, Mr. Hanlon, and Mr. Alex

Against: Mr. Hillson

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10. Declaration Amendment –Townhall Summary and Next Steps

Motion: Mr. Alex moved, and Mr. Hillson seconded to approve Option 1 (Email Survey) of the Declaration Amendments & Town Hall next steps.

Following discussion, the motion passed unanimously, 7/0.

MATTERS FOR BOARD DISCUSSION

1. Board Email Communications

After discussion, it was decided that no changes would be made to the Board email list, CAMP will continue managing emails first, with the Board President responding, as necessary.

2. Parking Policy Enforcement

Requests 1- 3

Motion: Ms. Lyle moved, and Mr. Alex seconded that there be no exceptions to the Parking Policy.

Following discussion, the motion passed unanimously, 7/0.

Request 4

Motion: Mr. Alex moved, and Mr. Hanlon seconded that an alternative hang tag be provided to display a community parking sticker on the front rear-view mirror, if requested by a resident with darkly tinted rear windows that make parking stickers in the left rear-window difficult to be seen.

Following discussion, the motion passed unanimously, 7/0.

MATTERS FOR BOARD INFORMATION:

1. Management Report

Nothing additional to report.

ADJOURNMENT:

Motion: Mr. Alex moved, and Ms. Christensen seconded to adjourn the meeting.

The motion passed unanimously, and the meeting was adjourned at 11:35 pm.

Respectfully Submitted,
Juana Michel, Recording Secretary
jmichel@gocampmgmt.com

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
SPECIAL BOARD OF DIRECTORS MEETING
FEBRUARY 3, 2022

NOTICE: This meeting was held by virtual video conference.

BOARD MEMBERS PRESENT:

Andrew Hill, President (arrived at 11:12 am)
Megan Christensen, Vice President
Joan Lampe, Treasurer
Mindy Lyle, Secretary
Greg Hillson, Director
Chris Alex, Director

BOARD MEMBERS ABSENT:

Brendan Hanlon, Director

OTHERS PRESENT:

Lana Reynolds, CEO of Community Association Management Professionals (CAMP)
Heather Graham, CMCA®, PCAM®, Executive Vice President of CAMP

CALL TO ORDER:

Ms. Lampe called the meeting to order at 11:05 am.

APPROVAL OF AGENDA:

Motion: Mr. Alex moved, and Ms. Christensen seconded to approve the meeting agenda as presented.
The motion passed unanimously, 5/0.

HOMEOWNERS FORUM

No homeowners were present during the meeting.

EXECUTIVE SESSION:

Motion: Mr. Alex moved, and Ms. Christensen seconded to enter an executive session for the purposes of discussing contractual and personnel related issues specific to the management contract.

Following discussion, the motion passed 4/1, and the meeting was convened into executive session at 11:06 am.

In Favor: Ms. Christensen, Ms. Lampe, Ms. Lyle, and Mr. Alex.

Against: Mr. Hillson

Motion: Ms. Lyle moved, and Ms. Lampe seconded to exit the executive session.

The motion passed unanimously 6/0, and the meeting was reconvened back into open session at 12:48 pm.

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SPECIAL BOARD OF DIRECTORS MEETING
FEBRUARY 3, 2022**

OPEN SESSION:

Motion: Ms. Lampe moved, and Ms. Lyle seconded to increase the administrative salaries and tax/benefits budget line items by no more than \$40,000 in total.

The motion passed 5/1.

In Favor: Mr. Hill, Ms. Christensen, Ms. Lampe, Ms. Lyle, and Mr. Alex.

Against: Mr. Hillson

ADJOURNMENT:

Ms. Christensen moved, and Mr. Alex seconded to adjourn the meeting.

The motion passed unanimously 6/0, and the meeting was adjourned at 12:53 pm.

Respectfully Submitted,

Mindy Lyle, Board Secretary

The ParcView II project was approved by City Council on February 12 notwithstanding overwhelming opposition to the project by the Civic Association, the Alexandria Federation of Civic Associations, and residents nearby such as the seniors in Section 8 housing at Claridge House. . This project will not be fully built until 2027. We are hopeful the project can be built safely and that traffic will not become gridlocked on Holmes Run Parkway, but there is nothing further that can be done at this point.

Vulcan Redevelopment: This site is across the street from the Virginia Paving asphalt plant (701 South Van Dorn Street). The current redevelopment plan is for back-to-back multifamily units, hotel and small condo buildings with large open space. A large open green space is also slated for the site along Backlick Run. The site sits much lower than the surrounding road infrastructure, so redevelopment will necessarily include significant entry and exit modifications, particularly for emergency vehicles. A total of 37 townhouses, 80 two-over-twos, 204 condos and a 256-room hotel are proposed. The current plan is to submit a DSUP in February/March 2022 and then have another meeting with the Eisenhower West/Landmark Van Dorn Implementation Advisory Group in Spring 2022. The Civic Association is monitoring developments on this site with particular reference to impact on traffic along Van Dorn Street.

Arthur "Sash" Impastato
President
Cameron Station Civic Association

Cameron Station Community Association
Financial Advisory Committee Meeting
January 24, 2022
ZOOM meeting ID 92962353196 Passcode 007612

MEETING MINUTES

I. Call to Order

- a. The Chair called the meeting to order at 7:00 PM.
- b. Members Present: Chairman Takis Taousakis, Jeff Gathers, Jodi Wittlin and Fred Blum
- c. Others Present: Joan Lampe, Board Treasurer and Board Liaison, Heather Graham, CAMP
- d. The meeting was conducted via ZOOM call due to the Covid meeting restrictions.

II. Approval of Agenda

The committee unanimously approved the agenda.

III. Approval of Previous Month's Minutes

The November 29, 2021, minutes were approved unanimously.

IV. Resident Open Forum

There were no residents present.

V. Review of Financial Results

With the loss of Jim Orlick and the fact that it was year end the December financial statements were not completed before our meeting. Heather expects them to be completed and available in the next several days.

Variances: Overall at the end of November there remains a \$141,963 favorable variance to budget.

Accounts Receivables: The balance was up slightly to \$49,105 for November, but at 1.87% remains well below the industry standard range of 3-5%.

Owners' Equity: Prior year's move of \$150,000 from owners' equity to R&R reserves will appear on the December Balance Sheet. We estimated that the owners' equity balance will show approx. \$500K at year end.

TMP Expenses: Expenses are similar to prior month, so that at year end we may again have a surplus. We will treat any surplus the same as done in 2021, ie; spend the excess in early 2022.

Trash and Recycling: Continues to be over budget with the root cause being the pass-thru expense from the recycling. The budget in 2022 includes this additional expense for Recycling. Heather has been researching costs at similar developments, one 2,200-unit development in Loudon County in particular, and believes CSCA's overall costs to be in line. There is a meeting scheduled with Bates (the trash company) for 1/25/2022, with at least Heather, Takis and Joan in attendance to review the current situation and get their input. Takis will separately report the meeting results to committee members. The

recycling fees are pass through's from the center, with no Bates add on's, and vary based upon the number of loads and weight.

Given the January snowfall this may be the first year in many where snow removal expenses are over budget.

January snows have caused tree damage. Expenses for repair will be included in operations, but funds for tree replacement(s) (if warranted) will come from R&R reserves. No estimates or scope of work is available currently.

November Financial Statement Review:

TMP: As discussed above YTD thru November expense is \$141,959 versus budget of \$210,000.

Investments: One CD matured 12/29/2021 and was rolled over into two equal CD's, as shown, one maturing in 12 months and a second in 24 months, each at a rate higher than what we receive from Congressional.

\$150,000 was moved from Congressional to Pacific West bank to fund operations.

VI. Old Business

Repair and Replacement Reserve Projects:

Locker Room renovations have initial board approval. Do not yet have a timeline for the project.

Fencing: The Board approved \$200,000 to redo the fencing around the entire perimeter of Cameron Station.

Repaving: The Board selected Fairfax Paving for Phase 1 of the contract. The formal contract is now under attorney review.

The irrigation project remains under review.

We reviewed the spreadsheet of all ongoing and committed expenses and found no outliers indicating real or potential over budget issues.

Heather offered to have a cash flow forecast for 2022 R&R projects developed for us to review.

CAMP will have a sidewalk survey performed to determine the overall scope of repairs required throughout Cameron Station. The sidewalks adjacent to the three city owned streets will be included, and then communicated with the city.

VII. New Business

We should publish, to all Cameron Station residents, the Ceranet pie chart illustration which shows the broad categories of HOA expenditures.

Meeting was adjourned at 8:08 PM.

**CAMERON STATION COMMUNITY ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE
Tuesday January 4, 2022**

The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) was held on Tuesday 4 January 2022. The meeting was called to order at 7:02 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.

ARC MEMBERS IN ATTENDANCE VIA ZOOM

Stephen Pearson – ARC Chair
Paula Caro – ARC Vice Chair
Craig Schuck – ARC Member
Kevin Devaney – ARC Member
Sharon Wilkinson – ARC Member
Mara Francis – ARC Member

MEMBERS ABSENT

Tom Linton – ARC Member

CHANGE OF ATTENDANCE

Sharon Wilkinson joined at 7:07 PM
Kevin Devaney joined at 7:10 PM

OTHERS IN ATTENDANCE VIA ZOOM

Cameron Station Residents
Greg Hillson, Board Liaison
Brandon Throckmorton, On-Site Covenants Administrator

APPROVE AGENDA

MOVE TO: “Approve the agenda as presented with the addition of 5213 Brawner Pl. and 5262 Bessley Pl.”

Moved By: Mara Francis
Seconded By: Craig Schuck
For: All
Against: None
Absent: Tom Linton, Kevin Devaney, Sharon Wilkinson

MOTION PASSED

HOMEOWNERS OPEN FORUM

DRAFT

This portion of the meeting is set aside for any Cameron Station residents that would like to make a statement to the committee but have not submitted exterior modification applications for review this month. No comments were made at this forum.

REVIEW OF EXTERIOR MODIFICATION APPLICATIONS

Address	Proposed Modification	ARC Action / Vote
270 Murtha St.	Window Replacement	Return for more information about the proposed window designs. Moved By: Craig Schuck Seconded By: Keven Devaney For: All Against: None Absent: Tom Linton MOTION PASSED
321 Helmuth Ln.	Garage Door Replacement	Approved with the stipulation that the garage door is replaced like for like with a 16-panel door and painted to match the existing door. Moved By: Craig Schuck Seconded By: Mara Francis For: All Against: None Absent: Tom Linton MOTION PASSED
327 Helmuth Ln.	Window Replacement	Return for more information about the proposed window designs. Moved By: Paula Caro Seconded By: Mara Francis For: All Against: None Absent: Tom Linton MOTION PASSED
5023 Waple Ln.	Deck Resurfacing	Approved with the stipulation that the railing and overall design match existing deck like for like with the new railing, flooring, deck, and fence all to match the new color. Moved By: Craig Schuck Seconded By: Sharon Wilkinson For: All Against: None Absent: Tom Linton MOTION PASSED
5136 Grimm Dr.	Landscaping	Approved with the stipulation that the driveway extension is limited to 18"

DRAFT

		and the PVC edging is flush with the flagstone. Moved By: Craig Schuck Seconded By: For: All Against: None Absent: Tom Linton MOTION PASSED
5213 Brawner Pl.	Roof Replacement	Return for more information about shingle color. Moved By: Craig Schuck Seconded By: Kevin Devaney For: All Against: None Absent: Tom Linton MOTION PASSED
5262 Bessley Pl.	Window Replacement	Approved with the stipulation that the homeowner has 120 days to complete the work. Moved By: Kevin Devaney Seconded By: Mara Francis For: All Against: None Absent: Tom Linton MOTION PASSED

MOVE TO: “I move to Ratify the applications for 5054 Minda Court – Roof Replacement, and 5056 Grimm Dr. – AC Unit Relocation that were voted on electronically during the month of December”

Moved By: Mara Francis

Seconded By: Sharon Wilkinson

For: All

Against: None

Absent: Tom Linton

MOTION PASSED

BOARD MEETING REPORT

The December Board meeting was canceled.

APPROVAL OF ARC MEETING MINUTES

MOVE TO: “Approve the ARC Meeting Minutes from 7 December Meeting as submitted.”

Moved By: Craig Schuck

Seconded By: Kevin Devaney

For: All

Against: None

DRAFT

Absent: Tom Linton

MOTION PASSED

COVENANTS REPORT

- **Annual Comprehensive Inspection Update:** CAMP has completed the annual inspection schedule and to date all homes have been inspected. The final follow up inspections have been completed. Outstanding violations submitted post-inspection are being followed up on as well. The ARC asked about specific addresses where it knew of violations and CAMP promised to follow up and report back at the next meeting.
- **Completed Resale Inspections:** Management completed 6 resale inspections completed during the period from November 25th – December 22nd, 2021.
- **Exterior Modification Applications Reviewed:** Management received and reviewed 15 applications during the period from November 25th – December 22nd, 2021
- **Towing Report:** No vehicles were towed period from November 25th – December 22nd, 2021
- **Violation Letters Sent:** 5 violations letters were sent during the period from November 25th – December 22nd, 2021
- **Next Meeting Date:** The next meeting is scheduled for February 1st 2022. Please note that all applications are due by January 21st, 2022.
- **Parking Enforcement:** Management believes that B&B Security will begin parking enforcement sometime in January 2022.

MOVE TO: “Adjourn the Meeting at 8:05 p.m.”

Moved By: Sharon Wilkinson

Seconded By: Craig Schuck

For: All

Against: None

Absent: Tom Linton

MOTION PASSED

Minutes prepared by Stephen Pearson, ARC Chair.

MEETING MINUTES
CAMERON CLUB FACILITIES COMMITTEE (CCFC) MEETING
Thursday, January 13, 2022

The following individuals attended the meeting:

Ray Celeste, CCFC Chair
Dan Ogg, CCFC Vice Chair (via Zoom)
Tim Regan, CCFC Member (via Zoom)
Hans Estes, CCFC Member
Brandan Hanlon, Board Liaison (via Zoom)
Christina Deane, On-Site Manager, CAMP (via Zoom)
Jill Bakner, ProFIT (via Zoom)
Rich Mandley, ProFIT (via Zoom)
Linda Taousakis – Communication Committee (via Zoom)
Ed Jablonski, Security & Energy Technologies Corporation (via Zoom)
Jason McCarthy, Intelligent Marketing, Inc (via Zoom)
Matt Manders, Manders Companies (via Zoom)
Chris Dennison, Palmer Brothers (via Zoom)

The following individuals were absent:
Susana Carrillo, CCFC Member

I. Call to Order/Establish Quorum

The Cameron Club Facilities Committee meeting was called to order by Ray Celeste at 7:00 p.m.

II. Approval of Agenda

Tim Regan made a motion approve the agenda with an amendment have Linda Taousakis present during the Homeowner's Forum. The motion was seconded by Hans Estes and it passed unanimously.

III. Approval of Minutes

Tim Regan made a motion to approve December's minutes as written. The motion was seconded by Dan Ogg and it passed unanimously.

IV. Homeowners' Open Forum

1. Pictures from Linda Taousakis: Ms. Taousakis proposed additional purchases for the Cameron Club. Motion for CAMP: *Tim Regan moved to approve purchasing items to finish the Cameron Club Refresh project in the amount of \$2,000 to be expensed from the Community Center Improvements Operating Budget GL and no more than \$500 from Reserves. The motion was seconded by Hans Estes*

and it passed unanimously.

V. Representative Presentation Security & Energy Technologies Corp

Ed Jablonski from Security & Energy Technologies Corp (SETEC) and Jason McCarthy from Intelligent Marketing, Inc presented their proposal for a new badging system for the Clubhouse. The Committee tabled further conversations on the issue to provide the opportunity for other vendors to present their proposals.

VI. ProFIT Report

- 1. December Summary Report:** Rich Mandley presented the ProFIT report. The average use per day was 105 residents, down slightly from November. The arc trainer has been ordered. HeartLine is going to repair the padding and fabric that is torn on the benches/machines when they remove the upright bike (#18; Life Fitness iRide). They will also swap positions of the end treadmill (#4) with another treadmill.
- 2. Masking in the Fitness Center:** The committee discussed a mask mandate that was suggested by a resident, given the very high transmission rates of COVID in our area. The Committee suggested that ProFIT or CAMP re-hang signs indicating that masks are recommended inside the Camron Club facilities and increase the signage encouraging residents to clean the exercise equipment in the fitness center after each use.

VII. Matters for Committee Decision

- 1. Committee Chair Appointment:** Motion for the Board of Directors: *Dan Ogg moved to appoint Ray Celeste to be Chair of the Cameron Club Facilities Committee. The motion was seconded by Tim Regan and passed unanimously.*
- 2. Door Access/Registration System Proposals:** The Committee would like CAMP to set up a special meeting so the Committee can hear presentations from the other vendors who responded to the Request for Proposals (RFP).
- 3. Locker Room Renovation Q&A/Proposals:** Matt Manders presented the Manders Companies' proposal in response to the CCFC locker room renovation RFP. Chris Dennison presented the Palmer Brothers' proposal in response to the CCFC locker room renovation RFP. Motion for the Board of Directors: *Hans Estes moved to approve the proposal from Manders Decorating in the amount of \$193,000 to remodel the Men's & Women's Locker Rooms at Cameron Club. Renovation costs will be expensed from reserves and any additional expenses such as supply costs would be expensed from the reserve account. The motion was seconded by Dan Ogg and passed unanimously.*

VIII. Matters for Committee Information

1. **Board Update:** The Board didn't meet in December.

2. CAMP Management's Report

i. **Project Timeline** The ceiling in the gym (drywall) is repaired. American Pool completed the work the Committee asked CAMP to address last June.

ii. **Action Item List/Pending Tasks** CAMP provided a list of reserve items that were to have been completed in the past few years and CAMP would like the Committee to come up with a plan to address the action items from the Reserve Study that are due to be completed this year. The Committee pointed out that several of the items on the list were already complete. The Committee asked CAMP to coordinate with American Pool to confirm pool repairs and new equipment installations in the past year or two.

3. **Finance Update – 2021- year end update/FY2022 Operating Budget:** The Committee reviewed the year end expenses for 2021 and CAMP presented the Committee with the FY 2022 Operating Budget. The Committee asked CAMP to provide a copy of the operating expense tracking spreadsheet, updated for 2022.

IX. New Business.

1. **Reminder Upcoming Meeting** - The next meeting will be Thursday, February 10, 2022 at 7:00 pm.

X. Adjournment

Dan Ogg moved that the Committee adjourn the meeting. Tim Regan seconded the motion and it passed unanimously. The meeting ended at 9:46 pm.

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
January 12, 2022

The meeting was conducted by Zoom as it was the Committee preference to continue to use Zoom, rather than in-person meetings, because of ongoing COVID concerns.

COMMITTEE MEMBERS PRESENT:

Tricia Hemel–Chair
Christine Fisher–Newsletter Editor
Lenore Marema
Susan Klejst
Jenny Patenaude
Linda Taousakis
Gwen Toops

COMMITTEE MEMBERS ABSENT:

All present

ALSO PRESENT:

Megan Christensen–Board Liaison
Juana Michel–CAMP
Pat Sugrue–Newsletter Subcommittee

CALL TO ORDER

Motion: Tricia Hemel called the meeting to order at 7:00 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 December 8, 2021, meeting were approved.

III. RESIDENT OPEN FORUM

No residents were in attendance.

IV. ITEMS FOR RECOMMENDATION:

On a Motion, Moved, and Seconded, Tricia Hemel was appointed as the Communications Committee Chair, subject to Board approval.

V. MATTERS FOR COMMITTEE INFORMATION

Management Report: Juana Michel reported that CAMP has mailed the 2022 stickers, passes, and guest parking cards. The latter are good from 2022 to 2025 to assist in tracking parking. Facebook has 1250 followers, Twitter has 397, and Instagram has 79.

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
January 12, 2022

Board Update: Megan Christensen reported there was no Board meeting in December. The Common Area Committee approved the paving project. Communication will be needed regarding the start time and the location in Cameron Station where the work will start. A bulletin board in the Cameron Club is no longer in use and may be removed, subject to approval of the Board.

Committee Business

Newsletter Subcommittee: Christine Fisher reported that she will step down as the Editor. The Committee acknowledged the time commitment of this position, and thanked Christine for the outstanding job she did for Cameron Station. The Committee will advertise for a new editor. The Committee also discussed the possibility of using the website more, such as running short articles and blog-like items.

Eblast: The Weekly Email Blast remains a substantial form of communication to residents. The Committee asked CAMP to include information in the upcoming Blast on Lancaster's removal of tree damage, with a reminder that not all trees damaged were on common property, and that the individual homeowners are responsible for removing damaged branches. The Committee liked Tricia Hemel's suggestion that we add a feature of facts and actions. The first such post will be on the number of housing units in Cameron Station. All committees will be invited to participate in this feature.

Welcome Subcommittee: Susan Klejst reported there were 13 new residents last month and assignments will be made to welcome these new residents. Marshall Burke, who moved here in March, volunteered to be on the Welcome Subcommittee based on the valuable information the Committee provided to him as a new resident.

Social Media: Jenny Patenaude has worked with BRAND, the vendor, to make the social media postings more interesting and informational. Jenny also has been given a log in to our social media, which will allow us to post as needed, in addition to the two posts daily from BRAND on weekdays. This will also facilitate sharing the posts of our neighborhood businesses on Cameron Station social media.

Website: Gwen Toops reported that updating the Cameron Station website is in process, and April 1 has been targeted for completion of the project. Tricia Hemel noted that the Cameron Station sign facing Duke Street is new, and the same logo should be obtained from the vendor for use on the website as the Cameron Station logo.

Photography Subcommittee: Linda Taousakis reported that the Cameron Club photos and mats have been replaced with updated photos of the community. The Committee is grateful to the Facilities Committee for help provided in getting this done, particularly Ray Celeste and Hans Estes. Photos from the recent holidays and the January snowfall are available for use in *The Compass* and on social media.

Marketing & Public Relations Subcommittee: Lenore Marema reported that the Subcommittee will prepare a list of local free newspapers in order to send them articles authored by Cameron Station

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
January 12, 2022

residents as a way of promoting Cameron Station. The *Zebra* already has posted one such article on its online newspaper.

Bulletins & Signage: Nothing to report.

Budget: The Committee previously agreed that the cost of the new photos for the Cameron Club should have been in our budget, rather than in the Facilities Committee's budget. The cost of creating the parking map should have also been in the Committee's budget.

VI. OLD BUSINESS

The Committee determined that the SOP manual will be completed by July 2022.

NEW BUSINESS

None.

Next Board Meeting: January 25, 2022 – Tricia Hemel will attend.

Next Committee Meeting: February 9, 2022

VII. ADJOURNMENT

Tricia Hemel adjourned the meeting at 7:58pm.

Respectfully Submitted,
Lenore S. Marema

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

Tuesday, January 18, 2022

The meeting was called to order at 7:01 by chair Kathy McCollom with attendees participating through Zoom.

Members present: Kathy McCollom, CAC Chair, Linda Greenberg, CAC Secretary, and Kyle Gerron, Patrick Kairouz, Martha Roman and Sarah Markel, CAC members.

Not present: Don Williams, CAC member and Mindy Lyle, Board Liaison.

Others in attendance via Zoom:

Christina Deane, General Manager, CAMP

Adrienne Zaleski and Carlos Rios, Lancaster Landscapes

Motion to Approve Agenda

Moved by Greenberg

Seconded by Gerron

For: All

Against: None

Motion passed.

McCollom welcomed new members Martha Roman and Sarah Markel.

Motion to Approve Minutes from December 13, 2021

Moved by Gerron

Seconded by McCollom

For: All

Against: None

Motion passed.

Homeowners Forum: No residents.

Lancaster's Report: Zaleski reported that Lancaster is assessing tree and shrub damage from the recent snowstorm; only one tree on Brawner needs to be replaced. Last leaf removal scheduled for late January/early February.

MATTERS FOR COMMITTEE RECOMMENDATION:

Motion to install Abelias around the electricity box at the end of Brawner (near the school parking lot), Budget Line 6150. No. 31221. Total cost: \$755.

Discussion: No longer relevant as Liriope from Cameron Station Boulevard will be planted here.

Deleted.

Motion to relocate Liriope from Cameron Station Boulevard to areas behind the pool.

Budget Line 6155. No. 3127 Revised. Total cost: \$2,720.

Discussion: To be revised to include other areas where it can be planted.

Motion to install mulch along the curb strips in front of Woodland Hall homes. Budget Line 6155. No. 31277 Revised. Total cost: \$5,970. Remove thin turf, regrade area and install hardwood mulch. Labor 56.5 hours @ \$55/hour for \$3,107.50; 30 yards of hardwood mulch @ \$95/yard for \$2,862.50. Photos requested.

Moved by Greenberg

Seconded by Gerron

For: All

Against: None

Motion passed.

Motion to install mulch in various locations: in front of Oakland Hall, as well as curb strips on Barbour Drive, Martin Lane, Donovan Drive, and Kilburn Street. Budget Line 6155. No. 31278 Revised. Total cost \$2,985. Remove thin turf, regrade area and install hardwood mulch. Labor 29 hours @ \$55/hour; 15 yards of hardwood mulch @\$95/yard.

Moved by Greenberg

Seconded by Gerron

For: All

Against: None

Motion passed.

Motion to remove Liriope and install Sedge along strip sections between the sidewalk and Cameron Station Boulevard in three sections. Reserve Account. No. 31284. Three sections, (1) \$9,600, (2) \$10,400, and (3) \$10,400. Total cost \$40,075.

To be revised to include full scope of project.

Motion to elect Kathy McCollom Chairwoman of CAC.

Moved by Greenberg

Seconded by Roman

For: All

Against: None

Motion passed.

Motion to include 22 gates in the Border Fence that will replace the existing border fence for an additional cost of \$23,299. Total Cost \$182,973 (\$159,674 + \$23,299). Reserves. (Budgeted \$160,000.)

Discussion: Twenty-two gates in the border fence were not included in the original quote. During an inspection management and Long Fence realized they needed to be added. The cost is significant but since the fence needs to be replaced, it was felt worthwhile to go forward and take the additional money from Reserves to pay for the gates. In addition, CAMP will need to consider homeowners who have built onto the existing fence or have built patios and other features that connect to the present fence. Demolition is scheduled to take place in one week and vehicle/worker/homeowner access will need to be arranged for. Romans asked whether the Long Fence proposal included finishing the fence, either with paint or stain. It does not. Deane will get that cost from Long Fence to include in the revised proposal before it goes to the board. That expense would also be paid for from Reserves.

Moved by Greenberg

Seconded by Gerron

For: All

Against: None

Motion passed.

MATTERS FOR COMMITTEE INFORMATION

CAMP Management Report: Action and Pending Lists

Assistant Manager, Toni Manchinelli, is leaving Friday. She is moving to Colorado.

New parking regulations have not taken effect because of resident questions. When the questions are resolved, the parking policy may need to be revised.

Deane is looking for a professional brick repair company to assess the condition of and maintain the bricks in Cameron Station.

Deane will follow up on replacing benches.

The Duke Street entrance sign was replaced on December 13, 2021.

MATTERS FOR COMMITTEE DISCUSSION

Damage from Storm: Trees on Cameron Station Boulevard were damaged. The best way to get the city to attend to this damage – as this is a city-owned street -- is to call 311. It would be helpful if Bondurant could get a count of the number of homes and their house numbers on Cameron Station Boulevard where tree work needed.

NEW BUSINESS

Next meeting on February 14, 2022 is a Zoom meeting.

The meeting adjourned at 7:57.

Linda Greenberg

Recording Secretary

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
ACTIVITIES AND EVENTS MEETING
January 5, 2021

This meeting was held by electronic communication means of virtual video conference due to the existence of a Virginia State of Emergency permitting public gatherings.

COMMITTEE MEMBERS PRESENT:

Andrew Yang- Chair
Ritah Karera-Committee Member
Susan Smith-Committee Member
Christina Damhuis-Committee Member

COMMITTEE MEMBERS ABSENT: James Hodges

ALSO PRESENT:

Chris Alex– Board Liaison

I. CALL TO ORDER

Motion: The meeting is called to order at 7:40 p.m.

II. APPROVAL OF MINUTES

Motion: Andy_____ **MOVED** and Christina____ **SECONDED** to approve the 11/3 meeting minutes as submitted {/or with the following changes}: month/date

III. ITEMS FOR RECOMMENDATION:

{The Committee reviewed the information and raised the following questions:}

1. Holiday Party (Sunday, December 12, noon – 3 pm)
 - a. Recommend reserving parking spaces for horse carriage and pickup
 - b. Recommend signage or other notes on advertising directing crowds to different activities
 - c. About the right quantity of beer, wine and hot chocolate, ran out of specialty cookies

IV. NEW BUSINESS

1. Mardi Gras (Saturday, February 26)
 - a. Christina will look into potential vendors for outdoor Mardi Gras event at Donovan/Kilburn pocket park
2. Outdoor event near Daylight Savings Time (Saturday, March 12)
 - a. Susan will look at potential live music for the event
3. Trivia Night (Thursday, March 17)
 - a. Ritah will look into Port City or Aslin
4. Set Dates for Major Events
 - a. Spring Yard Sale (Saturday, April 9, rain date plus Shred Day April 23)
 - b. Egg Hunt (Saturday, April 16)
 - c. July 4 (Monday, July 4)
 - d. Pool Party (Saturday, August 13)
 - e. Fall Yard Sale (Saturday, September 17)
 - f. Halloween Party (Saturday, October 29)
 - g. Holiday Party (Sunday, December 11)
5. Pet of the Month

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
ACTIVITIES AND EVENTS MEETING
January 5, 2021

44 a. Event is currently running in collaboration with Communications Committee

45 6. Appoint new chairperson

46 a. Andy was unanimously reappointed chairperson

47 b. May revisit this in six months

48

49 V. **ADJOURNMENT**

50

51 **Motion:** Andy_____ **MOVED** and Christina_____ **SECONDED** to adjourn the
52 meeting at 8:30___pm. The motion passed unanimously and the meeting was adjourned.

53

54

55

56 Respectfully Submitted,

57

58 Andrew Yang, Committee Chair



**Cameron Station Community Association, Inc.
Board Decision Request
February 22, 2022**

Topic: Appointment of Positions to the Architectural Review Committee

Motion: "I move to APPROVE the following Committee Chair, Liaison and Member positions to the ARC Committee":

2nd: _____

Stephen Pearson - Chairperson

Greg Hillson - Board Liaison

Craig Schuck - member

Paula Caro - member

Kevin Devaney - member

Sharon Wilkinson – member

Thomas Linton – member

Mara Flint Francis - member

Summary:

The Architectural Review Committee recommended the above positions during their February meeting. The board will need to make a motion to appoint each position to reflect in the minutes.

CAMP Recommendation:

Management recommends approval



Cameron Station Community Association, Inc.
Decision Request
February 22, 2022

TOPIC: Condo Mowing Proposal 31110

Motion:

"I move to APPROVE the **Lancaster Proposal** in the amount of **\$12,355.00** for additional mowing in areas around the condos, per policy resolution #03-08-02 to be expensed from the Grounds & Landscape Contract Operating Line Item"
2nd:

Summary:

According to Policy Resolution #03-08-02- Delivery of Services to Sub-Associations that was effective January 2022. Management notified the condo management companies in September 2021 to allow them sufficient time to adjust their budgets for 2022.

Main Street- Yes
Condos at CSB – Yes
Oakland Hall – Yes
The Residences – Yes
Woodland Hall -Yes
Carlton Place - Declined

I. LANDSCAPE SERVICES

- II. In accordance with Article IV, Section 4.3 of the Declaration of Covenants, Conditions and Restrictions and in accordance with the Architectural Design & Maintenance Standards, "the Association shall be responsible for the mowing of all grass within the Property in order to promote an attractive and uniform appearance, and for that purpose only, all unenclosed front, side and rear yards located within individual Single Family Lots and Cluster Lots, and common areas of Condominium Sections... at the option of the Association shall be considered as part of the Common Area." Consequently, the Community Association will provide lawn mowing service for the Common Area and for all unenclosed front, side and rear yards located within individual Single Family Lots and Cluster Lots, and common areas of Condominium Sections.

CAMP Recommendation

Management recommends the approval of the proposal. The additional expense has been budgeted for in 2022.

Budget Considerations:

The Grounds & Landscape Contract Operating Line-Item budget increased \$13,190 in 2022 to incorporate this additional expense.

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



PROPOSAL NO.
31110

June 16th, 2021-revised 2.15.2022

CUSTOMER # 229

Christina Deane
Cameron Station Community Association
200 Cameron Station Blvd.
Alexandria, VA 22304

Dear Christina,

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:

2022 ADDITIONAL MOWING OF COMMON AREAS

Mowing, trimming and edging of the additional turf areas as identified within the Cameron Station community (see map). Please note that this does not include the center courtyard of Cameron Station Condominium “The Residences and Carlton Place Condominiums.....\$12,355.00

PROPOSAL TOTAL \$ 12,355.00

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

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

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

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

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

DATE OF ACCEPTANCE: _____

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

SIGNATURE: _____

Cameron Station Community Association, Inc.
Decision Request
February 22, 2022

TOPIC: Liriope Relocation Proposal 31276

Motion:

"I move to APPROVE the Lancaster Proposal in the amount of \$2,720 for the relocation of liriope to the pool area, to be expensed from Turf Treatments and Enhancements Operating line item.

2nd:

Summary:

During the February 17, 2022, Common Area Committee Meeting the committee recommended approving the proposal to relocate the liriope from the Circle to areas around the pool and along the green box area at the top of Brawner with the remaining materials. This proposal was requested by CAC to remain in compliance with the City's ordinance that liriope is prohibited on City property.

Please note, this proposal was reviewed at the committee's October 11, 2021, meeting but due to budgetary concerns for the 2021 year, they voted to table this motion to the new 2022 year.

CAMP Recommendation

Management recommends approval of the proposal as presented.

Budget Considerations:

The Turf Treatments and Enhancements Operating budget is \$25,000 for 2022.

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



PROPOSAL NO.
31276 (revised 2.15.2022)

October 5, 2021 (revised 2.15.2022)

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:

LIRIOPE RELOCATION

171-181 CSB CURB STRIP:

RELOCATE EXISTING LIRIOPE (TAKEN FROM THE MAIN CIRCLE) TO POOL AREA, AROUND UTILITY BOX ON BRAWNER AND OTHER AREAS AS NEEDED.

LABOR AND MATERIALS:

- LABOR.....\$2340.00
- HARDWOOD MULCH.....\$380.00

TOTAL PROPOSAL: \$ 2,720.00

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

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

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

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

ACCEPTANCE OF PROPOSAL:

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

DATE OF ACCEPTANCE: _____

SIGNATURE: _____

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

Example of Area Around Utility Box on Brawner



Cameron Station Community Association, Inc.
Decision Request
February 22, 2022

TOPIC: Mulch Installation Proposal 31277

Motion:

"I move to APPROVE the Lancaster Proposal in the amount of \$5,970 for mulch installation along the Woodland Hall curb strips to be taken from the Turf Treatments and Enhancements Operating Fund line item."
2nd:

Summary:

During the January 18, 2022 Common Area Committee Meeting, the committee recommended approving proposal 31277 to remove the grass and install mulch along the curb strips in front of the Woodland Hall Condo units. This was requested by CAC on a walk through earlier in the year.

Please note, this proposal was reviewed at the committee's October 11, 2021, meeting but due to budgetary concerns for the 2021 year, they voted to table this motion to the new 2022 year.

CAMP Recommendation

Management recommends the approval of the proposal as presented.

Budget Considerations:

The Turf Treatments and Enhancements Operating Fund line item is budgeted for \$25,000 for 2022.



October 5, 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:

MULCH INSTALLATION

WOODLAND HALL CURB STRIP:

REMOVE THIN TURF, REGRADE AREA AND INSTALL HARDWOOD MULCH.

LABOR AND MATERIALS:

- LABOR (56.5) HOURS \$55 P/HOUR.....\$3,107.50
- (30) YDS. OF HARDWOOD MULCH @ \$95/PER YD..... \$2,862.50

TOTAL PROPOSAL: \$ 5,970.00

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

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

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

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

ACCEPTANCE OF PROPOSAL:

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

DATE OF ACCEPTANCE: _____

SIGNATURE: _____

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

Cameron Station Community Association, Inc.
Board Decision Request
February 22, 2022

TOPIC: Mulch Installation Proposal 31278

Motion:

"I move to APPROVE the Lancaster Proposal in the amount of \$2,985.00 for mulch installation along various locations in front of the Oakland Hall Condo units to be taken from the Turf Treatments and Enhancements Operating Fund line item.

Motion: _____ 2nd: _____

Summary:

At the January 18, 2022, Common Are Committee meeting the members recommended approving the proposal to remove the grass and install mulch along the curb strips in front of the Oakland Hall Condo units in various locations as listed below:

- Barbour Dr
- Martin Ln
- Donovan Dr
- Kilburn St

This was requested by CAC on a walkthrough earlier in the 2021 year.

CAMP Recommendation

Management does not have any issues with the proposal as presented and differs to the committee for their review and consideration.

Budget Considerations:

The Turf Treatments and Enhancements Operating Fund line item is budgeted for \$25,000 for 2022.



October 5, 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:

MULCH INSTALLATION

OAKLAND ALONG STREET AND COMMON AREA ISLANDS (9 LOCATIONS):

*REMOVE THIN TURF, REGRADE AREA AND INSTALL HARDWOOD MULCH
AT THE FOLLOWING LOCATIONS IN OAKLAND HALL:*

- BARBOUR DR.
- MARTIN LN.
- DONOVAN DR.
- KILBURN ST.

LABOR AND MATERIALS:

- LABOR (29) HOURS \$55 EACH.....\$1,595.00

- (15) YDS. OF HARDWOOD MULCH @ \$95/PER YD..... \$1,390.00

TOTAL PROPOSAL: \$ 2,985.00

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

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

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

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

ACCEPTANCE OF PROPOSAL:

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

DATE OF ACCEPTANCE: _____

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

SIGNATURE: _____

Cameron Station Community Association, Inc.
Decision Request
February 22, 2022

TOPIC: Sedge Installation Proposal 31284

Motion:

"I move to APPROVE the Lancaster Proposal in the amount of \$4,640.00 for the suggested items on proposal 31284 to be expensed from Reserves."
2nd:

Summary:

During the February 17, 2022 Common Area Committee meeting the committee recommended the approval of proposal 31284 to install perennial sedge (the recommended replacement of liriopse from the City's approved list) in the circle at main circle in front of 171-195 Cameron Station Blvd. in the area under the Oak Trees near the curb line.

CAMP Recommendation

Management does not have any issues with the proposal as presented and differs to the committee for their review and consideration. This expense is planned to be taken from the Reserves.

Budget Considerations:

This proposal would be expensed from the reserve account. The Association has a positive cash position; however, this should be noted when the Reserve Study is updated to reflect the actual costs, so that the appropriate contributions can be collected to recover the expenses accordingly.

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



PROPOSAL NO.
31284 (revised 1.27.2022)

October 8, 2021 (revised 1.27.2022)

CUSTOMER # 229
Christina Deane
Cameron Station Community Association
200 Cameron Station Blvd.
Alexandria, VA 22304

Dear Christina,
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:

LANDSCAPE ENHANCEMENTS

At Main Circle in Front of 171-195 Cameron Station Blvd - Area Under Oak Trees Near Curb line
(Original test plot)

Scope of Work: Prepare area for plant installation and install sedge in planting area

Installation of (120) 1 gallon Sedge Curex @ \$32.00 each.....	\$3840.00
Installation (2) yds of hardwood mulch @ \$75.00 each.....	\$150.00
Labor (10) hours @ \$65.00 each.....	\$650.00

PROPOSAL TOTAL \$ 4,640.00

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

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

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

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

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

DATE OF ACCEPTANCE: _____

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

SIGNATURE: _____

Please note that invoice number 31824 was revised on 1.27.2022 to remove several locations along CSB and only address the test plot area used for the liriop installation



Liriope

Recommended Substitutions

City of Alexandria

7/29/2021

Grass-like Leaves and Grasses

Eastern Narrowleaf Sedge – *Carex amphibola*

Eastern Woodland Sedge – *Carex blanda*

Silver Sedge – *Carex platyphylla*

Plantain-leaf Sedge – *Carex plantaginea*

Pink Muhly Grass – *Muhlenbergia capillaris*

Mexican Feather Grass – *Stipa tenuissima*

Calamus - *Acorus gramineus* 'Ogon' or 'Variegatus'

Hakone Grass – *Hakonechloa macra*

Flowering Plants

Lady's Mantle – *Alchemilla mollis*

Euphorbia X Martinii 'Ascot Rainbow'

Hostas – *Hosta* spp.

Lamb's Ear – *Stachys* spp. (commonly *Stachys byzantina* or *Stachys officinalis*)

Lavender – *Lavandula* spp.

Yarrow – *Achillea millefolium*

Dwarf Goldenrod – *Solidago sphacelata* 'Golden Fleece'

Green-and-Gold – *Chrysogonum virginianum*

Golden Ragwort – *Packera aurea*

Moonbeam Whorled Tickseed – *Coreopsis verticillata* 'Moonbeam'

Cameron Station Community Association, Inc.
Decision Request
February 22, 2022

TOPIC: Bench Replacement Slats

Motion:

"I move to APPROVE the Tangent in the amount of \$4,951.35 for 132 slats to replace the old wood slats on 14 benches, to be expensed from Repair & Replacements Reserves.

2nd:

Summary:

Replacement bench slats were ordered from Tangent Materials on 9/29/2021 and arrived the last week in January. Slats were ordered for only (1) one bench to make sure that this material would be a sufficient replacement. Mark installed the new slats (see attached picture) and they are a good fit. There are 14 more benches that are in need of slats. Attached is a proposal for the replacement slats. Please note that storage for this shipment may be an issue as they will be delivered on a large pallet. They could be stored on the pool deck if they are shipped in a timely manner and Mark can install them before pool season. If ordered soon the shipment could come as in early April. During the February 17, 2022 Common Area Committee meeting the committee recommended approving the proposal from Tangent.

CAMP Recommendation

Management recommends the approval of the proposal. Storage is an issue of concern.

Budget Considerations:

The Repair & Replacements Reserves had a balance of \$382,488.00 in the December 2021 financials. January financials are not completed at this time. The 2022 Reserve Study has \$25,150 set aside for repair in 2024. But the current estimated amount set aside for this line item is \$24,300 as of January 2022. Please see attached Reserve Study for break down. We would need to set this vendor up to avoid the 3% credit card fee.

Quote RLR02082022-007

Summary

Cameron Station
 2x3x69" Tan

2/8/2022

Quantity	Recycled Plastic Lumber (nominal)	Color	Length (ft)	Lbs	Unit Price	Sub Total
132	ML 2" x 3"	Tan	5.75	1,139	\$ 25.31	\$ 3,340.92
				Est. Total Lbs	1,139	Freight \$ 540.00
				35% in Surcharge		\$ 1,070.43
					Total	\$ 4,951.35

Resin Surcharge is subject to change based upon market & is set at time of shipment

ML = Molded Lumber

MF = Fiber Reinforced Molded Lumber

MB = Bar Reinforced Molded Lumber

All dimensions are nominal

Lengths are typical with an injection port / raw finish

Weights are approximate and do not include packaging

Typically LTL rates are good for 4 to 7 days, flatbed rates for 14 days

FOB Worthington, MN 56187

Purchase Orders should be made out to "New Bedford Technology, LLC"

Lead times are subject to backlog at time of order

Please use unit pricing if take-off slightly differs

Pricing is in US \$ and is valid for 30 days

Sales Tax will be charged w/o a Tax Exempt Certificate

Credit card payments carry a 3% fee

Murtha Pocket Park Before & After Replacement Bench Slats





(507) 372-5558
2424 Armour Road
Worthington, MN 56187
www.tangentmaterials.com

New Bedford Technology, LLC
A Tangent Technologies, LLC Company
2424 Armour Rd
PO Box 609
Worthington, MN 56187

Phone: (507) 372-5558
Fax: (507) 372-5726

Invoice: 70268

Invoice

Page: 1 of 2
Date: 1/21/22

Sold To:

Cameron Station Community Association
200 Cameron Station Blvd
Alexandria VA 22304
United States of America

Ship To:

Cameron Station Community Association
200 Cameron Station Blvd
Alexandria VA 22304
United States of America

Fax:

Email: accountspayable@ciramail.com

PO Number: 9642 REV1

Terms: Credit Card

F.O.B.: Not Applicable

Sales Rep:

Ordered: 9/29/2021

Ship Via: UPS

Packing Slip: 56419

Sales Tax ID:

Ship Date: 1/20/22

Legal Number: 70268

Tracking Number: 1Z74E1320349907499

Line	Part Number/Description	Quantity	Unit Price	Ext Price
1	X057212369I 2 x 3 x 69" Tan Structural Molded Cut to Length	10.00EA	26.3200 /1	263.20

PO Number: 9642 REV1

Warehouse Code: HTFLOOR

Our Part: X057212369I

Miscellaneous Charges

Description	Amount
10.) Resin Surcharge	84.62
20.) Freight HT - Destination	155.00
30.) Credit Card Fee	15.56

Allocated Deposit Invoices:

Invoice Number	Invoice Date	Remaining Balance	Allocated Amount	Allocated Tax Amount
70,260	1/20/2022	0.00	535.11	0.00
			535.11	0.00

Please be advised, all accounts receivable are reported monthly to Cortera, a credit rating and reporting company.

Invoice

- Taxes -

Line	Description	Taxable Amt	Percent	Amount
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ARForm:002:00

When it comes to alternative materials, there's no alternative.



(507) 372-5558

2424 Armour Road
Worthington, MN 56187

 www.tangentmaterials.com

New Bedford Technology, LLC
A Tangent Technologies, LLC Company
2424 Armour Rd
PO Box 609
Worthington, MN 56187

Phone: (507) 372-5558
Fax: (507) 372-5726

Invoice: 70268

Invoice

Page: 2 of 2
Date: 1/21/22

ALEXANDRIA	278.76	2.79
ALEXANDRIA CITY	278.76	1.95
VIRGINIA	278.76	11.99

Payment Schedule

	<u>Due Date</u>	<u>Amount</u>
1	1/21/2022	0.00
	<u>Total</u>	0.00

Total: 0.00

TABLE OF REPAIR/REPLACEMENT RESERVES and YEARS 1-10 EXPENSES

Cameron Station Community Association-FY22-Appendix A Revision 2

Reserve Study

COMPONENT	APPROX'MT QUANTITY	USEFUL LIFE AVG REM (YRS)	ESTIMATED COST IN CURRENT \$	DISTR'BTN OF COH AS OF 1-Jan-22	BALANCE NEEDED TO FUND RESERVE	FY22													
						CONTRIBUTION CASH FLOW	COMPONENT METHODS												
									2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)											
PAINT/STAINING/STRUCTURAL REPAIRS	LS	6	3	3,700	2,270	1,430	340	480	0	0	3,830	0	0	0	0	0	0	4,240	0
JOHN TIGER DRIVE GABEZO																			
ROOFING	166 SF	38	18	4,980	3,050	1,930	80	110	0	0	0	0	0	0	0	0	0	0	0
PAINT/STAINING/STRUCTURAL REPAIRS	LS	6	3	2,500	1,530	970	230	320	0	0	2,590	0	0	0	0	0	0	2,870	0
DONOVAN DRIVE ARBOR																			
STRUCTURE REPAIRS	1,000 SF	40	20	35,000	21,440	13,560	490	680	0	0	0	0	0	0	0	0	0	0	0
DONOVAN DRIVE FOUTAIN																			
WATERPROOF BASIN	LS	8	4	2,500	1,530	970	170	240	0	0	0	2,630	0	0	0	0	0	0	0
PUMP/PIPINGGENERAL REPAIRS	LS	10	5	1,000	610	390	60	80	0	0	0	0	1,070	0	0	0	0	0	0
SITE LIGHTING																			
LED CONVERSION-1/2	LS	NA	1	40,000	24,500	15,500	11,090	15,500	40,000	0	0	0	0	0	0	0	0	0	0
LED CONVERSION-1/2	LS	NA	2	40,000	24,500	15,500	5,550	7,750	0	40,690	0	0	0	0	0	0	0	0	0
STREET LIGHT REPAIRS	LS	1	3	19,330	11,840	7,490	1,790	2,500	0	0	20,000	20,350	20,700	21,060	21,430	21,800	22,170	22,560	
TABLES/BENCHES/GRILLS//TRASH/DOGGIE POSTS																			
BEASLEY POCKET PARK FURNITURE	LS	20	20	3,500	2,140	1,360	50	70	0	0	0	0	0	0	0	0	0	0	0
PARK BENCHES TO BE REPAIRED	27 EA	20	3	24,300	14,880	9,420	2,250	3,140	0	0	25,150	0	0	0	0	0	0	0	0
PARK BENCHES REPAIRED	48 EA	20	18	43,200	26,460	16,740	670	930	0	0	0	0	0	0	0	0	0	0	0
METAL TRASH CONTAINER	40 EA	15	8	20,000	12,250	7,750	690	970	0	0	0	0	0	0	0	22,550	0	0	0
DOGGIE STATIONS	22 EA	10	5	9,900	6,060	3,840	550	770	0	0	0	0	10,600	0	0	0	0	0	0
STORM WATER FACILITIES																			
STORM WATER RUN OFF	LS	1	1	30,000	18,370	11,630	8,320	11,630	30,000	30,520	31,050	31,580	32,130	32,690	33,250	33,830	34,410	35,010	
OTHER SITE FEATURES																			
IRRIGATION SYSTEM UPKEEP	LS	1	1	3,000	1,840	1,160	830	1,160	3,000	3,050	3,100	3,160	3,210	3,270	3,330	3,380	3,440	3,500	
SITE ITEMS	LS	1	1	2,500	1,530	970	690	970	2,500	2,540	2,590	2,630	2,680	2,720	2,770	2,820	2,870	2,920	
TOTAL OTHER PROPERTY FEATURES				503,910	308,630	195,280	86,380	120,670											
TOTAL RESERVES																			



Cameron Station Community Association, Inc.
Board Decision Request
February 22, 2022

Topic: Social Media Comment Feature Activation

Motion:

"I move to **APPROVE** turning on the Social Media comments feature with Brand Design to answer questions during normal business hours, on a trial basis of 90 days."

2nd:

Summary:

The committee and board discussed the option of turning on the comments feature on social media at the October board meeting. At that time, the decision was tabled with a request to obtain recommendations from the Association's insurance broker to assess risk and exposure to the Board and the Association. This information was circulated to the Board at that time. The Communication Committee discussed this topic during their February meeting, please see notes below.

After discussion, the Committee agreed that the previous recommendation to the Board to allow for comments on social media remains; however, it is suggested that we set up a controlled trial period in which the social media is interactive. The Committee concluded that social media may not be fully used unless it is interactive. It also would give us more value from Brand, our vendor. We will not know whether we want our social media to be interactive until we try it. Concerns from the legal and insurance perspectives need to be considered.

CAMP Recommendation

As discussed previously, turning on the comments to the Social Media platforms is not recommended by management, the Association's legal counsel and the insurance broker. Although we understand the desire to engage with the owners, the Social Media platforms were intended to "push" information to the membership – not to engage in a back and forth which increases the Association's liability and exposure further.

Cameron Station Community Association, Inc.
Discussion/Informational
February 22, 2022

TOPIC: DMS Revision Suggestion

Summary:

A request has been submitted to revise the DMS to eliminate sending ARC application “denial” & “approved with conditions” letters through Certified mail. The DMS was revised on 9/16/2021. Management is keeping a list of items that would go in the next revision.

Section X of the most recent revised DMS states that applications that are denied or approved with conditions are to be mailed Certified. This is a common practice, as this provides “proof” of the Architectural Committee’s decision. If an owner makes a modification outside of what their application was requested for, then management has supporting documentation that they were notified of the committee’s decision. This also provides proof of the ARC’s decision was sent to the applicant within 45 day required period.

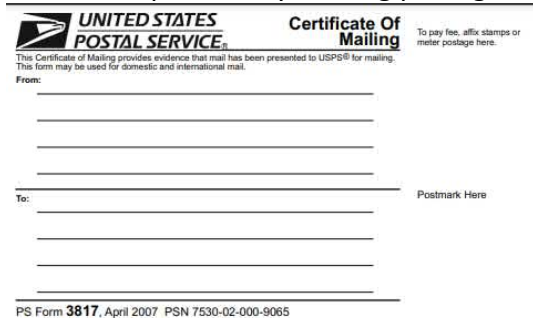
The board may want to discuss an alternative process if this suggestion is eliminated. Management has listed some options below.

Option 1: The use of PS Form 3817 Certificate of Mailing, which costs substantially less than sending through Certified. The main difference in this will prove it was sent but does not prove that it was received. The cost is approximately \$1.50 plus postage.

A **Certificate Of Mailing** provides evidence that you sent an item when you say you did. This official record only shows the date your mail was accepted. It does not provide record of delivery, proof of mailing, or insure items against loss.

The Postal Service® does not keep copies of Certificate of Mailing receipts. It is therefore critical that you retain your receipt. No signature or receipt is obtained when Certificate of Mailing items are delivered to the recipient.

- No insurance is provided against loss or damage.
- May be used for domestic or international mail.
- Can be paid for by affixing postage stamps, meter stamps, or permit imprints.



UNITED STATES
POSTAL SERVICE

Certificate Of Mailing

To pay fee, affix stamps or meter postage here.

This Certificate of Mailing provides evidence that mail has been presented to USPS® for mailing. This form may be used for domestic and international mail.

From: _____

To: _____

Postmark Here

PS Form 3817, April 2007 PSN 7530-02-000-9065

Option 2: Notifying applicants by sending an email Request Delivery and Request Read Receipt. Although the request can be declined.

Option 3: Continue to send denial of applications and hearing letters through Certified mail to comply with the DMS and POA Act Section 55-515.3. Use of technology G. **This section shall not apply to any notice related to an enforcement action by the association**, an assessment lien, or foreclosure proceedings of an assessment lien. This is attached.

CAMP Recommendation

Applications are considered an enforcement action and therefore the continuation of Certified letters is recommended. If the board wishes to change this policy, then it is recommended that this item be placed on the DMS Revision list and revised at a later date. The Current list is attached.

X. Application and Review Process

The application and review procedures that will be used by the ARC are detailed here.

All Applications for modifications to the exterior of the home or Lot must be submitted in writing, using the Exterior Modification Application Form in Exhibit A. Any modification will be invalid if it is not approved by the ARC. (See Article VI, Section 6.9 and Article VII, Section 7.1 of the Covenants) All applications must be complete before the ARC will commence the review process. Management shall return incomplete applications to the applicant with a statement of deficiencies that must be remedied, in order to be considered for review.

All applications must be submitted to the CSCA, Inc. -Architectural Review Committee, 200 Cameron Station Blvd. Alexandria, VA 22304 or via email at Covenants@camerestation.org.

The application must include a complete and accurate description of the proposed modification(s). To enable an informed decision to be made, all supporting material pertaining to the application must be included with the application. Examples of supporting materials include elevation drawings, railing detail, and location on a site plan, to include: material used in construction, dimensions, landscape plans, brochures and color samples. A Plat/Site Survey with the item noted on it is integral to the application.

The Cameron Station management office must receive a complete application at least ten (10) days prior to the next regularly scheduled ARC meeting in order for the ARC to review the application at that meeting. At the ARC's discretion, applications that are received within ten (10) days of a scheduled

meeting may be considered provided all required materials have been submitted by applicant homeowners. The ARC may consider applications outside the normal application and review process only if immediate repairs are deemed necessary by ARC in order to mitigate damage to the property.

The ARC will allow the homeowner to address their application review as indicated on the agenda for the meeting. Each homeowner will be limited to a ten (10) minute application statement session. If the ARC deems additional time may be necessary to any homeowner statement, the ARC will decide the amount of time devoted to additional clarification.

The ARC is required to notify homeowners of the action taken on their application within forty-five (45) days of receipt of a complete application by the CSCA. Notification of the ARC's decision may be made by telephone, fax, or email, with follow-up in writing by USPS. Approvals will be sent by 1st class mail with denials and conditional decisions sent certified, return receipt requested. As per Article VI, Section 6.5 of the Covenants, any application deemed complete but not acted upon within forty-five (45) days shall be approved by default.

§55-515.3. Use of technology.

A. Unless the declaration expressly provides otherwise, (i) any notice required to be sent or received or (ii) any signature, vote, consent, or approval required to be obtained under any declaration or bylaw provision or any provision of this chapter may be accomplished using the most advanced technology available at that time if such use is a generally accepted business practice. This section shall govern the use of technology in implementing the provisions of any declaration or bylaw provision or any provision of this chapter dealing with notices, signatures, votes, consents, or approvals.

B. Electronic transmission and other equivalent methods. The association, lot owners, and those entitled to occupy a lot may perform any obligation or exercise any right under any declaration or bylaw provision or any provision of this chapter by use of any technological means providing sufficient security, reliability, identification, and verifiability. "Acceptable technological means" shall include without limitation electronic transmission over the Internet, or the community or other network, whether by direct connection, intranet, telecopier, or electronic mail.

C. Signature requirements. An electronic signature meeting the requirements of applicable law shall satisfy any requirement for a signature under any declaration or bylaw provision or any provision of this chapter.

D. Voting rights. Voting, consent to and approval of any matter under any declaration or bylaw provision or any provision of this chapter may be accomplished by electronic transmission or other equivalent technological means provided that a record is created as evidence thereof and maintained as long as such record would be required to be maintained in nonelectronic form.

E. Acknowledgement not required. Subject to other provisions of law, no action required or permitted by any declaration or bylaw provision or any provision of this chapter need be acknowledged before a notary public if the identity and signature of such person can otherwise be authenticated to the satisfaction of the executive organ.

F. Nontechnology alternatives. If any person does not have the capability or desire to conduct business using electronic transmission or other equivalent technological means, the association shall make

reasonable accommodation, at its expense, for such person to conduct business with the association without use of such electronic or other means.

G. This section shall not apply to any notice related to an enforcement action by the association, an assessment lien, or foreclosure proceedings in enforcement of an assessment lien.

DMS Changes/Revisions

Window Trim Color be either white or match existing

Allow half screens to be placed only on the entire home or one whole face of a home

Specific Language on the bare ground for each property (what percentage of the lawn should be covered in grass

Removing the language requiring notifications be sent certified

Whether replacing or constructing a new fence, members must submit an application to the Covenant's Administrator for project approval

**Cameron Station Community Association
Board of Director's Meeting
February 22, 2022**

Please find the attached updated Action Item 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 INFORMATION

Linear Park MOU: The Common Area Committee approved the MOU as presented during their December 13, 2021, meeting. Per the last communication with Jack Broward, City Deputy Director on 2/11/22: *"I would recommend to my Director that the lights would return to the City, operate consistent with other trail lights in the park and the HOA would pay the cost to transfer the operations to the City. I have verified that there are two light meters not assigned to the City that are presumed to be operating the trail lights. These meters would need to be transferred to the City. An electrician or Dominion Energy would also verify if anything would need to be performed to ensure that only City property is being run through the meters. So that we can move this along, please provide me with any proposed edits to the draft MOU that I have provided, and if the HOA plans to continue with the light payment for full overnight lighting of the trail."*

Landscape Enhancement Update: There are four proposals in the February Board package that the Common Are Committee approved during their January and February meeting.

Social Media Participation Statistics:

- Instagram Followers: 102
- Twitter Followers: 384
- Facebook Followers: 1259
- Average View Per Post: 348

Website Update: The logo has been submitted and the general questionnaire has been completed for the possible layout. The Communication Committee will choose photos to be featured on the future website. LMK sent over a design description with three concepts to be review, which will be discussed at their March meeting.

Fence Project: Management met with Long Fence and Gardner Engineering last week on 2/8/22 to discuss details on the project. Gardner will be doing the project management. There are 15 homes along Livermore that management reached out to confirm if they wanted a gate reinstalled with the new fence. 10 responded yes. The plan is to replace all 15. There are also several homes along Martin Lane that need to be notified of access due the distance of our property line backing up to another community's wall. Long Fence will need to remove their side fence to gain access to these homes in order to replace the back fence. There will be notifications going out soon as to the details and start date. A waiver that legal drafted for potential damages, will also need to be sent to certain homes. Management has a communication tracking sheet to track who has signed and returned the waiver. The AIA contract is still review.

Paving Project: Management met with Fairfax Paving and Gardner Engineering on 2/8/22 to discuss the details of the project and come up with a phase plan. Communication will go out the sooner we get to the start date which is tentatively June 1st. The AIA contract is still review.

Parking Policy: The policy was revised and signed as of 2.15.22. There was one sentence that was removed from the policy. The new policy will be sent via email and mailed to owners that we do not have an email address on file. We are planning on the security company to start enforcement with a tentative start date of 3/1/2022. Communication will be sent to owners as soon as a few details are finalized in the contract summary.

Declaration Amendments Survey: Management has been working on a few revisions of the best format to send the survey out through Google Forms. This should be sent out the week of 2/21/22 with a 2-week comment period. Once completed then the next step would be to send the Survey & Ballots notification out for the vote.

Item	Status	Entered On
Pool Cover Replacement and Variou	Completed	11/18/2021
Entrance Sign	Cancelled	4/22/2021

Item	Status	Description	Due
Sidewalk Brick Audit	Pending	Management is looking to have a contractor come onsite, complete an audit for sidewalk brick repairs. In the meantime, while management bids out the work, Mark and Brandon are to note specific potential safety hazards to management for Lancaster proposal and immediate repair. 2/18/21: Christina will research companies to do a brick inventory.	4/1/2022
Light Pole Replacement on Murtha	In Progress	7/29/21: tow truck driver backed into light pole in front of 242 Murtha and it fell down. 8/10/21: Kolb provided proposal to replace the pole. 10/25/21: Management sent approval to Kolb for replacement 11/10/21: Kolb confirmed the pole parts were ordered and are expected to be delivered on Nov 29. Install will be scheduled once the parts are delivered. Kolb to provide updated ETA on install then. 2/18/2022- Light pole has not shipped. 2/22/22 - Clarification- Kolb ordered the wrong size. Management is seeking a new proposal from Critical Peake Services.	11/29/2021
Declaration Amendments	In Progress	10/26/21: per the Board's request, Management pursued bids for paper and electronic voting and put it to the Board for their consideration at their October meeting. the Board approved of the above voting process and also approved to have a town hall meeting with the attorney on 11/17 to educate the membership of the proposed amendments. 2/18/2022 - A survey of snap shots is being created by Juana in Google Forms. This will be sent by email blast with a 2 week open comment period. Then the board will be provided the comments to discuss the next steps.	3/1/2022

Linear Park MOU	In Progress	<p>12/13/21: CAC approved the MOU. BoD to consider it at their Jan meeting.</p> <p>1/26/22: The MOU was discussed and given back to Management to confirm information with the City.</p> <p>2/18/22: The most recent communication from the city states: As you and I have discussed, I would recommend to my Director that the lights would return to the City, operate consistent with other trail lights in the park and the HOA would pay the cost to transfer the operations to the City. I have verified that there are two light meters not assigned to the City that are presumed to be operating the trail lights. These meters would need to be transferred to the City. An electrician or Dominion Energy would also verify if anything would need to be performed to ensure that only City property is being run through the meters.</p> <p>So that we can move this along, please provide me with any proposed edits to the draft MOU that I have provided, and if the HOA plans to continue with the light payment for full overnight lighting of the trail.</p> <p>Edits will need to be sent to Jack. The board has countered with wanting the city to pay for the transfer fee and possible transferring the irrigation back to the city.</p>	4/1/2022
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Border Fence Replacement Project	In Progress	<p>It was identified that the border fence along the community facing Picket Shopping Center and the Home Depot shopping center is in need of full replacement. Management bid the project out to Hercules Fence, Long Fence and Armor Fence.</p> <p>9/13/21: CAC approved Long Fence for the work at their Sept meeting</p> <p>9/28/21: the Board approved Long Fence for the work at their Sept meeting, subject to legal and contractual review by management</p> <p>9/29/21: Management sent the cover contract to legal for review</p> <p>10/21/21: legal provided the finalized contract back to management</p> <p>10/28/21: Management sent cover contract to Long Fence for signature and to finalize the installation details</p> <p>11/18/21: Management continuing to work with Long Fence to finalize the plans for install.</p> <p>1/26/22: The project has been updated to include additional linear feet of wood fence to complete the project and the replacement of up to 15 existing gates previously omitted from the proposal. A project manager was approved up to a limit of \$7,000. Management will reach out to homes with the gates to determine if replacement gates are desired.</p> <p>2/18/22: Legal drafted a waiver. Edits are complete and this will be sent out the week of 2/21. A tracking sheet is in the shared drive under Projects. We also notified 15 owners with the gates and 10 respond. The plan is to install all 15. Legal is still reviewing the contract.</p>	12/31/2021
Light Pole Base Painting Project	In Progress	Project starting on Barbour Dr. Mark will paint these as time permits.	8/31/2022

Park Benches	In Progress	<p>Replace decayed slats on benches at Gardner and Murtha; Waiting to see if the slat replacement at Pocasin 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> <p>8/31: Reached out to Bert Weltrens at All Rec. He's checking to see if they are capable of cutting the slats to spec.</p> <p>9/22: Reaching out to Victor Stanley as well</p> <p>10/11: Ordered one set of replacement slats. Shipment scheduled to arrive in December</p> <p>12/17: Shipment delayed until January.</p> <p>2/18/22: Replacement bench slats were ordered from Tangent Materials on 9/29/2021 and arrived the last week in January. Slats were ordered for only (1) one bench to make sure that this material would be a sufficient replacement. Mark installed the new slats and they are a good fit. There are 14 more benches that are in need of slats. Storage for this shipment may be an issue as they will be delivered on a large pallet. They could be stored on the pool deck if they are shipped in a timely manner and Mark can install them before pool season. If ordered soon the shipment could come as in early April.</p>	12/31/2021
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Street Light Numbering	Pending	<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> <p>-8/23: Kolb on-site starting the project</p> <p>-9/22: Kolb informed Management that they've had a staffing shortage and this project will be delayed and hopefully completed by the end of the year.</p> <p>2/18/22: Mark can do this as time permits.</p>	9/30/2022
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Update Website	In Progress	<p>9/22/21: ComCom has added 2 new members and have delegated social media and website to the new members. Mgmt informed ComCom at Sept meeting no issue with their new member working directly with LMK provided mgmt is kept abreast of changes. Update anticipated at October BOD meeting.</p> <p>9/28/21: BoD approved LMK design for the website update</p> <p>10/20/21: ComCom appointed Gwen Toops as the representative to LMK for coordination purposes. LMK will be ready to start the contract in 1-2 months once other projects are wrapped up.</p> <p>11/30/21: LMK is ready to start the update on Jan 3 with the project timeline lasting 12 weeks.</p> <p>1/17/22: LMK started the project by sending the project timeline on Basecamp.</p> <p>2/4/22: The project is ongoing, with a site map drafted and images for the website being uploaded.</p> <p>2/18/22: The logo has been submitted and the general questionnaire has been completed for the possible layout. The Communication Committee will choose photos to be featured on the future website. LMK sent over a design description with three concepts to be review which will be discussed at their March meeting.</p>	4/1/2022
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Locker Room Renovation	In Progress	<p>9/22/21: All contractors have stated that they are sufficiently back logged a result of COVID 2020 with related material delays and extended shipping times. We ask that this be kept in mind when finish selections are reviewed and chosen as "in stock" material will be the best way to proceed for most elements of this project. We do not anticipate having bids for review before the October meeting with project work to begin Jan 2022.</p> <p>11/10/21: Management in the process of finalizing bids with Cleat Design and Build and Dynasty. Two bids were obtained from other companies, but a third will need to be secured before bringing to the committee for review.</p> <p>12/7/21: CCFC to review all 4 bids (Cleat, Manders, Palmer Brothers and Dynasty) at their Dec Mtg.</p> <p>1/13/22: CCFC voted on Manders Decorating for the project.</p> <p>1/26/22: The Board approved Manders Decorating at a cost not to exceed \$180,000.</p> <p>2/18/22: The Facilities Committee and Manders are scheduled to have a meeting on 2/24/22 to discuss color options and ways to reduce expenditures to meet the \$180,000 from \$193,000.</p>	5/26/2022
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Parking Enforcement	In Progress	<p>6/1/21: 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>6/18/21: 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>7/8/21: Proposals obtained and will be on the August ARC meeting agenda; ARC reviewed and requested to interview two of the proposed vendors at their September meeting</p> <p>9/7/21: ARC approved the recommendation of B and B Security to the Board at their Sept 28 mtg</p> <p>9/28/21: BoD approved B and B pending legal and Management review, contract effective once Parking Policy and contract review process is complete</p> <p>11/4/21: BoD approved/completed parking policy revisions</p> <p>11/10/21: Management in the process of going over policy revisions and enforcement cover contract with the Association's Attorney.</p> <p>1/26/22: The Board approved an amendment to the Parking Policy to remove language that had permitted residents to park in Visitor Parking between 11PM and 6AM. Still awaiting the Parking Enforcement to begin.</p> <p>2/18/22: The contract has been signed and will be sent to B&B Security once final edits of the Summary contract are completed.</p>	3/1/2022
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Social Media - Facebook/Twitter	In Progress	<p>6/23/21: 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> <p>9/22/21: ComCom has added 2 new members and have delegated social media and website to the new members. NMH has a new contact and manager. Mgmt and ComCom rep will schedule call with new contact to inquire as to next steps. Update anticipated at October BOD meeting.</p> <p>10/20/21: ComCom approved to activate the comments feature on all association social media pages - on Board Oct agenda for consideration</p> <p>10/26/21: BoD moved to table this decision to a future meeting</p> <p>1/26/22: Nothing yet put to the Board on the allowing of comments, but ComCom is working with BrandDesign and social media interaction has increased.</p> <p>2/18/22: This will go to the board to make a decision on allowing the comments feature to be turned on for a 90 Day trial period at the February meeting.</p>	4/1/2022
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Door Access System	On Hold	<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>7/16: SETEC came to the office 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> <p>8/18: SETEC presented their cloud based software to management. Management will obtain additional proposals for similar systems from other vendors and present to CCFC in October/November</p> <p>11/10/21: Management is in the process of obtaining more information from the third vendor as well as an additional vendor (to visit onsite 11/19/21) - proposals now anticipated to be provided at December meeting.</p> <p>1/14/22: CCFC returned the project back to Management to obtain more information from vendors.</p> <p>2/18/22: This is temporary on hold until after some major projects are completed. The committee was provided an RFP to review and make edits to at their February meeting.</p>	9/30/2022
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Fountain Repair	On Hold	<p>2/17: 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. Received proposals from Cascades and Harmony Ponds. Waiting on third and final proposal from Virginia Water Gardens. General consensus is complete replacement.</p> <p>-2 bids in hand call for replacement. 2 more bids expected and will update at April meeting.</p> <p>-CAC Reviewed bids at April meeting and requested to add to April BOD Agenda</p> <p>-Board has tasked back to CAC for further options and community feedback.</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> <p>-Parts were ordered, waiting on their arrival and the replacement to be scheduled.</p> <p>9/22: Harmony Ponds reported due to shipping delays they are not anticipating having all material in hand for at least 4 more weeks.</p> <p>11/2: Mgmt following up with Harmony Ponds to receive update</p> <p>11/10: supplier has significant delays; awaiting further updates from Harmony Ponds</p> <p>11/19: Harmony Ponds notified Management that the Fountain has shipped and the date for install is tentatively set for the week of Nov 29th.</p> <p>11/29/21: Demo work to start 11/30/21</p> <p>12/7: Fountain install was completed 12/6, but the testing will need to occur in the Spring when the irrigation/water is turned back on.</p>	10/1/2021
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Paving Proposals	In Progress	<p>5/5/21: 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>7/20/21: 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> <p>8/2/21: Coring results came back inconclusive Gardener needs to consult with the head engineer</p> <p>8/18/21: Gardner proposes to do the project in sections 1/3 at a time over 3 years, starting in Spring 2022</p> <p>11/2/21: Gardner bidding out to paving contractors; Pricing from contractors is due back on 11/9/21</p> <p>11/11/21: Gardner provided bids to Management. Management to organize a meeting with AdHoc Paving Committee for review of bids. date tbd.</p> <p>12/10/21: AdHoc meeting will be held on 12/14 at 10:30 AM. Gardner presented 3 proposals that will be voted on or tabled. CD</p> <p>1/5/22: BoD to hold Special Mtg on 1/6 to consider the Paving proposals</p> <p>2/18/22: Fairfax Paving was approved. The AIA contract is in the review process with legal. A walkthrough on 2/8 with Gardner, Fairfax and management was completed and there are several areas in question that need concrete work. The committee has been provided the report of this from Fairfax. Verizon needs to be contacted to see if they will relocate a box in the street on Barbour Dr.</p>	3/1/2022
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Cameron Club Monthly Report

January 2022

Attendance and Usage

January – 3,788

- Average usage per day- 122

December - 3,157

- Average use per day- 105

Facility & Operations

Group Exercise Class Program

- The most attended class for this month was Total Body Weights. We saw an increase in attendance of 6 classes out of 10. Class numbers were affected due to snow days. T

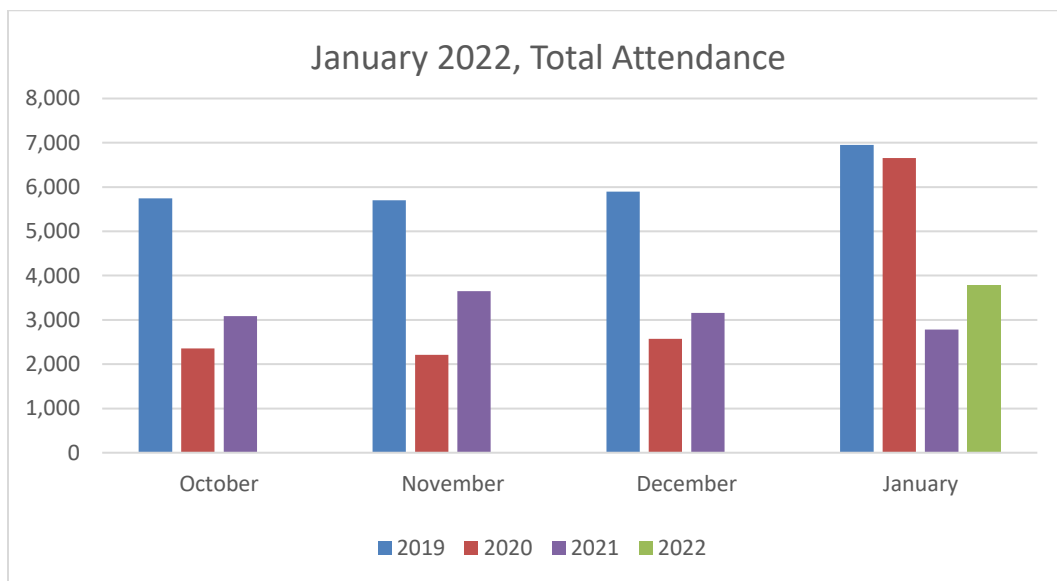
Exercise and Facilities Equipment

- We are still waiting for the new Cybex Arc Trainer to arrive. We are monitoring over next few weeks as to when we can expect delivery. We have been informed by Heartline that parts are on backorder for repairs, and cannot give us a ballpark of when they will be in. They will contact us with an update as soon as they receive any new information.

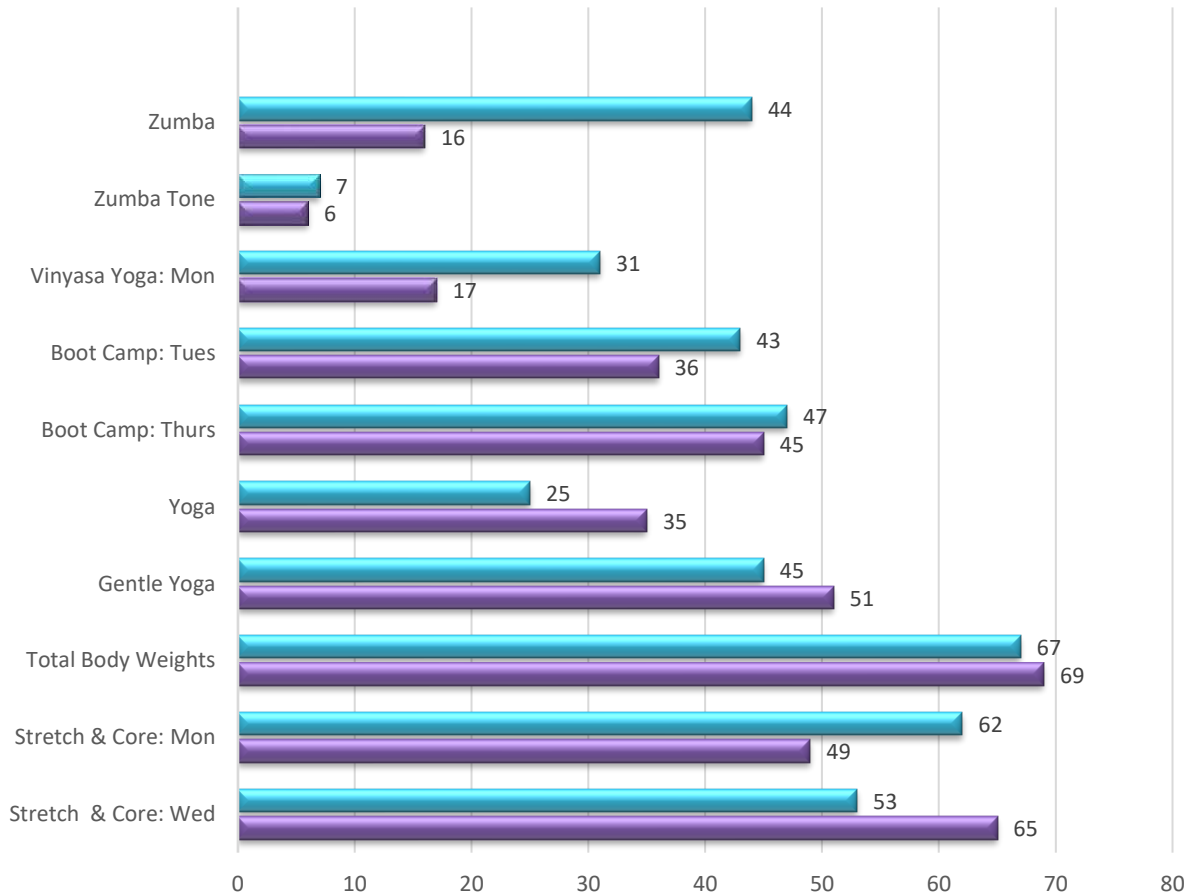
Programming

- We have workshop schedule with Body Frame, scheduled for March 4th -5th. Details will be sent to management to send out to the community.

Graphs



Class Attendance December 2021/January 2022



	Stretch & Core: Wed	Stretch & Core: Mon	Total Body Weights	Gentle Yoga	Yoga	Boot Camp: Thurs	Boot Camp: Tues	Vinyasa Yoga: Mon	Zumba Tone	Zumba	
January	53	62	67	45	25	47	43	31	7	44	
December	65	49	69	51	35	45	36	17	6	16	

■ January ■ December