



CAMERON STATION

SPECIAL BOARD OF DIRECTORS MEETING
HYBRID ZOOM MEETING – Henderson Room / Zoom
DRAFT AGENDA

Tuesday, August 16, 2022 – 7:00 PM

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

Link: <https://us06web.zoom.us/j/81076406406?pwd=YzE4Nmh3VzVQTTRhUEp5WGdFVTVhUT09>

Meeting Number (access code): 810 7640 6406

Meeting Password: 710140

Join by phone: 1 301 715 8592 US (Washington D.C)

- | | | |
|------|---|---------------------------|
| I. | CALL TO ORDER | 7:00 PM |
| II. | APPROVAL OF AGENDA | 7:01 PM |
| III. | HOMEOWNERS' FORUM | 7:02 PM |
| IV. | MATTERS FOR BOARD DECISION | 7:12 PM |
| | A. CSCA Sign proposal | Resolution 2022-0801 - SP |
| | B. Brick Pillars proposal | Resolution 2022-0802 - SP |
| | C. Landscaping cost proposal | Resolution 2022-0803 – SP |
| | D. Tag Enforcement and Boot Authorization | Resolution 2022-0804 – SP |
| V. | MATTERS FOR BOARD DISCUSSION | 7:32 PM |
| | A. Parking Policy Resolution | |
| | B. Swim Lessons | |
| VI. | EXECUTIVE SESSION | 7:59 PM |
| | <i>Not applicable to this meeting.</i> | |
| VII. | ADJOURN | 8:00 PM |

**The timed agenda above is intended to guide the Board and may be subject to change without notice depending upon the length of conversation by Board members.*

Prepared by: Steve Philbin, M ed. CMCA®, PCAM®, General Manager & Angel Robles, CMCA®, AMS® - Asst. General Manager



Cameron Station Community Association, Inc.
Special Board Decision Request
August 16, 2022

TOPIC: CSCA Sign proposal
Resolution 2022-0801 - SP

Motion:

"I move to APPROVE the Duff Sign proposal in the amount of \$4,921.10 to produce and install a new Cameron Station community monument entrance sign at the entrance of the community to be expensed from Operating Funds."

Motion: _____

2nd: _____

Summary:

Duff Sign to produce and install a new Cameron Station community monument entrance sign at the entrance of the community. Attached see the Duff Sign proposal.

CAMP Recommendation:

Steve and Angel have been working with the City of Alexandria Police, CSCA insurance, the DMV, and the CSCA Legal Attorney to obtain the insurance information of the driver who hit the monument sign. The next step is a demand letter to be sent by the CSCA attorney to the driver.

Budget Considerations:

To be expensed from Operating Funds – Insurance Expense.

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

Estimate



ADDRESS
Cameron Station 200 Cameron Station Blvd Alexandria, Va

SHIP TO
Cameron Station 200 Cameron Station Blvd Alexandria, Va

ESTIMATE #	DATE	
33380.2	08/03/2022	

SHIP VIA
 Install

P.O. NO.
 Steve

ITEM	QTY	DESCRIPTION	RATE	AMOUNT
CM	1	New community entrance sign for Cameron Station - Same style/specifications as previously produced sign from 2021 - Approx 6'w x 4'h x 2" panel of HDU - Custom cut contour shape - Single sided dimensional graphics. Relieved background to "raise" text - 3 color sprayed finish (including brilliant gold) - Plywood reinforced backer	3,935.00	3,935.00T
Install	1	Travel and mount 1 sign panel to existing structure in Alexandria, Va	750.00	750.00

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

SUBTOTAL	4,685.00
TAX	236.10
TOTAL	\$4,921.10

Production time of approx 5 weeks from receipt of deposit.

Accepted By

Accepted Date

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

CAMP MANAGEMENT - CAMERON STATION - (1) NEW COMMUNITY ENTRANCE SIGN

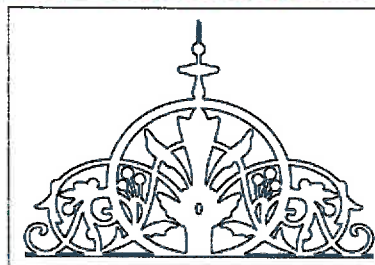
Duff Signs

Designers & Manufacturers of Exceptional Signs
Since 1969



JOB SPECS

- Quantity: 1
- Overall Dimensions: 72" H x 4'
- Material: 2" Thick HDU
- Background Color: Sprayed Satin Jade Mist, recessed into face of Sign
- Text/Decorative Graphic/Border/Fin-Line: Sprayed Satin White, Raised from recess background
- Back of Sign Sprayed Satin White
- Installation: Mounted to existing Fence Structure



Job: 33300							
Client: CAMP Management							
Project: Cameron Station							
Location: 280 Cameron Station Blvd, Alexandria, VA							
Phone:							
Fax:							
Email:							
Drawing: 1 of 1							
Des. Date: 11/11/2021							
Designer: KK							
Scale: 1/4" = 1'							
Revisions:							
<p>COLORING NOTE: Colors, as presented in this drawing, are limited by printing technology and may not reflect the exact colors of the finished product. Customer shall request samples as their expertise to determine actual color's effectiveness & variability in the field.</p> <p>PROPOSED ADA SIGNAGE MAY NOT COMPLY WITH THE AMERICANS WITH DISABILITIES ACT (ADA). We recommend that signage affixed by the ADA may result in either a copy of some online materials with their Legal Counsel. Any information requested or provided by Duff Signs as ADA is offered on a voluntary basis and is strictly a matter of opinion. Duff Signs does not assume any liability in regards to accuracy, misstatements or misrepresentation.</p>							
<p>APPROVED BY</p> <table border="1"> <tr> <td>CLIENT</td> <td>DATE</td> </tr> <tr> <td>LABORER</td> <td>DATE</td> </tr> <tr> <td>OWNER</td> <td>DATE</td> </tr> </table>		CLIENT	DATE	LABORER	DATE	OWNER	DATE
CLIENT	DATE						
LABORER	DATE						
OWNER	DATE						
<p>REVISIONS/REWORKING: A Liquidated Damages fee of \$500</p> <p>Please Remember: If you're a talented, creative artist, substantiated time & money, etc. & render this drawing.</p> <p>Accounting, Design & Research services by us & our staff, members of staff as required by the client & our staff.</p> <p>Confidential Property will be reviewed through personnel services by Duff Signs, Inc. Please keep this drawing confidential. If you're a talented, creative artist, substantiated time & money, etc. & render this drawing.</p>							



Cameron Station Community Association, Inc.
Special Board Decision Request
August 16, 2022

TOPIC: Brick Pillars proposal
Resolution 2022-0802 - SP

Motion:

"I move to APPROVE the NOVA Paving Industries proposal in the amount of \$12,500 to rebuild the Cameron Station monument entrance sign at the entrance of the community to be expensed from Operating Funds."

Motion: _____

2nd: _____

Summary:

NOVA Paving Industries to rebuild the Cameron Station monument entrance sign at the entrance of the community. Attached see the NOVA Paving Industries proposal.

CAMP Recommendation:

Steve and Angel have been working with the City of Alexandria Police, CSCA insurance, the DMV, and the CSCA Legal Attorney to obtain the insurance information of the driver who hit the monument sign. The next step is a demand letter to be sent by the CSCA attorney to the driver.

Budget Considerations:

To be expensed from Operating Funds – Insurance Expense.



NOVA PAVING INDUSTRIES LLC

Estimate

Estimate No: 1103 Date: 08/02/2022	14564 Kylewood Way Gainesville, VA, 20155 703-586-2728 owner joel jones superiordriveways703@gmail.com https://novapavingindustries.com License # 2705163346
For: Cameron Station CA. 200 Cameron Station Blvd Alexandria, VA, 22304	

Description	Amount
Brick pillars and wall	\$12,500.00*
*Remove damaged pillar and partial wall	
*haul away debris	
*install brick pillars and wall	
*install black fence post/sign	
*brick will be set in mortar following existing design	
*reinstall cap pieces	
*area will be cleaned of loose debris	

*Indicates non-taxable item

Subtotal	\$12,500.00
Total	\$12,500.00

TOTAL	\$12,500.00
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Comments

nova paving has been in business for over 30 years. And as a 4th generation family owned and operated business servings the northern virginia area we take pride in all of our work and pay attention to detail. Big enough to serve you abd small enough to care no job is to big or small. referr a

neighbor and receive a 10% discount or a free sealer. Never any hidden fees and satisfaction guaranteed.

I mark jones as owner and operator can guarantee the job will be installed as discussed as i along with my father,brother and crew of 5 will be on and installing the job ourselves

WE WILL BEAT ANY WRITTEN BIDS

*****ATTENTION*****

MUST READ

WHAT NOVA PAVING NEEDS YOU TO DO PRIOR TO WORK.

1. please make sure all cars(or any thing you dont want damaged) are moved off driveway or out of the way of construction crew and equipment
- 2.make sure garage doors are open(if you will not be home and do not feel comfortable with leaving your garge door open please have some one you trust be there to open garage or we will not be able to have a smooth pavement transition by garage. we need it open for roller to enter garge to roll asphalt properly
- 3.please make sure we have access to water hose(make sure water is turned on and works)
- 4.deposit checks must be local checks to cash locally to have funds available to install job in a timely manner. if deposit check is not a local check it is your responsibility to have cash available to install job same day services. if not deposit checks must be given 3 to 5 days in advance of installation to have funds available in bank account.

it is your responsibility to read all terms and conditions of proposal. and by agreeing to the work you also agree to terms and conditions.

Terms and Conditions

all work has 5 year warranty. driveway must be sealed every year by Nova Paving Industries LLC in order to maintain warranty. not responsible for the texture or cosmetics of asphalt. asphalt is a rock made material that can not be controlled. we apply material and do not make the asphalt. not responsible for seems of asphalt(where the asphalt meets a joint or tyes into its self.

When asphalt is layed out of machine it is at a set thickness (2-3 inches). After compaction asphalt is compressed from 1-1.5 inches depending on thickness that is layed.

In the contract under description the thickness is pertaining to what is layed out out the machine prior to compaction.

Not responsible for any paver material color or texture. we apply the material not make the material. it is your responsibility to look at and approve the material in person before purchasing. as colors and textures may differ from pictures than in person. once material is purchased i cannot return(as the company whom i purchase material from will not allow me to do so)

All work requires a half down deposit when work is started or unless otherwise stated. and balance upon completion no exceptions.10% of job worth will be added each day to balance until final payment received. must be a local bank for deposits so funds can be available to complete work same day. deposit check must be payable to mark jones. balance check can be made to nova paving industries.

all credit card transactions will be charged 5% of project due to the fee of the credit card company charges to use

On asphalt removal all projects are based upon 1 layer of removal. each additional layer will be additional cost depending on the square footage of the project any other work that is not specified in contract will be additional charge. On any removal if there is a base issue(meaning marine clay,wash out,or underwater spring or etc.) that will cause future issues or is incapable to proceed as is due to failure of the base will be additional cost due to unforeseen events and can not be calculated if not known.

When extending asphalt and removing grass/dirt. All debris to be left on jobsite unless otherwise stated, hauling fee for debris removal is \$500.00 per truck load. If there is any sprinklers where we are extending they must be moved/ relocated prior to paving work being performed. We do not move sprinklers.

If this contract is accepted you have legally 72 hours to withdraw this contract before it becomes legally binding. All "lock-in" fees or SECURITY deposits are non-refundable and final. nova paving industries is not responsible for any acts of GOD(rain,tornados,hurricanes, all weather etc.)

If any other contractor or person touches the work nova paving industries performed warranties are void no exceptions.warranty void if not sealed by nova paving industries during warranty period. 1 year warranty does not cover any minor cracks,any flaking, or edges crumbling or cracking or base failure or any kind of vegetation what so ever. water drainage is not 100% guaranteed unless otherwise stated. by agreeing to this contract you must agree to all of the terms and conditions.

NOVA PAVING INDUSTRIES LLC

Client's signature



Cameron Station Community Association, Inc.
Special Board Decision Request
August 16, 2022

TOPIC: Landscaping cost proposal
Resolution 2022-0803 - SP

Motion:

"I move to APPROVE the Lancaster Landscape proposal in the amount of \$3,998.50 to remove damaged plant material and replace it with new material at the Cameron Station community monument sign entrance to be expensed from Operating Funds."

Motion: _____

2nd: _____

Summary:

Lancaster Landscape to remove damaged plant material and replace it with new material at the Cameron Station community monument sign entrance. Attached see the NOVA Paving Industries proposal.

CAMP Recommendation:

Steve and Angel have been working with the City of Alexandria Police, CSCA insurance, the DMV, and the CSCA Legal Attorney to obtain the insurance information of the driver who hit the monument sign. The next step is a demand letter to be sent by the CSCA attorney to the driver.

Budget Considerations:

To be expensed from Operating Funds – Insurance Expense.

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



PROPOSAL NO.
31527

August 1, 2022

CUSTOMER # 229

Steve Philbin/Angel Robles
Cameron Station Community Association
200 Cameron Station Blvd.
Alexandria, VA 22304

Dear Steve and Angel,

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:

PLANT MATERIAL INSTALLATION

PROPERTY ENTRANCE AT DUKE STREET:

REMOVE DAMAGED PLANT MATERIAL AND REPLACE WITH:

- (2) ARBORVITAES SPIRAL TOPIARY 6-8' \$825 EACH.\$ 1,650.00
- (7) BOXWOOD GREEN GEMS 3 GAL. \$148 EACH.....\$ 1,036.00
- (150) ANNUAL FLOWERS 4.5" POTS \$8.75 EACH.....\$ 1,312.50

PROPOSAL TOTAL \$ 3,998.50

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

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

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

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

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

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

DATE OF ACCEPTANCE: _____

SIGNATURE: _____





Cameron Station Community Association, Inc.
Special Board Decision Request
August 16, 2022

TOPIC: Tag Enforcement and Boot Authorization
Resolution 2022-0804 - SP

Motion:

"I move to APPROVE the parking enforcement personnel to patrol the community streets of Cameron Station for the purpose of enforcing the city's motor vehicle registration, licensing, and parking laws."

Motion: _____

2nd: _____

Summary:

The City of Alexandria Police Department is requesting permission to allow parking enforcement personnel to patrol the community for the purpose of enforcing the city's motor vehicle registration, licensing, and parking laws. Attached the Tag Enforcement and Boot Authorization form.

CAMP Recommendation:

We received this form from the Parking Enforcement staff this morning and Andrew Hill, Board President, requested that we added the item to the agenda for tonight's meeting as part of the parking policy discussion.

Budget Considerations:

N/A



City of Alexandria, Virginia



TAG ENFORCEMENT AND BOOT AUTHORIZATION

To Landowner/Manager:

1. The Alexandria Police Department requests your permission to allow tag and parking enforcement personnel to patrol the property referenced below for the purpose of enforcing the city's motor vehicle registration, licensing and parking laws. Including the laws which authorize the booting of vehicles with three or more outstanding parking citations (issued for a violation of any provision of Title 10, Chapter 4, or Title 5, Chapter 8 of the City Code) pursuant to City Code § 3-2-355. Such vehicles that remain booted for a 24-hour period will be towed for safekeeping to the City's Impound Lot.

The City of Alexandria hereby agrees that it will hold the owner and manager of the property referenced below harmless from all loss, damage or expense, including costs and attorney's fees, that the owner or manager may incur as a result of actions taken by the City's employees or agents on the property below, pursuant to this authorization.

As the owner or qualified agent for the owner of the property referenced below, I hereby give my consent to the Alexandria Police Department and to the department's employees to patrol said property for the purpose of enforcing the city's motor vehicle registration, licensing and parking laws.

**** Please Type or Print ****

Name of Property/Complex Cameron Station Community Association

Location 200 Cameron Station Blvd Alexandria
VA 22304

Authorizing Name Andrew Hill Phone# 703-567-4881

Position President, Board of Directors

Signature _____ Date _____

Mailing Address c/o CAMP Management
200 Cameron Station Blvd, 2nd Floor
Alexandria, VA 22304

Cameron Station Community Association, Inc.
Policy Resolution 22-_____
Parking Policy

WHEREAS, Article III, Section 3.4 of the Amended Bylaws grants the Board of Directors (the “Board”) with all of the powers necessary for the administration of the affairs of the Cameron Station Community Association (the “Association”) in accordance with applicable law and the Project Documents (as defined in the Declaration of Covenants, Conditions, and Restrictions (“Declaration”)), except for those matters which the applicable law or Project Documents require the Association’s membership to approve; and

WHEREAS, Article IV, Section 4.3 of the Declaration” states the Association shall be responsible for the maintenance, management, operation, and control of the Common Areas and all improvements; and

WHEREAS, the Board believes that it is in the best interests of the Association to have an orderly system for the enforcement of parking within the Association; and

WHEREAS, this Policy outlines the rules and regulations, vehicle registration and parking passes, and enforcement procedures for Resident and Visitor parking within the Association. It does not apply to the City of Alexandria streets of Cameron Station Boulevard, Somerville Street, Ferdinand Day Drive, and Brenman Park Drive. Residents and Visitors utilizing such streets for parking are subject to the City of Alexandria’s public parking guidelines.

NOW THEREFORE, BE IT RESOLVED THAT the Board hereby adopts this Parking Policy. This policy shall supersede any previously adopted parking policy. All homeowners, their family members, agents, guests, and tenants, as well as the Association’s builders and contractors, shall adhere to the rules and regulations set forth as follows herein:

PARKING PROVISIONS

I. DEFINITIONS

The following serves to define specific terminology throughout this policy:

- A. Abandoned Vehicle: Any Vehicle left unattended or unmoved in a Visitor Parking Space for more than fourteen (14) consecutive days, regardless of whether a Visitor Parking Space pass is displayed.
- B. Commercial Vehicle:
 - 1. Any vehicle in which the driver is ordinarily hired for transport, including, but not limited to, taxis, limousines, passenger vans, or buses; or

2. Any vehicle with uncovered exterior logos, signs, letters, numbers, advertising, or irregular and distinct coloring which creates the appearance of a Commercial Vehicle; or
 3. Any unmarked vehicle with commercial paraphernalia or equipment attached, strapped, or affixed to the exterior of the vehicle, including, but not limited to, storage containers, racks, ladders, pipes; or
 4. Any unmarked vehicle with an excessive amount of commercial equipment or supplies within the interior of the vehicle which is readily visible from the windows of the vehicle, including, but not limited to, pesticide, paint buckets, propane, tanks, cabling, uncovered or unsecured tools or other supplies; or
 5. Any unmarked vehicle, which because of its irregular height, length, shape, or weight, is not a conventional passenger car and is more suited for a commercial purpose; or
 6. Any van designed for the transport of furniture, goods, equipment, animals or scheduled transportation; or
 7. Any vehicle defined as a commercial motor vehicle under § 46.2-341.4 of the Code of Virginia.
- C. Common Area: Space within the Association that is not owned privately by an Owner or by the City of Alexandria. Sidewalks, private streets, green spaces, and Visitor Parking Spaces are examples.
- D. Inoperable Vehicles: A Vehicle with a malfunction of an essential part required for its legal operation, or any vehicle partially or totally disassembled as a result of the removal of any tire, wheel, engine, or other essential parts required for its legal operation. A Vehicle with expired tags will be considered “inoperable” as it is not legally permitted to operate with expired tags.
- E. Management: The Association’s managing agent, who is contracted by the Association to administer the daily business of the Association.
- F. Other Equipment and Machinery: Any agricultural, industrial, construction or similar machinery or equipment.
- G. Owner: Any title owner of a lot within the Association.
- H. Recreational Vehicle: Any motorhome, self-contained camper, mobile home, boat, all-terrain vehicle, dune buggy, trailer, boat trailer, pop-up camper/tent trailer, horse trailer, any trailer or semi-trailer used for transporting personal

watercraft, motorcycles, or all-terrain vehicles, whether or not the trailer or semi-trailer is attached to another Vehicle, and any other type of Vehicle primarily designed for recreational use, not conventional passenger use.

- I. Resident: Any Owner, Tenant, or person occupying or residing at a residence within the Association for over 30 cumulative days in a calendar year.
- J. Tenant: Any person who possesses a leasehold interest in a lot within the Association.
- K. Vehicle: A car, motorcycle, or any type of motorized conveyance.
- L. Visitor: Any customer of a commercial establishment; or a guest of a Resident within the Association; or any Resident who parks a vehicle in a phase of the Association in which they do not reside or own a lot; or person who occupies or resides at a residence within the Association for less than thirty (30) days.
- M. Visitor Parking Space: Visitor Parking Spaces are those parking spaces in the Association that are labeled as for Visitor parking through signage or markings on the pavement. the Association.

II. GENERAL INFORMATION

The Association was built in phases and remains divided into phases for the purpose of enforcing Resident and Visitor Parking Space rules. Phases are coded on the Resident parking decals, Visitor Parking Space Passes, and temporary Visitor Parking Space passes issued by the Management office to Residents. See **Appendix A** for a breakdown of these phases. Residents are responsible for informing their Visitor(s) of the Visitor Parking Space rules.

III. VEHICLE REGISTRATION

Residents are required to register all of their Vehicles (including those assigned or leased) with the Association within three (3) days of occupation of the residence or acquisition of the Vehicle.

Owners of rental properties are responsible for ensuring Tenants are informed of and comply with all guidelines, and will be held accountable for violations by the enforcement process.

- A. Parking Decals: Upon registration of a Vehicle, the Association will provide one assigned parking decal for each Vehicle.
 - 1. Decals must be displayed in the lower-left portion of the Vehicle's rear window (driver's side), or in the case of a motorcycle, reasonably visible

on the rear left side of the motorcycle. Vehicles parking in a designated Resident parking space must have decals correctly displayed or be subject to the enforcement process. If a Resident's Vehicle has tinted windows, the Resident may contact Management to request a clear rearview mirror hang tag to display their Resident Parking Decal.

2. Resident Vehicles utilizing Visitor Parking Spaces must be in compliance with Section IV of this Policy or be subject to the enforcement process.
3. All unmarked federal, state, and local law enforcement, or emergency Vehicles, which are conventional passenger Vehicles, shall not be considered Commercial Vehicles. However, Residents who drive these Vehicles must register them (in addition to personal Vehicles) with the Association. Failure to do so may result in citations, fines, and/or towing. Exceptions to the placement of the required Association parking decal on such Vehicles will be considered on a case-by-case basis.

- B. Visitor Parking Pass: Upon registration with the Association following occupancy, one Visitor Parking Space pass will be issued to each residential unit. Each pass is valid for four (4) calendar year intervals, after which a Resident in good standing will be issued a new pass by the Association. Use of an expired Visitor Parking Space pass subjects the Resident to the enforcement process set forth in the Association's then current Policy Resolution establishing Enforcement and Due Process Procedures. Residents must be current with all Association assessments, charges, and legal fees assessed to their accounts before a pass will be issued to them. Visitor Parking Space passes may be replaced if lost by submitting a request to the Association and paying a \$25 fee via check made out to Cameron Station Community Association. The Management office will assess the approval of a replacement pass if the Resident is current in the payment of all Association assessments, charges, and legal fees assessed to their account.

Residents requiring more than one Visitor Parking Space pass may apply for one additional, non-renewable temporary pass, which would be valid for up to 30 consecutive days from the date of issuance. Temporary passes may be obtained through the Management office.

IV. VISITOR PARKING SPACES

The Association has designated certain areas on private streets as either "Resident parking spaces" or "Visitor Parking Spaces." The intent of the following provisions is to ensure that all persons in the Association utilize parking spaces as they are intended.

- A. Residents MAY NOT use Visitor Parking spaces within the phase they reside for any measure of time. The only exception to this rule is that all Residents

regardless of the phase in which they reside are permitted to park in Visitor Parking Spaces located adjacent to the Cameron Club when utilizing the Cameron Club facilities, pool, or Management office.

- B. A Resident that is visiting another Resident in a different phase of the Association from which they reside may use a Visitor Parking Space in such other phase of the Association, but are required to use the Visitor Parking Space pass of the Resident they are visiting in that other phase of the Association.
- C. ~~Visitors~~ Unregistered non-commercial vehicles may park their ~~V~~ehicles in Visitor Parking Spaces ONLY up to 24 consecutive hours without displaying a Visitor Parking Space pass (however use of a Visitor Parking Space pass at all times is recommended). For longer than 24 consecutive hours, a Visitor Parking Space pass is required. Vehicles not registered with the Association parked in a Visitor Parking Space without a valid Visitor Parking Space pass for more than twenty-four (24) hours, are subject to immediate towing at least twenty-four (24) hours after a citation has been issued and placed on the Vehicle (see Section VIII.7).
- D. Commercial Vehicles may park in Visitor Parking Spaces during the hours of 7AM until 6PM Monday through Friday or on Saturday from 9AM until 6PM. No Commercial Vehicles may be parked in Visitor Parking Spaces outside of those hours.
- *Emergency weekend/evening work is excluded.
- E. Storage Containers/Crates: Residents must notify the Association in writing seven (7) days prior to the date the Resident intends to receive delivery of a portable storage container/crate from an off-site storage facility. The portable container/crate may only occupy one parking space for no more than seven (7) days as approved by Management. One Visitor Parking Space may be reserved for this purpose. Upon reservation with Management, signage/cones may be obtained from the Management office (\$150 refundable deposit required). See **Appendix B** for the reservation form. Signage may be displayed to reserve the parking space no more than twenty-four (24) hours before scheduled delivery time. Specific delivery dates and times should be included on the signage.
- F. Move Ins/Outs: Residents may request a move in/move out parking space reservation in writing seven (7) days prior to the intended move date. Up to four (4) Visitor Parking Spaces may be reserved to accommodate a moving Vehicle. Upon reservation with Management, signage/cones may be obtained from the Management office (\$150 refundable deposit required). See **Appendix B** for the Reservation Form. Signage may be displayed to reserve Visitor Parking Spaces no more than 24 hours before intended move in/move out and must include the specific dates and times.

Commented [SP1]: The ARC believes that enforcing resident parking by phase is both an overreach in scope and an unnecessarily complex attempt at preventing homeowners from using visitor spaces as additional personal parking spots. Tracking parking by phase will most likely be too complicated for our parking enforcement contractor, and will entail the purchase, installation, and maintenance of additional signage throughout the community. The most effective policies are simple: no homeowner may park in any visitor parking space for any length of time. If they are caught, they will be ticketed and fined. If they have multiple violations within a certain timeframe, they will be immediately towed. Also, once rewritten, the ARC believes this paragraph should include a reference to the "Monetary Charges" portion of the policy for clarity. (Section IX.A)

Commented [SP2]: The ARC has attempted to re-write this paragraph to be more clear. The ARC recommends that for simplicity, the policy refer to only two types of non-commercial vehicles: registered and unregistered ones.

- G. Vehicles that are not approved to be parked in another Resident's assigned parking space (applies to Condominium units only) are subject to the enforcement process as set forth in Section VIII and IX of this Policy including immediate towing without notice by contacting the appropriate Condominium management office or Association's Management office.
- H. Inclement Weather: In the event of inclement weather, the Association reserves the right to use all Visitor Parking Spaces to accommodate snow removal. For further information regarding this please see the Cameron Station Snow Removal Policy (available at www.cameronstation.org).

V. UNAPPROVED VEHICLES

Except as specifically provided, below, Residents may NOT park the following vehicles anywhere within the Association:

- (1) Abandoned Vehicles;
- (2) Commercial Vehicles, except that Commercial Vehicles are only permitted to park in the Association during the day, provided contracted work is being completed for an Owner. Commercial Vehicles are not permitted to be parked overnight in the Association.;
- (3) Inoperable Vehicles;
- (4) Other Equipment and Machinery; and,
- (5) Recreational Vehicles.

In addition, the Board reserves the right to provide exceptions for vehicles used for law enforcement or other governmental purposes.

VI. RESIDENT RESPONSIBILITIES

All Residents must ensure that they, their family members, agents, guests, and tenants, as well as any builders and contractors comply with these rules and regulations. The Association shall not be responsible for any damages, injuries and/or causes of action arising out of the enforcement of any infractions.

- A. Residents must have the proper decal on their Vehicles to park in areas designated as Resident Only Parking – decal shall be placed as described in Section III.A.1. of this Policy.
- B. The parking of any Vehicle or portion thereof on any sidewalk, or common ground of the Association is prohibited and may result in immediate towing.

- C. No one is permitted to park in any manner that impedes the normal flow of traffic, blocks any mailbox, or prevents ingress/egress of any other Vehicle to adjacent parking spaces or the open roadway.
- D. All drivers are prohibited from parking Vehicles in the emergency access easements or in any other manner that encroaches upon any such access easement or upon adjacent pedestrian walkways.
- E. No Vehicle may be parked in a manner that extends beyond the parking lines or crosses over the parking lines.
- F. No one may park any Vehicle perpendicular to the marked parking spaces.
- G. All drivers must operate Vehicles only on the paved roads of the Association and the City's public streets within the Association.
- H. All drivers must have an operating license in order to operate a Vehicle within the Association (as required by law).
- I. If a Vehicle security system interferes with the right of quiet enjoyment of the Association, Residents should call the police for a noise disturbance.
- J. Owners and Tenants must not remain parked in Visitor spaces for more than fourteen (14) consecutive days.

Commented [SP3]: The ARC recommends the distance over parking lines that constitutes a violation be included here. There likely already exists a standard definition used by the City of Alexandria that can be appropriated here. A strict definition eliminates ambiguity and arbitrary enforcement.

Commented [SP4]: The ARC recommends deleting letters G and H. These basic traffic laws are enforced by both the City of Alexandria and the State of Virginia. We most certainly aren't authorizing our security contractor to enforce traffic laws or ask homeowners for their licenses. These are beyond the purview of the Parking Policy.

Commented [SP5]: The ARC agrees that any reference to snow clearing has no place in a parking policy. The reference was already deleted in this version.

Commented [SP6]: If the Board maintains the parking-by-phase approach, the ARC recommends adding this bullet to drive home the point that homeowners must not be parked in a visitor spot in a different phase for more than 14 days. If the Board follows the ARC's recommendation to simplify the policy and disallow homeowners and tenants from parking in visitor spots for any length of time, the ARC recommends deleting this additional bullet.

VII. USE OF DRIVEWAYS AND GARAGES/CARPORTS

- A. The principal use of individual garages shall be for passenger Vehicle storage only. Residents may also use individual garages for storage of personal property in a manner that does not create a fire hazard. Utilizing Visitor Parking Spaces to accommodate a Resident's Vehicle, while not using garage spaces, is prohibited and subject to the enforcement process.
- B. No person is permitted to store Recreational Vehicles, Commercial Vehicles, oversized vehicles, or any Other Equipment and Machinery, or goods in their garage in a manner which prevents the Resident from parking a Vehicle in the garage.
- C. Vehicle repairs, except for emergency repairs, are not permitted anywhere in the Association. At no time shall any vehicle be placed on blocks or jacks.

Commented [SP7]: The ARC recommends deleting this paragraph as it is unenforceable. Certainly neither Management nor our security contractor will be authorized to ask a homeowner or tenant to open their garage for inspection. Also, this rule is already covered by the Declaration. This policy should be focused on parking only.

VIII. ENFORCEMENT PROCESS AND REMEDIES FOR VIOLATIONS

Any Vehicle parked in the following manner is subject to immediate towing:

1. Parked within fifteen (15) feet of a fire hydrant when not parked in a designated parking space, or in a designated fire lane;
2. Occupying more than one (1) parking space;
3. Extending beyond the parking lines;
4. Parked perpendicular to a marked parking space or on a grassy area;
5. Impeding access to sidewalk ramps or mailboxes;
6. Constituting a safety hazard;
7. Not registered with the Association and has parked in a Visitor Parking Space without a valid Visitor Parking Space pass for more than twenty-four (24) hours, and at least twenty-four (24) hours after a citation has been issued ~~and placed on the Vehicle~~;
8. Previously cited (3 times) for a similar infraction of this Policy within any 12-month period that is not otherwise subject to immediate towing;
9. Parked in an assigned Resident space without permission of that Resident;
10. Is not a Vehicle, but is a portable storage container/crate occupying a Visitor Parking Space without prior written approval from the Management office; or
11. Abandoned Vehicles (See definition in Section I.A), provided, a notice will be placed on the Vehicle and if no response is received within 24 hours it will be subject to towing.

Commented [SP8]: The ARC recommends these two infractions be defined: 1) the distance over parking lines that constitutes a violation and 2) How much of a car extending into a separate parking space constitutes a violation. There likely already exists a standard definition used by the City of Alexandria that can be appropriated here. A strict definition eliminates ambiguity and arbitrary enforcement.

Commented [SP9]: The ARC recommends that "constituting a safety hazard" be further specifically defined. What, beyond all the infractions previously discussed, constitutes a safety hazard. A strict definition eliminates ambiguity and arbitrary enforcement.

Commented [SP10]: The ARC recommends this change to match bullet 11. Time-gated towing actions should be preceded by notices left on the vehicle to allow the violator the opportunity to move the vehicle and mitigate the issue.

IX. MONETARY CHARGES

- A. Vehicles parked in violation of this Policy that are not subject to immediate towing shall be subject to the imposition of monetary charges, following receipt of reasonable notice of the violation and an opportunity to cure such violation. The permissible cure period shall be [12 hours] from the date and time notice of the violation is posted on the vehicle. If a Vehicle remains parked in a manner that violates this policy after the [12-hour] cure period has passed, then the Association shall send the Owner a Notice of Hearing pursuant to the provisions of the Association's Policy establishing Enforcement and Due Process Procedures.

Commented [SP11]: The ARC believes that a cure period of at least 24-48 hours is a more reasonable timeframe.

- B. Upon any finding of a violation, the Association may impose monetary charges of \$50 for any single violation, and \$10 a day for a maximum of ninety (90) days (or such longer time as may be permitted by statute). Any monetary charges so imposed shall become an assessment against the Owner's lot. The Board of Directors reserves the right to change the amount of monetary charges without amending this policy if the permissible statutory amount changes
- C. After three (3) violations of any parking policy regulation within a 12-month period, the Vehicle will be subject to immediate towing and the Association may impose monetary charges of \$50 for any single violation, and \$10 a day for a maximum of 90 days (or such longer time as may be permitted by statute). The Board of Directors reserves the right to change the amount of monetary charges without amending this policy if the permissible statutory amount changes
- D. Unregistered Vehicles belonging to Residents parked within the Association for longer than three (3) days will be subject to a fine of \$10 per day. The Board of Directors reserves the right to change the amount of monetary charges without amending this policy if the permissible statutory amount changes

X. BOARD OF DIRECTORS' REMEDIES

Nothing contained herein shall preclude the Board of Directors from seeking injunctive relief or any other remedy available to it in a court of equity.

XI. OWNERS' RESPONSIBILITIES FOR LEGAL FEES

If the Association must enforce this Policy through any form of legal action, the offending Owner shall be responsible for all expenses and/or attorneys' fees incurred by the Association in enforcing the provisions of this policy.

XII. LIABILITY

The Association assumes no responsibility for the provision of any security service to protect Vehicles parked in the parking areas of the Association, and it disclaims responsibility for any damage to any Vehicle parked or operated on Association property. All Owners and Residents shall indemnify, defend, and hold harmless the Association and its directors, officers, committee members, and agents against any claims arising out of the towing of a Vehicle.

XIII. MISCELLANEOUS

This Policy replaces and supersedes ALL previous Parking Policies.

AMENDED AND ADOPTED by the Board of Directors this __ day of _____, 2022.

Commented [SP12]: The ARC recommends deleting this paragraph. For simplicity, there should only be two categories of vehicles: registered and unregistered. It will be impossible for Management or our parking enforcement contractor to determine if an unregistered vehicle actually belongs to a homeowner. Also, "parked within the Association" is undefined. Parked where? In a visitor spot? In a driveway? On public streets contained within Cameron Station?

CAMERON STATION COMMUNITY
ASSOCIATION, INC.

By: _____
President, Andrew Hill

FOR ASSOCIATION RECORDS

I hereby certify that a copy of the foregoing Policy Resolution has been published to the members of Cameron Station Community Association on this _____ day of _____, 2022.

Steve Philbin, Community Manager

Appendix A
Cameron Station Community Association Phases

Appendix B



CAMERON STATION CONE/SIGNAGE RESERVATION FORM

Cones/Signage are to be used for the sole purpose of reserving visitor's parking space(s) in accordance with the Cameron Station Community Association Parking Policy Resolution 17-01.

To reserve cones and signage from the Cameron Station Community Association Management office, please complete this form and return to the Management office with a security deposit check made out to "Cameron Station Community Association" for \$150. The deposit check will be returned either via mail to the mailing address you provide below, or it can be picked up at the Management office upon the return of the cones provided to you.

Cameron Station Property Address: _____

Resident Information:

Name: _____

Phone Number: _____

Email: _____

Mailing Address: _____

Reservation Dates: _____

Street/Visitors Space Location to be reserved:

Please check the reason for the reservation:

- ☐ **Reservation for a Storage Pod** (only one space for up to 7 days)
☐ **Reservation for a Move In/Out moving vehicle** (up to 4 spaces for 24 hours)

Cameron Station Community Association, Inc
200 Cameron Station Blvd, Alexandria, VA 22304
703-567-4881

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