



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

Tuesday, March 31, 2026 – 7:00 PM

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

Link: <https://us06web.zoom.us/j/97385179058?pwd=TUg1V1lvM011VStJS2k5b3NELO1RUT09>

Meeting Number (access code): 973 8517 9058

Meeting Password: 319862

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

- | | |
|---|----------------|
| I. CALL TO ORDER | 7:00 PM |
| II. APPROVAL OF AGENDA | 7:01 PM |
| III. APPROVAL OF MINUTES – Board Meeting Minutes – February 24, 2026 | 7:02 PM |
| IV. CITY OF ALEXANDRIA POLICE DEPARTMENT – Lt Lion | 7:03 PM |
| V. CAMERON STATION CIVIC ASSOCIATION – Sunny Pietrafesa | 7:07 PM |
| VI. HOMEOWNERS FORUM | 7:10 PM |
| VII. TREASURER REPORT | 7:20 PM |
| VIII. COMMITTEE REPORTS (FAC, CAC, ComCom, ARC, A&E, CCFC) | 7:25 PM |
| IX. RESIDENT HEARINGS | n/a |
| X. MATTERS FOR BOARD DECISION | 7:45PM |
| A. Fitness Center -- Economizer | 2026 - 0301 |
| B. Insurance Policy 04/15/26 - 04/15/27 | 2026 - 0302 |
| C. Anti-Harassment Policy | 2026 - 0303 |
| D. Brick Work 122-124 CSB | 2026 - 0304 |
| XI. MATTERS FOR BOARD DISCUSSION/INFORMATION | 8:05 PM |
| A. Trash Tote Delivery Update | |
| B. Elevator Consultant – Summary | |
| C. Additional Cooling / Heating Issues – Great Room & Basketball Court | |

Prepared by:
Steven P. Philbin, M ed., CMCA®, ARM®, PCAM® (General Manager)

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

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|---|----------------|
| XII. MATTERS FOR BOARD INFORMATION | 8:20 PM |
| Management Report | |
| • Project Updates | |
| XIII. NEW BUSINESS | |
| XIV. EXECUTIVE SESSION | n/a |
| <i>(For the purpose of hearing deliberation, contract review, and lawsuit discussion)</i> | |
| XV. ADJOURN | 8:25 PM |

Next Board Meeting: Tuesday, April 28, 2026

DRAFT

Prepared by:
Steven P. Philbin, M ed., CMCA®, ARM®, PCAM® (General Manager)

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**CAMERON STATON
BOARD OF DIRECTORS' MEETING
Tuesday, February 24, 2026, 7:00 P.M.**

NOTICE: This meeting was held in a hybrid format via Zoom and in-person in the Henderson room.

BOARD MEMBERS PRESENT:

Megan Christensen, President
Joan Lampe, Vice President
Brendan Hanlon, Secretary
Brian Sundin, Director
Dan Ogg, Director
Sarah Barnes, Director
John Stowe, Director

BOARD MEMBERS ABSENT

None

OTHERS PRESENT:

Heather Graham, CMCA®, PCAM®, Executive Vice President of Community Association Management Professionals (CAMP)
Steve Philbin, M ed., CMCA®, ARM® PCAM®, General Manager
LT. Lion, City of Alexandria Police
Sunny Pietrafesa, Civic Association
Martha Romans, Chair CAC
Tom Linton, Chair, ARC
Andy Yang, Chair, A&E

CALL TO ORDER:

Ms. Christensen called the meeting to order at 7:01 pm.

APPROVAL OF AGENDA:

Motion: Ms. Lampe moved and Ms. Barnes seconded the motion to APPROVE the agenda of the February 24, 2026, Board meeting as presented. **The motion passed unanimously, 7/0.**

APPROVAL OF MINUTES:

Motion: Mr. Stowe moved and Mr. Ogg seconded the motion to APPROVE the minutes of the January 27, 2026, Board meeting. **Following discussion, an amended motion was made:**

Amended Motion: Mr. Stowe moved and Mr. Ogg seconded the motion to APPROVE the minutes with the following amendment:

- Page 5/6, Executive Session: for both the motion where the member was opposed reflect the member opposed was Mr. Hanlon

The motion passed unanimously, 7/0.

CITY OF ALEXANDRIA POLICE DEPARTMENT – STAFF LIAISON:

LT. Lion reported the police department has been busy working through the emergency storm response and associated traffic accidents. The Chief of Police is looking to roll out a five-year plan for the department and announce it to the public soon and they hired a new Chief of Staff, Sasha Rutizer. Also, they are working with the Civic Association about the speeding near the farmers market area and hope to get a speed trailer out there to collect data.

CAMERON STATION CIVIC ASSOCIATION:

Ms. Pietrafesa reported on:

Adaptive traffic signals-the City is working on traffic signals that detect and allow adjustments to signals based on traffic conditions to reduce congestion.

Ben Brenman Park-the City is looking to make improvements to the park e.g., changes to the path, install weight bench and parallel bars, plant native trees, and flowers.

Duke Street Land Use Plan-there will be an upcoming Zoom meeting relating to discussing the proposed draft for planning the districts, people will have an opportunity to provide feedback and questions about the proposed plan.

HOMEOWNER'S FORUM:

- Greg Hillson: wanted to address the decision made last Board meeting for account 09017 for the architectural violation fines that were waived from their account, he heard the resident was someone who is serving on a Committee, and waiving the fines could be interrupted as favoritism.

TREASURER REPORT:

Ms. Lampe reported (for Mr. Taousakis) that revenue is better than budgeted; expenses were under budget; showing a surplus of about \$156,000; receivables continue to be low and very well managed. For January the revenue is in line with what is expected so far, expenses are over slightly, and not all snow removal invoices are paid yet. A CD will mature next month and be reinvested for more than twelve (12) months, the average interest rate being around 2.3%.

COMMITTEE REPORTS:

1. Financial Advisory Committee

Included in the Treasurers report.

2. Architectural Review Committee

Mr. Linton reported that the Committee reviewed six applications at their most recent meeting, no emergency votes or hearings held; thanked the Board for approving the DMS; and recommended the appointment the Jose Estrada to the Committee.

3. Activities and Events Committee

Mr. Yang reported that the Committee will be hosting a Trivia Night March 13th; Blood Drive on April 11th; the Egg Hunt will be April 4th; working on possibly doing a shuttle bus trip to a winery; and a Tech Night.

4. Communications Committee

Ms. Barnes reported that at the WMCCAI expo the community will be receiving awards for Large Community, Charitable Community and Communicator of the Year. The Welcome Committee welcomed seven new families this month. Analytics: Facebook continues to be the most active social media; the most engaged posts were for the Bucket List Challenge. The Committee discussed a Tech Talk to help Cameron Station residents access resources.

5. Facilities Committee

Mr. Hanlon reported that the Committee has a recommendation for approval in the Board packet for a new treadmill and they also recommended a preventative maintenance contract for the Clubhouse HVAC. They also discussed installing a vending machine in the Clubhouse; and two RFPs are being created relating to the pool and the management of the fitness center.

6. Common Area Committee

Ms. Romans reported that the Committee reviewed the five-year plan for 2024-2028, it is a list of major park improvement projects or investments they would like to make in the common areas; for the current year they would like to upgrade the Bessley and Pocasin pocket parks.

RESIDENT HEARINGS

- A. **ARC Appeal – Fine Waiver Request – Acct XXXX09432**-the resident was not present for their hearing.

MATTERS FOR BOARD DECISION:

- A. Architectural Review Committee Applicant

Motion: Ms. Lampe moved and Mr. Ogg seconded the motion to APPOINT Jose Estrada, to the Communications Committee, for a two-year term. **The motion passed, 7/0.**

- B. Communications Committee Applicant

Motion: Ms. Lampe moved and Mr. Stowe seconded the motion to APPOINT Caroline Boomars, to the Communications Committee, for a two-year term. **The motion passed, 7/0.**

- C. Matrix Treadmill Proposal

Motion: Mr. Hanlon moved and Mr. Stowe seconded the motion to APPROVE the Matrix PLED Performance quote in the amount of \$19,640.41 to be expensed from Reserves. **Following a discussion, the motion passed, 7/0.**

MATTERS FOR BOARD DISCUSSION:

Lancaster Landscapes – Snow Limitations Discussion

Ms. Adrienne Zaleski from Lancaster Landscape was present to discuss with the Board the recent snow removal efforts.

Committee Charters

Ms. Christensen stated she asked all the Committees to review their Charters and policies to make sure they are following their policies/charters, and if not, propose changes to the documents. There is a paragraph in every charter that states that the Board will reappoint the Committee for the upcoming year at the annual meeting, which has not been done, and would not appropriate at the annual meeting, so that language in the charters would need to change. Ms. Christensen will confirm with association legal counsel whether they need a one step or two step process for the Committee appointments and possible changes to the language to affirm the Committee members at the Board's December meeting for the following calendar year.

Trash Tote Update – Bates Trucking and Patriot Disposal

Mr. Philbin reported that totes from the previous vendor are almost all gone. And regarding the Patriot totes he instructed residents to call Patriot or leave a note on their current tote that they would like a smaller size one.

MATTERS FOR BOARD INFORMATION:

Management Report: Mr. Philbin reported Brenman Park Drive and Somerville Street could be paved this year sometime after July 1st; working with Adrienne from Lancaster to do a fence line tour of the trees near the dealership to see if they need to trim any; will send out a survey for a vending machine in the Clubhouse; sending out RFPs for the shuttle bus, pool, landscaping and snow contracts; will have a vendor out to evaluate the HVAC system for the fitness center/Clubhouse and the elevator assessment will be done soon.

NEW BUSINESS:

None.

EXECUTIVE SESSION:

Motion: Ms. Lampe moved and Mr. Stowe seconded the motion to move into an executive session for the purpose of hearing deliberation, contract review, and lawsuit discussion. **The motion passed unanimously, 7/0, and the meeting was convened into executive session at 8:52 pm.**

Motion: Mr. Ogg moved and Ms. Barnes seconded the motion to exit the executive session. **The motion passed unanimously, 7/0, and the meeting was reconvened into open session at 9:28 pm.**

RATIFY DECISIONS MADE IN EXECUTIVE SESSION:

Motion: Ms. Barnes moved and Mr. Sundin seconded the motion to waive the ARC violation fees for Account XXXX09432. **The motion passed, 5/2/0.**

In favor: Ms. Christensen, Ms. Barnes, Mr. Stowe, Mr. Ogg, Mr. Sundin

Opposed: Mr. Hanlon and Ms. Lampe

Abstention: None

Motion: Mr. Stowe moved and Mr. Ogg seconded the motion to approve the Wright Mechanical proposal in the amount of \$15,608 for a 3-year contract for the preventive maintenance of the HVAC System to begin March 1, 2026. **The motion passed, 7/0.**

ADJOURNMENT:

Motion: Mr. Stowe moved and Mr. Ogg seconded the motion to adjourn the meeting at 9:30 pm. **The motion passed unanimously, 7/0.**

Respectfully Submitted,
Minutes Services, LLC
Dolly Sharma
dolly@minutesservices.com

Bates Trash Services

Brendan Hanlon <brendanhanlon.csc@gmail.com>

Jan 10,
2026,
5:29 PM

to Board, Steve, Patrice, Brendan, me

Fellow board members,

I know everyone is familiar with the Bates Trash service issue and in this regard I propose the following motion for consideration by the Board:

"I move to authorize counsel to file a lawsuit against Bates Trucking for breach of contract for their failure to provide contracted services in December."

Regards,

Brendan

Joan Lampe <jflcscadirector@gmail.com>

Sat, Jan
10,
6:47 PM

to me, Brendan, Sarah, John, Dan, Cameron, Steve, Patrice

I second.

Megan Christensen <cscadirectormac20@gmail.com>

Jan 10,
2026,
7:37 PM

to Joan, Brendan, Sarah, John, Dan, Cameron, Steve, Patrice

I vote aye.

Brendan Hanlon <brendanhanlon.csc@gmail.com>

Jan 10,
2026,
8:11 PM

to me, Joan, Sarah, Dan, John, Cameron, Steve, Patrice, Brendan

I vote aye.

Brendan

Joan Lampe <jflcscadirector@gmail.com>

Jan 10,
2026,
8:20 PM

to me, Brendan, Sarah, John, Dan, Cameron, Steve, Patrice

I vote aye

Dan Ogg <ogg.csca.bod@gmail.com>

Jan 11,
2026,
8:40 AM

to Joan, me, Brendan, Sarah, John, Cameron, Steve, Patrice

I vote aye.

John Stowe, CSCA Board <stowe.john.csca.board@gmail.com>

Jan 11,
2026,
10:28 AM

to Dan, Joan, me, Brendan, Sarah, Cameron, Steve, Patrice

I vote aye

John

Sarah Barnes <sarah.csboard@gmail.com>

Jan 11,
2026,
1:12 PM

to Board, Brendan, Steve, Patrice, me

I vote aye

Cameron Station <cameronstationbodvolunteer@yahoo.com>

Jan 13,
2026,
4:12 PM

to Brendan, Sarah, Board, Steve, Patrice, me

I also vote 'aye'
brian

Motion for removal of trash totes

Joan Lampe <jflcscadirector@gmail.com>

Wed, Jan
28, 9:13 AM

to me, Brendan, Dan, Brian, John, Sarah, Steve, Patrice

Motion to approve the proposal from Dream Work Construction to remove the Bates trash totes, as presented.

Dan Ogg <ogg.csca.bod@gmail.com>

Jan 28,
2026,
9:15 AM

to Joan, me, Brendan, Brian, John, Sarah, Steve, Patrice

I second the motion

Dan

Joan Lampe <jflcscadirector@gmail.com>

Jan 28,
2026,
9:19 AM

to Brian, Dan, me, Brendan, John, Sarah, Steve, Patrice

Aye

Dan Ogg <ogg.csca.bod@gmail.com>

Jan 28,
2026,
9:20 AM

to Joan, me, Brendan, John, Brian, Sarah, Steve, Patrice

Aye

Megan Christensen <cscadirectormac20@gmail.com>

Jan 28,
2026,
9:29 AM

to Brian, Dan, Joan, Brendan, John, Sarah, Steve, Patrice

Aye

Sarah Barnes <sarah.csboard@gmail.com>

Jan 28,
2026,
9:30 AM

to me, Dan, Joan, Brendan, John, Steve, Patrice, Brian

Aye

Brendan Hanlon <brendanhanlon.csc@gmail.com>

Jan 28,
2026,
9:35 AM

to Brian, Joan, Dan, me, John, Sarah, Steve, Patrice, Brendan

Aye

John Stowe, CSCA Board <stowe.john.csc.a.board@gmail.com>

Jan 28,
2026,
9:42 AM

to Brendan, Joan, Dan, me, Brian, Sarah, Steve, Patrice

Aye

Cameron Station <cameronstationbodvolunteer@yahoo.com>

Jan 28,
2026,
9:58 AM

to Dan, me, Joan, Brendan, John, Sarah, Steve, Patrice

aye,
brian

Cameron Station Community Assoc. 3/31/26 Board Meeting – Key Updates

Update by Sash Impastato
Cameron Station Civic Association

Current Matters

- 1. Ben Brenman Trail Improvements**
- 2. Duke Street Land Use Plan**
- 3. Duke Street Projects**
- 4. Housing 2040 Master Plan**
- 5. Landmark Mall - Redevelopment + Transit Center + Ramp**
- 6. Virginia Paving Asphalt Plant**

Green font indicates new additions from prior updates to the HOA board.

Ben Brenman Trail Improvements

Civic Assoc. Position: The Civic Association is monitoring this matter due to the interest of Cameron Station residents in matters affecting this park.

Implementation Date: Spring 2026.

Current Status: Awaiting project to begin.

Next Step: Continue monitoring.

Project Summary: In early spring 2026, the City will be installing a three-person combo fitness station, parallel bars and an exercise bench as well as a handful of native trees and plants. The location for these improvements will be near the Southside trail. For more information, go to: <https://thezebra.org/2026/02/13/ben-brenman-park-southside-trail-improvements/>. See also <https://www.alexandriava.gov/parks/location/ben-brenman-park>.

Duke Street Land Use Plan

Civic Assoc. Position: The Civic Association is monitoring this matter due to its proximity to Cameron Station in order to try and ensure that, whatever plans for redevelopment occur along Duke Street, they will not unnecessarily adversely impact traffic and density along Duke Street.

Implementation Date: Late 2026 or early 2027.

Current Status: It is anticipated that this matter will go before Council in November 2026.

Next Step: Continue monitoring and submit comments if necessary.

Project Summary: As a part of the Duke Street in Motion project, City staff began contacting civic associations in December 2024 noting that “in April the City is going to be starting a new land use planning process along Duke Street.” The project website states that “The FY 2024-2025 Interdepartmental Long Range Planning Work Program adopted by City Council includes a community planning process to update the comprehensive land use plan for the Duke Street

Corridor ... the planning process will explore topics such as land use, environment and climate, equity, mobility and connectivity, pedestrian safety and accessibility, parks and open space, and housing affordability.” The project area is from Landmark Mall to the King Street Metro along Duke Street. Staff now anticipates that this process will go to City Council for a vote in in late 2026 or early 2027.

The City issued draft guiding principles on September 25, 2025 covering land use and design, mobility and safety, parks and open space, housing, sustainability, and health. Based on the guiding principles noted under “housing”, it appears that City staff may be leaning towards increasing density along the Duke Street corridor since the guiding principles for “housing”, among others, are as follows: “Increase the supply and diversity of housing options accessible to households of all incomes”; “Expand committed affordable rental and homeownership opportunities.” At the October 23, 2025 community meeting, among other things, senior City staff made it clear that they will not add more travel lanes for cars and would rather design travel lanes that are narrower in order to design streets for multi-modal travel.

In February 2026, the City issued a map with “land use theme areas”, which showed that the City envisions increased density and traffic near Cameron Station in the areas along Duke Street near Fox Chase, the Honda dealership, and Popeyes. The next step in this process will be what is called the “framework plan” which includes diagrams that will show land uses, building heights, parks and open space, and “circulation” (circulation covers pedestrian and bike networks and street networks, but not car traffic). City staff stated they hope to have the design plan ready in the Spring of 2026. For more info, go to: <https://www.alexandriava.gov/DukeStreetPlan>.

Duke Street Projects

Civic Assoc. Position: The Civic Association is monitoring a number of these projects that are close to Cameron Station with respect to potential disruption of traffic along Duke Street.

Implementation Date: Ongoing.

Current Status: Ongoing.

Next Step: Continue monitoring.

Project Summary: The City launched a number of projects that will affect car traffic along Duke street. The six that comprise the “Duke Street Projects” are the (1) Duke Street in Motion (also referred to as the Duke Street Transitway), (2) Duke Street Traffic Mitigation Pilots, (3) the Duke Street at West Taylor Run Project, (4) the Adaptive Traffic Signal Project, (5) Duke Street & Route 1 Intersection Safety Improvements, (6) Duke Street Turn Calming. Of these, the Civic Association is following developments on items 1, 2, 4, and 6 above since they are closest to Cameron Station.

With respect to Duke Street in Motion, the City’s website states that the “first set of design plans will be submitted in Spring 2026. Concurrently, the construction firm will come on board and begin working side-by-side with the design team ... Design will continue to advance over the next two years, with final design anticipated in Spring 2027. Permits are expected to

be completed by mid-2027, and construction is planned to begin shortly after that.” With respect to the Intelligent Safety Systems project, the City’s website notes that Phase I consists of installing adaptive signal control technology along the Duke Street and Van Dorn Street corridors. Phase 1 of the adaptive traffic signals project began in February 2026. Based on the City website, in Phase 1, the traffic signals along Van Dorn Street and Duke Street will be placed under adaptive control. Phase II of the project will expand the number of adaptive traffic signals and harmonize signal control with navigation apps and autonomous vehicles, possibly deploying artificial intelligence, and predicting short-term traffic. Among the intersections close to Cameron Station that will be affected by this project are (1) the intersections of South Van Dorn Street with South Pickett Street and Edsall Road, and (2) the intersection of Duke Street with South Reynolds, North Paxton, South Pickett, and North Jordan Streets as well as with the Fox Chase entrance. For more information, go to: <https://www.alexandriava.gov/transportation-planning/intelligent-safety-systems> and <https://www.alexandriava.gov/SmartMobility>. For more info on the Duke Street Projects, go to: <https://www.alexandriava.gov/DukeStreetProjects>.

Housing 2040 Master Plan

Civic Assoc. Position: The Civic Association is monitoring this matter to see when and what will be proposed in the Housing 2040 Master Plan. Of particular concern would be (1) any changes to the application of RMF zoning in locations near Cameron Station, (2) removal or severely cutting back on parking minimums for new development projects, (3) allowing developers to determine the floor-area ratios (FAR), (4) expanding FAR in exchange for additional affordable housing, or (5) allowing changes to the Cameron Station Coordinated Development District to allow multifamily housing to be built within the community.

Implementation Date: Summer or Fall 2026.

Current Status: Pop ups and more community engagement to occur in 2026.

Next Step: Continue monitoring and submit comments as necessary.

Project Summary: Per the City website, the “2013 Housing Master Plan (HMP) established principles, goals, and strategies to address Alexandria’s housing needs through 2025. The City is undertaking an update to the HMP to shape the City’s housing principles, goals and projects through 2040.”

Based on a February 4, 2025 memorandum from former Planning & Zoning Director Moritz to the City Planning Commission, the Housing 2040 Master Plan will be conducted in two Phases. Per this memorandum, Phase 1 will “track towards a December 2025 public hearing with community engagement planned through the Fall. Key Housing 2040 milestones include the release of draft updated housing principles and goals (Spring) and preliminary recommendations (Summer) for public review and feedback. Several topics have been prioritized in CY25 as part of Phase 1: Homeowner Resources, Tenant Resources and Protections, Housing Preservation, Affordable Housing Financial Tools, and Affordable Housing Contribution Procedure Updates. A workplan for Phase 1 recommendation implementation in CY26 + will be proposed.” Per the same memorandum, Phase 2 will consist of a “limited number of select Housing 2040 topics will continue into and/or be undertaken in CY26 due to

their scale and scope. These include studying mixed-income senior housing + care models and identifying strategies to strengthen aging residential condominiums in coordination with local and regional partners and community stakeholders.”

The City issued a presentation providing an update on the Housing 2040 Master Plan at a meeting on June 5, 2025 before the Alexandria Housing Affordability Advisory Committee and the Landlord-Tenant Relations Board. Based on the presentation, it appears that the main goal of this Housing 2040 Master Plan is to create no less than 2,250 rental units that are affordable to low- and moderate-income households.

On February 20, 2026, the City issued draft recommendations and strategies for the Housing 2040 Master Plan and asked for comments by March 22, 2026. This draft document sets forth the following ten “goals”:

- “**Goal 1: EXPAND** the supply and diversity of housing options to enhance affordability and accessibility at all income levels, life stages, and abilities to meet the City’s current and future needs.”
- “**Goal 2: PRESERVE** the affordability, livability, and long-term financial viability of existing committed and naturally occurring affordable housing to minimize displacement.”
- “**Goal 3: STRENGTHEN** tenant protections and **ENHANCE** resources to support renters and landlords.”
- “**Goal 4: CREATE** rental housing that prioritizes affordability up to 60% of the area median income to expand opportunities for renters and workers with the fewest housing options.”
- “**Goal 5: EXPAND** affordable homeownership opportunities to enable more residents and workers to become first-time homebuyers and **ENHANCE** resources to support existing homeowners.”
- “**Goal 6: STRENGTHEN** existing common interest/condominium communities to improve governance and build capacity to address deferred maintenance, capital needs, and other challenges common to such communities.”
- “**Goal 7: EXPAND** resources and options for seniors and persons with disabilities to live and age safely within the city.”
- “**Goal 8. ENHANCE** housing quality, safety, and livability to support resident health, security, and wellbeing.”
- “**Goal 9. EMPOWER** residents to attain housing stability and economic mobility, and **FOSTER** pathways to help them build and sustain wealth.”
- “**Goal #10: SUPPORT** efficiency improvements and weatherization and **ADVANCE** green building practices to lower energy costs, make homes healthier, and build resilience to extreme temperatures and weather.” (Emphasis in original)

Many of these goals are laudable, such as but not limited to making sure we have a mix of housing types as well as preserve and maintain/repair existing affordable housing. However,

the focus of the recommendations to achieve the ten goals is not on whether we have enough infrastructure and schools to accommodate unplanned for density, what the financial cost will be to taxpayers, whether zoning changes that have already been made have accomplished any of the aforementioned goals, or on measurement to ascertain whether we are accomplishing any of the ten goals other than by meeting some total number of rental units. In short, the primary focus seems to be on reaching whatever is decided to be the total number of desired rental units.

The Civic Association believes that the Housing 2040 Master Plan, Vision Plan 2049 and Zoning For Housing are all interrelated with their main focus being adding more density in Alexandria than envisioned or allowed for in current small area plans or under current zoning policies in order to promote lower cost rental housing. For more information, go to: <https://www.alexandriava.gov/HousingPlan>.

Landmark Mall - Redevelopment + Transit Center + Ramp

Civic Assoc. Position: The Civic Association is monitoring the situation to see whether or not the redevelopment project proceeds in accordance with its Coordinated Development District (CDD).

Implementation Date: Construction of the Inova hospital to be completed by 2028 with the redevelopment of the remainder of the site to be completed by 2032.

Current Status: Construction ongoing.

Next Step: Continue monitoring.

Project Summary: The Landmark/Van Dorn Corridor Plan was approved by City Council in 2009, updated in 2019, and amended on July 6, 2021 to include updated recommendations for the former Landmark Mall site and is expected to be completed by 2028. The redevelopment includes a new hospital campus at the site of the former Landmark Mall. There will be a diverse offering of rental and for-sale housing opportunities – including affordable housing, senior housing, market-rate apartments, condos, and townhouses. In addition, there will be a transit hub and a new Alexandria Fire-EMS station. Construction has begun and is expected to continue until 2028 with the completion of the new Inova hospital. A request to build 110 townhomes on the southeast corner of Landmark Mall was approved by Planning Commission on October 1, 2024. On October 18, 2025, City Council approved the redevelopment proposal for Block D which consists of a 275 unit building next to the hospital.

The West End Transit Center located at Landmark Mall will serve multiple DASH lines 30, 32, and 35 and Metrobus lines A25, A27, A28, A29, F23 and F24 and act as a key transfer point for two future Bus Rapid Transit (BRT) corridors. The Transit Center opened for service on November 2, 2025. Final designs are still in process and will not be completed until 2026. Currently plans are to have sheltered seating, clear route and design signage, enhanced accessibility and security, and parking for bikes and scooters. On October 18, 2025, City Council approved the redevelopment proposal for Block D at Landmark Mall which is a 275 unit building next to the new Inova hospital.

Beginning in February 2026, the City started work on the I-395/Duke Street ramp improvement project. The purposes of the project are to reduce conflict between drivers on Duke Street and drivers coming from I-395, provide direct access to the new Inova hospital at Landmark Mall, and improve traffic safety on Duke. Construction is expected to be complete by January 2028 so that the project is done prior to the opening of the hospital.

For more information, go to: <https://www.alexandriava.gov/LandmarkVanDorn> ; <https://www.inova.org/landmark>; < <https://www.inova.org/seminaryroad>>; <https://westendva.com/>; <https://www.alexandriava.gov/small-area-plans/eisenhower-west-landmark-vandorn-implementation>; <https://www.alexandriava.gov/capital-projects/project/landmark-mall-redevelopment-infrastructure>; <https://www.alexandriava.gov/transportation-planning/west-alexandria-transit-center>, <https://www.alexandriava.gov/capital-projects/project/landmark-mall-i-395-ramp-improvements>.

Virginia Paving Asphalt Plant

Civic Assoc. Position: The Civic Association is actively engaging the City to ensure that Virginia Paving complies with its current special use permit (“SUP”) by vacating its property on or before January 1, 2027.

Implementation Date: January 1, 2027.

Current Status: Virginia Paving has received bids to buy its property and its outside council has stated that they would file a lawsuit if the City attempted to enforce this provision of its SUP. Virginia Paving has, in essence, informed the City that it intends to violate their SUP and wants to remain on location.

Next Step: We have commenced a vigorous campaign to persuade City staff and City Council to enforce the SUP requiring the company vacate the property by January 1, 2027.

Project Summary: This plant is on Courtney Avenue off of Van Dorn Street and a block up from Modera Tempo on South Pickett Street (5601 Courtney Avenue) and less than a football field away from Tucker Elementary School. The Civic Association took the lead in ensuring that the City imposed a sunset provision on plant operations in 2006 as part of its SUP and again in 2019 when that provision was enforced by City Council. As part of the 2006 SUP, the plant was also required to implement many environmental upgrades. Prior to these upgrades, Virginia Paving had been cited for over two dozen federal, state and local environmental violations. Moreover, Virginia Paving had violated its original 1960 SUP by doing nighttime paving and having trucks enter and egress its premises. It also continues to encroach over 36,000 square feet on a public right of way.

In response to an inquiry from the Cameron Station Civic Association, on January 15, 2025, the former Director of the Planning & Zoning Department, Karl Moritz, informed us that “[t]he Virginia Paving SUP approval, which allows the asphalt use to continue operating until January 1, 2027, directs staff to inquire with the applicant after 2024 about their redevelopment plans. That requirement is on our radar and now that it’s January 2025, we will

be formally reaching out to Virginia Paving shortly. Once we receive information about the status of the site, we'll share that information with City Council and with the community, including Cameron Station (of course!).”

On November 4, 2025, the Cameron Station Civic Association sent Paul Stoddard (Director of Planning & Zoning) an email requesting that City staff make inquiry of Virginia Paving as to the status of their plans to relocate by January 1, 2027. On November 13, 2025, Mr. Stoddard stated that “[w]e’ll need to reach out to them for updates on their plans. I’ll let you know when I have additional information.”

Since we did not hear back from Mr. Stoddard on this time sensitive matter in over two months, the Cameron Station Civic Association sent a follow up email on January 19, 2026 to Director Stoddard with copies to, among others, the Mayor, City Council, the City Manager and the City Attorney. We requested that the City let us know what, if anything, Virginia Paving Company has done to be able to relocate by January 1, 2027. We also asked the City to let us know what the City intends to do to ensure that Virginia Paving complies with conditions 63 and 75 of its current SUP that was issued in 2019 (which require the plant to issue annual reports on its relocation progress and request a change in zoning to facilitate the relocation, respectively) as well as who will be responsible for the extensive environmental clean-up that will be required once Virginia Paving vacates the premises.

On March 3, 2026, Mr. Stoddard sent an email reply that, in essence, informed us that Virginia Paving intends to violate their SUP and wants to remain on location. Mr. Stoddard stated that “Virginia Paving has shared with us that they have not had significant interest from developers seeking to redevelop the property. They have asked staff informally about options to continue operating either in their current or a reduced status. Such a request would need to be considered through a Special Use Permit (SUP) application. As with all requests, if they were to file an application, the process would follow the required steps – technical review by staff, public hearing and recommendation by Planning Commission, and then public hearing and consideration by Council. Staff’s review would include recent and potential neighborhood impacts as well as alignment with the adopted small area plans.”

Given Virginia Paving’s long history of bad conduct as evidenced by (1) violating its original 1960 SUP, (2) violating its current SUP, (3) violating over two dozen local, state and federal environmental and other laws (including a violation in 2024 of the Clean Water Act), and (4) continued operations near an elementary school while emitting toxic substances, the Civic Association has determined that every effort needs to be made to force the City to finally enforce the sunset provision of the SUP.

Upcoming Civic Association Meetings

Membership Meetings: at 7:00-8:30pm = May 6, September 2, and November 4, 2026.

Executive Committee Meetings: at 7:00-8:30pm = April 1, June 3, August 5, and October 7, 2026.

Become a voting member of the Civic Association. Cameron Station residents, Cameron Station real property owners, and business owners (ages 18 or older) are non-voting Cameron Station Civic Association members. If you would like to have a vote on Civic Association matters or become eligible for leadership positions, you can become a voting member for just \$20 per year. This small fee supports the Civic Association's operating expenses and helps us continue representing the neighborhood effectively. Voting members also receive more detailed updates on matters affecting Cameron Station and are eligible to become officers or directors. To become a voting member of the Civic Association, you must fill out our membership form at https://www.cameronstation.org/pdf/images/CSCA_Civic_Membership_Form_2025.pdf. You can pay the \$20 per person annual membership fee by cash or a check (made payable to the Cameron Station Civic Association) or pay via Zelle to cameronstacivic@gmail.com). If paying by cash or check, send the payment with your membership form to: Cameron Station Civic Association 200 Cameron Station Blvd, Alexandria, VA 22304. If using Zelle, send the membership form cameronstacivic@gmail.com which can also be used to contact us.

Cameron Station Community Association

Financial Advisory Committee Meeting

FAC Zoom Meeting at 7:00 pm on Monday, February 23, 2026

<https://zoom.us/j/92962353196?pwd=cWh0Y2JZcHNlaHZtSTljbk11SEI3Zz09>

Meeting ID: 929 6235 3196 Passcode: 007612 Dial in: +1 301 715 8592

MEETING Minutes

- I. Call to Order.
 - a. The meeting was called to order at 7:02 PM
 - b. Members Present: FAC Chairman and Board Treasure Takis Taousakis, Fred Blum, Jason Barnes, Matthew Rickert, and Mariane Lewis.
 - c. Others Present: CAMP Community Manager Steve Philbin, Board Liaison Joan Lampe, and Board President Megan Christensen
 - d. The Meeting was conducted via Zoom
- II. Approval of Agenda
 - a. The agenda was approved unanimously
- III. Approval of January 23, 2026, FAC Meeting Minutes.
 - a. The January 23, 2026, minutes were approved unanimously
- IV. Resident Open Forum
 - a. No residents attended the meeting
- V. Review of Financial Results
 - a. **December 31, 2025, Financial Variance Report, Balance Sheet, Revenue and Expense Statements as well as January 31, 2026, statements.** Discussion was led by the FAC Chair and Steve Philbin. Closing out 2025, the operating budget and expenditures ended healthy. The actual YTD operating revenue was \$38,812 more (better) than budget, and YTD operating expense was \$113,934 less (better) than budget providing a YTD net operating income \$156,595 better than budget.

At the end of January 2026, the actual YTD operating revenue was on budget, and YTD operating expense was \$18,455 less (better) than budget providing a YTD net operating income \$19,044 better than budget.

Revenue and Expenses. Actual 2025 YTD Operating Fund Net surplus at the end of December was \$111,595.

Actual 2026 YTD Operating Fund Net surplus as the end of January was \$37,741.

Large unfavorable expenses – beside snow removal, there were no large unfavorable expenses in 2025. In January 2026, there are no large unfavorable expenses billed, with the snow removal expense of \$45,620 to be included in February's report.

The delinquency percentage is 0.31% as of December 2025, and 0.85% as of January 2026, well below the industry standard range of 3% to 5%.

Balance Sheet – Operating and Replacement are the two main funds. The total 12/31/2025 YTD operating asset was \$776,204; and the total replacement YTD asset was \$1,181,009.

The total 01/31/2026 YTD operating asset was \$1,257,543; and the total replacement YTD asset was \$1,213,089.

- b. **Cameron Station Committee Spending and Committed Funds to middle of February 2026.** Committees began executing their 2026 budgets with minor expenses and no issues.
- c. **Fund Investments – Morgan Stanley.** The FAC agreed to purchase a long-term replacement reserve CD following the maturity of the Flagstar Bank CD on February 27, 2026.
- d. **Review of the CIRA accounting database** – 77.5% re registered in ACH.

VI. Old Business

- a. **Review of the projected 2026 Reserve Project Spreadsheet** - Steve Philbin reviewed large projects over the past month with no issues.

VII. New Business

- a. **Discuss progress on the elevator assessment** – The elevator modernization assessment is scheduled for February 26, 2026.

VIII. Adjournment – 7:49 PM

Cameron Station Community Association, Inc.
Common Area Committee (CAC)
Monday, March 10, 2026 -- 7:00 pm

I. The meeting was called to order at 7:07 pm by Martha Romans, CAC Chair

Members present: Ms. Romans, Mr. Williams (online), Mr. Gathers,
Ms. McCollom, Ms. Stowe
Members not present: Mr. Kairouz, Ms. Lyle
Others in attendance: Mr. Stowe, Board Liaison
Steve Philbin, GM, CAMP Management
Adrienne Zaleski, Lancaster Landscape

II. APPROVAL OF AGENDA

Motion to approve the agenda.
Moved by Ms. McCollom; seconded by Mr. Williams
Motion passed unanimously

III. APPROVAL OF MINUTES

Motion to approve the minutes of the February 9, 2026 meeting.
Moved by Ms. Stowe; seconded by Mr. Gathers
Motion passed unanimously

IV. HOMEOWNERS' FORUM

Resident Scott Ford reported a broken sprinkler head in Helmuth Park at the corner of California St. and had a question regarding overseeding grass in the pocket park which was addressed by Ms. Zaleski.

V. Board update: John Stowe

- The board received resident feedback on snow removal and talked with Ms. Zaleski, Lancaster representative.
- Trash bins: thanks to Mr. Philbin for continuing to press Patriot for completion of delivery

VI. LANCASTER REPRESENTATIVE REPORT: Ms. Zaleski

- Completing clean ups and turf prep
- Pruning of perennials, bed edging and mulching
- Replacement plantings will be completed by the first of April
- April mowing cycles begin, shrub pruning;
- Discussion on turf: Pocosin pocket park is rough

Discussion/Questions

- How turf revitalization/overseeding is implemented. Some areas may need more intervention to achieve success.
- Timeline for mulching Linear Park is later than for residential areas and clean-up is only once each year in contrast to the four times each year for residential areas.
- Question about leaf removal in front of Somerville homes (not condominiums) and whether that is being done consistently

VII. MATTERS FOR COMMITTEE DECISION

Lancaster Proposal 32008 Minda Court, \$1255.00

Installation of river rock where trucks are running over the curb at end of circle turnaround

Motion to approve Lancaster Proposal 32008
Moved by Ms McCollom; seconded Mr. Gathers
Motion passed unanimously

VIII. MATTERS FOR COMMITTEE DISCUSSION

C. Lancaster Proposal 32007: Bessley Park North

Park has good foundation; elm trees are doing ok, and should be limbed up to allow more light;
move trash can across the street to the mailbox area; new plant material needed for planting beds between the elms.

Further information needed on recommended plantings.

D. Lancaster Proposal: Pocosin Lane

Ms. Zaleski articulated three different areas under this heading

- Back fenceline: could extend laurel hedge; same as ends of California, Col Johnson
- Mailbox area: Verizon used as staging area; turf renovation is needed.
- Third area is small pocket park behind Woodland Hall.

Further information needed from Lancaster on recommended improvements.

Woodland Hall lights are out: Mr. Philbin is working to determine who is responsible

G. CSCA Snow Map

Ms. Zaleski and Mr. Philbin will check for accuracy and possibly identify additional areas to be used in a snow emergency. Changes to parking would require checking with the city and additional signage.

Overall, removal was within budget. There were some issues with city plows blocking streets after Lancaster had made first pass.

H. Spring Flower Installation

Thanks to Ms. McCollom for working on the design.

A. RFP: Landscaping/Snow/Irrigation Contracts beginning 2027

Presented by Mr. Philbin

Send as 3 separate contracts but usually businesses want to be awarded all three; more accountability for snow removal when the landscaper has the big contract. Various edits to the RFPs were suggested.

B. RFP Shuttle Bus

Presented by Mr. Philbin

Discussion included issues that have arisen with current contractor, and circumstances when payments have been adjusted or invoices submitted to contractor in response to disruptions in service.

F. Common Area Charter

Language is being made consistent for all committees. Terms of office will be annual; reappointments will take place at the first business meeting of the board following November elections. The revised charter will be presented at the next meeting.

IX. MANAGEMENT REPORT: Mr. Philbin, CAMP Manager

- Two candidates are interviewing for Asst. Manager.
- Tuesday staff meetings include review of action items
- Replacement trees list will be incorporated into action items list

X. NEW BUSINESS AND ANNOUNCEMENTS

- Mr. Williams, along with The FAC, will be interviewing two candidates for the community irrigation consulting on Monday, March 30, 7 pm. CAC members are invited to participate.
- Beatley Library Book Sale: March 18-23. Announcement will be in the CSCA Connection email
- Next CAC Meeting ; Monday, April 13

XI. ADJOURN

Motion to adjourn at 9:15 pm

Moved by Ms. McCollom; seconded Mr. Gathers

Motion passed unanimously

Respectfully submitted,
Linda Stowe, Secretary

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
March 3, 2026

The meeting was held in a hybrid format: in person and on Zoom.

COMMITTEE MEMBERS PRESENT:

Tricia Hemel (Chair)
Caroline Boomaars
Susan Klejst
Pat McCombie
Carmen Mead
Gwen Toops

COMMITTEE MEMBER ABSENT:

Chris Brown

ALSO PRESENT:

Juana Michel (CAMP Representative)
Pat Sugrue (resident and member of *The Connection*)

CALL TO ORDER

Tricia Hemel called the meeting to order at 7:30 pm. A quorum was present.

I. APPROVAL OF AGENDA

Motion: To approve the agenda with no changes.

Result: Motion carried.

II. APPROVAL OF MINUTES

Motion: To approve the minutes from the February 11, 2026, meeting with no changes.

Result: Motion carried.

III. RESIDENT OPEN FORUM

Pat Sugrue requested that *The Connection* continue reminding residents about the coupons available from the 2025 end-of-year *Compass* edition.

IV. ITEMS FOR DECISION OR RECOMMENDATION

None

V. MATTERS FOR COMMITTEE INFORMATION

Management Report: Juana Michel reported that Patriot Disposal Services continues to replace the large totes with 32-gallon totes; the 64-gallon totes will be delivered later. She stated that all 2026 guest parking passes and facilities passes have been mailed and requested that residents who still have not received passes to contact management.

Board Update: None

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
March 3, 2026

Committee Chair Report: Tricia Hemel reminded Committee members to continue updating the master spreadsheet to track tasks, data, and upcoming events.

She added that she and Megan Christensen (Board member) participated in a panel discussion about community best practices on February 28, 2026, hosted by the Washington Metropolitan Chapter of the Community Associations Institute.

The Compass Subcommittee: Carmen Mead stated that *The Compass* published five posts in the past month, including a spotlight on the Facilities Committee. She stated that planned posts include an interview with the “pom squad” instructor and an article about the founder of *The Compass*.

Tricia Hemel added that she is working with LMK to troubleshoot subscription numbers for *The Compass*. Additionally, she proposed posts about the opening of the pool for the season and interviews with this season’s lifeguards.

The Connection: Pat Sugrue thanked Committee members for their help with *The Connection* while she was away. Tricia Hemel suggested including DMS updates in upcoming emails.

Welcome Subcommittee: Susan Klejst reported that there are six new families since the December meeting. April 11, 2026, is the next meet and greet event.

Social Media: Tricia Hemel confirmed with Juana Michel about the Friday food truck to ensure accurate information is shared on social media.

Website: Gwen Toops stated that the Committee continues to review the website for broken links. The snow removal page and “About Cameron Station” pages are planned for review and updates. Tricia Hemel added that she is working with the Facilities Committee to update information about the Cameron Club.

Analytics: Tricia Hemel stated that *The Connection* had an open rate of 72% in February. Additionally, followers increased for both Facebook and Instagram.

Photography: Gwen Toops reported that the drawing for the quarterly photography contest will be held on April 1, 2026.

Community Outreach: Pat McCombie reported that there are a number of upcoming community events, such as the blood drive in April and the Pawsh dog walk. She stated that she will work with Carmen Mead and Tricia Hemel to publicize events in *The Compass* and on social media.

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
March 3, 2026

Bulletins & Signage: Nothing to report.

Budget: Tricia Hemel reported that the Committee is on track with the budget.

VI. OLD BUSINESS

None

VII. NEW BUSINESS

None

VIII. UPCOMING MEETINGS AND EVENTS

Board Meeting: March 31, 2026 – Tricia Hemel will attend
Communications Committee: April 14, 2026

IX. ADJOURNMENT

Tricia Hemel adjourned the meeting at 8:44 pm.

Respectfully Submitted,
Gwen Toops

CAMERON STATION COMMUNITY ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE
Wednesday, February 18, 2026

The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) was held on Wednesday, February 18, 2026. The meeting was called to order at 7:00PM by ARC Chair Tom Linton with a quorum present. The meeting was conducted via Zoom in accordance with Administrative Resolution No. 2022-15 (Amended): ARC Charter.

ARC MEMBERS IN ATTENDANCE VIA ZOOM

Kevin King (KK) – ARC Member
Tom Linton (TL) – ARC Chair
Peter Braun (PB) – ARC Member
Sharon Wilkinson (SW) – ARC Member

MEMBERS ABSENT

None

CHANGE OF ATTENDANCE

Holland Stasi (HS) – ARC Member joined at 7:02
Trena Raines (TR) – ARC Member joined at 7:12
Kevin King (KK) – left the meeting at 7:45

OTHERS IN ATTENDANCE VIA ZOOM

Cameron Station Residents
Brian Sundin, Board Member
Avante Thomas, On-Site Covenants Administrator, Cameron Station Community Association

APPROVE AGENDA

MOTION: Approve the agenda for the February 18, 2025 ARC Meeting with the following changes:
None.

Moved By: PB
Seconded By: TL
For: All
Against: None
Absent: HS, TR

MOTION PASSED

HOMEOWNERS OPEN FORUM

This portion of the meeting is set aside for any Cameron Station residents that would like to make a statement to the committee, not associated with any of the exterior modification applications for review this month. **There were no homeowner comments.**

REVIEW OF EXTERIOR MODIFICATION APPLICATIONS

Address	Homeowner Present?	Proposed Modification	ARC Action/Vote: • <i>Approved as Submitted</i>
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			<ul style="list-style-type: none"> • Approved w/ Stipulation • Return for Additional Information • Denied
174 Cameron Station Blvd	Yes	Foundation Repair	<p>ARC Action/Vote: Approve w/ stipulation that if a landscaping change is needed, then a separate ARC application needs to be submitted and submit a plat</p> <p>Moved By: HS Seconded By: PB For: All Against: None Absent: None Abstain: None</p> <p>MOTION PASSED</p>
195 Cameron Station Blvd	No	Window & Sliding Door Replacement	<p>ARC Action/Vote: Return for more additional information</p> <p>Moved By: TR Seconded By: HS For: All Against: None Absent: All Abstain: None</p> <p>MOTION PASSED</p>
213 Somerville St	Yes	Roof, Soffit, Gutter Replacement	<p>ARC Action/Vote: Approve the soffit and gutter replacement with the stipulation that the roof replacement be submitted under a second ARC application</p> <p>Moved By: TL Seconded By: KK For: All Against: None Absent: None Abstain: SW</p> <p>MOTION PASSED</p>
240 Murtha St	Yes	Solar Panel Installation	<p>ARC Action/Vote: Approve with stipulation that the mockup be submitted to ARC</p> <p>Moved By: HS Seconded By: TL For: TL, SW, HS, PB, TR Against: None Absent: None Abstain: KK</p> <p>MOTION PASSED</p>

5075 Minda Ct		Window Replacement	ARC Action/Vote: Approve as submitted Moved By: TR Seconded By: HS For: All Against: None Absent: KK Abstain: None MOTION PASSED
5111 Vos Ln		Window Replacement	ARC Action/Vote: Return for more information (wagon wheel window sketch) Moved By: TL Seconded By: SW For: All Against: None Absent: KK Abstain: None MOTION PASSED

APPROVAL OF ELECTRONICALLY REVIEWED APPLICATIONS

No electronic applications reviewed.

APPROVAL OF ARC MEETING MINUTES

MOTION: Approve the ARC Meeting Minutes from the January 21, 2026 meeting, with the following edits: *None*.

Moved By: SW
 Seconded By: TL
 For: All
 Against: None
 Absent: KK
 Abstain: TR

MOTION PASSED

MATTERS FOR COMMITTEE DISCUSSION

- A. Board Update
 - a. Revisions to the DMS were approved by the Board
- B. Other Matters
 - a. Mr. Joe Estrada submitted an application for vacant ARC position
 - b. 5075 Donovan Dr. roof replacement violation: add to the agenda

VIOLATION HEARINGS

None.

ADJOURN

MOTION: "I move to adjourn the meeting at 8:20PM"

Moved By: SW
 Seconded By: PB

For: All
Against: None
Absent: KK
Abstain: None
MOTION PASSED

Minutes prepared by Trena Raines

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
ACTIVITIES AND EVENTS MEETING
March 4, 2026

1 COMMITTEE MEMBERS PRESENT:

2 Andrew Yang- Chair

3 Sarah Turkaly -Committee Member

4 Linda Taousakis - Committee Member

5 Christina Damhuis – Committee Member

6 **COMMITTEE MEMBERS ABSENT:** Ruby Masood, Kathy Schiller, Rely Rodriguez

7
8 **OTHERS PRESENT:** Dan Ogg – Committee Liaison

9
10 **I. CALL TO ORDER**

11 **Motion:** The meeting is called to order at 7:34 p.m.

12
13 **II. APPROVAL OF MINUTES**

14 **Motion:** Andy_____ **MOVED** and Sarah___ **SECONDED** to approve the 2/4 meeting minutes as
15 submitted {/or with the following changes}: month/date

16
17
18 **III. ITEMS FOR RECOMMENDATION:**

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

- 20 1. No events held in February

21
22 **IV. NEW BUSINESS**

- 23 1. Trivia Night (Friday, March 13, 7-9 pm)

24 a. Sarah prepared Power Point, will prepare extra sheet with just answers

25 b. Andy will print out answer sheets and one sheet for quiz answers

26 c. Recommend setting up microphone from AV closet

27 d. Have green tablecloths from storage closet, should have enough cups, plates, napkins

28 e. Andy will pick up Chick-Fil-A nuggets, pizza, cookies, charcuterie, finger foods, water, ice

- 29 2. Wreath Workshop (Sunday, March 22, 2-4:30 pm)

30 a. Set up at 1 pm, Linda, Sarah, Christina, Andy

31 b. Christina purchased alcohol (in storage closet), should have water from Trivia Night

32 c. Andy will purchase cookies and ice for event

33 d. Music? Andy can bring Bluetooth speaker

34 e. Might hold another event in the fall

- 35 3. Shuttle Trip (April 16 or May-June)

36 a. Linda will confirm whether it is possible to hold on weekday (time conflict w/ normal
37 service), number of passengers (past signup had 32 max)

38 b. How to charge residents? Can theater provide individual purchase link?

39 c. May need to delay to May-June for another production instead

- 40 4. Egg Hunt (Saturday, April 4, 10-11 am)

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
ACTIVITIES AND EVENTS MEETING
March 4, 2026

- 41 a. Andy will purchase three large grand prize eggs and pre-filled eggs from Walmart, check
42 Amazon and/or Walmart for candy and small plastic eggs, stickers from Oriental Trading,
43 need about 1500 eggs, including 500 pre-filled
44 b. Christina will purchase prizes for ages under 2, 3-5, and 6+ (\$50 budget)
45 c. Andy will check the Great Room for egg filling availability Thursday, 4/2 7:30 pm
46 d. Andy will check with Mindy Lyle for Spring Bunny Volunteer, last year's convertible driver
47 e. Need hot chocolate/coffee, donut holes from Dunkin,' Rely?
48 5. Meet and Greet (Saturday, April 11, 10 am)
49 a. Need volunteer, tentatively Sarah, Christina
50 b. Andy will prepare half-sheet with 2026 events and general volunteer form
51 6. Blood Drive (Saturday, April 11, 9 am – 2 pm)
52 a. Emily Geiger already reserved gym from 7:30 am – 3:30 pm
53 b. Andy will confirm if A&E needs to put out a call for volunteers to set up tables/chairs
54 7. Spring Yard Sale (Saturday, April 18, 8 am – 1 pm)
55 a. Andy will advertise the event in usual sources (craigslist, Facebook, etc.) as date approaches
56 b. Andy will follow up with realtor who requested volunteer opportunity to put up signs
57
58
59

60 V. **ADJOURNMENT**

61 **Motion:** Andy _____ **MOVED** and Christina _____ **SECONDED** to adjourn the
62 meeting at 8:30 ___pm. The motion passed unanimously and the meeting was adjourned.
63

64 Respectfully Submitted,

65
66 Andrew Yang, Committee Chair

Cameron Club Facilities Committee Meeting
Draft Minutes, March 12, 2026

Attendees:

- Ray Celeste, CCFC Chair
- Anne Pence, CCFC Member, Recording Secretary
- David Palmer, CCFC Member
- Brendan Hanlon, Board Liaison (Via Zoom)
- Jeffrey Lepak, CCFC Member (Via Zoom)
- Steve Philbin, GM, CAMP Management
- Marty Menez, Homeowner
- Jill Bakner, Health Fitness (Via Zoom)
- Gretchen Fahn, Health Fitness (Via Zoom)
- Jordan DeVault, Health Fitness

I. Call to Order

The meeting was called to order at 7:02 pm.

II. Approval of Agenda

The CCFC unanimously approved adding discussion of potential fixes for the fitness center ceiling and temperature issues to agenda item 7B regarding the Wright Mechanical Services contract, as well as discussion of Board President Christensen's work with Attorney Todd Sinkins on a template for Cameron Station Committee Charters. The CCFC also unanimously agreed to add discussion of the process for letting the facilities management RFP in a few months to agenda item 8E. The revised agenda was unanimously approved.

III. Approval of Minutes of February 2026 CCFC meeting

A motion was made to approve the minutes and seconded; CCFC members voted unanimously to approve them.

IV. Homeowners' Forum

V. Board Update

Board Liaison Brendan Hanlon indicated that at the recent Board meeting he had updated them on the CCFC's discussion about enforcement and encouragement of gym rules and etiquette with attorney Todd Sinkins and requested that they approve the CCFC's purchase of three new treadmills. The Board unanimously approved the CCFC's purchase of the treadmills.

VI. Health Fitness Representative Report

Jordan DeVault reported that gym use has almost recovered to pre-pandemic levels, that a permanent Pilates instructor has been identified and attendance at the Thursday 6:30 to 7:30 class had been heavily marketed and was up substantially, and that overall class attendance is strong. She confirmed that she and other onsite Health and Fitness staff get many requests to adjust the temperature in both the gym and the great room, and that they check hourly and record temperatures for each. Residents are not aware that the building's HVAC system is always set at 68 degrees but cannot always adjust to maintain that temperature.

VII. Matters for Committee Decision

A. Basketball Court Floor

CAMP Steve Philbin updated the CCFC on proposals (e.g., costs and qualifications) for refinishing the basketball court floor. The CCFC discussed complaints received about a "dead" spot in the floor and agreed to table decisions on refinishing the floor pending receipt of more information regarding potential fixes for the "dead" spot.

B. Wright Mechanical Services

CAMP Steve Philbin explains Wright's proposal to retrofit an economizer for \$3326 to address the HVAC system's inability to deliver stable temperatures. Wright is well-respected and CAMP has used them before. The CCFC approved a proposal for Steve Philbin to seek other service providers' views on value of a retrofitted economizer and decided to approve Wright's proposal assuming more evidence that the economizer will help address the facilities' temperature issues. CCFC could also consider whether adding wall units and/or more floor fans might also help to address temperature issues throughout Cameron Station facilities.

VIII. Matters for Committee Discussion

A. Pool Opening:

The CCFC discussed the need to inform residents soon of the sole vendor they can use to provide swimming lessons at the pool (no lessons on weekends), and to provide them with a link to contact the vendor. Health Fitness Jordan DeVault understands that she will need to recruit a water aerobics instructor for Saturday classes once the pool opens. The CCFC also discussed how to welcome and highlight for residents the season's pool managers and lifeguards and agreed to be attentive to any bottlenecks in lifeguard availability this season. Ray Celeste mentioned that pool lessons will be conducted only by AquaMobile Monday – Thursday from 10:30 am to 8:30 pm and on Friday from 10:30 am to 4:30 pm. There will be no swimming lessons on any federal holidays. Lap swimming will be conducted Monday – Friday from 6:00 am to 9:00 am even on federal holidays.

B. CCFC Charter and Vote on CCFC Chair

The CCFC Charter template will soon be provided to the CCFC soon, and differences from the previous Charter will be highlighted. Discussion was tabled until the CCFC has the new template for review. No formal vote was taken on the chairmanship of the CCFC in January. The need for that vote should be added to the CCFC agenda.

C. Procedures for sick patrons and gym use

Homeowner Marty Mendez once again asked that the CCFC take steps to address the problems of poor gym etiquette (e.g., failure to allow other residents to “work in”) and also the problem of sick residents coming to use the gym. He suggested efforts such as those taken during the covid pandemic. CCFC members explained their research on what might be possible under Cameron Station’s Charter and declarations, and legally in Virginia. We cannot force residents to undergo temperature checks and have little scope to ban, sanction or punish those who might come to the gym while ill or fail to share the equipment appropriately. Like other HOAs, we can and will communicate better and highlight best practices and benefits of good gym etiquette and health courtesy in a variety of ways in the community.

D. Vending Survey

CAMP Steve Philbin reported to the CCFC that the survey did not find majority support for a vending machine. The CCFC decided to thank the potential vendor for his interest and to take no further action on a vending machine.

E. Requests for Proposals (RFPs)

CAMP Steve Philbin will provide the CCFC with RFP templates for the upcoming RFPs for the pool and fitness center management contracts for the CCFC’s consideration.

IX. Management Report

A. Action Item List

CAMP Steve Philbin reported that although we have \$90K in reserve for a new elevator the consultant indicates that we currently only need \$10K in repairs/upgrades. The elevator consultant will have a Zoom meeting with the Financial Committee in April, and we will have bids for the work in May or June. Mr. Philbin also informed the CCFC that he is interviewing for the Assistant General Manager position and will soon hire and introduce the new AGM to the community.

X. New Business

The next CCFC meeting is scheduled for Thursday, April 9, 2026, at 7:00PM.

XI. Adjournment

A motion to adjourn was made, properly seconded, and passed unanimously. The meeting adjourned at 9:09 pm.



Cameron Club Monthly Report

February 2026

Attendance and Usage

February – 5,849

Average usage per day- 208

January – 5,878

Average usage per day- 190

Facility & Operations

Group Exercise Class Program

- The most attended class for this month was Total Body Weights. We had an increase in attendance, 5 out of 11 classes.

Exercise and Facilities Equipment

- The three new Matrix treadmills have been approved. We are now awaiting confirmation of the delivery schedule. Further updates will be provided once the installation timeline and removal of the 3 Star Trac treadmills have been confirmed.

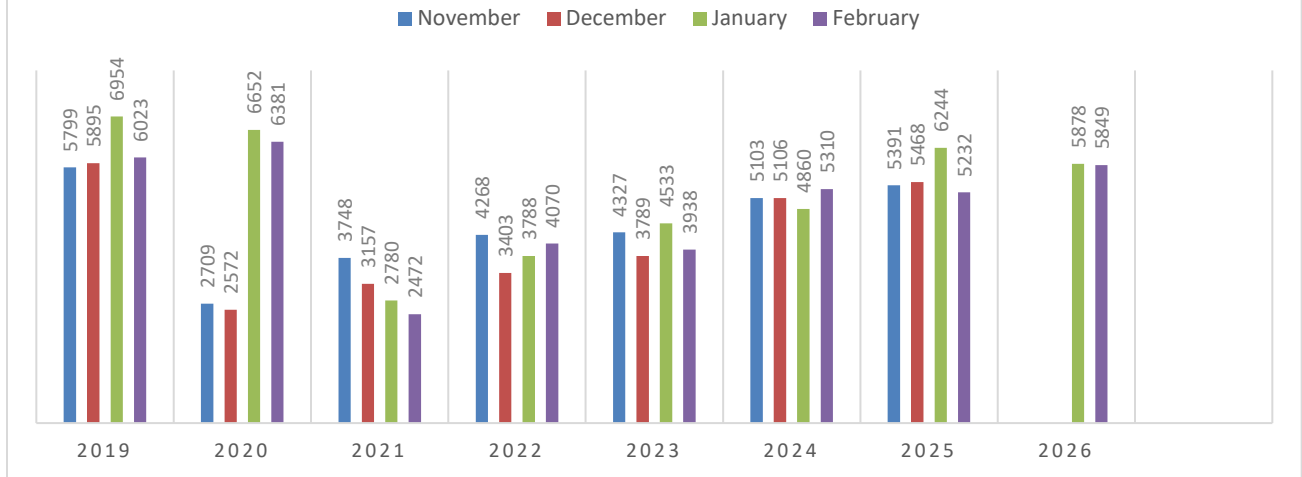
Programming

- February's theme was Heart Health Month. To celebrate, we invited residents to participate in a fun and interactive game of BINGO! Each BINGO card featured heart-healthy activities that residents were encouraged to complete throughout the month. Once they achieved BINGO, they could submit their card for a chance to be entered into a raffle drawing. The lucky winner received a gift card to Tropical Smoothie as a prize.

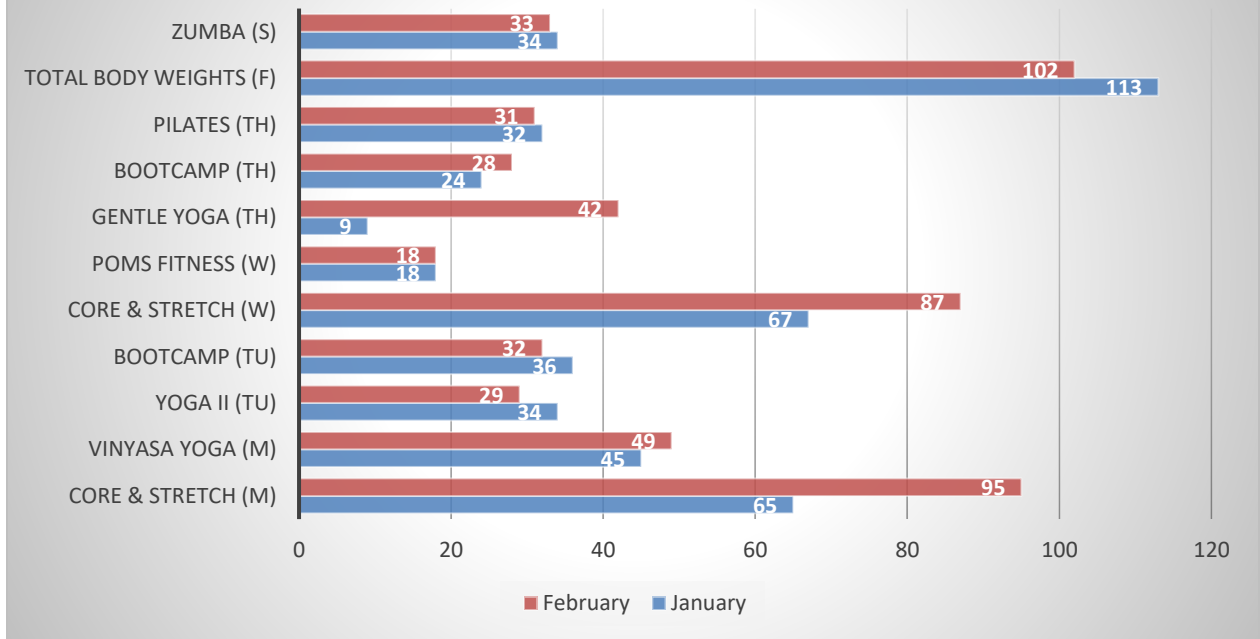
Resident Feedback

- " Thanks for recognizing Heart Health month. I received a heart transplant 16 years ago so I complete these activities all the time!"
- "Monday's class was fun and challenging! I will try to be back as soon as my work schedule allows it"
- "I'm so glad to have Pilates back, I was traveling and just found out! "

ATTENDANCE NUMBERS FEBRUARY 2026



Class Numbers February 2026





**Cameron Station Community Association, Inc.
Board of Directors Decision Request
March 31, 2026**

**TOPIC: Economizer for Fitness Center
Motion 2026-0301**

Motion:

“I move to **APPROVE** the Fitness Center -- Economizer for \$3,326 to be expensed from Reserve Expenses.

Motion: _____

2nd: _____

Summary:

The Fitness Center experienced high temperatures during the winter months when the outside temperature was extremely low for an extended period of time. In addition, during the summer, when the outside temperature was extremely high, the interior of the fitness center was warm, and all of the windows had condensation on the windows.

Wright Mechanical completed an assessment and determined the best option was to add an economizer. All of the research and recommendations are attached.

CAMP Recommendation:

Management supports this recommendation/motion. There may be a need for economizers to be added to the Great Room and Basketball Court. Information is forthcoming.

VIRGINIA
4114 Legato Road, Suite 200
Fairfax, Virginia 22033

MARYLAND
209 West Street, Suite 302
Annapolis, Maryland 21401



WRIGHT MECHANICAL SERVICES, LLC

Steven Philbin
General Manager
200 Camron Station.
Alexandria, Va 22304

March 12, 2026

Wright Mechanical Services is pleased to provide this proposal to install an economizer for the gym RTU as per the following scope of work:

Scope Of Work:

1. Material procurement and site arrival.
2. Install economizer onto RTU.
3. Tie controls to RTU
4. Start system and test operation.
5. Clean site of repair related debris and dispose of responsibly.

Notes and Exclusions:

1. A one-year warranty on workmanship, underscoring our commitment to quality and durability.
2. Warranty does not cover preventive maintenance, daily operations, damage from misuse, vandalism, fire, neglect, or flooding.
3. The above scope of work is to be conducted within normal business hours of 6:00 AM to 2:00 PM, Monday through Friday, excluding holidays.
4. This proposal is good for 30 days from date indicated above. If signed after thirty days, it is WMS right to accept or decline this proposal.
5. The scope excludes any repairs beyond the described tasks.
6. WMS is not responsible for delays due to manufacturing or delivery.
7. WMS is not responsible for any unforeseen problems.

We are fully committed to providing outstanding service and ensuring the above work is completed with the highest level of professionalism. Your trust in our capabilities is highly valued, and we look forward to working with you.

Acceptance of Scope of work and Additional Terms and Conditions of Sale.....\$3,326.00

Sincerely,

Accepted

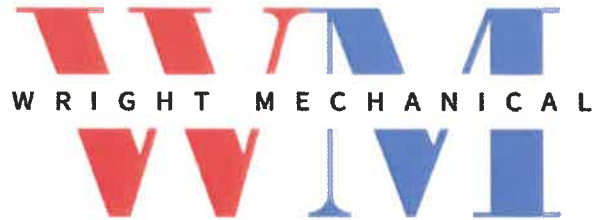
Marc Lyon

Service Manager

Date: _____

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

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



Wright Mechanical Service Report

Technicians Statement-

Responded to service request to inspect the rooftop unit (RTU). Upon inspection, found that the system is unable to provide cooling during winter conditions because it is not equipped with an economizer. Without an economizer, the system cannot utilize cool outdoor air for “free cooling” when outside temperatures are too low for traditional mechanical cooling to operate effectively.

The customer also reported that attic air appears to be getting pulled into the system through the return. During inspection, it was found that a previous contractor had cut holes in the ceiling and installed return grilles that open directly into the attic space. At this time, no openings were observed in the existing return ductwork connected to the RTU; however, the return grilles installed in the ceiling are currently drawing attic air into the space.

Steve Philbin

From: marcl wright-mechanical.com <marcl@wright-mechanical.com>
Sent: Monday, March 16, 2026 11:11 AM
To: Steve Philbin; Wesley Wright
Subject: Re: FW: Cameron Club Facilities Committee -- Meeting Package -- Thursday, March 12, 2026 -UPDATED

Hello Steve,

The original request was to help resolve those elevated temperatures during the winter. Due to the location of the room, the large amount of windows, and the fact that it is located on the second floor, the space naturally gains heat even during the winter. Additionally, when the room is being utilized as a gym and occupied by people, that activity further increases the heat load within the space.

Currently, the rooftop unit locks out mechanical cooling when the outdoor temperature drops below 50-45°F depending on how the installers set this up. This feature prevents damage to the compressor. Because of this lockout, the unit cannot provide cooling even when the space requires it, which results in the temperature continuing to rise inside the room.

By adding an economizer, the unit will be able to bring in cooler outside air and use it to condition the space. This will allow cold outside air to flow through the unit and cool the space even while mechanical cooling remains locked out due to outdoor temperatures.

Please let me know if you have any questions.

Marc Lyon

Service Manager



Wright Mechanical Services LLC.

Office: 301-390-7134

Cell: 240-216-3455

106 Paul Mellon Court Suite #300 Waldorf MD 20602

www.wright-mechanical.com

From: Steve Philbin <sphilbin@gocampgmt.com>
Sent: Monday, March 16, 2026 9:20 AM
To: Wesley Wright <wesleyw@wright-mechanical.com>
Cc: marcl wright-mechanical.com <marcl@wright-mechanical.com>
Subject: FW: FW: Cameron Club Facilities Committee -- Meeting Package -- Thursday, March 12, 2026 -UPDATED

Can you all look at the email written by a committee member..... I would like a response.

Thank you,
Steve Philbin, GM

Steven P. Philbin, M ed., CMCA®, ARM® PCAM®

General Manager
Cameron Station Community Association
200 Cameron Station Boulevard
Alexandria, VA 22304
Main Line: [703-567-4881](tel:703-567-4881)
www.CameronStation.org

CAMERON STATION

Community Association Management Professionals (CAMP)

4114 Legato Road, Suite 200
Fairfax, Virginia 22033
www.gocampmgmt.com



From: Celeste, Raymond <Raymond.Celeste@mail.house.gov>
Sent: Sunday, March 15, 2026 3:48 AM
To: Jeffrey Lepak <jeffrey.lepak777@gmail.com>
Cc: Steve Philbin <sphilbin@gocampmgmt.com>
Subject: RE: FW: Cameron Club Facilities Committee -- Meeting Package -- Thursday, March 12, 2026 -UPDATED

Hi Jeff! I have added Steve as he has the lead on this issue..

Thank you, sir!

VR,

Ray

From: Jeffrey Lepak <jeffrey.lepak777@gmail.com>
Sent: Saturday, March 14, 2026 12:10 PM
To: Celeste, Raymond <Raymond.Celeste@mail.house.gov>
Subject: Re: FW: Cameron Club Facilities Committee -- Meeting Package -- Thursday, March 12, 2026 -UPDATED

Ray, The economizer doesn't solve the individual room temperatures issue. Two different talking points.

So what is the problem we are really trying to solve first?

The economizer is similar to geothermal heating/cooling system where the HVAC pipes pass through the earth that is at a constant 50-55 degrees. So one is heating and cooling from 55 degrees The economizer is just using cool outside air. save energy bill and reduce wear and tear on equipment.

Sincerely,

Jeff

On Fri, Mar 13, 2026 at 11:20 AM Celeste, Raymond <Raymond.Celeste@mail.house.gov> wrote:

Thank you, sir!!!

From: Jeffrey Lepak <jeffrey.lepak777@gmail.com>

Sent: Thursday, March 12, 2026 8:06 PM

To: Celeste, Raymond <Raymond.Celeste@mail.house.gov>

Cc: Brendan Hanlon <brendanhanlon.csc@gmail.com>; David Palmer <palmer.cameron.station@gmail.com>; Paul King <kingtpaul@gmail.com>; Anne Pence <cannepence@gmail.com>

Subject: Re: FW: Cameron Club Facilities Committee -- Meeting Package -- Thursday, March 12, 2026 -UPDATED

Here is some background on economizer.

On Wed, Mar 11, 2026 at 5:14 PM Celeste, Raymond <Raymond.Celeste@mail.house.gov> wrote:

Dear Esteemed Colleagues:

Good evening and FYI.

Many thanks for your support!

With great appreciation,

Ray

Cameron Club Facilities Committee will meet Thursday, March 12, 2026, at 7:00 pm. [Click here](#) for the meeting packet.

--
Thank You.

Sincerely,

Jeffrey J. Lepak
706.414.5194
Jeffreylepak777@gmail.com

--

Thank You.

Sincerely,

Jeffrey J. Lepak
706.414.5194
Jeffreylepak777@gmail.com

Steve Philbin

From: marcl wright-mechanical.com <marcl@wright-mechanical.com>
Sent: Friday, March 13, 2026 3:34 PM
To: Steve Philbin; Wesley Wright
Cc: Mark Bondurant
Subject: Re: RTU Repair -- Economizer and Follow-up Questions

Hello Steven,

Thank you for the good news. I will be on the lookout for the signed proposal.

To answer your questions.

The economizer is 100% automatic; the unit will control it as needed. Here are some examples of how it works and should answer most of the questions.

1. Hot outside
 - Economizer stays mostly closed.
 - Unit runs normally using mechanical cooling (compressors).
 - Mostly recirculates indoor air.
2. Cool outside (This will help with the gym being hot on cold days)
 - Economizer opens the outside air damper.
 - Pulls in cool outside air to cool the building.
 - Compressors may stay off or run less.
3. Mixed mode (This mode should help with the humidity in the space)
 - Uses some outside air and some mechanical cooling.

Separate Issues/Questions:

1. We can have a tech look at this while on site.
2. I can price up a thermostat that can monitor the areas that are in question.
3. I would need to know what version of Ecobee you have to determine if it is capable of retrieving the data you are looking for.

Thank you

Marc Lyon

Service Manager



Wright Mechanical Services LLC.

Office: 301-390-7134

Cell: 240-216-3455

106 Paul Mellon Court Suite #300 Waldorf MD 20602

www.wright-mechanical.com

From: Steve Philbin <sphilbin@gocampmgmt.com>

Sent: Friday, March 13, 2026 12:48 PM

To: Wesley Wright <wesleyw@wright-mechanical.com>; marcl wright-mechanical.com <marcl@wright-mechanical.com>

Cc: Mark Bondurant <mbondurant@gocampmgmt.com>

Subject: RE: RTU Repair -- Economizer and Follow-up Questions

Good afternoon, Wes & Marc.

The Cameron Club Facilities Committee (CCFC) voted last night to recommend the Board to approve the Economizer proposal. This approval should be approved on March 31st at the Borad of Directors meeting.

Now, a couple questions came up that I need a response from you:

- Does the Economizer turn on automatically? Can you explain how the Economizer works.
- Is there anything else possible that could cause the room to become very hot during extreme cold temperatures and, also, create a significant amount of condensation on the Fitness Center windows when it is extremely hot outside during the summer? Prior to the Board of Directors meeting, the CCFC requested me to reach out to another HVAC company to attempt to reach the same conclusion... installing an Economizer.

Separate Issues/Questions:

We then got into a discussion about the basketball court and the Great Room (rental room)... same type of condition occurs. The basketball court was at 80 degrees on Monday night. I attributed it to a group of kids playing basketball late afternoon that caused the room to heat up and smell badly... like a locker room.

1. While you all are here completing the PM on March 18-19, can someone assess these two rooms and the RTUs to see if we need Economizers for these units/rooms... or if you can determine what we can do about the overheating or coldness in the rooms?
2. Do you have thermostat equipment that can be monitored? For example, if we wanted 4 thermostats in different areas of the basketball court to assess temperature can see when the temperature increases significantly...

3. Ecobee Thermostats. We installed multiple Ecobee thermostats throughout the Cameron Club and I was wondering if you are familiar with them. Mark has an APP on his smart phone. We pay for a subscription. Can we retrieve data on the Ecobee thermostats to determine when issues occur in the basketball court, fitness center, and Great Room ?

Your thoughts...

Thank you,
Steve Philbin, GM

Steven P. Philbin, M ed., CMCA®, ARM® PCAM®

General Manager

Cameron Station Community Association

200 Cameron Station Boulevard

Alexandria, VA 22304

Main Line: [703-567-4881](tel:703-567-4881)

www.CameronStation.org

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Community Association Management Professionals (CAMP)

4114 Legato Road, Suite 200

Fairfax, Virginia 22033

www.gocampmgmt.com



From: Wesley Wright <wesleyw@wright-mechanical.com>

Sent: Friday, March 13, 2026 10:45 AM

To: Steve Philbin <sphilbin@gocampmgmt.com>; marcl wright-mechanical.com <marcl@wright-mechanical.com>

Subject: Re: RTU Repair

Good Morning Steve,

Just checking in. How did it go? Did the board have any questions or was it brought up?

From: Steve Philbin <sphilbin@gocampmgmt.com>

Sent: Thursday, March 12, 2026 6:21 PM

To: Wesley Wright <wesleyw@wright-mechanical.com>; marcl wright-mechanical.com <marcl@wright-mechanical.com>

Subject: RE: RTU Repair

Perfect.

Thank you,

Steve Philbin, GM

Steven P. Philbin, M ed., CMCA®, ARM® PCAM®

General Manager

Cameron Station Community Association

200 Cameron Station Boulevard

Alexandria, VA 22304

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4114 Legato Road, Suite 200

Fairfax, Virginia 22033

www.gocampmgmt.com



From: Wesley Wright <wesleyw@wright-mechanical.com>

Sent: Thursday, March 12, 2026 6:13 PM

To: Steve Philbin <sphilbin@gocampmgmt.com>; marcl wright-mechanical.com <marcl@wright-mechanical.com>

Subject: Re: RTU Repair

Hey Steve,

Please find the technicians notes attached.

From: Steve Philbin <sphilbin@gocampmgmt.com>

Sent: Thursday, March 12, 2026 6:03 PM

To: marcl wright-mechanical.com <marcl@wright-mechanical.com>

Cc: Wesley Wright <wesleyw@wright-mechanical.com>

Subject: RE: RTU Repair

Hello Marc

I was also looking for a summary of what you looked at when you were here, what you determined to be the problem, and how you determined an economizer was the answer. They are going to be looking for more information than just a proposal. This is information that would not be at the top of my head to provide them.

Thank you,

Steve Philbin, GM

Steven P. Philbin, M ed., CMCA®, ARM® PCAM®

General Manager

Cameron Station Community Association

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Fairfax, Virginia 22033
www.gocampmgmt.com



From: marcl wright-mechanical.com <marcl@wright-mechanical.com>
Sent: Thursday, March 12, 2026 5:00 PM
To: Steve Philbin <sphilbin@gocampmgmt.com>
Subject: RTU Repair

You don't often get email from marcl@wright-mechanical.com. [Learn why this is important](#)

Hello Steven,

I have attached the proposal for the RTU repair. Please let me know if you have any questions.

Thank you

Marc Lyon

Service Manager



Wright Mechanical Services LLC.

Office: 301-390-7134

Cell: 240-216-3455

106 Paul Mellon Court Suite #300 Waldorf MD 20602

www.wright-mechanical.com



**Cameron Station Community Association, Inc.
Board of Directors Decision Request
March 31, 2026**

**TOPIC: CSCA Insurance Renewal
Motion 2026-0302**

Motion:

“I move to **APPROVE** the Cascade Insurance Renewal Proposal for \$33,895 to be expensed from Operating Expenses.

Motion: _____

2nd: _____

Summary:

The annual insurance renewal period is April 15, 2026 – April 15, 2027. The increase is \$1,899 (5.94%). The value of the Cameron Club has increased 5.4%. Therefore, the overall net increase when you factor in the building value increase and property coverage, the net increase is 0.54%.

CSCA is lucky to have Erie Insurance, a reputable company that only does business in the mid-Atlantic states. If they were in California, Florida, Hawaii, and/or states that have significant catastrophic events, the renewal amount for Cameron Station CA would be much higher.

CAMP Recommendation:

Management supports this recommendation/motion. This is especially true since other insurance companies will not provide a competitive bid because they cannot compete with price and coverage against Erie Insurance.

Insurance Renewal Comparison Matrix

Cascade Insurance Group			
PREMIUM SUMMARY	2025 – 2026 (Current/Expired)	2026 – 2027 (New/Renewal)	2026 – 2027 (Deductibles & Values)
Package Policy	\$14,432	\$16,171	
Umbrella	\$5,737	\$5,737	Building, Lights, Contents, Outdoor Prop Value -- \$5,000 Ded
Directors & Officers	\$5,799	\$5,799	\$10,000 Ded
Crime Coverage	\$3,458	\$3,458	\$10,000 Ded
Cyber Coverage	\$1,950	\$2,110	\$5,000 Ded
Workers Comp	\$620	\$620	Deductibles -- Contents \$5000 / Outdoor Property \$5000; Bus Umbrella \$0
Premium Total	\$31,996	\$33,895	Coverage: 100% Replacement Cost
			Value of Cameron Club & Contents: increased from \$7,797,500 to \$8,219,500 (5.4% increase)
	\$ Increase FY26 vs FY25:	\$1,899	
	% Increase over FY2025:	5.94%	
		Net Increase is less than 1% increase based on building value increase	



Cameron Station Community Association

Insurance Proposal 04-15-2026 to 04-15-2027

The Board of Cameron Station Community Association

and

Steve Philbin

Community Association Management Professionals

Presented By:

Michael Farrow

Senior Director of Condominium and HOA Accounts

Cascade Insurance Group

703-551-2000

Michael@Cascadeiq.com

PROPOSAL DISCUSSION

We are pleased to provide this proposal of insurance for your association. To follow is detailed information on the proposed insurance package.

Property and Umbrella Coverage – The package policy covering the property and liability as well as the umbrella policy remain with Erie Insurance. This year the building and property coverage value increased from \$7,797,500 to \$8,219,500, a 5% increase. Erie Insurance reviews the building and property coverage each year to ensure 100% replacement cost as required by the association's bylaws.

Crime and Directors & Officers Coverage – This year the Crime policy remains with StarNet Insurance. StarNet Insurance is A+ rated and specializes in Crime coverage for Associations. The D&O policy remains with Travelers Insurance.

Cyber Coverage – This year the cyber coverage remains with CFC Insurance with the same coverage and similar premium.

The total annual premium went from \$31,996.00 to \$33,895.00, an increase of 6%. When you factor in the building and property coverage increase of 5%, the net annual premium increased 1%

The following pages provide a detailed description of the coverage offered. We are always available to discuss our proposals in detail.

Thank you for the opportunity to provide this proposal.

Best regards,



Michael Farrow
Senior Director of Condominium and HOA Accounts
Cascade Insurance Group
Office 703-551-2000
Email – Michael@Cascadeig.com
www.Cascadeig.com

SUMMARY DESCRIPTION OF COVERAGE

COVERAGE AMOUNT

Building Coverage & Contents	8,219,500	DED 5,000
*Building and Contents Coverage Blanketed		
Lights	Included	DED 5,000
Contents	Included	DED 5,000
Outdoor Property Value	Included	DED 5,000
Coverage	100% Replacement Cost	
Building Ordinance Coverage	Included	
Mechanical & Electrical Breakdown	Included	
Medical Payments	\$5,000	
General Liability – Each Occurrence	\$1,000,000	
Personal and Advertising Injury	\$1,000,000	
General Aggregate	\$2,000,000	
Directors and Officers Liability	\$1,000,000	DED 10,000
Hired and Non-Owned Auto	\$1,000,000	
Business Umbrella Coverage	\$10,000,000	DED -0-
Crime Coverage	\$3,000,000	DED 10,000
Cyber Coverage	\$1,000,000	DED 5,000
Terrorism	Included	
Workers Compensation	1,000,000/1,000,000/1,000,000	
Additional Insured	Community Association Management Professionals	

LIABILITY

Protects you when you are liable for bodily injury, property damage, or personal and advertising injury arising from your business operations.

This coverage includes:

- **Bodily Injury and Property Damage**
- **Personal and Advertising Injury including Libel, Slander, False Arrest, Wrongful Detention or Imprisonment, Defamation of Character, Malicious Prosecution, Wrongful Entry or Eviction, Invasion of Privacy, or Humiliation caused by any of the above**
- **Employees Covered as Additional Insured's**
- **Products and Completed Operations**
- **Medical Payments**
- **Fire Legal Liability**
- **Blanket Contractual**
- **Broad Form Property Damage**
- **Host Liquor Liability**
- **First Aid Expense**
- **Claims Expense**
- **Independent Contractors**

PREMIUM SUMMARY

Package Policy	16,171.00
Umbrella	5,737.00
Directors & Officers	5,799.00
Crime Coverage	3,458.00
Cyber Coverage	2,110.00
Workers Compensation	620.00
Total	33,895.00

INSURANCE CARRIER SUMMARY

Erie Insurance – Property & General Liability & Umbrella

Erie Insurance was started in 1925 in Erie, Pennsylvania.

- Over \$12.8 Billion In Assets
- Rated A+ Superior Rating from the AM Best
- Local Claims Adjusters on Call 24 Hours a Day for Large Losses
- Size XV - \$2 billion or more in capital and surplus and conditional reserves

Travelers Insurance - Directors & Officers Coverage

- Rated A+ Superior by AM Best
- Specializes in Directors & Officers for Community Associations
- Size XV

Cascade Insurance Group

The principal of Cascade Insurance Group, David Dodero, has over 35 years' experience in the insurance industry. We insure properties in Virginia, Maryland, Washington DC. David is a long-term member of Community Association Institute.

We're dedicated to serving the needs of our clients and always welcome the opportunity to discuss our proposals in detail.

Best regards,

David C Dodero

David C Dodero

Office

1100 N Glebe RD, Suite 1010
Arlington, VA 22201
703-551-2000

For more information, visit www.Cascadeig.com





**Cameron Station Community Association, Inc.
Board of Directors Decision Request
March 31, 2026**

**TOPIC: Adopt Anti-Harassment Policy
Motion 2026-0303**

Motion:

“I move to **APPROVE/Adopt** the Anti-Harassment Policy for Cameron Station Community Association.

Motion: _____

2nd: _____

Summary:

The ***Anti-Harassment Policy*** is a recommendation from CAMP and Whiteford. This is to protect not only the Boards but also management from abusive homeowners. While we cannot control their behavior, this is a mechanism that allows the Board to bring the owner to a hearing and penalize them for abusive and hostile behavior to our team as well as to themselves. This is not just for the homeowner who is angry because they received a violation notice – we are referring to serious, threatening, and intimidating behavior that will not be tolerated.

CAMP Recommendation:

Management supports this recommendation to adopt an Anti-Harassment Policy for the Cameron Station Community Association.

CAMERON STATION COMMUNITY ASSOCIATION, INC
POLICY RESOLUTION NO. 2026-04

(Rules and Regulations Governing Harassment and Discrimination)

WHEREAS, Article III, Section 3.4 of the 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 ("Association") in accordance with applicable law and the Project Documents, except for those matters which the applicable law or Project Documents require the Association’s membership to approve; and

WHEREAS, Article III, Section 2(f) of the Bylaws gives the Board of Directors the power to from time to time to make and amend Rules and Regulations; and

WHEREAS, the Board desires to establish a policy prohibiting harassment and implementing uniform procedures for handling reports of harassment and discrimination.

NOW, THEREFORE, BE IT RESOLVED THAT the following policy and procedures are enacted:

I. DEFINITIONS

- A. “Director” as used in this Policy, has the same meaning as provided for in the governing documents.
- B. “General Manager” means the Staff member employed by the Managing Agent and assigned to work on-site to oversee the management and operations of the Association.
- C. “Harassment” means:
 - a. Discrimination-based, including offensive verbal or physical conduct based on: race, color, religion, sex (whether or not of a sexual nature), gender identity or expression, national origin, age (40 and over), disability (mental or physical), sexual orientation, political affiliation, or personal appearance meaning the outward appearance of any person, irrespective of sex, with regard to bodily condition or characteristics, manner or style of dress, and manner or style of personal grooming.
 - b. Non-discrimination-based behavior, including offensive verbal or physical conduct independent of the identity or traits of the harassed Staff member, and includes all behaviors that may be deemed to create hostility in a person’s workplace or location of residence.
 - c. Actions which constitute interference by a Resident with a Staff member's work performance, including, but not limited to, attempts by such Resident to engage or direct a Staff member on any private business of such Resident and/or otherwise direct, supervise or in any manner assert control over such Staff member, in each case during the hours such Staff member is performing work related services for the Association.

- D. "Managing Agent" means the company with whom the Association has a contract to provide management services to the Association.
- E. "Owner" as used in this Policy, has the same meaning as provided for in the Declaration.
- F. "Resident", as used in this Policy, means an Owner, any lessee of an Owner, any family member of an Owner or lessee of an Owner, and any guest or invitee of an Owner or lessee of an Owner.
- G. "Staff" means any person (a) employed by the Association directly, or (b) employed by the Managing Agent a contractor of the Association and having responsibilities including services provided to the Association or to Owners or residents.

All Capitalized terms not defined in the Policy have the definitions as set forth in the Declaration of Covenants, Conditions and Restrictions for Cameron Station Community Association, Inc.

II. ENFORCEMENT AND REMEDIES

- A. Harassment of any persons in which such conduct is sufficiently severe or pervasive to create a hostile environment is a violation of this Policy.
- B. Any report of alleged Harassment must be presented in writing to the General Manager. The report must identify the persons, Staff and/or Director(s) involved, and the nature of the Harassment. If the allegation of Harassment involves the General Manager, the report shall be brought to the Board President.
- C. To the extent practicable, the contents of the report will be kept confidential. However, disclosure of names of persons involved may be necessary for enforcement purposes.
- D. The General Manager or Board President (as may be applicable) will notify the Board of Directors of the report of Harassment. The Board will determine, by majority vote, whether the allegation of conduct meets the definition of Harassment, whether the result of such conduct creates a hostile environment, and whether the report was timely filed. If the allegation of Harassment involves a Director, the Director shall recuse his or herself from any deliberations or determinations on the matter but shall have the right to address the remaining disinterested members of the Board regarding the alleged Harassment.
- E. The Board will determine whether further action is warranted. Such action may include, without limitation, authorizing the issuance of violation/letter of reprimand/cease and desist letter/notice of hearing, temporarily suspending privileges, and/or taking other legal measures designed to restrain the perpetration or continuation of Harassment.

- F. Owners are responsible for the conduct of all persons residing in or visiting their Lot, including all Residents. Accordingly, the Owner shall be jointly and severally liable for any violation of this Policy, for any fines that may be issued for a violation of this Policy, and for any damages, costs, legal or otherwise, incurred by the Association in connection with such person's violation of this Policy.

- G. Nothing set forth herein shall be deemed an election of remedies; accordingly, in addition to the enforcement mechanisms described in this Policy, the Association reserves the right to pursue any and all enforcement options available at law or in equity against any person who violates any provision of this Policy, the Association's governing documents, the Association's rules and regulations, and/or applicable law.

This Resolution was adopted and approved at a duly convened meeting on March 31, 2026. The effective date of this Resolution shall be April 1, 2026.

CAMERON STATION COMMUNITY ASSOCIATION

Megan Christensen, President

FOR ASSOCIATION RECORDS

I hereby certify that a copy of the foregoing Policy Resolution was emailed to the owners/members of Cameron Station Community Association and placed on the community's website, on this 1st day of April 2026.

Steven P. Philbin, General Manager



**Cameron Station Community Association, Inc.
Board of Directors Decision Request
March 31, 2026**

**TOPIC: Brick Work
Motion 2026-0304**

Motion:

"I move to **APPROVE** the **Dream Works proposal – Brick work on the steps between 122/124 Cameron Station Blvd** for **\$4,100** to be expensed from Reserve Expenses.

Motion: _____

2nd: _____

Summary:

The proposal would normally go through the Common Area Committee (CAC) first, but this has become a safety issue. Residents continue to cut through the two buildings and take down the yellow tape blocking the steps. This is high traffic area.

There are three bids attached.

CAMP Recommendation:

Management supports approval and will get this work completed immediately.



CONTRACT

FROM:
DREAM WORK CONSTRUCTION LLC
44770 JEETER WAY APT E
CALIFORNIA MD 20619
301-539-4234

TO: CAMERON STATION
COMMUNITY ASSOCIATION
200 CAMERON STATIONS BLVD
ALEXANDRIA VA 22304
703-567-4881

Contract Agreement submitted to: CAMERON STATION COMMUNITY ASSOC.
Date: 03/25/2026 Job Location: ALEXANDRIA VIRGINIA

We hereby submit specifications and estimate for the following work:

1. Demo 2 sets of steps
2. Install new base
3. Set the new bricks using mortar mix
4. Re-install handrails

Total Cost: **\$4,100**

TOTAL COVERS LABOR & MATERIAL COST. **
***ALL CHECKS ARE TO BE PAID TO DREAM WORK CONSTRUCTION LLC**

SIGNATURE: _____ **DATE:** _____

SIGNATURE: _____ **DATE:** _____

AS ALWAYS, WE THANK YOU FOR YOUR BUSSINESS!

ALLEN HOME MASONRY

Estimate

Martin Allen
www.allenhomemasonry.com
allenhomemasonry@yahoo.com
703 350 2930

DATE:
March 21 2026

To:

200 Cameron Station
Alexandria

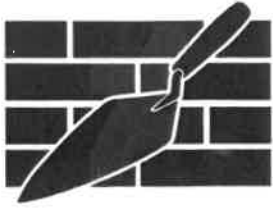
For:
brick steps

DESCRIPTION		AMOUNT
Rebuild 2 sets of steps and reset railings. price includes labor and material and waste disposal Bricks will be matched as close as possible to existing brick, and laid with Type S brick loc cement		
TOTAL		\$4,200

50% of quote paid on start date

checks made payable to allen home masonry

ESTIMATE



Prepared For

Cameron Station Community Association
200 Cameron Station Blvd
Alexandria, VA
(571) 237-4480

CAPITAL MASONRY, LLC

PO BOX 7972
McLean, VA 22106
Phone: (703) 421-0249
Email: info@capitalmasonry.net
Web: www.capitalmasonry.net

Estimate # 8315
Date 02/24/2026

Description

Masonry Repairs

Chisel out and reset all loose brick throughout 2 sets of steps (approximately 60 loose). Chisel out and replace 30 additional brick which are broken. Using a masonry saw, remove 100% of the mortar joints throughout both sets of steps. Replace these joints using waterproofed mortar.

Resecure loose iron railings in both sets of steps.
Re-weld existing decorative iron ball on top of railing.

Subtotal	\$4,950.00
Total	\$4,950.00

Notes:

Deposit of 50% at time of acceptance with balance due upon completion. All labor and materials included.

Garrett Cadle
Capital Masonry