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

Monday, August 8, 2016

The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, August 6, 2016. The meeting was called to order at 6:59 PM by Robert Burns, CAC Chairman, in the Henderson Room of the Cameron Club, Cameron Station.

Members Present: Robert Burns, CAC Chairman  
Jeanne Brasseur, CAC Secretary  
Ken Jonmaire, CAC Member  
Kathy McColloM, CAC Vice Chairman  
Mindy Lyle, CAC Member  
Linda Greenberg, CAC Member  

Members Absent: Susan Willis, CAC Member

Others in Attendance: Bette Sanft, Community Manager (CMC)  
Rodney Gray, CSCA Board Liaison  
Joel Owen, Lancaster Landscapes  
Carlos Rios, Lancaster Landscapes

OLD BUSINESS:

Move to: Approve Meeting Minutes – July 2016  
Moved by: McColloM  
Seconded By: Greenberg  
For: All  
Against: None  
Motion Passed

Updates:

Painting of Common Area Light Poles: Craig Merritt, Maintenance Technician, continues the work throughout the community through the summer.

Linear Park: Barring a rain date make-up for walk-throughs, the CAC will use the September community walk-through date to address the Linear Park.

Hardscape around the Gazebo: Installation of the new brick walkways began. It is scheduled to take about 3 weeks and should be complete mid-late August.

Community Sprinklers: Lancaster Landscapes addressed all known sprinkler issues. If any new issues are identified, please contact Bette to pass to Lancaster Landscapes.

NEW BUSINESS:

Resident Open Forum: No residents in attendance.

Board Update: None

Common Area Application: None
Proposal Considerations: None

Discussion:

CAC Member Vacancy – Ken Jonmaire is leaving the CAC effective 1 September. A notice advertising the vacancy will begin running on the weekly e-blasts. The CAC thanked Ken for his service and wishes him well.

Calendar for Monthly CAC Inspections - The next walk-through will be on August 18th at 8 AM.

Main Gazebo Flower Installation Proposal – Based on initial feedback from the CAC, Lancaster Landscapes will revise the flower installation proposal and break it into phases so the CAC can determine when and how many of the phases they would like to pursue.

Ash Trees – All common area ash trees have been removed/replaced.

Community Brick Walkway Improvement – According to the Reserve Advisors, the walkways are in good to fair condition. It is recommended that the Association budget for approximately 5% of pavers annually and for up to 50% of pavers every 10 years. This allowance is accounted for in Reserve Expenditures beginning in 2016. CMC is tasked to receive two proposals for the potential cost associated with the annual (5% of pavers) and every 10 year (up to 50% of pavers) costs. Additionally, Lancaster Landscapes will provide a proposal for those expected costs.

Minda Court Bench Project – Lancaster Landscapes is currently working on the proposal for this project. It should be presented to the CAC during the September 2016 meeting.

Brick Walkway Cleaning – Lancaster Landscapes asked the CMC to identify the 2-3 areas that are in most need of cleaning. CAC members are encouraged to forward any potential areas to the CMC. Lancaster Landscapes will then review those areas and provide proposals for each area given the specific cleaning needs.

Lancaster Employee Lunch – The lunch is scheduled for August 25th.

Compass Updates – The Pride of Ownership article will run in the fall edition. Kathy is looking at ideas for a Fall Gardening article for the fall edition.

2017 Budget – On August 23rd, committee chairs will meet with the Financial Advisory Committee and CSCA Board to review.

The next meeting will be on September 12, 2016 in the Cameron Club.

The meeting adjourned at 7:35 PM.