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

Monday, September 12, 2016

The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, September 12, 2016. The meeting was called to order at 7:03 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
Susan Willis, CAC Member
Kathy McCollom, CAC Vice Chairman
Mindy Lyle, CAC Member
Linda Greenberg, CAC Member

Others in Attendance: Bette Sanft, Community Manager (CMC)
Joel Owen, Lancaster Landscapes
Carlos Rios, Lancaster Landscapes
Peter Miller, Lancaster Landscapes

OLD BUSINESS:

Move to: Approve Meeting Minutes – August 2016
Moved by: Willis
Seconded By: McCollom
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: A walk-through is scheduled for September 15th at 8 AM with City of Alexandria officials. Bette will call to confirm the city’s participation. If the city officials, particularly the city arborist, are unable to attend the September 15th date, a new date/time will be scheduled.

Hardscape around the Gazebo: Installation of the new brick walkways is complete. Lancaster Landscapes will submit a proposal for flower beds at the October CAC meeting. The CAC asked Lancaster Landscapes to provide a buildable proposal, starting with smaller beds and options to expand.

Community Sprinklers: Lancaster Landscapes addressed all known sprinkler issues. If any new issues are identified, please contact Bette to pass to Lancaster Landscapes. Irrigation will be turned off and drained in mid to late October.

Fall Flowers: Blue Heaven and Icy Blue Violas and pink Heather were chosen for the fall flowers. Planting will likely begin mid to late September, depending on the weather.

Mulch/Turf Care/Turf Enhancements: Mulch will be replaced throughout the community beginning in September and continuing into October until complete. Any final turf repairs needed throughout the community will be completed in order for the first application of fertilizer and herbicide to begin on September 19th. Once that is complete, Lancaster Landscapes will begin aeration and overseeding. Upon completion of the aeration and overseeding, Lancaster
Landscapes will apply a final application of fertilizer and herbicide, likely towards the end of October or beginning of November.

**Tree Planting/Pruning:** Tree planting and pruning throughout the community will begin on September 19th. It should be complete by the end of the month.

**Spring Flowers:** Spring flowers were selected and a planting pattern created. The flower selection will be submitted to Lancaster Landscapes to ensure availability from the greenhouses in the spring. The following flowers were selected: white Penta; hot pink Calliope geraniums; lime green coleus; burgundy coleus, begonias in pale pink with bright green leaves.

**NEW BUSINESS:**

**Resident Open Forum:**
Mr. and Mrs. Magliaro, 166 Comay Terrace, presented an application to improve the common area adjacent to the side of their residence. The proposal included plantings that were both aesthetically pleasing and would enhance the overall appearance of the neighborhood. The CAC voted on the application – see Common Area Application section below.

Dr. Hwang Junn, 428 Ferdinand Day Drive, presented information regarding a drainage issue where her driveway pad meets the asphalt of the community alleyway. Dr. Junn explained that this has been an issue since 2013. She is concerned that over time this standing water may affect both her and her neighbor’s foundations, and in the short term provides fertile breeding ground for mosquitos, mold, bacteria, and parasites. Mrs. Stephanie Wiggins, 426 Ferdinand Day Drive, supported Dr. Junn’s assertions with regard to the standing water.

Dr. Junn acquired two proposals from contractors to mitigate the drainage issue. However, neither can be done without addressing the asphalt that is considered common area. She asked that the CAC begin the process to take action so that both she and the community can work to fix the issue.

The CAC asked Lancaster Landscapes to review the issue to propose a possible solution. In addition, Bette will have a structural engineer review the issue to determine if in fact a drainage problem exists and what possible solutions may be available. Depending on the feedback from both the structural engineer and Lancaster Landscapes, the CAC will move forward at next month’s meeting to further address the issue. Until more information is available, no further action can be taken at this time.

**Board Update:** None

**Common Area Application:**

**Common Area Improvement Adjacent to 166 Comay Terrace:**
Mr. and Mrs. Magliaro submitted an application to landscape the side of their home which also includes area in the community common area. The application proposed plantings that include but are not limited to: hydrangea; Japanese maple; Nandina; and Euonymus. The CAC identified the fire hydrant in the common area and reminded the home owners of the requirement to keep a 6’ – 8’ clearance around the hydrant for fire department access.

**Move to: Approve Common Area Application to Improve Common Area Adjacent to 166 Comay Terrace**
Moved by: Lyle
Seconded By: McCollom
For: All
Against: None
*Motion Passed*
Proposal Considerations: None

Discussion:

CAC Member Vacancy – Three nominations were received for the vacant CAC member position. They are:
Carlisle Bean, 5051 Minda Court
Allen Brooks, 5011 Waple Lane
Ann Garriott, 250 Medlock Lane

Allen Brooks was the only nominee available to attend the CAC meeting and personally present his desire to become a member. Ann Garriott and Carlisle Bean were unavailable, however, Ms. Garriott did provide additional written insight into her desire to be a member of the CAC.

Move to: Enter into Executive Session to Discuss CAC Applications
Moved by: Lyle
Seconded By: McCollom
For: All
Against: None
*Motion Passed

Move to: Exit Executive Session after Discussing CAC Applications
Moved by: Brasseur
Seconded By: Greenberg
For: All
Against: None
*Motion Passed

Move to: Nominate Allen Brooks to Fill the CAC Member Vacancy
Moved by: Greenberg
Seconded By: Willis
For: All
Against: None
*Motion Passed

Allen Brooks’ nomination from the CAC along with the other applicants’ names will be forwarded to the CS Board for approval during the September CS Board of Directors meeting.

Mark Pillow Award – Nominations are due by Friday, October 21st. The CAC will consider nominees and select one for recommendation to the CS Board for the October CS Board of Directors meeting.

Linear Park Inspection – Bette will confirm City of Alexandria officials’ attendance for September 15th at 8 AM. If city officials are unavailable, the inspection will be rescheduled.

Compass Updates – The Pride of Ownership article will run in the fall edition. A fall gardening article has also been submitted.

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. A proposal from Lancaster Landscapes was received. Bette is working to get two other proposals.
**Minda Court Bench Project** – Lancaster Landscapes is currently working on the proposal for this project. It should be presented to the CAC during the October 2016 meeting.

**Brick Walkway Cleaning** – Lancaster Landscapes is reviewing the identified areas for cleaning and will present proposals at the October CAC meeting.

**2017 Budget** – The CS Board will meet with the Financial Advisory Committee on Tuesday, September 20th. Committee chairs are encouraged to attend but are not required.

Thank you to Ken Jonmaire for his dedicated service to the CAC and the CS Community. He will be missed!

The next meeting will be on October 10, 2016 in the Cameron Club.

The meeting adjourned at 8:16 PM.