The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, March 13, 2017. The meeting was called to order at 7:02 PM by Robert Burns, CAC Chairman, in the Henderson Room of the Cameron Club, Cameron Station.

Members Present: Robert Burns, CAC Chairman  Kathy McCollom, CAC Vice Chairman
Jeanne Brasseur, CAC Secretary  Susan Willis, CAC Member
Linda Greenberg, CAC Member  Mindy Lyle, CAC Member
Allen Brooks, CAC Member

Others in Attendance: Carlos Rios, Lancaster Landscapes
Jonathan Ferufino, Lancaster Landscapes
Jeff Gathers, Financial Advisory Council (FAC)
Donald Panther, Resident, 526 Waple Lane
Colby Hastettler, Resident
Kevin Gilboy, AssociaOnCall
Ken Fry, AssociaOnCall
Andy Fulambarkar, AssociaOnCall

OLD BUSINESS:

Move to: Approve Meeting Minutes – February 2017

Moved by: McCollom
Seconded By: Greenberg
For: All
Against: None
Motion Passed

Updates:

Sprinkler System/Turf Care/Turf Enhancements/Tree Planting/Tree Pruning: The sprinkler system will be turned on the first or second week of April, weather dependent. The start date will be earlier this year to help mitigate the lack of precipitation throughout the winter. Turf care and enhancements will also be in the first two weeks of April. Tree planting is complete for the season. Tree pruning will begin again in April. The CAC also identified an area along CS Blvd (130-134) where the turf is completely eroded. Lancaster Landscapes will evaluate the area and propose a best solution for the area at next month’s CAC meeting.

Spring Flower Installation: Planting will begin the first week of May, dependent on weather.

Minda Court Bench Project: Work will begin the first week of April and should take no longer than 4-5 days.

Community Tree Pruning Proposal: Lancaster Landscapes continues to work on a proposal to prune all the trees in CS (common area and private property). Lancaster Landscapes expects to be able to present the proposal at next month’s CAC meeting.

NEW BUSINESS:
**Resident Open Forum:** Mr. Jeff Gathers attended as both a community resident and as a member of the FAC. With regard to attending as a resident, he was interested in the progress of the repairs to be done on the John Ticer Gazebo. As a member of the FAC, he wanted to discuss budget issues, particularly how the brick pathways are being repaired/replaced. Brick pathway repairs should be budgeted separately from the replacement plan outlined in the Reserve Study. He suggested that CMC obtain several quotes to determine what actual replacement costs for the brick pathways are. The Reserve Study plans for $7 sq/ft. Depending on the quotes, the Reserve Study may be well funded or underfunded for the required replacement. Knowing the actual cost would allow for the FAC to better plan and allocate resources. He also asked that the CAC provide a more detailed listing of proposals and associated costs to the FAC. Robert has been working with Bette to make this happen, and the CAC was able to provide a list of all approved proposals from this meeting and associated costs to Mr. Gathers.

Mr. Donald Panther attended the CAC to determine the status of the Pet Policy Review. Robert provided a brief timeline of the events and key milestones, culminating in the CS Board reviewing the Pet Policy later this month. Currently, the pet policy is on hold pending the review later this month.

Ms. Colby Hastettler attended the CAC meeting to identify an issue with the sprinkler system near the Knapp Place condominiums. Lancaster Landscapes will investigate the area and determine if any repairs are required.

**John Ticer Gazebo Discussion:** Mr. Kevin Gilboy, Mr. Ken Fry & Mr. Andy Fulambarkar from AssociaOnCall attended the CAC meeting to address questions concerning the repairs on the John Ticer Gazebo. AssociaOnCall detailed two options for addressing the landscaping concerns 1) Best guess cost of repairs built into contract 2) CS picks up the repair costs. Option 2 ensures that CS pays the least amount for repairs and Lancaster Landscapes would be able to do any repairs as well as remove and store shrubbery to help lower costs. The length of the project will be approximately 5 weeks. The heavy equipment, specifically the crane, would only need to be used on 1-2 days at the beginning of the project and then again 1-2 days at the end of the project. By reusing undamaged material from the gazebo there is cost savings. Trying to replace with lighter and/or less expensive material would likely cost more as the fundamental issue is still the foundation remediation. The risk of the foundation failing again is very minimal. AssociaOnCall will extend the warranty to 5 years and address possibly extending it to 7 years. All of these points regarding landscaping, warranty, expected length of the project, etc. will be included in an updated contract Mr. Gilboy will send to Bette. The key reason the actual cost of repairs is significantly higher than the Reserve Study projected is due to the foundation remediation. The Reserve Study only estimated costs for replacing the gazebo. It did not consider the costs associated with foundation remediation.

**Board Update:** None

**Common Area Application:** None

**Proposal Considerations:**

**Flower Installation - Duke, Mgt Office, CS Circle (Proposal 28087):**
The total cost is: $5,900.00

Move to: Approve Flower Installation

Moved by: Greenberg
Seconded By: Willis
For: All
Against: None
Motion Passed

**Turf Restoration – Brenman Park, Waple, CS Circle (Proposal 28088):**
The total cost is: $1,450.00

Move to: Approve Turf Restoration
Moved by: Brasseur  
Seconded By: McCollom  
For: All  
Against: None  
Motion Passed

**Fieldstone Installation – 5251 Brawner (rear common area) (Proposal 28090):**  
The total cost is: $1,362.50

**Move to: Fieldstone Installation**  
Moved by: Brasseur  
Seconded By: Greenberg  
For: All  
Against: None  
Motion Passed

**Brick Paver Repair – Pool Fence Walkway, Minda Court, Waple Lane (Proposal 28128):**  
The total cost is: $2,040.00

**Move to: Approve Brick Paver Repair**  
Moved by: McCollom  
Seconded By: Willis  
For: All  
Against: None  
Motion Passed

Two additional proposals were submitted: Erosion Control, Between Gardner & Waple, (Proposal 28089 - $11,250.00) and Field Stone Installation, 4916 Gardner, (Proposal 28127 – $1,537.50). These proposals will be held for next month’s meeting as residents need to be given notice of the impending work, and the CAC would like a comparative cost estimate based on similar previous projects and their costs.

**Discussion:**

- **Lighting Proposal for Livermore path lights** – Proposals for solar lighting options are still being worked. This issue will be addressed at next month’s CAC meeting

- **Revised Pet Policy** – The new resolution is currently with the lawyer, Mr. Todd Sinkins, who is working to add comments from the CS Board during last month’s meeting

- **Linear Park Update** – Due to inclement weather the walk-thru scheduled for March 16 is cancelled. No new date is scheduled. The new date will be dependent on the availability of City of Alexandria officials to attend.

- **428 Ferdinand Day Drive** – CCI has not yet provided a date for work to begin.

- **Pride of Ownership** – An article will run in the next edition of The Compass and a notice will be added to upcoming eBlasts. Susan, Kathy and Linda will take lead for this year’s competition.

- **CS Gazebo Light** – The majority of the CAC thinks the gazebo lights should be taken down. It was suggested that up lighting may be an attractive solution for year round lighting.

- **Pet Waste Signage** – Many of the signs prohibiting the use of CS trash cans for pet waste are faded or have fallen off. The CAC would like to know the status of replacing the signs.
**2017 Budget Items** – Pertinent budget documents will be provided to the CAC at monthly meetings in an effort to provide better fidelity on spending.

The next meeting will be on April 10, 2017 in the Cameron Club.

The meeting adjourned at 8:20 PM.