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

Monday, May 8, 2017

The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, May 8, 2017. The meeting was called to order at 7:00 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
Allen Brooks, CAC Member
Kathy McCollom, CAC Vice Chairman
Linda Greenberg, CAC Member

Members Absent: Susan Willis, CAC Member
Mindy Lyle, CAC Member

Others in Attendance: Joel Owen, Lancaster Landscapes
Carlos Rios, Lancaster Landscapes
Peter Miller, Lancaster Landscapes
Beth & Dan Smith, Residents, 5060 Minda Ct
Marty Menez, Resident, 4924 Donovan Dr.

OLD BUSINESS:

Move to: Approve Meeting Minutes – April 2017
Moved by: McCollom
Seconded By: Greenberg
For: All
Against: None
Motion Passed

Updates:

Sprinkler System/Turf Care/Turf Enhancements/Tree Planting: The irrigation system is up and running on an every other day schedule. The schedule will be adjusted depending on weather conditions. Mowing is scheduled for Thursday/Friday of each week, weather dependent. If mowing is unable to be done, recommend an eBlast be sent out to explain why the mowing wasn’t done and when mowing is likely to be accomplished. Mulch in the flower beds and trees is done four times per year. The spring mulch process is underway and should be complete in the next two weeks. The CAC asked Lancaster Landscapes to identify potential areas where mulch would be the best landscaping solution due to shade, tree roots, excess water, etc. The CAC also asked that Lancaster Landscapes review the areas that were seeded earlier in the spring to see if the seed has taken root. Many areas do not look as though the seed took hold and will either need to be reseeded or sod put in place. There will be one more turf fertilization done this spring. It will be complete by the end of May. All new tree planting is complete.

Community Wide Tree Pruning: Lancaster Landscapes submitted a proposal for the cost of tree pruning of both private trees and community trees. Additional information regarding this topic is in the proposal section of the minutes.

Spring Flower Installation: Planting should be complete by mid-May. Weather will dictate the best days to plant.

Minda Court Bench Project: Pavers have been installed. The installation of the benches is on hold due to an issue with the supplier. Lancaster Landscapes is working to find an alternate supplier for the benches to complete the project.
NEW BUSINESS:

Resident Open Forum: Beth and Dan Smith, 5060 Minda Court, are working with Lancaster Landscapes to improve the area (both private property & common area) adjacent to their home. Since the area includes both private property and common area, the Smiths first need to identify what areas are private versus common area. Once that is complete, the CAC advised them they should submit an application to the Architectural Review Committee (ARC) to have that plan reviewed and approved. Then, they can bring the remainder of the plan to the CAC and a determination can be made of what the community can support and pay for in the common area.

Mr. Marty Menez, 4924 Donovan Drive, requested that the CAC look at irrigating the common area next to his residence in large part due to the revised pet policy. Lancaster Landscapes submitted proposal 28143 to address this request. Additional information regarding this request is in the proposal section of the minutes.

Board Update: None

Common Area Application: None

Proposal Considerations: Please note that the CAC reviewed CS budget documents (provided by CMC) for each proposal to ensure adequate funding was in place and available to cover the costs before a final vote was taken or a determination to hold the proposal was made.

Linear Park Mulch (Proposal 28312):
The total cost is: $3,263.00

Move to: Approve Linear Park Mulch
    Moved by: Brasseur
    Seconded By: McColom
    For: All
    Against: None
    Motion Passed

Swale Creation – Between Brawner Place & Bessley Place (Proposal 28233):
The total cost is: $5,077.50

Move to: Approve Swale Creation *
    Moved by: McColom
    Seconded By: Brooks
    For: All
    Against: None
    Motion Passed
* Approval contingent on identification of appropriate budget line (Reserve vs Maintenance)

Irrigation Installation – Right Side of Clubhouse (Proposal 28274):
The total cost is: $1,200.00

Move to: Approve Irrigation Installation
    Moved by: Brooks
    Seconded By: McColom
    For: All
    Against: None
    Motion Passed
Landscape Enhancements – 101 Martin Lane (Proposal 28257):
The total cost is: $2,587.50

Move to: Approve Landscape Enhancements
Moved by: McCollom
Seconded By: Greenberg
For: All
Against: None
Motion Passed

Street Light Purchase & Storage – RE Lee would purchase two complete poles, fixtures, and globes and store on behalf of Cameron Station:
The total cost is: $6,613.00

Move to: Approve Street Light Purchase & Storage
Moved by: Brasseur
Seconded By: McCollom
For: All
Against: None
Motion Passed

Irrigation Installation – 4924 Donovan Drive (Proposal 28143)
The Total cost is: $4,000.00

This proposal is being held. The CAC would like to look for other possible common areas that may be affected by the revised pet policy and make a decision on all areas as opposed to addressing areas in a haphazard manner.

Tree Pruning – Addresses tree pruning for entire community, both community and private trees (Proposal 28268)
The total cost is: $247,500.00 (4 year total), $61,875.00 (per year)

This proposal is being held. The CAC wants to know how this expense would affect the annual HOA assessment for residents and how this may be received by residents who own trees versus those that don’t.

Lighting Installation – Main Circle Gazebo and Four Dogwood Trees
The total cost is: $4,400.00

This proposal is being held. The CAC would like a revised proposal from Lancaster Landscapes that includes lighting for only the gazebo. The proposal also needs to include a detailed break out of material and labor costs. Additionally, Lancaster Landscapes would like to provide a demonstration of what the lighting would look like installed.

Discussion:

Pride of Ownership – Nominations can be submitted through May 16. The CAC will then review nominations to determine winners.

John Ticer Gazebo – Community management is gathering more information on options for the gazebo. In addition to repairs, CMC is looking at the cost of simply removing the gazebo and/or replacing with a simple wooden pergola.

Pet Signage – In accordance with the revised pet policy, all pet signs should be removed by the end of the week.
BikeShare Locations – BikeShare is looking at possible locations in Brenman Park or Booth Park. Additionally, a possible location for BikeShare could be along the Linear Park. The CAC is asked to think about possible locations throughout the community and parks that make the most sense.

The next meeting will be on June 12, 2017 in the Cameron Club.

The meeting adjourned at 8:19 PM.