CAMERON STATION COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES

Tuesday, March 23, 2010

The regularly scheduled monthly meeting of the Board of Directors for March was held on March 23, 2010. The meeting was called to order at 7:00 p.m. by Michael Kuhl at the Cameron Club, Alexandria, Virginia 22304.

Board Attendance: Michael Kuhl-President; Michael Kidwell-Director; Mahl Avila- Secretary/Treasurer and Tom McClimon-Director.

Late Arrivals: Dak Hardwick-Director

Absent: Mindy Lyle-Vice President; Don Buch-Director

Others Attending:
Airielle Hansford, Community Manager, CMC
Felicia Mingione-Buzan, Assistant Community Manager, CMC

Move To: Approve the March 23, 2010 meeting agenda.
Moved by: Michael Kidwell
Seconded: Mahl Avila
For: All
Against: None
MOTION PASSED

GUEST SPEAKERS
Deputy Police Chief Blaine Corle, City of Alexandria Police Department, gave the community an update on the recent crime activity in the Cameron Station area.

Emily Baker from the City of Alexandria’s Department of Transportation & Environmental Services; gave a presentation to the Board of Directors regarding the new Storm Utility Fee. The presentation covered several topics, including why a utility fee is necessary, how the city will determine the rate structure and when it will be implemented (if approved). The City is scheduled to approve the budget the first Monday in May, 2010.

RESIDENTS’ OPEN FORUM
Several Cameron Station residents came to discuss the parking policy and requested that certain types of parking tickets be suspended for safety/security reasons.
Several other residents made a presentation to the Board, requesting that the Board establish an Ad Hoc Tree Committee. These residents would like for the Association to maintain all private trees throughout the community.
Another resident asked if the association would ask the City to put photo cells (instead of timers) on the lamp posts along the pathways in the parks surrounding the community.
An owner living in Woodland Hall requested that the association also speak to the City regarding the timing of snow removal on the city property within the community. This resident told the Board that the snow plows were out clearing the Samuel Tucker Elementary School parking lot between 10:30pm – 3:00am.
Move To: Approve the Board minutes from February 23, 2010.
Moved by: Tom Mc Climon
Seconded: Mahl Avila
For: All
Against: None
MOTION PASSED

APPEAL HEARING
A resident requested a waiver of her violation charges totaling $900.00

FINANCIAL REPORT
Given By Mahl Avila

Investments:
On January 31, 2010 the Association had operating and investment funds totaling $2,374,668.00. The First Association Bank operating account had a balance of $427,069.15. Based upon this statement, the Access National Money Market account had a balance of $30,508.46 and the Smith Barney Money Market account had a balance of $177,928.47. There is $1,722,000.00 invested in laddered CDs and investment funds.

Balance Sheet:
The Accounts Receivable Residential Assessments account as of January 31, 2010 was $76,442.41. This reflects a delinquency rate of approximately 3.66%, which is below the industry standard of 5%. Please keep in mind, the assessments are paid on a quarterly basis and January represents the first month of the first quarter.
Accrued Reserves total $1,368,156.86 and are fully supported by cash and investments. This signifies that the Association is in a healthy financial position.
The Capital Reserves account totals $118,135.00. The Board approved $97,060.00 in Capital Improvements projects for 2010 to be funded from this account.

Income Statement Report:
The Income Statement Report reflects a year-to-date income of $544,489.51 which is $11,183.01 above the budgeted amount of $533,306.50.
The year-to-date expenses are $158,351.51 which is $28,051.99 below the budgeted amount of $186,403.50. While the overall expenses are below the budgeted amount, there is one line item that I would like to bring to your attention, as it exceed the year to date budgeted amount by more than $1,500.00. This information is listed below for your reference.
- Snow Removal, line item #6003, exceeds the year-to-date budgeted amount by $12,141.00. The bills for the snow removal for early 2010 totaled $221,426.50 which is $176,926.50 above the annual budgeted amount of 44,500.00. This line item also covers street cleaning which is usually completed in the spring.
Overall there is a positive variance between year-to-date income and expenses in the amount of $386,138.00.

WTS REPORT
Kevin Horner, WTS Fitness Director, was not available to present the February 2010 WTS report. The Board requested that the WTS survey be postponed until the fall. This will give the residents an opportunity to comment on new classes, swim instruction, etc.
COMMITTEE REPORTS
The Board reviewed committee reports on activities and recommendations to the Board since the last Board meeting.

Communications Committee – Cheri Avila, Chairperson; let the Board know that the RFP has gone out for the web design.

Ad Hoc Pool Rules Committee – Mark Miller, Chairperson; let the Board know that a survey would be ready to go out to residents very soon and the recommendations from the committee would be provided to the Board at the April Board of Directors meeting.

Ad Hoc Renovation Committee – Tom McClimon announced that the committee is preparing its final report and they are prepared to present the report to the Board at the April Board of Directors meeting.

Architectural Review Committee – Jon Bradley, Chairperson; updated the Board on the committees status of private lot tree replacements. The Board asked the residents who wanted to start an Ad Hoc Tree committee, join the April ARC meeting to make their presentation.

Common Area Committee – Tom McClimon, Board Liaison; announced that the committee is gathering input from Management and residents to draft a snow policy.

OLD BUSINESS
Michael Kuhl gave an update on bond out. He stated that at his last meeting with the City, everything was still on schedule for a June, 2010 bond out and he will continue to meet with the City on a quarterly basis to keep everything on track.

NEW BUSINESS
None.

Move To: Allow Management Resource Center to enter into a five-year agreement with American Disposal Services on behalf of Cameron Station Community Association.
Moved by: Tom McClimon
Seconded: Michael Kidwell
For: All
Against: None
MOTION PASSED

Move To: Approve the Hadsell Sun & Shade proposals for the purchase of new pool furniture and furniture repairs totaling $3,494.34.
Moved by: Dak Hardwick
Seconded: Mahl Avila
For: All
Against: None
MOTION PASSED

Move To: Approve the Community Pools proposal for the replacement of the waterline tile, new skimmers and other necessary equipment replacements totaling $2,417.60.
Moved by: Tom McClimon
Seconded: Dak Hardwick
For: All
Against: None
MOTION PASSED
Move To: Approve the Community Pools proposal for eight retrofit skimmer equalizers (VGB Compliant) totaling $613.28.
Moved by: Tom McClimon
Seconded: Dak Hardwick
For: All
Against: None
MOTION PASSED

Move To: Approve the National Service Contractors proposals for additional cleaning services totaling $3,375.00.
Moved by: Tom McClimon
Seconded: Dak Hardwick
For: All
Against: None
MOTION PASSED

Move To: Approve the Lancaster Landscapes proposal for stump removal for trees damaged by the snowstorms totaling $6,625.00.
Moved by: Tom McClimon
Seconded: Dak Hardwick
For: All
Against: None
MOTION PASSED

SNOW STORM ACTION REPORT
The Board and Management discussed and reviewed all of the information compiled relating to the snow storm in February, 2010. The CAC is currently drafting a snow emergency plan for Cameron Station and the Board asked to have this information provided to them.

COMMUNITY MANAGER’S REPORT
Airielle Hansford, Community Manager, gave her latest report to the Board.

Cameron Station Residents Opening Gym during Weather Closures – Status Update
The Association’s legal counsel advised the Cameron Station Board of Directors to not allow residents to open the club/gym during a weather related closure.

DMS Tree Replacement Amendment Status
A representative from RTEC Treecare met with members of the Board, Architectural Review Committee and Common Area Committee on Tuesday, February 16, 2010 to discuss tree issues and replacement specifications. This meeting was productive and RTEC felt that they could start to develop a list of suggested replacement trees within a matter of weeks.

Cameron Station Website Update
The Communication Committee has worked hard to develop the attached Request for Proposals for a new website developer and host. This RFP has been placed on the Cameron Station website and will be posted on a local listserv.

Installation of Perimeter Fence Extension
The perimeter fence extension was installed at the beginning of March. The Cameron Station and Woodland Hall Boards approved the Hann & Hann proposal called for a 6’ fence topped with 2’ lattice. The vendor mistakenly installed an 8’ fence topped with 2’ of lattice. Once this was brought to Management’s attention the contactor agreed to rectify the situation. On March 11, 2010 Kristen Mitten, Department of Planning & Zoning, advised that the fence would need to be 4’ tall with 2’ of lattice totaling 6’ in order to keep the fence consistent with the design of the perimeter fence. Hann & Hann has agreed to make this change at no cost to the associations.

**Association Insurance Renewal**
The Association’s insurance expires on June 1, 2010. CMC is in the process of soliciting bids for renewal. This information will be provided to the Board at the April 27th Board meeting for review and consideration.

**Common Area Tree Replacement**
Cameron Station lost a good amount of trees during the December and February snow storms. Particularly, the association lost about fifty (50) Leland Cypresses mostly along the perimeter of the community. Leland Cyprus is frequently used as a boundary tree, but they do not do well planted so close together. The association has requested permission from the City of Alexandria to have the fallen and damaged cypresses along the perimeter of the community which is common area, replaced with a different species. The Common Area Committee and Management have been working with Lancaster on replacement trees and acceptable substitutions.

**Move To:** Enter into Executive Session at 10:30pm
Moved by: Mahl Avila
Seconded: Dak Hardwick
For: All
Against: None
MOTION PASSED

**Move To:** Exit Executive Session at 10:46pm
Moved by: Dak Hardwick
Seconded: Michael Kidwell
For: All
Against: None
MOTION PASSED

**Move To:** Approve the homeowner’s request for waiver of covenants violation fees totaling $620.00.
Account# 00229-9013
Moved by: Dak Hardwick
Seconded: Mahl Avila
For: Dak Hardwick, Mahl Avila and Michael Kuhl
Against: Michael Kidwell and Tom McClimon
MOTION PASSED

**Move To:** Approve the homeowner’s request for a waiver of covenants violation fees totaling $900.00 with the stipulation that the homeowner must abate the violation within thirty (30) days.
Account# 00253-9524
Moved by: Dak Hardwick
Seconded: Michael Kidwell
For: All
Against: None
MOTION PASSED

Move To: Re-Enter into Executive Session at 10:50pm
Moved by: Dak Hardwick
Seconded: Mahl Avila
For: All
Against: None
MOTION PASSED

Move To: Exit Executive Session at 11:05pm
Moved by: Dak Hardwick
Seconded: Mahl Avila
For: All
Against: None
MOTION PASSED

Move To: Adjourn at 11:05pm
Moved by: Dak Hardwick
Seconded: Mahl Avila
For: All
Against: None
MOTION PASSED

Minutes prepared by: Felicia Mingione-Buzan, Assistant Community Manager

Minutes were approved at the April 27, 2010 Board of Directors Meeting.

Submitted by: Manuel Avila, Secretary/Treasurer