The regularly scheduled monthly meeting of the Board of Directors for September was held on September 22, 2009. The meeting was called to order at 7:01 p.m. by John Sullivan at the Cameron Club, Alexandria, Virginia 22304.

**Board Attendance:** John Sullivan-President; Brad Holsclaw-Vice President; Mahl Avila- Secretary/Treasurer; Michael Kuhl-Director; Mindy Lyle-Director; Dak Hardwick-Director.

**Absent:** Tom Mc Climon-Director

**Others Attending:**
Airiel Hansford, Community Manager, CMC
Nick Mazzarella, HOA Division Director, CMC
Felicia Mingone-Buzan, Assistant Community Manager, CMC

**Move To:** Approve the September 22, 2009 meeting agenda as amended.
Moved by: Michael Kuhl  
Seconded: Dak Hardwick  
For: All  
Against: None  
**MOTION PASSED**

**GUEST SPEAKERS**
Deputy Police Chief Blaine Corle, Alexandria City Police Department, gave the community an update on the recent crime activity in the Cameron Station area. The Board also discussed the noticeable police presence near Samuel Tucker Elementary School and that they are working with the city to acquire flashing school/speed signs.

**RESIDENTS’ OPEN FORUM**
No residents spoke during this time.

**Move To:** Approve the Board minutes from September 1, 2009.
Moved by: Michael Kuhl  
Seconded: Brad Holsclaw  
For: All  
Against: None  
**MOTION PASSED**

**APPEAL HEARING**
There were no appeal hearings this month.

**FINANCIAL REPORT**
Given by Mahl Avila

**Investments:**
On August 31, 2009 the Association had operating and investment funds totaling $2,391,941.60. The First Association Bank operating account had a balance of $275,757.40. Based upon this statement, the Access National Money Market account had a balance of $30,381.47, the Smith Barney Money Market account has a balance of $253,982.56 and the
Morgan Stanley Money Market account has a balance of $5,138.63. There is $1,806,000.00 invested in laddered CDs and investment funds.

**Balance Sheet:**
The Accounts Receivable Residential Assessments account as of August 31, 2009 was $44,678.57. This reflects a delinquency rate of approximately 2.19%, which is below the industry standard of 5%

Accrued Reserves total $1,333,238.48 and are fully supported by cash and investments. This signifies that the Association is in a healthy financial position.

**Income Statement Report:**
The Income Statement Report reflects a year to date income of $1,628,588.57 which is $27,204.57 above the budgeted amount of $1,601,588.57.

The year-to-date expenses are $1,401,379.15 which is $43,489.85 below the budgeted amount of $1,444,869.00. While the overall expenses are below the budgeted amount, there are a few line items that I would like to bring to your attention, as they exceed the year to date budgeted amount by more than $1,500. This information is listed below for your reference.

**Parking Enforcement** - line item #5073, exceeds the budgeted amount by $5,046.88 year to date. This is due to an increase in hours beyond the budgeted amount as approved by the Board of Directors in December 2008. Management has recommended an increase in this line item for FY2010.

**Legal Fees** - Collections, line item #5105, exceeds the budgeted amount by $14,909.60 year to date. This is due to an increase in outstanding assessments. Please know that this line item is partially offset by Income Line Item #4302- Legal Fees.

**Management Reimbursements** - line item #5120, exceeds the budgeted amount by $2,027.00. This is partially due to the cost for CAI Training for the site staff at the approval of the Board.

**Landscaping Maintenance** - line item #6001, exceeds year to date the budgeted amount by 6,663.43. This is due to the costs associated with mowing Linear Park. Management anticipates that this line item will be over by approximately $7,500 by the end of 2009 because of the turf maintenance of Linear Park.

**Irrigation System Contract** - line item #6002, exceeds year to date the budgeted amount by $27,124.40. This was due to the Capital Improvements project for installation of the five new water meters and irrigation of six areas in the community.

**Snow Removal** - line item #6003, exceeds the year to date budgeted amount by $18,045.11. The bills for the snow removal for early 2009 totaled $38,124.50. Also, this line item covers street cleaning which was completed in May at a cost of $3,920.61. There is $40,000 budgeted in this line item for FY2009.

**Common Area Lighting Maintenance** - line item #6102, exceeds the budgeted amount by $10,058.79 year to date. This is due to the repair of two major circuits in the community totaling $3,459.58 and a repair totaling $3,646.34. Management has recommended an increase in the budgeted amount for this line item for FY2010.

**Common Area Consulting** - line item #6365, exceeds the budgeted about by $17,475.00. This is due to the payment totaling $21,000.00 for the tree study and $6,475.00 for the 50% for the development of a tree study.

**Pool Management Contract** - line item #6018, exceeds the budgeted about by $8,140.00. This is due to the payments being made on a seven (7) month schedule, but the budget is broken out over 12 months. This will be adjusted in the FY2010 budget.

Overall there is a positive variance between year to date income and expenses in the amount of $227,209.42. As always, we will continue to closely monitor the monthly expenses for the Association and will advise the Board of any specific issues that may have an impact to the budget. Please let me know if you have any questions regarding this information.
WTS REPORT
Kevin Horner, WTS Fitness Director, presented the August 2009 WTS report. He noted that the usage has gone up since July. He announced that the two new treadmills are working well and residents are pleased. Kevin also discussed the recent buckling and repair of the basketball court floor and that the door to the stretching room is scheduled for repair. Once again, he reminded the Board of the upcoming fitness center closure scheduled from 9:00am on October 1, 2009 through 5:00pm on October 2, 2009 in order to paint, clean and rearrange equipment.

COMMITTEE REPORTS
The Board reviewed committee reports on activities and recommendations to the Board since the last Board meeting.

Dak Hardwick spoke for Tom McClimon on behalf the ARC – The Board asked the ARC to review DMS policy for front door hardware specifications. John Sullivan mentioned that the City will be relaxing their policy on private tree replacement – to be discussed later on the agenda.

Raymond Celeste, Chairman of the CCEC, mentioned the request for parliamentary procedures classes for all committee members. The Board agreed to provide hard copies of the PowerPoint presentation from CMC as well as copies of the Parliamentary Procedures quick study guide as interim guidance until formal classes can be scheduled. Ray also mentioned that several of the shower heads in both the men’s and women’s locker rooms needed repair or replacement. Management announced that they will have the maintenance staff, look at those shower heads the next business day. Ray reminded the board that TGI(L)F will be this Friday, September 25, 2009.

Martin Menez, Chairman of the Ad Hoc Renovation Committee, mentioned that the committee was finalizing their survey and will be passing the final onto the Communications Committee upon completion. Martin asked for a motion to spend up to $100.00 for Survey Monkey registration.

Move To: Approve up to $100 for Survey Monkey registration to be used by the Ad Hoc Renovation Committee.
Moved by: Mindy Lyle
Seconded: Mahl Avila
For: All
Against: None
MOTION PASSED

Mindy Lyle, Board Liaison, Communications Committee – requested a list of Cameron Station residents and addresses for a committee ad campaign. Management will provide this list to the Communications Committee on October 1, 2009. Airielle Hansford mentioned that per to Communication Committee’s request, Management will use generic email addresses for Association Management on the Website and other communications, but that the CMC email addresses would remain on business cards.

Sandra Haasl, Chair of the Financial Advisory Committee, mentioned that the FAC did not recommend renewing the contracts from Lancaster Landscapes for the weeding at Linear Park and the Landscaping contract. The board recommends approving the Linear Park weeding contract as it is in the best interest of the community; however the Board should continue to monitor the city’s budget so that they may resume the maintenance of this park as soon as they have the funds to do so. Sandra announced her resignation from the FAC due to an overseas business opportunity. Airielle Hansford thanked Sandra for her time and service to the community. Sandra recommended a solid replacement with financial experience, to the Board and the Board made a motion.

Move To: Approve the appointment of Michael Bilbrey to replace Sandra Haasl as the FAC Chair effective immediately.
Moved by: Michael Kuhl
Seconded: Mindy Lyle
For: All
Against: None

MOTION PASSED

Dak Hardwick, Board Liaison, Ad Hoc Pool Rules Committee, announced that the Committees first meeting will be Monday, September 28, 2009. He mentioned that he will be out of the country on travel and Brad Holsclaw said that he could attend the meeting.

Robert Burns, Chairman, CAC, mentioned that he agreed with the Board that the weeding of Linear Park needed to be continued. He also mentioned that Lancaster has been great to work with and work like to keep our contract with them.

OLD BUSINESS
Mindy Lyle mentioned that Cameron Perks is in the process of going before the City Council to be purchased by the current owner of ‘The Caboose Cafe’ in Del Ray. She also mentioned that the City Council is planning an SUP process change to simplify the amendment of a current SUP and that Cameron Station would then fall under the Administrative SUP.

The Board gave an action item to Management to prepare another letter to the Deputy City Mayor to request a follow up on the Cameron Station bond out.

NEW BUSINESS
Brad Holsclaw gave an update on the first Neighborhood Watch meeting held on Monday, September 21, 2009. Two Cameron Station residents that were present made a request to have the Board put nominations for Neighborhood Watch Block “Heads” to be placed on the Annual Meeting agenda. They also requested that a flyer be created and added to the Cameron Station Welcome Packets and other communication vehicles (website, Compass, Annual Meeting Mailing, etc.). The Board asked Brad to work with residents to develop a Neighborhood Watch presentation for the Annual Meeting. He was also granted the authority to work directly with Management on administrative issues.

Mahl Avila mentioned that they lake at Ben Brenman park is looking bad. Volunteers will be cleaning the lake in later September or early October.

Move To: Approve the Lancaster Landscapes proposal totaling $20,186.00 to remove and/or install replacement trees on the common areas.
Moved by: Michael Kuhl
Seconded: Mindy Lyle
For: All
Against: None

MOTION PASSED

Move To: Approve the Lancaster Landscapes service proposal totaling $15,966.00 for mowing and mulch bed care in Linear Park beginning April 2010.
Moved by: Michael Kuhl
Seconded: Mindy Lyle
For: All
Against: None
MOTION PASSED

Move To: Approve the National Fitness Consultant’s proposal totaling $425.00 per quarter to provide preventative maintenance and warranty repairs to the exercise equipment at the Cameron Station fitness center.
Moved by: Dak Hardwick
Seconded: Michael Kuhl
For: All
Against: None
MOTION PASSED
Move To: Approve the CMC Maintenance proposal totaling $1,500.00 to repair loose boards and replace missing lattice and fence boards as needed on the CSCA fence located behind the homes on Martin Lane.
Moved by: Michael Kuhl
Seconded: Mindy Lyle
For: All
Against: None
MOTION PASSED

Move To: Approve the Lancaster Landscapes proposal for turf restoration totaling $9,350.00.
Moved by: Michael Kuhl
Seconded: Mindy Lyle
For: All
Against: None
MOTION PASSED

Move To: Approve the National Service Contractors proposal for deep cleaning of the locker rooms totaling $525.00
Moved by: Dak Hardwick
Seconded: Mindy Lyle
For: All
Against: None
MOTION PASSED

FY2010 Budget Review
The following line items were discussed for the FY2010 budget.
Parking Enforcement (5073) – the Board reviewed this line item and increased the proposed total from $8,800.00 to $13,650.00.

Common Area Water/Sewer (5901) – The Board discussed increasing this proposed line item from $10,000.00 to $15,000.00.

General Repair & Maintenance (6360) – Per Managements request, the Board increased this line item from $0.00 to $5,000.00.

Move To: Approve to re-appropriate funds totaling $3,200.00 from Website (5830) to Community Activities (5601).
Moved by: Mindy Lyle
Seconded: Mahl Avila
For: Mindy Lyle, Mahl Avila, John Sullivan, and Dak Hardwick
Against: Brad Holsclaw, Michael Kuhl
MOTION PASSED

School Zone Signs
The Board agreed to have a letter sent to the City of Alexandria Traffic and Parking Board in support of the decision for the City to place 15MPH signs along Cameron Station Blvd.

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

Annual Meeting Information
The Notice of Annual Meeting, Call for Candidates and Meeting Agenda was mailed out on Thursday, September 17, 2009. The Meet the Candidates event is scheduled for Sunday, October 18, 2009 at 5:00pm in the Great Room.
Miscellaneous
The Board reviewed a letter from the City of Alexandria to the Association regarding the private trees located in Cameron Station. The Board asked the ARC to review this and give the Board guidance on how this should be handled.

Move To: Enter into Executive Session at 9:37pm
Moved by: Mindy Lyle
Seconded: Mahl Avila
For: All
Against: None
MOTION PASSED

Move To: Exit Executive Session at 9:45pm
Moved by: Michael Kuhl
Seconded: Brad Holsclaw
For: All
Against: None
MOTION PASSED

Move To: Approve the homeowners request to enter into a payment plan. This is contingent upon the homeowner signing a settlement order and agreeing to abate all maintenance violations. If the violations are not abated within 60 days, the association has the right to abate the violations and charge the homeowner.
Moved by: Michael Kuhl
Seconded: Mindy Lyle
For: All
Against: None
MOTION PASSED

Move To: Adjourn at 9:47pm.
Moved by: Dak Hardwick
Seconded: Michael Kuhl
For: All
Against: None
MOTION PASSED

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

Minutes were approved at the October 27, 2009 Board of Directors Meeting.

Submitted by: Manuel Avila, Secretary/Treasurer