

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

Monday, November 9, 2015

The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, November 9, 2015. The meeting was called to order at 7:01 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 Ken Jonmaire, CAC Member
 Mindy Lyle, CAC Member

Members Absent: Linda Greenberg, CAC Member
 Susan Willis, CAC Member

Others in Attendance: Bette Sanft, Community Manager (CMC)
 Meghan Marville, Covenants Administrator
 Rodney Gray, CSCA Board Liaison
 Joel Owen, Lancaster Landscapes
 Carlos Rios, Lancaster Landscapes

OLD BUSINESS:

Move to: Approve Meeting Minutes – October 2015

Moved by: Jonmaire

Seconded By: McCollom

For: All

Against: None

Motion Passed

Updates:

Irrigation Project: The CAC asked Lancaster Landscapes to look at the turf where the irrigation project was completed to address the few areas that remain of damaged turf.

Irrigation: Lancaster Landscapes is in the process of winterizing the irrigation system. All areas should be completed by mid-month.

Leaf Removal Schedule: Lancaster Landscapes provided the leaf removal schedule to community management. It has been included in e-mail blasts and will continue to be sent out in future e-mail blasts.

NEW BUSINESS:

Resident Open Forum:

No residents in attendance.

Board Update:

Nothing Significant to Report

Common Area Application: None

Proposal Considerations: None

Discussion:

Approved CAC Proposals – The Cameron Station Board requested a more detailed break-out of expenses for the proposals that were approved last month (24611, 25155, 25184 & 25185). Bette is working with Lancaster Landscapes to provide that information. Additionally, the Board requested a similar break-out of proposals the CAC approved in November 2014 (24498, 24499, 24500 & 24501). Of note, Mindy asked if these hardscape improvements for the gazebo area require City of Alexandria approval since that area is city property. Bette is going to look into the issue.

LED Street Lights – Kolb Electric can only purchase the light pole and fixtures together. The cost including freight is \$3,300 per set with a minimum order of 5. The poles and fixtures identified are an exact match to existing street lights. Kolb Electric will provide a detailed proposal. No change from September or October 2015 CAC meeting.

Shuttle Schedule – A new shuttle schedule was brought to the CAC for approval of a trial period. The CAC deferred from approving this new schedule until it could be verified that upcoming Metro timetable changes were taken into consideration for this new schedule. Bette will go back to ARM Transportation to verify that these expected changes were accounted for in the new schedule.

ARC/CAC Coordination – Meghan Marville, Covenants Administrator, was present at this month's meeting to facilitate cooperation between the Architectural Review Committee (ARC) and CAC on landscaping issues. Robert offered the CAC's expertise in dealing with landscape issues should the ARC require any assistance. Additionally, tree coverage and approved tree types were discussed. When Cameron Station (CS) development was completed, it met 110% of the canopy coverage as outlined by the City of Alexandria. Based on the DSUP, CS must only maintain 80% of the requirement; therefore, some judicious tree removal should be approved. This is especially true for some trees that are dead or not appropriate for the location at which they were planted. The DSUP also outlines the five tree types approved by the city to be used where appropriate throughout the community. Finally, a tree survey has not been completed in a number of years. It was recommended that one be completed to help make decisions on tree removal and canopy coverage.

Planning for the Year Ahead – The following items were suggested as possible projects for the New Year: brick replacement/fixes; tree removal/planting; paving; & reserve study. Robert asked CAC members to give thought to any other projects that should be looked at in the coming year.

The next meeting will be on December 14th, 2015 at Mindy Lyle's home. This will be the Annual CAC Holiday Party/Meeting. An e-mail with additional details will be sent as the date gets closer.

The meeting adjourned at 7:54 PM.