The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, January 8, 2018. 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  
Susan Willis, CAC Member  
Allen Brooks, CAC Member  
Linda Greenberg, CAC Member

Members Absent: Kathy McCollom, CAC Vice Chairman  
Mindy Lyle, CS Board Liaison

Others in Attendance: Joel Owen, Lancaster Landscapes  
Carlos Rios, Lancaster Landscapes  
Peter Miller, Lancaster Landscapes  
Rennie Vazquez, 5115 Gardner Drive  
Wendy Ulmer, 5060 Kilburn Street

OLD BUSINESS:

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

Updates: None

NEW BUSINESS:

Resident Open Forum: Rennie Vazquez and Wendy Ulmer were in attendance as candidates to fill the vacant position on the CAC. Both candidates were allowed a few minutes to introduce themselves and provide any additional information to the CAC on why they would like to be a member. Additionally, CAC members were able to ask questions of the candidates. The CAC will review the applications and discuss the candidates in a closed session during the February 2018 meeting.

Board Update: None

Common Area Applications: None

Proposal Considerations: Please note that the CAC determined which line item each of the below proposals fall into. However, the CAC realized that those line items may change once CMC reviews the proposals. Additionally, the CAC needs a copy of the 2018 Budget in subsequent meetings to ensure adequate funding is in place prior to consideration of future proposals.
Paver Installation on Duke Street Entrance to Gardner (Proposal 28927):
The total cost is: $840.00 (Budget Line: 6600)

- The current pavers are an eyesore (not aligned), create an erosion issue for the surrounding area, and create a tripping hazard for anyone traversing the area.

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

Gazebo Cupola Lighting (Proposal 28938):
The total cost is: $900.00 (Budget Line: 6600)

- A light similar to the recent lighting installation in the cupola will create a finished/polished look for the gazebo.

Move to: Cupola Lighting
Moved by: Greenberg
Seconded By: Willis
For: All
Against: None
Motion Passed

The following proposal is being held pending more information. Once the necessary information is available, the CAC can proceed with review/adjudication:

5134 Grimm Drive Drainage (28939): Extension of current fieldstone swale is necessary to address erosion and water ponding issues. The CAC asked Lancaster Landscapes to provide photos of the current area to help visualize the additional work.

Discussion:

Leaf Collection – Both the CAC and Lancaster Landscapes agreed that there needs to be better communication with the community regarding dates for leaf collection and how the process works. Additionally, weather issues that delay collection need to be better communicated to the community. Lancaster Landscapes is working on adjusting their routes to better service the community.

Spring Planting – Color guide for spring planting will be available during the February 2018 CAC meeting.

Pride of Ownership Awards – Susan, Kathy, and Linda will spearhead the award process.

American Disposal – The CAC would like to discuss the current contract with American Disposal at the February 2018 meeting as well as the recent issues with late collection and failure to fully empty residents’ containers.

2018 Budget – Please ensure a copy of the 2018 Budget is included in the CAC meeting packets to ensure the CAC can verify line items and available funds.

Pet Waste – The CAC will discuss issues raised by resident Joan Lampe, 174 Martin Lane, in a memo sent to the CAC.
The next meeting will be on February 12, 2018 in the Cameron Club.

The meeting adjourned at 7:32 PM.