The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, March 12, 2018. Before the start of the meeting, CAC members had an opportunity to tour buses from each of the representatives who submitted proposals to provide transportation services to Cameron Station. The meeting was called to order at 7:07 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
                   Allen Brooks, CAC Member              Susan Willis, CAC Member
                   Linda Greenberg, CAC Member           Mindy Lyle, CS Board Liaison

Members Absent: Jeanne Brasseur, CAC Secretary

Others in Attendance: Judy Johnson, CMC
                      Joel Owen, Lancaster Landscapes
                      Carlos Rios, Lancaster Landscapes
                      Peter Miller, Lancaster Landscapes
                      Matt Hall, 5018 Gardner Drive
                      Martin Menez, 4924 Donovan Lane
                      Margaret Brock, CS Board President
                      Michael Johnson, CS Board Secretary

Representatives from:
                      Fleet Transportation
                      Reston Limousine
                      A1 Transportation
                      ARM Transportation

OLD BUSINESS:

Move to: Approve Meeting Minutes – February 2018

    Moved by: McCollom
    Seconded By: Greenberg
    For: All
    Against: None
    Motion Passed

Updates: None

NEW BUSINESS:

Shuttle Proposals: CAC Chairman Burns opened New Business with questions for representatives from four transportation firms that submitted bids to CMC Management to provide shuttle bus services for Cameron Station residents. CAC Members as well as Cameron Station residents asked questions each of the four firms.

Resident Open Forum: Matt Hall expressed concern that the land in between the townhomes on Gardner Drive and Waple Lane is eroding and damaging the fences and other property of townhome owners. Mr. Hall asked CAC whether it could install pavers similar to the area at the end of Gardner Drive and Waple Lane. CAC Chairman Burns said the Committee would consider a proposal from Lancaster Landscapes and asked that Lancaster provide a proposal to the Committee.
**Board update:** Ms. Lyle noted that the CS Board will take-up the nomination to fill the CAC vacancy at the next Board meeting.

**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.

### Irrigation Service (no proposal number)
**Total cost:** $5,193.00 (Budget Line: 6299)
- Proposal covers seasonal costs with preparing the irrigation for Spring.

**Move to: Approve Irrigation Service**
Moved by: McCollom
Seconded By: Greenberg
For: All
Against: None
**Motion Passed**

### Paver Installation, Duke Street-Gardner Entrance (Proposal 28927)
**Total cost:** $840.00 (Reserve Line: 3364)
- Regrade muddy area and installation of paver path to prevent erosion.

**Move to: Approve Paver Installation**
Moved by: Brooks
Seconded By: McCollom
For: All
Against: None
**Motion Passed**

### Summer Flower Installation (Proposal 28981)
**Total cost:** $6,360 (Budget Line: 6150)
- Planned seasonal planting of flowers at Duke Street Entrance, Management Office, and Cameron Station Circle.

**Move to: Approve Summer Flower Installation**
Moved by: Brooks
Seconded By: Greenberg
For: All
Against: None
**Motion Passed**

### Discussion:

**Lancaster Update:** Lancaster notified the CAC that it would conduct tree pruning for common area trees during the last week of March. CAC Chairman Burns thanked Lancaster for their quick response after the high wind event in March. According to Lancaster, only five trees in CS common area were affected.

**Pet Policy:** The CAC discussed the town hall meeting on the pet policy scheduled for March 13. CS Board President Brock asked the CAC on the history of the pet signs for Donovan park. The CAC explained that the park was never identified as an exception to the previous Board policy. Rather, the “no pet signs” were not installed in the park. When they were installed, several members of the community expressed concern that the
CAC reversed existing policy. The CAC asked Lancaster for its opinion on whether the change in the pet policy allowing pets in pocket parks have impacted the common areas. Lancaster responded by stating that the pocket parks are not noticeably worse, but that this is the first season since the change in policy. Impacts to the common area may be felt in two or three years from now.

Also, CS Board Member Lyle explained that the reason why pets were not allowed in the pocket parks was that there was no irrigation system. Once the parks were irrigated this condition no longer pertained.

**Duke Street Trash:** CAC Chairman Burns noted that he received a response from the City of Alexandria in response to concerns over the amount of trash on Duke Street. He will share this response with members of the CAC.

**Snow Removal Policy Request:** The CAC deferred discussion of the snow removal policy request submitted by Mr. Menez until questions concerning the EMS/Fire access rules, and number of impacted homes and sidewalks are first determined. Ms. Lyle noted that in the past Cameron Station was fined by the City for sidewalks impeded by snow. CAC asked Ms. Johnson to follow up with the City to address the questions.

**Street Sweeping of Private Streets:** A question over street cleaning of Cameron Station streets was posed to CMC management. CMC stated it would be looked into.

**Updates to The Compass newsletter:** CAC Vice Chairwoman McCollom noted that several articles relevant to the CAC were submitted for the upcoming Compass newsletter.

The next meeting will be on April 9, 2018 in the Cameron Club.

The meeting adjourned at 8:30 p.m.