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

Monday, April 9, 2018

The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, April 9, 2018. The meeting was called to order at 7:02 PM by Robert Burns, CAC Chairman, in the Henderson Room of the Cameron Club, Cameron Station.

Members Present: Robert Burns, CAC Chairman  Kathy McColлом, CAC Vice Chairman
Jeanne Brasseur, CAC Secretary  Susan Willis, CAC Member
Wendy Ulmer, CAC Member  Mindy Lyle, CS Board Liaison

Members Absent: Allen Brooks, CAC Member  Linda Greenberg, CAC Member

Others in Attendance: Judy Johnson, CMC
Joel Owen, Lancaster Landscapes
Martin Menez, 4924 Donovan Lane
Larry & Janice Albright, 5248 Brawner
Colby Hostetler, Barbour

OLD BUSINESS:

Move to: Approve Meeting Minutes – March 2018

Moved by: McColлом
Seconded By: Willis
For: All
Against: None
Motion Passed

Updates:

NEW BUSINESS:

Resident Open Forum: Larry and Janice Albright attended the CAC meeting to ensure that the CAC and Lancaster Landscapes is aware of the drainage issue in the common area behind their residence. Over the last year, three trees have had to be removed and have yet to be replaced. Additionally, the turf in the area is always damaged from mowing as the mowers consistently create ruts in the oversaturated area. Previously, a French drain was installed in the area but is not sufficiently addressing the drainage issue.

The CAC asked that Lancaster Landscapes to inspect the area and present a proposal at the May CAC meeting to address the issue.

Colby Hostetler attended the CAC meeting to present signage options to remind residents and those transiting the community that picking up after pets is required. She also suggested that individual letters go out to each resident, not just owners, to ensure they are aware of the policy.

The CAC will review her inputs for the pet policy discussion during the May CAC meeting.

Martin Menez attended the CAC meeting to discuss painting the mailboxes throughout the community. The U.S. Postal Service provided guidance that it is the HOA’s responsibility to paint the mailboxes.

The CAC asked CMC to get proposals for the cost of painting the mailboxes and present those at the May CAC meeting.
Board Update: The CS Board approved all proposals from the March CAC meeting during the March board meeting.

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.

Street Sweeping throughout the Community:
The total cost is: $5,440.00 (Budget Line: 6760)

- Street sweeping is done twice a year. This will clear out the debris that has accumulated over the winter.

Move to: Approve Street Sweeping
Moved by: Brasseur
Seconded By: Willis
For: All
Against: None
Motion Passed

Recommend Fleet Transportation as the New Shuttle Provider:
The total cost is: $1,050,000.00 over five years

- The current shuttle contract is month to month and a new long-term contract is required.

Move to: Recommend Shuttle Service Provider
Moved by: Brasseur
Seconded By: McCollom
For: All
Against: None
Motion Passed

Tree Replacement throughout the Community (Proposal 28999):
The total cost is: $2,100 (Budget Line: 3364)

- This will replace trees lost during the recent windstorm. Additionally, the line item for tree replacement between Gardner and Bessley was deleted. Adjusted cost is accurately reflected above.

Move to: Approve Tree Replacement
Moved by: Brasseur
Seconded By: McCollom
For: All
Against: None
Motion Passed

Turf Restoration throughout the Community (Proposal 29000):
The total cost is: $3,325.00 (Budget Line: 6155)
- Restore turf that was damaged due to winter salt and weather conditions.

Move to: Approve Turf Restoration
   Moved by: McCollom
   Seconded By: Willis
   For: All
   Against: None
   Motion Passed

Drainage and Erosion Control between John Ticer and Barbour (Proposal 29006):
The total cost is: $3,325.00 (Budget Line: 3364)
   - This will address standing water issues and are areas where soil is being washed onto sidewalks.

Move to: Approve Drainage and Erosion Control
   Moved by: McCollom
   Seconded By: Ulmer
   For: All
   Against: None
   Motion Passed

Discussion:

   Pet Policy: Minutes from the Town Hall held on March 13th were reviewed. Additionally, e-mails and sign options were distributed to each CAC member to review for the May CAC meeting where an in-depth discussion of the policy and potential way ahead will be discussed.

   Snow Removal Policy: There is no requirement by the City of Alexandria to have driveways cleared after a snowfall, only a requirement to clear the sidewalks. The CAC discussed the option to amend the snow removal policy to read that two car driveway owners must only clear one half of their driveway. There was not sufficient evidence for any of the CAC members to move to endorse the amendment.

   Community Walk-Throughs: These will begin next month. They are scheduled for the third Thursday of each month, May-September. The first walk-through is May 17th.

The next meeting will be on May 14, 2018 in the Cameron Club.

The meeting adjourned at 8:33PM.