The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, May 14, 2018. The meeting was called to order at 7:06 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  
Mindy Lyle, CS Board Liaison  
Kathy McCollom, CAC Vice Chairman  
Linda Greenberg, CAC Member

Members Absent: Allen Brooks, CAC Member  
Wendy Ulmer, CAC Member  
Susan Willis, CAC Member

Others in Attendance: Joel Owen, Lancaster Landscapes  
Carlos Rios, Lancaster Landscapes  
Peter Miller, Lancaster Landscapes  
S. Hockley Walsh, 5199 Brawner Place  
Christine Cooper, 5096 Grimm Drive

OLD BUSINESS:

Move to: Approve Meeting Minutes – April 2018
Moved by: McCollom  
Seconded By: Brasseur  
For: All  
Against: None  
Motion Passed

Updates: None

NEW BUSINESS:

Resident Open Forum/Common Area Applications: Christine Cooper, 5096 Grimm Drive, attended the CAC to request approval of the construction of flowerbeds at the rear of her residence. Ms. Cooper explained her plans and the type of plants that will be used. Additionally, she will complete the required paperwork to have the area noted by the city. As, the CAC, by direction of the HOA, administers this area on behalf of the City of Alexandria through a memorandum of Understanding (MOU).

Move to: Approve Flowerbeds in the Common Area at the rear of 5096 Grimm Drive
Moved by: Greenberg  
Seconded By: McCollom  
For: All  
Against: None  
Motion Passed
S. Hockley Walsh, 5199 Brawner Place, attended the CAC to request approval of the construction of flowerbeds at the rear of his residence. Mr. Walsh explained his plans and the type of plants that will be used. Additionally, he will complete the required paperwork to have the area noted by the city. As, the CAC, by direction of the HOA, administers this area on behalf of the City of Alexandria through a memorandum of Understanding (MOU).

Move to: Approve Flowerbeds in the Common Area at the rear of 5199 Brawner Place  
Moved by: Brasseur  
Seconded By: McCollom  
For: All  
Against: None  
Motion Passed

Board Update: 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.

Pothole Repair throughout the Community:  
The total cost is: $4,456.00 (Budget Line: 6760)  
* Total Cost adjusted to $5158.00 as additional potholes were identified after the initial estimate and all CAC members agreed to the addition of this cost to the estimate.

- Required maintenance on CS streets that ensures the safety of residents and visitors.

Move to: Approve Pothole Repair  
Moved by: Greenberg  
Seconded By: Burns  
For: All  
Against: None  
Motion Passed

Purchase Gazebo Railing Repair Kit:  
The total cost is: $1300.00 (Budget Line: 3364)

- A section of railing in the gazebo is rotting due to an errant irrigation nozzle (will be addressed by Lancaster Landscapes). The repair kit for the railing costs $1300. A deposit of $650 is required to order the kit, which will take approximately 6-8 weeks for delivery. Additionally, estimates for the priming, painting and installation of the railing will need to be obtained, reviewed and approved to complete the project.

Move to: Purchase Gazebo Railing Repair Kit  
Moved by: McCollom  
Seconded By: Greenberg  
For: All
Turf Restoration at Murtha Pocket Park (Proposal 29154):
The total cost is: $2,260.00 (Budget Line: 6155)

- The pocket park needs to be aerated and top dressed with topsoil and compost for the placement of shade mix grass seed. As the pocket park trees matured, less sunlight is present for the current variety of grass causing significant turf erosion and deterioration.

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

Address Drainage Issue at 168-170 Martin Lane (Proposal 29153):
The total cost is: $2,292.50 (Budget Line: 3364)

- Due to poor drainage, area needs to be leveled and existing stepping stones raised to facilitate better drainage and aesthetic.

Move to: Approve Drainage Issue
   Moved by: Greenberg
   Seconded By: McCollom
   For: All
   Against: None
   Motion Passed

Drainage and Erosion Control between Brawner Place and Bessley Place (Proposal 29097):
The total cost is: $2,700.00 (Budget Line: 3364)

- This will address standing water issues and areas where soil is being washed onto sidewalks and into residents’ backyards.

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

Tree Removal/Replacement between 5242 and 5244 Tancreti (Proposal 29069):
The total cost is: $1,175.00 (Budget Line: 3364)

- A declining Sycamore will be replaced with a Crape Myrtle.
Move to: Approve Tree Removal/Replacement
   Moved by: McCollo
   Seconded By: Burns
   For: All
   Against: None
   Motion Passed

Mulch Installation at 210-212 Cameron Station Boulevard (Proposal 29119):
The total cost is: $427.50 (Budget Line: 6150)
   - Turf deterioration is too great to attempt restoration due to the high volume of foot traffic, as this area is a bus stop, and pet damage.

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

Discussion:

   Pet Policy: Based on input from the previous town hall and e-mails received on this topic, CAC discussed possible way-aheads. CAC recommends investing in signage encouraging pet owners and pet walkers to pick up after their pets, particularly in the pocket parks. This is also a good reminder to area residents who transit through Cameron Station while enjoying the bike paths and city parks. The CAC recommends a pilot program in the Donovan Pocket Park using signs that indicate not picking up waste results in a fine. Also, the CAC recommends the signage on community trash containers stating it is a violation to dispose of pet waster in these containers be reviewed and for trash containers with missing signs or signs in disrepair be replaced.

   Proposal for Waple/Gardner Turf Restoration: This area is private property. As such, the CAC recommends the homeowners attempt to address the issue.

   Community Walk-Throughs: These will begin Thursday. They are scheduled for the third Thursday of each month, May-September. The first walk-through is May 17th and will be a walk of the linear park with City of Alexandria officials.

The next meeting will be on June 11, 2018 in the Cameron Club.

The meeting adjourned at 8:05PM.