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

Monday, October 8, 2018

The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, October 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
Wendy Ulmer, CAC Member
S. Hockley Walsh, CAC Member
Kathy McCollom, CAC Vice Chairman
Linda Greenberg, CAC Member
Mindy Lyle, CS Board Liaison

Members Absent: Allen Brooks, CAC Member

Others in Attendance: Joel Owen, Lancaster Landscapes
Curt Cummins, Lancaster Landscapes

OLD BUSINESS:

Move to: Approve Meeting Minutes – September 2018
Moved by: Greenberg
Seconded By: Ulmer
For: All
Against: None
Motion Passed

Updates: None

NEW BUSINESS:

Resident Open Forum: None

Board Update: None

Common Area Applications: None

Proposal Considerations: The CAC reviewed CS budget for each proposal to ensure adequate funding to cover the costs prior to a final vote or determining to hold the proposal.

Tree Removal & Replacement as Donovan and Cameron Station Blvd (29486):
The total cost is: $1,065.00 (Budget Line: 3280)

- Remove a leaning/declining Linden to include stump and replace with a Miami Crape Myrtle.

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

Tree Removal in Rear Common Area at 5003 Murtha (29529):  
The total cost is: $700.00 (Budget Line: 6160)  
  - Remove Mulberry tree that is encroaching on a resident’s fence.

Move to: Tree Removal  
   Moved by: Greenberg  
   Seconded By: McCollom  
   For: All  
   Against: None  
   Motion Passed

Drainage & Erosion Work in Rear Common Area at 5106 Grimm (29498)  
The total cost is: $4,600.00 (Budget Line: 3364)  
  - Create a swale from 5106 Grimm to Linear Park. The swale will direct water to an existing storm drain thus reducing drainage issues and erosion in the common area.

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

Install Smart Water Management System throughout the Community (29496)  
The total cost is: $295,000 (Budget Line: Reserve)  
  - The irrigation system in CS is past its lifespan. Additionally, it was never designed as a comprehensive irrigation system. Rather, it is simply a number of small irrigation systems that were installed as the community was built with no overarching plan to be both effective and efficient. It was never designed to be a long-term commercial system. The new system would consolidate 32 separate timers and 29 separate water meters/sources into 4 timers and 11 water meters/sources. The efficiency of the new system will likely create a savings of 20% - 30% from water savings in the first year.

There are numerous issues with the current system; failing wiring, failing timers, failing valves, and increased labor costs due to the manual programming. All of these issues have caused a significant increase in operating costs over the past few years with an expectation that those costs will likely continue to rise as the current equipment is past its expected lifespan. While the cost of a new comprehensive system is significant, over the long term, significant savings will be achieved.

Lancaster Landscapes would complete three phases of installing the system. The first phase would likely take 4 months with the following two phases taking only 2-3 months each.

The CAC reviewed the proposal Lancaster Landscapes submitted. Based on that review, the CAC recommended Lancaster Landscapes make a number of revisions before the CS Board meeting. The revisions include: warranty information warranty; a more detailed explanation the savings this system would provide; give examples of similar communities where a system like this was installed and demonstrate the benefits that were delivered; and expand on the ability to upgrade the system as new software/technology is available.
Additionally, the CAC is reviewing the budget numbers to show the rising cost of operations maintenance over the last ten years to give a clear cost to operating and maintaining an obsolete and often failing system.

Finally, the money to cover these costs was planned for in the Reserve Study. The cost is also in-line with what communities similar to CS have paid.

**Move to: Recommend New Irrigation System Proposal to the CS Board**
- Moved by: Greenberg
- Seconded By: Ulmer
- For: All
- Against: None
- **Motion Passed**

**Pothole Repair Throughout the Community**
The total cost is: $4,961.00 (Budget Line: 6160)
- Repair 28 potholes throughout the community

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

**Discussion:**

**Pet Policy** – Based on discussion at the CS Board meeting, the CAC was asked to provide insight/feedback on a number of items.
- The CAC is not in favor or restricting pets in locations where there are structures.
- The CAC has not seen any significant issues after the pet policy change. Additionally, Lancaster Landscapes has not noted any increased issues with pet waste in the common areas.
- The CAC is not in favor of restricting pets on some areas versus others. The current pet policy is in-line with similar communities in the area.
- Signage in the community is sufficient. However, the CAC does recommend that signage on the waste receptacles in the community be reviewed as signage on those receptacles is quite faded or deteriorated, requiring replacement signage and sometimes does not identify the closest pet station.
- The CAC does not think cameras in the common areas to enforce the pet waste policy are an effective approach.
- The 2019 Budget includes funding for additional pet waste stations throughout the community to encourage residents and visitors to clean up after their pets.

The CAC has had extensive discussions regarding this policy. The CAC reviewed and discussed all e-mails and letters residents provided. The change in pet policy has not created any significant changes in the community and the committee believes that the annual maintenance items like turf repair that have consistently been performed annually benefit all common areas in the community.

**Leaf Removal** – The CAC asked that CMC ensure the leaf removal dates be widely communicated to the community. The first leaf removal dates will begin in November.

**Fall Flower Installation** – Installation will begin the end of October/beginning of November based on weather conditions.
**Turf Status** – Aeration is complete. Supplemental seeding will be complete this week.

**Irrigation** – The system will be winterized in late November, weather dependent.

The next meeting will be on November 12, 2018 in the Cameron Club.

The meeting adjourned at 8:24 PM.