The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, January 14, 2019. 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  
S. Hockley Walsh, CAC Member  
Kathy McCollom, CAC Vice Chairman  
Linda Greenberg, CAC Member  
Mindy Lyle, CS Board Liaison  

Members Absent: Wendy Ulmer, CAC Member  

Others in Attendance: Bill Lipsett, 155 Martin Lane  

OLD BUSINESS:

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

Updates: None

NEW BUSINESS:

Resident Open Forum: Bill Lipsett attended the CAC meeting to identify a common area adjacent to 159 Martin Lane where a couple arborvitaes are located. He is concerned at the numerous brown branches that are appearing near the base of the trees. His concern is that this may be some disease or underlying decline of the tree. However, this variety of tree does require occasional trimming. The CAC through CMC will identify this area to Lancaster Landscapes to inspect the trees and determine what the cause of the browning branches is and the appropriate actions to address the issue.

Additionally, Mr. Lipsett inquired about possible volunteer opportunism with regard to the common areas and gardening. The CAC recommended he consider applying for the vacancy on the CAC.

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.

Explore the Cost of Installing Stop Signs at Tancreti & Brawner and at 4917 John Ticer
- The CAC would like to know what the costs would be to install stop signs at the identified locations to include labor and materials before proceeding with recommending approval to the CS Board.

Move to: Approve Exploration of Stop Sign Costs  
Moved by: Walsh  
Seconded By: McCollom  
For: All  
Against: None  
Motion Passed

New Flowerbed between 165 & 171 CSB (Proposal 29653):  
The total cost is: $1,247.50 (Budget Line: 6150)  
- Create new flowerbed with mulch and hydrangeas to enhance overall community aesthetic.

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

Tree Removal behind 5235 Bessley Place (Proposal 29668):  
The total cost is: $550.00 (Budget Line: 6160)  
- Remove fallen tree and stump. Due to the size of this tree, it cannot be replanted or staked.

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

Tree Removal behind 5234 Bessley (Proposal 29632):  
The total cost is: $550.00 (Budget Line: 6160)  
- Remove Redbud to include stump that is encroaching on a resident’s fence. **Also, please note that while CAC approved the removal of this tree, the CAC would like an additional proposal for the planting of a replacement tree in a more appropriate area of the common area.

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

Tree Installation behind 377 Livermore (Proposal 29667):  
The total cost is: $920.00 (Budget Line: 3280)
- Remove an old stump and replace with a Magnolia. Replacement tree will help ensure required canopy coverage as stipulated by the City of Alexandria.

**Move to: Approve Tree Installation**

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

**New Plant Installation at John Ticer Pocket Park (Proposal 29670):**

The total cost is: $5,033.00 (Budget Line: 3364)

- Remove existing turf area and replace with new planting bed of Barberrys to enhance the overall aesthetic of pocket park.

**Move to: Approve New Plant Installation**

Moved by: McCollom  
Seconded by: Burns  
For: All  
Against: None  
**Motion Passed**

**Tabled Proposals** - The following proposals were held pending more information:

- Storm Drain Cleanup at Rear of 5233-5235 Bessley (29669) – The CAC is concerned that mulch may not be the best option given it may get washed into the drain grate. Are there other options?
- Drainage/Erosion at Rear of 4914 John Ticer (29666) – The CAC is concerned that there may a larger underlying drainage issue. Will this simply treat a symptom of the water issues but not the cause?
- Drainage/Erosion at Rear of 262-268 Medlock (29633) – The CAC would like to know if it’s possible to bundle all of these proposals in an effort to get a better price on materials.

**Discussion:**

**Duke Street Gates:** CMC is working on determining the costs with removing the gates while leaving the decorative arches in place.

**350 Cameron Station Blvd:** Significant drainage issues exist in front of this townhome impacting both the resident’s front porch/façade as well as the sidewalk and easement area. A determination as to what is causing the issue needs to be made. The City of Alexandria also needs to be consulted as this area is directly over a storm drain. Once a cause of the pooling water is determined, the CAC can move forward with reviewing proposals to mitigate the issue.

The next meeting will be on February 11, 2019 in the Cameron Club.

The meeting adjourned at 7:57 PM.