The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, March 11, 2019. 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 McColloM, CAC Vice Chairman
Jeanne Brasseur, CAC Secretary  Linda Greenberg, CAC Member
Wendy Ulmer, CAC Member  Mindy Lyle, CS Board Liaison

Members Absent: S. Hockley Walsh, CAC Member

Others in Attendance: Karen Soles, CMC
Adrienne Zalinsky, Lancaster Landscapes
Bill Lipsett, 155 Martin Lane

OLD BUSINESS:

Move to: Approve Meeting Minutes with identified edits– February 2019

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 get the status of his request from the January CAC meeting to check on the health of the Arborvitae in the common area adjacent to his home. Lancaster Landscapes checked the trees and verified that they are still healthy and did light pruning. Lancaster Landscapes will do more extensive pruning later in the spring.

Additionally, Mr. Lipsett inquired about possibly installing stop signs at the Donovan and Cameron Station Boulevard (CSB) intersection as the sight lines trying to turn onto CSB are quite often blocked by cars parked along CSB. Since CSB is a City of Alexandria road, a request for stop signs must go through the city; specifically, the Traffic and Parking Board. Mr. Lipsett will address this issue with the city.

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 (Proposal 29714):
The total cost is: $1,400.00 (Budget Line: 6160)
- Remove a declining Sycamore in front of 5244 Tancreti Lane and replace with a Crape Myrtle. The Sycamores along Tancreti are slowly declining and a number have already been replaced. This will continue the gradual process of replacing all the Sycamores along Tancreti.

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

**Pothole Repair throughout Cameron Station:**
The total cost is: $3,652 (Budget Line: 6760)  
- 15 sites throughout the community have been identified as requiring repair. CMC will verify the previous pothole repair approved in late 2018 is complete prior to moving forward with these repairs.

**Move to: Approve Pothole Repair Proposal on the condition CMC verifies completion of previous work**
Moved by: Ulmer  
Seconded By: McCollom  
For: All  
Against: None  
**Motion Passed**

**Discussion:**

**CAC Vacancy:** CMC extended an invitation to Kyle Gerron to attend the March CAC meeting; however, CMC did not hear back from him prior to the meeting. The CAC would like CMC to extend an invite to Mr. Gerron for the April CAC meeting.

**Proposal Requests:** CAC would like follow-up from CMC regarding drainage issues identified at 350 CSB during the January 2019 CAC meeting. Additionally, CAC would like follow-up regarding questions posed regarding Lancaster Landscapes proposal 29641 to ameliorate water drainage issue near Woodland Hall. The CAC wanted to see if this proposal should be forwarded to Woodland Hall or perhaps split between both HOAs.

**Lancaster Landscapes:** Spring flowers will be installed the first week of May. Installation should be complete by Mother’s Day. Also, the CAC would like a mechanism to track proposals. Ideally, it would identified proposals that are pending approval, approved, and completed. Lancaster Landscapes will take for action and present ideas at the next CAC meeting.

**CS Maintenance:** The CAC identified the following four areas that need to be addressed by CS Maintenance: 1) Align Street signs along CSB so that they are visible by traffic on CSB 2) Replace the lightbulb above the Duke Street bus stop 3) Power wash/clean areas of sidewalk throughout the community that have significant grime buildup 4) Cleanup the small tree limbs that litter the ground throughout the community

**Community Walk Thrus:** These will start in May and continue through September on the third Thursday of each month at 8:00 AM.

**Shuttle Schedule:** The shuttle schedule must be amended to accommodate the planned Metro shut-down during the summer. Until a determination is made on where the shuttle can let out passengers, Crystal City or Pentagon City, the CAC cannot approve a new schedule.

The next meeting will be on April 8, 2019 in the Cameron Club.
The meeting adjourned at 8:21 PM.