The regularly scheduled monthly meeting of the Common Area Committee (CAC), on Monday, May 13, 2019, was called to order at 7:10 PM by Robert Burns, CAC Chairman, in the club’s second floor meeting room.

Members Present:
Robert Burns, CAC Chairman, Kathy McCollom, CAC Vice Chairman
Members: Linda Greenberg and Kyle Gerron

Members Absent: CAC Secretary Jeanne Brasseur and Members: S. Hockley Walsh and Wendy Ulmer

Others in Attendance: Deirdre Baldino, CMC
Joel Owen and Carlos Rios, Lancaster Landscapes
Corey Medina, 4913 Waple Lane, resident

OLD BUSINESS

Move to: Approve Meeting Minutes of April 2019.
Moved by: McCollom
Seconded by: Greenberg
For: All
Against: None
Motion Passed

Updates: None

NEW BUSINESS

Resident Open Forum: Corey Medina explained that there is standing water in the stone swale that runs along one side of her property. She and family have been bitten by bugs. She would like remediation. Carlos will visit site and propose remediation. Baldino will inform Medina of Lancaster’s recommendation.

Board Update: One more street sweeping proposal for a total of four. Two additional proposals from Lancaster.

Welcome New Member: Robert welcomed L. Kyle Gerron to the board.

Common Area Applications: None
Proposals: The CAC reviewed CS budget for each proposal to ensure adequate funding to cover the costs prior to a final vote or determining to consider the proposal.

**Street Sweeping, Proposal #4900**
Total cost: $4,900 (Budget Line 6760)
Sweep blacktop paved roadways and parking lots and dispose of debris. CSM to clear area of vehicles.
Discussion: Management recommends Reilly Sweeping Inc based on past experience at other properties. Contingent to the contract is CSM providing dump site and water.

**Move to approve street sweeping and debris removal with CSM providing dump site and water.**
Moved by McCollom
Seconded by Greenberg
For: All
Against: None
**Motion Passed**

**Paver Repair, Proposal #29761**
Total cost: $3,225. NOTE: 10% discount on cost. (Budget Line 3280)
Behind Gazebo, direct water onto grassy area away from walkway at 4 areas by removing and resetting existing pavers, approximately 250 sf.

**Move to Approve Paver Repair**
Moved by McCollom
Seconded by Burns
For: All
Against: None
**Motion Passed**

**Drainage and Erosion, Proposal #29762**
Total cost: $1,720 (Budget Line: 3364)
246 Murtha, along side. Regrade area to create a shallow swale and direct water to existing drain box in disturbed areas. Install tall fescue sod.

**Move to Regrade, channel water and install fescue sod**
Moved by Greenberg
Seconded by McCollom
For: All
Against: None
**Motion Passed**

**Paver Repair, Proposal #29763**
Total cost: $1,620 (Budget Line: 3280)
247 Murtha, side. Direct water to grass and away from walkway in 4 areas. Remove and reset existing pavers, area approximately 120 sf.

**Move to repair pavers**
Moved by Greenberg  
Seconded by McCollom  
For: All  
Against: None  
Motion Passed

**Drainage and Erosion, Proposal #29764, revised 5/1/2019**
Total cost: $1,355 (Budget Line: 3364)  
Regrade eroded area, approximately 60 feet, to create a shallow swale to direct water to existing storm drain. Install tall Fescue sod.

**Moved to regrade and create swale**
Moved by Burns  
Seconded by McCollom  
For: All  
Against: None  
Motion Passed

**Tree Removal, Proposal #52191**
Total cost: $750. (Budget Line 6160)  
Remove declining Maple and stump, dispose of debris. No replacement.

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

**Tree Removal and Replacement, Proposal #52192**
Total cost: 1,275. (Budget Line 6160)  
Remove declining maple and stump from parking island near Pocosin Park, dispose of debris and replace tree. Proposal amended to exclude tree replacement.

**Motion to exclude tree replacement and reduce cost by $525.**
Moved by Greenberg  
Seconded by McCollom  
For: All  
Against: None  
Motion passed
Club House Lighting, Proposal #L119-003
Total cost: $4,200. (Budget Line 3364)
Install new lighting system to light up clubhouse and flagpole. Remove existing lighting system.

Motion to update lights at club house
Moved by Greenberg
Seconded by McCollom
For: All
Against: None
Motion passed.

Spray Heads, Proposal #L119-004
Total cost: $900. (Budget Line 3364)
Install spray heads for mulch bed along wall of clubhouse parallel to ramp.
Discussion: try Liriope first, less expensive.
Motion tabled.

Other Matters

Reserve Report FY2019 Draft is available to review. Greenberg will review first, with attention to paving.

Pride of Ownership funding being discussed by Burns and Sarah Walsh. It is hoped that Pickett Center, particularly Home Depot, will fund the awards.

Burns nominated 148 Martin for POO consideration.

POO Judging: Saturday, May 18, 2019, McCollom and Greenberg.

Compass article written by McCollom

Gate: Brief discussion over the shifting wall near the gate closest to Duke Street.

Community Walkthrough is this Thursday, May 16, 2019 at 8 AM. We begin at the Club House and will walk the north east quadrant.

The next meeting is June 10, 2019

The meeting adjourned at 8:12.

Linda Greenberg
CAC Member