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

Monday, October 14, 2019

The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, October 14, 2019. The meeting was called to order at 7:00 PM by Robert Burns, CAC Chairman in the club’s second floor meeting room.

Members Present: Robert Burns, CAC Chairman
Mindy Lyle, CAC Member
Hockley Walsh, CAC Member

Kathy McCollom, CAC Vice Chairman
Wendy Ulmer, CAC Member

Others in Attendance: Todd Branson, CMC. Carlos Rios, Lancaster Landscapes
Residents: Elliott Waters 325 Cameron Station Blvd, Jarret Christensen 260 Murtha St, Patricia Ehrnman 264 Murtha St, Daniel Temme 268 Murtha St, Mike Kelly 179 Cameron Station Blvd, Nicholas Sardena 173 Cameron Station Blvd, Debbie Gordon 171 Cameron Station Blvd, Mindy Lyle 5235 Tancreti Lane

OLD BUSINESS:
Move to: Approve Meeting Minutes – Monday, September 9th, 2019

Moved by: McCollom
Seconded By: Ulmer
For: All
Against: None
Motion Passed

Updates from Last Meeting: Lancaster confirmed the removal of the Pet Station on Minda Court as requested to improve turf in the area. The Pet Station will be re-installed in the small opening in the bushes on the strip of land between Minda Court and Cameron Station Boulevard or in another close by location Lancaster stated sod will be installed on the circle once the weather cools.

In addition, the requested tree-trimming and pocket park maintenance on Minda Court was completed.

NEW BUSINESS:

Resident Open Forum: Waters presented documentation to support his request to update Cameron Station’s technology regarding communications, bill payments, maintenance requests and voting. Lyle and Burns informed that this was a feature of an upcoming application that CMC may deploy called Town Square. Branson advised this new system would roll out to the Master Association and Condos managed by CMC. Waters suggested a piecemeal implementation.

Christensen, Ehrman and Temme were concerned after receiving violation notices from CMC related to common area. Lyle and Burns confirmed the violation was likely incorrect as these properties were grandfathered in when the covenant changed. CAC will act upon the applications, and CMC will send written communications and residents are to complete and send applications to the City of Alexandria.
Kelly first stated his appreciation for the work done by the CAC. He then noted that annual seeding of grass has been unsuccessful in areas between curb and sidewalk, neighbors Sardena and Gordon agreed and asked for this to be addressed. Lyle suggested mulch as an alternative to continued unsuccessful attempts. Kelly also asked who was responsible for trimming trees. CAC advised that trees located on Common Area were contracted with Lancaster for normal scheduled maintenance. Any homeowner concerns outside of the regular schedule would be addressed.

Sardena addressed lack of response from management regarding his daughter’s sinking lawn stating she had been emailing several years with no response. Burns and Branson informed that management has changed and that these requests should go to Soles and Branson as CMC contacts.

Related, Branson noted issues with website email-forwarding that will be addressed this week to improve communication.

 Resident Lyle corrected mis-information being circulated in the community regarding perceived favoritism in the selection of Lancaster Landscapes Maintenance contract. Lancaster was selected after a request for proposal was sent to numerous Commercial Landscape Vendors. Shortlisted firms met with the committee and presented additional qualifications. Lancaster was selected from a shortlist of firms and entered into contract negotiations with the board. At the time of selection, Adrianne Zaleski, a resident of Cameron Station, was working with McHale and Berry. They were a shortlisted firm but were not selected. Subsequent to that time she left McHale and Berry and went to Lancaster.

**Board Update:**

**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.

**Replacement Reserves:** (30135) John Ticer Park Landscape Enhancements
The total cost is: $22,638.50 (Budget Line: 3280)

- Remove and replace tree with mulch
- Prepare and amend planting beds and install per revised design

**Move to:** Approve John Ticer Landscape Enhancements

Moved by: Ulmer
Seconded By: Lyle
For: All
Against: None
**Motion Passed**

**Replacement Reserves:** (30190) Knapp Pocket Park Landscape Enhancements
The total cost is: $21,733 (Budget Line: 3280)

- Remove trees and plants, install brick and blue stone pavers per design
- Prepare and amend planting beds and install per revised design
Move to: Approve Knapp Pocket Park Landscape Enhancements
   Moved by: Lyle
   Seconded By: McCollom
   For: All
   Against: None
   Motion Passed

Street Maintenance & Repair: (9479863) Green Asphalt Repairs
The total cost is: $4,535 (Budget Line: 6760)

- Repair 13 Potholes as noted in package

Move to: Approve Green Asphalt Repairs
   Moved by: Lyle
   Seconded By: McCollom
   For: All
   Against: None
   Motion Passed

The following proposals are tabled pending revision and additional information:

None

Discussion:

Park Benches: Many have been updated/replaced with composite, progress is ongoing

Halloween: Lyle suggested reflective ribbon to be placed around turf restoration and other ongoing projects to deter foot traffic damage to the areas.

Fall Flowers: The fall flowers will be planted next week

Van Dorn Metro: CMC to confirm with Fleet that shuttles will enter area for drop offs as had been completed previously once the bus lot is repaired. Branson to report back.

Pocket Park Landscape Enhancement Timing: To be completed Spring 2020 if Board approves

5205-5209 Standing Water: Standing water from sprinklers. Lancaster to regrade area to control water flow.

Items discussed -Lancaster progress: Tree-trimming is ongoing, Brick repairs are ongoing. Sprinklers will run until weather changes. Turf restoration approved in the August meeting will be complete as of October 26th. Remaining car stops as approved in September’s meeting will be installed this week.

Annual Meeting and Elections: November 4th, 2019

The next CAC meeting will be November 11th at the Cameron Club.

The meeting adjourned at 8:23 PM.