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

Monday, January 13, 2020

The regularly scheduled monthly meeting of the Common Area Committee (CAC) was held on Monday, January 13, 2020. 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  
Kathy McCollom, CAC Vice Chairman  
Kyle Gerron, CAC Member  
Wendy Ulmer, CAC Member  
Linda Greenberg, CAC Member

Members Absent:  S. Hockley Walsh, CAC Member, Mindy Lyle, CAC Member

Others in Attendance: Todd Branson, CMC, R. Philip and Cindy Deavel, 4916 Donovan

OLD BUSINESS:

Move to: Approve Meeting Minutes – December 9, 2019

Moved by: Burns  
Seconded By: Greenberg  
For: All  
Against: None  
Motion Passed

Updates from last meeting:

Pocket Parks: CMC continues seeking additional firms to bid for the work. CMC will work with McCollom and Greenberg to review the pre-bids in addition to reviewing classification of expenses between Operational and Reserve funds. Bid will be sent out after the pre-bid meeting scheduled on Feb 6th.

Sidewalk Brick Repair: CAC requested a schedule of which brick repairs have been completed and what work is still outstanding. This will inform a decision on the revised “not to exceed” amounts

New Business:

Resident Open Forum: Deavel provided pictures and background to the drainage issues in the intersecting area between Donovan and Murtha. Large tree roots have surfaced and water is pushed to outside of the common area to residence. Roots are are moving under the house which could cause structure damage. The tree Lancaster previously trimmed is hitting the house again. Deavel noted personal effort taken to trim the tree and seed the area without success.

Lancaster provided Proposal #29978 for the residents to mitigate the issues as it relates to Common Area which was previously approved (see CAC August Minutes) pending a revision to remove the line item for stepping stones.

Board Update: None

Common Area Applications: None
The following proposals were tabled pending revision and additional information:

**Leaf Removal – Linear Park (30290)** This proposal to remove leaves from Linear Park is tabled pending the outcome of conversations between CMC and the City. CMC is pushing the city to take responsibility for leaf removal.

**Discussion:**

**Power washing- Brick Fencing along Duke Street:** CMC received three bids and presented the lowest bid to power wash the outside brick fencing to CAC. CAC requested to see the other two bids and requests sourcing additional bids.

**Reserve Budget:** CAC reviewed the 2020 Reserve budget to send feedback to CMC and FAC. The question arose as to unfinished 2019 projects – do those funds carry to the 2020 Reserve budget for those line items? Gerron agreed to review and clarify CAC breakdown within reserves.

**CAC Budget:** CAC discussed monthly budget tracking as requested by FAC. A Google document with limited permissions was suggested as a solution. In addition, CAC stated a strong preference for GL codes to be recommended to us for proposals.

**LED Lights:** CMC is to search for additional vendors to bid on the conversion to LED lights within the community. Branson noted the switch to LED was a positive change for the clubhouse.

**RFPs Timeline:** CAC requested a timeline for the upcoming RFPs (eg. Paving, irrigation and landscape contract).

**Spring Flowers:** CMC & Lancaster to provide color guide; McCollom agreed to design and

The next meeting will be on February 10, 2020 at the Cameron Club.

The meeting adjourned at 8:23 PM.