Common Area Committee Meeting Minutes
December 7, 2011

Members present:
Robert Burns
Anne O’Connor
Ann Dunlap
Susan Willis
Suzanne Vigil

Others present:
Chris Neuberg
Board Liaison Mindy Lyle

Call to Order: Chairperson Robert Burns called meeting to order at 7:00 p.m.

Motion to approve November minutes by Willis. Burns favored. Dunlap seconded.

Old business discussed by Neuberg was primarily updates having to do with the asphalting of streets. The season for work has passed and new work will begin in the Spring.

Request to examine drainage at 5006 Donovan Drive. Common area affected by improper drainage and collection of water. Proposal (22164) for $2,130.00 to resolve this problem was reviewed. Motion to approve by O’Connor, Willis seconded. Motion carried.

O’Connor presented further information on the Volunteer Gardening project. After appearing in the last Compass, 2 people have volunteered but there is an expectation that in the Spring, more people will volunteer. One person has requested help. This is also expected, as the Spring gardening season arrives, and the new Project becomes more advertised, that more people will take advantage of this group. Another article will be placed in the Compass. Additional means to feature this program were discussed including providing a flier of services to be placed in letters of deficiency to residents.

Discussed on-going problems concerning trellis on Bessley (bird, snake and insect infestation and severe deterioration of structure). Neuberg was asked to provide a cost estimate to replace trellis in the Spring. It was also noted that the resident on Bessley who previously applied for, and was granted permission to prune and clean up that pocket park, had been notified the landscaping company would now assume the primary role in maintenance. She gladly relinquished her participation and asked to be placed on the volunteer gardening committee.

Vigil presented updates on the pocket park tracking system. Folders of each park containing photographs of current condition were given to assigned members. Vigil asked for input from committee on further tracking tools. Collective agreement to include current condition, proposed improvements with dollar amounts, status of work, outcome, proposal for future work and a historical profile. Members will come to next meeting with assessment of their assigned park and their proposed action. The CAC will review each park and institute a phased operational plan.

Lyle lead a discussion of the CAC Budget and the Capital Investments and Improvements and it’s impact on the common areas. It is hoped that initial money will be directed to provide irrigation to common areas in need.

Meeting adjourned at 8:00 p.m.