On Wednesday, September 14, 2011, a meeting of the Common Area Committee (Committee) was convened in the Cameron Club.

Members Present:
Robert Burns
Ann Dunlap
Susan Willis
Suzanne Vigil

Members Absent:
Susan Carlson
Anne O’Conner

Guests:
Chris Neuburg, CMC
Joel Owen, Lancaster
Carlos Rios, Lancaster

1. Call To Order: Chair Robert Burns at 7:00 p.m.

2. Old Business:

Helmuth Lane Pocket Park Appeal: The Committee discussed the fact that residents are fortunate that Cameron Station offers Pocket Parks – open spaces to be enjoyed by all of its residents. Additionally, this community has single family and townhouse dwellings that allow homeowners who enjoy gardening to add their own personal touch on their property, and condominium owners are allowed to plant in flower boxes for this same enjoyment.

The Committee is comprised of volunteer residents, and over the years, its responsibilities have grown. The Committee has tackled items that have taken much of their time and thought, such as revising the snow removal contract and policy, the planning and installation of new irrigation systems and pet stations, the identification and follow up on sidewalk and street repairs, and initiating the pruning community trees, to name just a few.

The Committee is taking on a managerial role in its oversight of the common areas, especially the pocket parks, by requesting the Board’s consideration of an annual budget for the Committee, for scheduled rehabilitation of several pocket parks to be completed annually. A number of historical reasons contributed to the state that the pocket parks are in today. The Committee’s goal is to enhance the landscaping in these aging pocket parks through a well-designed landscape improvement design, soil amendment, and a consistent landscape maintenance program. This means that the landscape contract will be under review by the Committee to ensure that the maintenance, as well as any plant installations, is being performed timely, effectively, and professionally, and that the materials being planted or used are appropriate and safe. In addition,
it may also mean that we entertain the thought of hiring a trained and experienced landscape designer.

Motion – Burns motioned:
§ To affirm the Committee’s June 1, 2011 decision to deny the Common Area Application submitted by the Helmuth Lane resident.
§ Any reusable plants will be relocated by Lancaster to other pocket parks.
§ O’Connor had volunteered during the August meeting and will outline a volunteer resident landscape and maintenance program, similar to the volunteer resident snow removal program, to be discussed at the next meeting.
Willis seconded. All were in favor. The motion carried.

Common Area Applications:
§ 248 Medlock Lane, July 19, 2011.
Burns moved to approve. Vigil seconded. All were in favor. The motion carried.

§ 5162 Brawner Place, April 12, 11.
Burns moved to approve. Vigil seconded. All were in favor. The motion carried.

§ 444 Ferdinand Day Drive. Shirley Petrovich, Covenants Administrator advised that plan will allow community access and will not encroach upon private property.
Burns moved to approve. Vigil seconded. All were in favor. The motion carried.

July and August minutes:

Motion: Willis motioned to adopt the July and August minutes. Dunlap seconded, motion unanimously approved.

Updates from August Meeting: Neuburg addressed street cracks and said there was no input from contractor on his return. Burns suggested review of street cracks during next Committee walkthrough.

3. New Business

A. Lancaster submitted a report showing sod and turf restoration for 6 areas:
   1. Murtha Visitor Parking
   2. 5111 Grimm
   3. 332 CSB
   4. Pocossin Park
   5. Brenmar Park
   6. 570 and 5051 Kilburn areas

B. Committee discussed the need to budget an additional annual weed treatment based on the emergence.
A. The CAC also reaffirmed its managerial role in the oversight of common areas in CS in accordance to Policy in order to maintain a continuity of appearance throughout. It sighted that owners had an expectation of professional, well-designed common areas, and maintenance and re-committed to be vigorous as is reasonably possible in overseeing the rehabilitation.

B. Lancaster submitted a tracking sheet for tree replacement. A discussion of difficulties of unusual soil and clay conditions and resolution for best expected results.

C. Requested review of irrigation system and repair of entire Tancretti park in 2012 as budget allows.

D. Lancaster submitted proposal for new irrigation systems:
   1. Across from 5199 Brawner -$6,500.00
   2. Across from 353 CSN - $6,800.00
   3. Next to 5122 Knapp - $4,500.00
   4. Next to 5121 Knapp - $4,600.00
   5. Behind California - $4000.00
   6. 165 CSB and Circle behind mailboxes - $5,400.00
   7. Across from 385-387 Pocosin - $4,600.00

E. Selection of fall pansy plantings using 6 inch pots rather than 4 inch pots. Colors: Supreme yellow and Delta red.

F. CAC made note of two dead trees that have not been addressed by Condo Associations and asked CMC to investigate the ability to cite the Associations for failure to replace.

G. Due to a recent number of homeowners cited for low hanging tree branches (must be no lower than 6 feet above sidewalk), it was suggested that when Management issues letters that options for resolution be included in letters to aide owners.

H. Discussed the need for an “end-of-year” walk-through to ensure that proper winterization of common is achieved.

I. Discussion of the CAC June 1, 2011 decision to deny the Common Area Application submitted by Helmuth Lane resident regarding Helmuth Pocket Park.

   It was further discussed that any reusable plants will be relocated by Lancaster. Mr. Ford will be notified that Lancaster will tag plants to remain in Helmuth Park and that he has first right of refusal for those plants which will be removed.

J. Contract for a hydraulic engineer to evaluate and propose resolutions to Application from 242 Murtha St. totaling $5050 - Dunlap motioned to approve. Vigil seconded and the motion was approved.

K. Application for CAC member replacement was presented. Burns motioned to accept Raquel Schidlowski at 5260 Col. Johnson Lane. Willis seconded and motion was approved.

L. Reminder that next walk-through will be September 22\textsuperscript{nd} at 5:30 p.m.

4. Adjournment
   Burns adjourned meeting at approximately 8:10 p.m.