CAMERON STATION
COMMON AREA COMMITTEE
MEETING MINUTES
May 4, 2011

On Wednesday, May 4, 2011, a meeting of the Common Area Committee (Committee) was convened in the Cameron Club.

Members Present: Robert Burns
Suzanne Vigil
Anne O’Connor
Susan Willis
AnnMarie Dunlap

Members Absent: Susan Carleson and Ed Carroll

Guests: Chris Neuberg

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

2. Old Business:

A. April Minutes

Motion – Burns motioned to approve the April meeting minutes. O’Connor favored and Willis seconded. Motion was unanimously approved.

B. Updates from Last Meeting

Brick Repairs: Neuberg advised that he is reviewing brick walkways throughout the community for any sinking, rising, or loose/cracked bricks. Burns will follow up with Airielle on this item.

Public Street Cracks: Ron Kirby and Associates. Neuberg’s responsibility is to review work performed. Burns will follow up with Airielle on this item.

Missing Street Sign for CS Blvd at Ticer: City delivered the sign and Neuberg will be installing it.

3. New Business:

A. Resident Open Forum: Resident of Helmuth Lane submitted a written document discussing the history of improvements and the lack of maintenance at the Helmuth Lane pocket park which will be used to begin to reconstruct information regarding the plantings that have been installed prior to or after the date the policy regarding planting in Common Areas was in effect. Several other Helmuth Lane residents who were also in attendance supported the installation of plants at the pocket park and discussed the social significance of this park for the residents living in the adjacent area. Committee discussed
with residents the document review process (Burns will distribute document to Arielle, ARC and Committee to review document).

Resident advised that the three shrubs that were installed at the end of Knapp had no after-care, and for that reason they are not surviving. Pop-up sprinkler head in park needs to be checked. Light pole at 334 Helmuth needs repair.

Furthermore, residents were advised that dead tree branches are to be removed only by the Association’s landscaper. Notice of any dead tree branches should be reported to the Association’s management company for follow up.

B. Board Update: Kidwell was unable to attend.

C. Reserve Study: Committee reviewed the FY2009 Repair and Replacement Reserve Study Update, prepared by Ronald P. Kirby, JR., RS, and dated May 29, 2008, all question are contained within attachment 1.

D. Pride of Ownership: We are in good shape with regard to the number of nominations before the Committee. Arielle to ensure all nominated are in good standing. Judging will be performed on the 18th and 19th. Burns will notify winners, and presentation will be made at the annual pool party.

E. Compass and Newsletter: Willis and Vigil have contributed gardening tips, and will submit write up on winners of Pride of Ownership awards.

F. Reminder – Next CAC meeting occurs on June 1, 2011. Walk through will occur on Thursday May 26th, at 8 a.m. – meet at the Cameron Club.

G. Other items
   - Walk Through Tracker needs to be updated by Management Co. prior to Committee’s monthly meeting. Tracker will be reviewed by Committee during meeting.
   - Burns to request Lancaster representative attend monthly meetings.
   - Attention needs to be paid to fall plantings. The plants need to be bigger, and whatever isn’t growing should be addressed.
   - Budget for next year, brick walkways installed in place of unofficial cut-throughs. Also, brick or cement pad in front of dog disposal units.
   - Board to note Committee’s second request to consider scheduling a better date and time for Town Hall meeting to capture larger audience.
   - Check on schedule for cutting/trimming trees and dead branches for possible rescheduling.
   - Place small no pet signs on grass around the Club House where there are none.

4. Adjournment

Burns adjourned the meeting at approximately 8:23p.m.

Attachment

*Cameron Station Common Area Committee Annual Property Review Components*