On Wednesday, August 10, 2011, a meeting of the Common Area Committee (Committee) was convened in the Cameron Club.

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

Members Absent: Ed Carroll
Susan Willis

Guests: Chris Neuberg, CMC
Mike Kidwell, Sec., Board, Liaison to CAC
Mindy Lyle, Pres. Board

1. Call to Order: Chairperson Burns called the meeting to order at 7:07 p.m.

2. Old Business:

A. July Minutes

   Motion – Burns motioned to approve the July Committee meeting minutes. O’Connor favored and Vigil seconded. Motion was unanimously approved.

B. Updates from Last Meeting

   Public Street Cracks: Neuberg - the City recently performed some work, and will return in a month to perform the rest of the repairs.

   Crosswalk Comparison Issue: In addition to the above work, the City will also investigate crosswalk layouts and re-mark layouts.

   Resident, 242 Murtha St.: Board allocated funds to hire a drainage engineer. Neuberg to check with Airielle Hansford on this matter.

   Woodland Hall Condominium Association (WHCA): Pet waste station relocated.

   List of Pocket Parks: CMC provided a list of pocket parks completed by phase.
Bessley Pocket Park: Committee will include this park as one of the first parks to be addressed in the Committee’s rehabilitation program for next year.

3. New Business:

A. Resident Open Forum: N/A

B. Board Update: Lyle and Kidwell

1) Board looking at proposals regarding the re-design of the Cameron Club facility.
2) Lancaster Proposal # 21787 – Tancretti Park Irrigation, $4,200.
   Board approved for next year’s budget consideration by the Board.
3) Lancaster Proposal # 21816 – John Ticer Pocket Park, $1,917.
   Board approved.
4) The Committee should price out 4 additional sections to receive irrigation for next year.

C. 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 this resident.

- Any reusable plants will be relocated by Lancaster to other pocket parks.
- O’Connor will outline a volunteer resident landscape and maintenance program, similar to the volunteer resident snow removal program, to be discussed at the next meeting.

Carelson seconded. All were in favor. The motion carried.

D. Common Area Applications:
   - Michael S. Brooke, 248 Medlock Lane, July 19, 2011. Burns moved to approve. Vigil seconded. All were in favor. The motion carried.
   - David Payne, 5162 Brawner Place, April 12, 11. Burns moved to approve. Vigil seconded. All were in favor. The motion carried.
   - Wayne Babb, 444 Ferdinand Day Drive. Shirley Petrovich, Covenants Administrator advised that plan will allow community access and will not encroach upon private property. O’Connor moved to approve. Vigil seconded. All were in favor. The motion carried.

E. Compass and Newsletter: O’Connor will provide information regarding planned pocket park rehabilitation.

F. Reminder – Next CAC meeting occurs on September 14, 2011. Walk through will occur on Thursday, August 28th; at 8 a.m. Meet at the Community Center.

G. Other items
   - Vigil to assume role of Secretary from Dunlap.
   - Dunlap will continue oversight of landscape and snow tracker.

4. Adjournment

Burns adjourned the meeting at approximately 8:10 p.m.