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

Tuesday, July 9, 2013  

The regularly scheduled monthly meeting of the Common Area Committee (CAC) for June was held on Tuesday, July 9, 2013. The meeting was called to order at 7:00 PM by Robert Burns, CAC President in the Henderson Meeting Room, Cameron Club, Cameron Station.

Members Present: Robert Burns, CAC President  
Suzanne Vigil, CAC Vice Chairman  
H. Donna Dymon, CAC Secretary  
Henry Chan, CAC Member  
Kathy McCollom, CAC Member  
Susan Willis, CAC Member

Member Absent:  
Ann Dunlap, CAC Member

Others in Attendance:  
Mindy Lyle, Board Liaison  
Chris Newburgh, CMC Representative  
Joel Owen, Lancaster Representative  
Carlos Rios, Lancaster Landscapers

Guest Presenters:  
Steve Bannisters, Capital Investment Advisors;  
Paul Jeannin, Planning & Development Services, Inc.

OLD BUSINESS:  
   Move to: Approve Meeting Minutes - June 2013  
Moved By: Chan  
Seconded By: Vigil  
For: All  
Against: None  
MOTION PASSED

Updates from Last Meeting:  
A. Newburgh reported:  
   a. Four cracked lamp-post bases will be replaced.  
   b. Pylon installation (4913-4931 Kilburn Street Back) – will commence the week of July 15, 2013. Residents in the impacted areas will be notified by CMC of the upcoming work.  
   c. A memorial wooden-bench located in the Clubhouse area requires refurbishment. Committee member discussion followed with cost consideration of wood vs. composite material and durability of each product. Burns called for a vote and movement of the Motion to the Board for funding.

   Move to: Approve Memorial (Wood) Bench Replacement with a Composite Material  
Moved By: Burns  
Seconded By: Willis  
For: All  
Against: None  
MOTION PASSED

NEW BUSINESS:  
A. Resident Open Forum – One Condominium Owner-Resident was present.

Burns requested the Committee move to alter the agenda order to accommodate the two guest presenters representing the Delaney Project Walk-Way into Cameron Station.
Approved August 13, 2013

B. Pathway to Community – Presentation – Steve Bannisters (Capital Investment Advisors) and Paul Jeannin, (Planning & Development Services, Inc.) presented a landscaping and fencing-access proposal. The Committee discussed several aspects of the proposal and agreed to request specific conditions and additions to the proposal.

Specifically:

- Install an adequate numbers of Sprinkler Heads on the Cameron Station property which Capital Investment Advisors will be responsible for;
- Ensure the planned-fence architecture is reminiscent with the Cameron Station Front Entrance appearance;
- Ensure the planned-access meets the ADA Standards;
- Ensure the plants described in the proposal material (Dragon Lady Holly, Variegated Liriope, and Knockout Roses) are installed;
- Ensure existing vegetation (Hollies and Leyland) are moved or thinned as needed;
- Ensure ground lighting is installed; and,
- Save the current Holly plants (noted in Section “e”). Work with Lancaster Landscaping to relocate all rescued plants.

Move to: Approve the concept and design Access Area proposal with the following stipulations: Install an adequate numbers of Sprinkler Heads on the Cameron Station property which Capital Investment Advisors will be responsible for; ensure the planned-fence architecture is reminiscent with the Cameron Station Front Entrance appearance; ensure the planned-access meets the ADA Standards; ensure the plants described in the proposal material (Dragon Lady Holly, Variegated Liriope, and Knockout Roses) are installed; ensure existing vegetation (Hollies and Leyland) are moved or thinned as needed; ensure ground lighting installed; and save the current Holly plants (referred to previously) and work with Lancaster Landscaping to relocate all rescued plants.

Moved By: Burns
Seconded By: Willis
For: All
Against: None

MOTION PASSED

C. Board Update – Lyle had no report.

D. Ratification of Common Area Applications – No applications ratified.

E. Proposal Considerations:

- Proposal 23124 – Phase I Cameron Circle Revision – The Committee reviewed Proposal 23124 which addresses the Gazebo Circle repair, remediation, and replanting post removal of the Water Testing Station. After considerable discussion, the Committee requested Lancaster Landscaping resubmit proposals and to re-phase the planned work. Burns requested the proposals be sent to the CAC members for an e-mail review and electronic vote. Funding will be requested from the repair reserve funds since the reconstruction and replanting were created by the water testing station removal. Also, the Committee agreed to review plant color and selections during the August 2013 meeting.

- Burns made the motion to consider the following Proposals in a cluster vote. The Committee reviewed and discussed each:
  - i. Proposal 23248 – 422 Ferdinand Day at Front Common Area
  - ii. Proposal 23261 – Common Area behind 163 Cameron Station Blvd.
  - iii. Proposal 23281 – 5240 Tanceti Lane @ Back
  - iv. Proposal 23282 – Pocosin Park

Move to: Approve Proposals 23248; 23261; 23281; and 23282

Moved By: Burns
Seconded By: Dymon
For: All
Against: None
MOTION PASSED

c. Proposal 23262 – Livermore at back Common Area (Between Livermore and Trade Center) -
The committee tabled this item until completion of the planned monthly walk-thru.
Move to: Table Proposal 23262 until completion of July 2013 walk thru
Moved By: Burns
Seconded By: Dymon
For: All
Against: None
MOTION PASSED

d. Proposal 23176 – Wisteria Pruning
Move to: Approve Proposals 23176
Moved By: Vigil
Seconded By: Chan
For: All
Against: None
MOTION PASSED

F. Budget for new Fiscal Year – Chan drafted the first draft of the FY 2014 and led discussion regarding the
FY 2014 Budget Proposal. It was agreed the committee would review the information and e-mail
transmission of additional information to complete the draft.

G. Pride of Ownership – Willis agreed to notify the award winners and requested Newburgh install the
signage designating award homes as soon as notification was complete. Discussion followed
concerning the public announcement of the award winners. The Committee agreed that Willis
would inventory the winners to learn if they could be present at the Pool Party August 17 to
receive their awards and then the committee would decide on the formal announcement activity.


I. Updates needed for Compass and Newsletter – No updates.

J. Request to Move into Executive Session
Move To: Adjourn to Executive Session at 8:24 PM
Moved by: Burns
Seconded by: Willis
For: ALL
Against: NONE
MOTION PASSED

Move To: Adjourn from Executive Session at 8:30 PM
Moved by: Burns
Seconded by: Willis
For: ALL
Against: NONE
MOTION PASSED

J. Adjourn:
Move To: Adjourn at 8:31 PM
Moved by: Burns
Seconded by: Willis
For: ALL
Against: NONE
MOTION PASSED