The following individuals attended the meeting:
Ray Celeste, CCFC Chair
Dan Ogg, CCFC Vice Chair
Brendan Hanlon, CCFC Member
Todd Branson, CMC Management
Jon Dellaria, BODs Representative to the CCFC
Rich Mandley, ProFIT President

The following individuals were absent:
Tim Regan, CCFC Recording Secretary
John Burton, CCFC Member

[Note 1: there was not a quorum in December, so the CCFC did not formally meet in December 2019 and there are no minutes for December 2019]

1. The Cameron Club Facilities Committee meeting was called to order by Ray Celeste at 7:04 p.m.

2. Ray Celeste stated that we need to add to the agenda (Item 10. New Business) a review of 2019 Reserve Study spending. Brendan Hanlon made a motion to approve the agenda as amended. The motion was seconded by Dan Ogg and it passed unanimously.

3. Residents’ Open Forum: no residents attended the meeting.

4. Brendan Hanlon made a motion to approve the CCFC’s meeting minutes for November. The motion was seconded by Dan Ogg and it passed unanimously.

5. Pool Matters. Ray Celeste provided the update. The BOD approved opening the pool one weekend before Memorial Day in May 2020. The CCFC asked to keep the pool open for one week after Labor Day in September 2020. American Pool told the BOD this was already in the 2020 contract. The reason this was not in the contract for 2019 was the way the 2019 calendar feel thus adding an additional weekend for the pool season not covered in the original pool management contract. CMC Management is making these changes to the contract with American Pool.

There is still an outstanding proposal from American Pool to caulk the pool for $3,145.50 that was approved by the CCFC in an electronic motion on December 16, 2019. The payment will be made from GL6700, which has $4,000.00 remaining as of January 2020. American Pool agreed to honor the price quoted in 2019, but only until the end of January 2020. The CCFC directed CMC Management to add the caulking quote to the BOD agenda for January 2020, so the BOD would have the opportunity to approve the work before the end of January.
6. BOD Update. Ray Celeste provided the BOD update. John Burton briefed the BOD on the sound system for the multi-purpose gym and on the security upgrades for the Cameron Club facilities. The BOD approved the motion for the sound system upgrade and CMC Management has arranged for the work to be completed by the end of January. The BOD decided that more information is needed on the security upgrades, including obtaining input from community residents through a Town Hall meeting. Marty Menez outlined his suggestions for the Town Hall meeting and for the issues to be addressed. The scope is to include the Cameron Club facilities (but not the whole community) and the desired outcome is to have input on ways to 1) protect Cameron Club facilities employees, 2) protect Cameron Club building and property, and 3) protect the usage of our facilities (which are sized and maintained to support only our residents—not to support the City of Alexandria or the public in general).

A Working Group has been formed to plan the Town Hall meeting. The working group includes Dan Ogg, Ray Celeste, and Jon Dellaria, with input and advice provided by Marty Menez.

7. CMC Management report. Todd Branson provided the CMC Management update.

a) The draft Weyer contract for the basketball court floor replacement is still being discussed by Weyer, CMC Management, the CCFC and ProFIT. One new factor is that water intrusion issues at the Cameron Club facilities may delay the start of work once the contract arrangements have been agreed upon. If they are not agreed upon then CMC Management will go out with a new Request for Proposal (RFP).

b) Locker Room Renovation. Floor plans have been obtained and the CCFC will begin consideration of the renovation project that is expected to occur in 2020.

c) Water Intrusion in the clubhouse. CMC Management obtained the quotes for a thorough investigation into the water intrusion issue, and passed the quotes on to the BOD for consideration.

d) CMC Management is working to finalize a new contract for HVAC system maintenance at the Cameron Club facilities.

e) The TV covers are in place but may need some adjustment to fit properly. Ray Celeste stated that he would follow up with the vendor (Cameron Station Valet).

f) In response to a request from a resident, CMC Management provided usage information for the room rentals in the Cameron Clubhouse and obtained the rental rates being charged in two other communities similar in size to Cameron Station. The CCFC found that the room rental rate in other communities ranged from $30/hr to $45/hr. The rental fee for the Great Room at Cameron Station is approximately $38 per hour. The CCFC considers the room rental fees at Cameron Station to be
reasonable and in line with other communities. Therefore, the CCFC does not recommend any change to the fees.

8. ProFIT Report:

   a) Rich Mandley provided the ProFIT monthly report. Attendance in December was 5,895 (190 per day) compared to November’s attendance of 5,699 (189 per day).

   b) All equipment is up and running.

   c) Part 2 of 3 Salsa workshops was completed December 14, 2019. ProFIT is planning a free yoga class with Steel Fitness in workshop in January.

   d) Rich Mandley provided an updated Capital Equipment plan for the replacement of exercise room equipment. The proposed expenditures are in line with the Reserve Study of June 2019.


   a) Security audit. This was discussed under agenda item 6.


   a) Reserve Study spending in 2019. The CCFC began to review the Reserve Study spending but soon found that the spending table provided did not specify which committee needed to review which line items. Also, many of the line items are not described in enough detail to understand the scope of work. Finally, some items on the table showed no expenditure recorded in 2019, but the CCFC knows the expenditure was made in 2019 (e.g., pool area tables and pool area umbrellas). The CCFC suggests that the Reserve study spending table be updated to ensure all paid invoices are reflected.

       The CCFC recommends that all Reserve Study items planned in 2019 (but not executed) be moved into 2020 for further consideration. Both of these issues will be communicated to the Facilities Advisory Committee (FAC) by the CCFC, Chair, Ray Celeste, Jr.

11. Adjournment: Dan Ogg made a motion to adjourn the meeting. Brendan Hanlon seconded the motion and it passed unanimously. The meeting was adjourned at 8:40 p.m.