



**BOARD OF DIRECTORS MEETING
HYBRID ZOOM MEETING – Henderson Room / Zoom
DRAFT AGENDA**

Tuesday, April 30, 2024 – 7:00 PM

Until approved at the meeting, this draft agenda is subject to change.

Link: <https://us06web.zoom.us/j/97385179058?pwd=TUg1V1lvM011VStJS2k5b3NELOIRUT09>

Meeting Number (access code): 973 8517 9058

Meeting Password: 319862

Join by phone: 301-715-8592 US (Washington DC)

- | | | |
|--------------|---|------------------|
| I. | CALL TO ORDER | 7:00 PM |
| II. | APPROVAL OF AGENDA | 7:01 PM |
| III. | APPROVAL OF MINUTES – BOD Meeting – March 26, 2024, | 7:02 PM |
| IV. | CITY OF ALEXANDRIA POLICE DEPARTMENT – STAFF LIAISON | 7:03 PM |
| V. | CAMERON STATION CIVIC ASSOCIATION – CHARLES MAYNARD | 7:13 PM |
| VI. | HOMEOWNERS’ FORUM | 7:23 PM |
| VII. | TREASURER’S REPORT | 7:33 PM |
| VIII. | COMMITTEE REPORTS (FAC, ARC, A&E, ComCom, CCFC, CAC) | 7:43 PM |
| IX. | MATTERS FOR BOARD DECISION | 7:53 PM |
| | A. Cameron Club Great Room Moisture Sealant Proposal | Motion 2024-0401 |
| | B. Cameron Club Carpet Replacement Proposals | Motion 2024-0402 |
| | C. Bench Slats Replacement Proposal | Motion 2024-0403 |
| | D. Paving Proposals | Motion 2024-0404 |
| X. | MATTERS FOR BOARD DISCUSSION | 8:33 PM |
| XI. | MATTERS FOR BOARD INFORMATION | 8:50 PM |
| | A. Management Report | |
| | • Action Item list | |
| | • Project Updates | |

Prepared by:

Steve P. Philbin, M ed., CMCA®, ARM®, PCAM® (General Manager)

Angel Robles, CMCA®, AMS® (Assistant General Manager)

**Noted times above are only intended to serve as a guide and may be subject to change without notice depending upon the length of conversation by Board members.*

XII.	EXECUTIVE SESSIONS <i>(Not applicable to this meeting)</i>	8:57 PM
XIII.	NEW BUSINESS	8:58 PM
XVI:	ADJOURN	9:00 PM

DRAFT

Prepared by:
Steve P. Philbin, M ed., CMCA®, ARM®, PCAM® (General Manager)
Angel Robles, CMCA®, AMS® (Assistant General Manager)

**Noted times above are only intended to serve as a guide and may be subject to change without notice depending upon the length of conversation by Board members.*



**MEETING MINUTES
BOARD OF DIRECTORS MEETING
Tuesday, March 26, 2024, 7:00 P.M.**

NOTICE: This meeting was held in a hybrid format via Zoom and in-person in the Henderson room.

BOARD MEMBERS PRESENT:

Andrew Hill, President
Joan Lampe, Vice President
William Blumberg, Treasurer
Chris Mulder, Secretary
Brendan Hanlon, Director
Tom Kopko, Director
Megan Christensen, Director

BOARD MEMBERS ABSENT

None

OTHERS PRESENT:

Heather Graham, CMCA®, PCAM®, Executive Vice President of Community Association Management Professionals (CAMP)
Steve Philbin, M ed., CMCA®, ARM® PCAM®, General Manager
Angel Robles, CMCA®, AMS®, Assistant General Manager
Sasha Impastato, Civic Association
Takis Taousakis, Chair, FAC
Tricia Hemmal, Chair, CommComm
Ray Celeste, Chair, CCFC
Martha Romans, Chair, CAC
Mara Francis, Member, ARC

CALL TO ORDER:

Mr. Hill called the meeting to order at 7:00 PM.

APPROVAL OF AGENDA:

Motion: Mr. Hanlon moved, and Mr. Kopko seconded the motion to **APPROVE** the agenda with the following addition: Under Matters for Board Decision, add: Appointment of FAC Committee Member. **The motion passed unanimously, 7/0.**

APPROVAL OF MINUTES:

Motion: Ms. Lampe moved, and Mr. Mulder seconded the motion to **APPROVE** the minutes of the February 27, 2024, Board meeting. **The motion passed unanimously, 7/0.**

LT. LION – CITY OF ALEXANDRIA:

Lt. Lion was not present.

CAMERON STATION CIVIC ASSOCIATION:

Mr. Sasha Impastato reported the Potomac Yard project has legislation pending, unclear where it will be headed but a lot of opposition, the Civic Association continues to monitor it for reasons such as quality of life and property value tax increases.

Vulcan Materials Development Planning Commission vote will be held on it on April 4, 2024, the Civic Association intends to send a letter to the Planning Commission and City Counsel to express their opposition because of the location near the bridges and a lot of traffic already on the south side of Van Dorn and wants to request the City give a detailed report to demonstrate changes to alleviate traffic and request the City commit to a multi-level bridge.

HOMEOWNER'S FORUM:

Topics discussed were:

- Greg – Stated that he has concerns over how the Food and Beverage Policy Resolution is being implemented. He stated that one Committee has had multiple end-of-the-year parties; also, the policy states if you bring food you must bring enough for everyone and that rule has also been violated based on receipts. Suggested that when submitting receipts for the purchase of food there should be evidence of who attended that dinner. Stated that the policy is not followed or enforced and based on receipts that the policy is not being implemented and there are not any appropriate internal controls in place to ensure resident money is being dispersed appropriately.
- Tricia – stated that the mail carrier's wife is very sick and there has been a GoFundMe started for her if any residents would like to contribute.
- Mike – Summarized that fees were charged to his account because money was not received from the title company when he purchased; he stated he would like a retraction of the bills that were sent out with falsified information and an apology to the residents that were affected, and greater oversight from the Board over the current Management and finances.

TREASURER'S REPORT:

Mr. Blumberg reported that since the two banks merged one of the CDs is over the FDIC insurable limit and recommended holding the CD until maturity, also reported that two other CDs matured in March. The Board requested the FAC look into the CD over the limit and make recommendations if they should call the CD early.

COMMITTEE REPORTS:

1. Financial Advisory Committee

Mr. Taousakis stated the Committee has a new member they would like the Board to appoint, Mr. Matthew Richert.

2. Architectural Review Committee

Ms. Francis reported that the new Covenants Administrator has started and attended the Committee's last meeting, he also has started the comprehensive inspections and performed five (5) resale inspections last month; in March the Committee reviewed sixteen (16) applications.

3. Activities and Events Committee

No report.

4. Communications Committee

Ms. Hemmel reported that they have a new member they would like the Board to appoint, Elizabeth Dubow; the Compass blog is up and running; have requested that residents submit photos of Cameron Station-related events; continue to update the website; and the Welcome Committee welcomed six (6) new members to the Community last month.

5. Facilities Committee

Mr. Celeste reported that residents are requesting Pilates classes; another resident requested the Committee look into fitness classes before 8:30 am; the Committee discussed updates to operating procedures and access to the Clubhouse.

6. Common Area Committee

Ms. Romans reported the Committee reviewed the policy regarding memorial plaques; there is a proposal in the Board packet to deal with the drainage issues behind the homes on Waple and John Ticer and Tull Place; and looking forward to the renovation of the Donovan pocket park.

MATTERS FOR BOARD DECISION:

A. ComCom New Committee Member

Motion: Mr. Mulder moved, and Mr. Blumberg seconded the motion to **APPROVE** the appointment of Elizabeth Dubow to the Communications Committee. **The motion passed, 7/0.**

B. CCFC New Committee Member

Motion: Mr. Hanlon moved, and Mr. Blumberg seconded the motion to **APPROVE** the appointment of David Palmer to the Cameron Club Facilities Committee. **Following discussion, the motion passed, 7/0.**

C. Duke St fence maintenance proposal

Motion: Mr. Kopko moved, and Mr. Hanlon seconded the motion to **APPROVE** the Dream Work Construction proposal for \$3,200.00 to paint the Duke St metal fence to be expensed from Reserve Funds. **Following discussion, the motion passed, 7/0.**

D. Power Washing proposal

Motion: Mr. Hanlon moved, and Ms. Lampe seconded the motion to **APPROVE** the Eco Tek proposal for \$9,067.24 to perform power washing services throughout the Cameron Station community to be expensed from Operating Funds. **Following discussion, the motion passed, 7/0.**

E. Insurance Renewal proposals

Motion: Mr. Hanlon moved, and Ms. Lampe seconded the motion to **APPROVE** the insurance proposal premium offered through Cascade Insurance Group to be expensed from Operating Funds. **Following discussion, the motion passed, 7/0.**

F. P.R. No. 24-01 – Memorial Plaque on Common Area

Proposed amendment: Section II, item 1: An individual must have been *deceased or have moved away*, for at least six months before a memorial plaque can be installed in his or her honor (“Nominee”).

Motion: Mr. Kopko moved, and Mr. Mulder seconded the motion to **ADOPT** the Policy Resolution No. 24-01 – Rules and Regulations regarding Installation of a Memorial Plaque on Common Area with the proposed amendment. **Following discussion, the motion passed, 6/1/0.**

In favor: Mr. Hill, Mr. Mulder, Mr. Hanlon, Ms. Lampe, Mr. Kopko, Mr. Blumberg

Opposed: Ms. Christensen

G. Lancaster Landscape proposal #31568-1

Motion: Mr. Hanlon moved, and Mr. Blumberg seconded the motion to **APPROVE** the Lancaster Landscape proposal for \$6,707.50 to be expensed from Operating Funds. **Following discussion, the motion passed, 7/0.**

H. Amended P.R. No. 24-02 Cameron Club Operating Rules and Procedures

Motion: Mr. Hanlon moved, and Mr. Mulder seconded the motion to **APPROVE** the recommended changes in the Amended Policy Resolution No. 24-02 Cameron Club Operating Rules and Procedures for the Board review and final approval.

Following discussion, an amended motion was made:

Amended Motion: Mr. Hanlon moved and Mr. Christen seconded the motion to **APPROVE** the recommended changes and incorporate discussed amendments in the Amended Policy Resolution No. 24-02 Cameron Club Operating Rules and Procedures for the Board review and final approval. **The amended motion passed unanimously, 7/0.**

I. FAC New Member

Motion: Mr. Blumberg moved, and Ms. Christensen seconded the motion to **APPROVE** the appointment of Matthew Richert to the FAC Committee. **The motion passed, 7/0.**

MATTERS FOR BOARD DISCUSSION:

None.

MATTERS FOR BOARD INFORMATION:

1. Management Report

- Action Item list
Included in the Board packet for review.
- Project Updates
Mr. Philbin reported that the paving of Cameron Station Blvd has been delayed until June 17, 2024; the bids for the Community paving are due back on April 2, 2024; the roof project at the Cameron Clubhouse is ongoing; and there have been ten (10) reservations for the Black Car Service.

NEW BUSINESS:

None.

EXECUTIVE SESSION:

Motion: Mr. Kopko moved and Mr. Blumberg seconded the motion to move into an executive session for the purpose of discussing and considering matters pertaining to the personal liability of members to the association. **The motion passed unanimously, 7/0, and the meeting was convened into executive session at 8:59 PM.**

Motion: Mr. Blumberg moved, and Mr. Mulder seconded to exit the executive session. **The motion passed unanimously, 7/0, and the meeting was reconvened into open session at 9:22 PM.**

Motion made in open session after Executive Session

Motion: Mr. Hanlon moved, and Mr. Blumberg seconded the motion to counteroffer the resident's request with account # xxx-9676. Counter-offer terms are as follows:

- The owner must pay \$11,499.43 for hard costs by April 30th.
- The owner must pay the April 2024 assessments by April 30th.
- The owner must sign up for ACH by April 30th.
- The owner must not be late with assessment payments through 12/31/25.
- The soft costs will be waived but CSCA reserves the right to place these soft costs back in the account if any of the terms above are violated.

The motion passed unanimously, 7/0.

ADJOURNMENT:

Motion: Mr. Blumberg moved, and Ms. Christensen seconded the motion to adjourn the meeting. **The motion passed, 7/0, and the meeting was adjourned at 9:25 PM.**

Respectfully Submitted,
Minutes Services, LLC
Dolly Sharma
dolly@minutesservices.com

X

Chris Mulder
Secretary

Cameron Station Community Association
Financial Advisory Committee Meeting
March 25, 2024
FAC ZOOM Meeting
Meeting ID 929 6235 3196 Passcode 007612

MEETING MINUTES

I. Call to Order

- a. The meeting was called to order at 7:01 pm.
- b. Members Present; Chairman Takis Taousakis, Wendell Anderson, Fred Blum, Jodi Wittlin, and Sophia Lee.
- c. Others Present: Board Treasurer and Board Liaison Bill Blumberg, and CAMP Community Manager Steve Philbin.
- d. The meeting was conducted via a Zoom.

II. Approval of Agenda

- a. The agenda was approved unanimously.

III. Approval of Previous Month's Minutes

- a. The February 26, 2024, minutes were approved unanimously.

IV. Resident Open Forum – Matthew Rickert

- a. Matthew Rickert

Matthew Rickert was invited to attend the meeting as a prospective FAC member.

He recently moved to Cameron Station in February, intends to stay in the neighborhood for quite a while, and wanted to do his part by contributing to the community. Matthew is a Certified Public Accountant with a bachelor's degree in public accounting, and a focus on audit. His professional background is in sustainability accounting and providing assurance reports for companies requesting ESG, sustainability, and greenhouse gas emissions reports.

Matthew is a homeowner in the community, and available for meetings the last Monday of the month.

The time commitment for special meetings and process for budget preparation and approval was discussed.

V. Review of Financial Results

- a. February 29, 2024, Financial Variance Report, Balance Sheet, Revenue and Expense Statements.

Discussion was led by the FAC Chair and Steve Philbin. Steve noted that the operating income YTD is \$48,926 better than budget.

Income items (February 29, 2024):

--Late Fees & Interest, positive variance of \$608. More late fees were charged than anticipated resulting in greater fee income.

--Cleaning Fees, positive variance of \$3,350. We charge \$150 for room rentals and \$150 for cleaning fees.

--Income – Reserves, positive variance of \$,1672. Interest rates on CD's continue to be very positive.

--Room Rental Income, positive variance of \$1,850.

Expense items (February 29, 2024):

--Snow removal, positive variance of \$4,803. There were 2 storms in January but no storms since.

--TMP Expenses, positive variance of \$9,208. Signed a new contract with Limo Interconnect saving the community annually \$55,250 (or \$4,604/month).

--Fitness equipment R&M, positive variance of \$1,242. Timing based on repair needs.

--Newsletter services, positive variance of \$982. They used to send out a newsletter 4x a year. Going forward, will do a newsletter or two throughout the year and switch to a blog.

--Admin salaries, positive variance of \$8,773. Brandon left, and there was no ARC person Jan-Feb 20th. The position has since been filled.

Aged Receivables (February 29, 2024):

Delinquency percentage 1.11%.

Most of the delinquencies are at attorney status. There is one unit that the board voted to foreclose on. The attorney made an offer for the person to pay \$10,000 by May 30th.

Steve stated that in our industry, the average delinquency is 3-5%, but when we have COVID or other national issues it can go up to 6-7%. With CAMP and community management, we have managed to keep the delinquency rate very low.

b. Balance Sheet

Capital improvement was absorbed into the replacement fund.

TMP Payable: TMP is a transportation system that Cameron Station pays into to help support the city of Alexandria's transportation system. When Cameron Station was first established, it was required by the city to provide a TMP service. Steve stated that TMP Payable is one item that we have been holding on to, because we did not have the shuttle running in 2020 during COVID. The leftover money from 2020 is currently being used to cushion the budget and will stay there for another year.

Owner's equity: On the operating side, we try to stay between 10-20%. 20% owner's equity shows that you are financially stable (Cameron Station does not need special assessments). We were at 21-22% so we moved the excess over 15% to reserves last year. The last couple years we haven't spent all the money that was budgeted so this amount has been growing. We will wait for the auditor to review everything before moving from operating to reserves account. It looks like the operating fund owes the replacement fund \$194,803. Steve will email the accountant directly for more information.

c. Revenue and Expenses

Insurance: Steve stated we are putting the insurance proposals in front of the board during the March meeting. Our current insurance is Erie Insurance through Cascade Insurance. Erie Insurance through Cascade Insurance gave a proposal and 4 other vendors declined to bid because they could not compete. The value of the clubhouse has increased by 8%.

d. Cameron Station Committee Spending & Committed Funds

--Activities & Events (A & E), \$0.00 out of \$33,000.00 budget committed or spent.

--Comm-Comm, \$ 6,230.78 out of \$25,782.00 budget committed or spent.

--Cameron Club Facilities Committee (CCFC), \$374,154.01 out of \$430,526.00 budget committed or spent.

--Common Area Committee (CAC), \$276,126.16 out of \$425,082.00 budget committed or spent.

e. Fund Investments – Morgan Stanley

Fred led discussion on the BMO/BMO Harris CD's. BMO Bank and BMO Harris Bank are the same bank, but they renamed themselves. Therefore, we have more than \$250,000 in CD's in one bank. The FDIC limit is \$250,000.

BMO stands for Bank of Montreal. They bought Harris Bank of Chicago a few years ago to enter the US in commercial and investment banking. Michael did not realize that BMO Harris and BMO were the same bank.

The \$250,000 limit is the FDIC limit but there is no rule or regulation that says we have to stay within the \$250,000. It is just prudent risk-taking on our part to maintain a max of \$250,000 within one bank.

Our investment policy statement says that we can choose to make exceptions if we so desire. That is Michael's option number 2, because it will cost about \$620 to sell the CD.

In Fred's opinion, the risk of carrying the extra \$100,000 in Bank of Montreal CD is minimal given that our window is 6 months. Fred recommended holding on to the CD for 6 months, until the first CD matures.

Bill concurred that he is comfortable recommending to the board, keeping the CD's as is. It is prudent since a Canadian bank is far sounder than a lot of American banks.

Takis stated that if BMO goes under, it is a risk of \$100,000 but the risk of them going under is very low. We just must be very careful in the future.

Fred added that the 2008 financial crisis was one of the worst in history, but no one lost money in any amount from the deposits. All of those deposits were made whole. So the risk is very low.

Jodi brought up her concern regarding how Michael missed critical information on BMO Bank, because the merger of BMO Harris would've been big news. However, she agreed that there is not a huge risk, and we should leave the CD's as is for 6 months.

Wendell noted that January 2024 is when we went over the \$250,000 with the purchase of BMO BANK-ILL CD.

The committee voted unanimously in favor of riding it out for 6 months. The board will make a final decision.

f. Review of the CIRA accounting database.

The Chair noted that everything is in good shape as far as expenses, allocations, and violations. We have a very healthy percentage of residents registered in ACH (74.96%).

VI. Old Business

a. Review 2024 Reserve Project Spreadsheet

--Cameron Club Exterior, rotted wood needs to be repaired and will be done in May.

--Duke Street Column/Fence Repairs/Paint, power washing is an operating expense. For painting the pickets that are faded or chipped (reserve expense), we received a proposal this week that will go to the board.

--Cameron Station Blvd Gazebo, \$3900 to deal with rotted wood and painting.

--John Ticer Dr Gazebo will also be done in May.

--Computers and Peripherals: 1 computer was purchased for the office. We may buy a new system for the board which will cost about \$3000.

--Fitness Exercise Equipment: the CCFC has \$30,000 to replace or update equipment every year, for the next five years.

--The third phase of the asphalt project will be done this summer. The asphalt base sub repairs are separate from brickwork and concrete work. Some of the budgeted money might come back to us if there are minimal base sub repairs.

--Engineering for Asphalt Project, the engineer has the asphalt out to bid. We will have the bids out April 2, and that will be reviewed with the board.

--Brick pavers, we've done some work this year and are continuing to do more.

--Tree Shrubbery, a \$26,000-\$28,000 project was just approved last week for the John Ticer pocket park.

--Pool Repair & Maintenance planned expenses of \$29,000 for 2 whitecoats, filter replacement, chlorinator replacement, and coping stones.

--LED Conversions Streetlight, we have about \$12,000 that we need to do in the clubhouse. The rest will be done as the lights go out in the streets (community streets, not the 4 city streets).

--Storm Water Run Off, not anticipated to be used.

--Irrigation Repairs, based on need. We currently don't have any but could spend half of that or more if there are issues.

--Bench replacement will be done May/June timeframe.

VII. "New Business

a. Decision on Matthew Rickert

We voted unanimously to send his nomination for FAC membership to the BOD for approval.

VIII. Adjournment

The meeting was adjourned at 8:13 pm.

DRAFT

**CAMERON STATION COMMUNITY ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE
Tuesday April 2nd, 2024**

The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) was held on Tuesday April 2nd, 2024. The meeting was called to order at 7:01 p.m. by ARC Chair Stephen Pearson with a quorum present. The meeting was conducted via Zoom in accordance with Administrative Resolution No. 2022-15 (Amended): ARC Charter.

ARC MEMBERS IN ATTENDANCE VIA ZOOM

Stephen Pearson – ARC Chair
Paula Caro – ARC Vice Chair
Tom Linton – ARC Member
Mara Francis – ARC Member
Trena Raines – ARC Member

MEMBERS ABSENT

Sharon Wilkinson – ARC Member
Brian Sundin – ARC Member

CHANGE OF ATTENDANCE

None

OTHERS IN ATTENDANCE VIA ZOOM

Cameron Station Residents
Angel Robles, Assistant General Manager, Cameron Station Community Association
Avante Thomas, On-Site Covenants Administrator
Chris Mulder, Board Liaison

APPROVE AGENDA

MOVE TO: “Approve the agenda as submitted.”

Moved By: Mara Francis

Seconded By: Trena Raines

For: All

Against: None

Absent: Sharon Wilkinson, Brian Sundin

MOTION PASSED

DRAFT

HOMEOWNERS OPEN FORUM

This portion of the meeting is set aside for any Cameron Station residents that would like to make a statement to the committee but have not submitted exterior modification applications for review this month. No comments were made at this forum.

REVIEW OF EXTERIOR MODIFICATION APPLICATIONS

Address	Proposed Modification	ARC Action / Vote
111 Somerville St	Window Replacement	An outdated application was included in ARC package. Management will send the updated file to the ARC for review via email.
111 Somerville St	Roof Replacement	Approved as presented. Moved By: Mara Francis Seconded By: Paula Caro For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
120 Martin Ln	Window Replacement	Approved as presented. Moved By: Trena Raines Seconded By: Tom Linton For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
121 Cameron Station Blvd	Window Replacement	Approved as presented. Moved By: Tom Linton Seconded By: Mara Francis For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
166 Barrett Pl	Garage Door Replacement	Approved with the stipulation the door lock and handle are in the same position. Moved By: Mara Francis Seconded By: Trena Raines For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None

DRAFT

		MOTION PASSED
218 Cameron Station Blvd	Roof Replacement	Approved as presented. Moved By: Trena Raines Seconded By: Mara Francis For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
328 Helmuth Ln	Deck Resurfacing	Approved with the stipulation that the pattern remain like for like and match fence stain. Moved By: Mara Francis Seconded By: Tom Linton For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
472 Ferdinand Day Dr	Window Replacement	Disapproved as presented. Moved By: Paula Caro Seconded By: Trena Raines For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
4905 Waple Ln	Roof Replacement	Approved as presented. Moved By: Tom Linton Seconded By: Mara Francis For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
4913 John Ticer Dr	Tree Replacement	Approved with the stipulation that the Crepe Myrtle replacement be planted at 6' tall minimum. Moved By: Trena Raines Seconded By: Tom Linton For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
4919 Kilburn St	Door Replacement	Disapproved as submitted. Moved By: Tom Linton

DRAFT

		Seconded By: Trena Raines For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
5005 Waple Ln	Landscape Modification	Approved the landscape modification application as presented. Moved By: Trena Raines Seconded By: Tom Linton For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
5010 Waple Ln	Fence Staining	Approved as presented. Moved By: Mara Francis Seconded By: Paula Caro For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
5067 Minda Ct	Grounds Repair	Returned for more information. Moved By: Mara Francis Seconded By: Trena Raines For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
5106 Grimm Dr	Garden Wall Replacement	Returned for more information. Moved By: Trena Raines Seconded By: Mara Francis For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
5109 Gardner Dr	Solar Panel Installation	Approved with the stipulation that the conduit is painted or is the same color, installed concealed and is 2" or less, per the DMS. Moved By: Trena Raines Seconded By: Tom Linton For: All

DRAFT

		Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
5116 Knapp Pl	Window Replacement	Returned for more information. Moved By: Mara Francis Seconded By: Trena Raines For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
5120 Donovan Dr #407	Window/Door Replacement	Approved with the stipulation that the sliding glass door be replaced like for like with mullions and 3x5 panels per door. Moved By: Trena Raines Seconded By: Mara Francis For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
5136 Grimm Dr	Fence Replacement	Disapproved as presented. Moved By: Trena Raines Seconded By: Mara Francis For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
5170 Brawner Pl	HVAC Replacement	Approved as presented. Moved By: Mara Francis Seconded By: Paula Caro For: All Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
5247 Brawner Pl	Tree Replacement	Approved the rear tree replacement with the stipulation that the Japanese Bloodgood Maple is minimum 6' height when planted. Moved By: Tom Linton Seconded By: Mara Francis For: All

		Against: None Absent: Sharon Wilkinson, Brian Sundin Abstain: None MOTION PASSED
--	--	--

APPROVAL OF ELECTRONICALLY REVIEWED APPLICATIONS

MOVE TO: “I move to Ratify the unanimous email vote to approve the application for 248 Medlock Ln – Deck Repair and Replacement (Approved w/ Stipulations), 4903 Waple Ln – Window Replacement (Approved), 5010 Waple Ln – Window Repair and Replacement (Approved w/Stipulations), 5135 Gardner Dr – Emergency Roof Replacement (Approved w/ Stipulations), and 5193 Brawner Pl – Home Trim/Façade Repair (Approved w/ Stipulations) that were reviewed and approved via email in March 2024.

Moved By: Mara Francis

Seconded By: Trena Raines

For: All

Against: None

Absent: Sharon Wilkinson, Brian Sundin

Abstain: None

MOTION PASSED

APPROVAL OF ARC MEETING MINUTES

MOVE TO: “Approve the ARC Meeting Minutes from the 5th of March 2024 meeting as submitted.”

Moved By: Trena Raines

Seconded By: Mara Francis

For: All

Against: None

Absent: Sharon Wilkinson, Brian Sundin

Abstain: None

MOTION PASSED

BOARD MEETING REPORT

The monthly Board of Directors meeting was held on March 26th. ARC member Mara Francis represented the ARC at the meeting, she reported about the start of the new on-site covenants inspector. Also shared that the spring season is here with a lot of applications, many of them roofs. There were no appeals or questions for the ARC.

MATTERS FOR COMMITTEE DISCUSSION

DRAFT

- Committee members requested the on-site covenants to include CAMP's current Items List for ARC in future meetings agenda.

COVENANTS REPORT

No items reported.

NEW BUSINESS

- Next Board meeting ARC representative is Trena Raines and Stephen Pearson is the backup.
- Tom Linton will be out from April 3rd – 18th, Stehen Pearson will be the backup for electronic votes management.

VIOLATION HEARING

None

MOVE TO: "Adjourn the Meeting at 9:01 p.m."

Moved By: Mara Francis

Seconded By: Trena Raines

For: All

Against: None

Absent: Sharon Wilkinson, Brian Sundin

Abstain: None

MOTION PASSED

Minutes prepared by Paula Caro, ARC Vice Chair.

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
ACTIVITIES AND EVENTS MEETING
April 3, 2024

1 This meeting was held by hybrid electronic communication means of virtual video conference and in the
2 Cameron Station clubhouse Henderson Room.

3
4 **COMMITTEE MEMBERS PRESENT:**

5 Andrew Yang - Chair
6 Monica Stachowski – Committee Member
7 Sarah Turkaly – Committee Member
8 Christina Damhuis – Committee Member

9
10 **COMMITTEE MEMBERS ABSENT:** none

11
12 **ALSO PRESENT:** none

13
14 **I. CALL TO ORDER**

15 **Motion:** The meeting is called to order at 7:32 p.m.

16
17 **II. APPROVAL OF MINUTES**

18 **Motion:** Andy_____ **MOVED** and Christina___ **SECONDED** to approve the 3/6 meeting minutes as
19 submitted {/or with the following changes}: month/date

20
21 **III. ITEMS FOR RECOMMENDATION:**

- 22 1. St. Patrick’s Day Trivia (Friday, March 15)
- 23 a. Instead of rebranding, list the categories, e.g., science, sports, pop culture, etc., bonus points
 - 24 category will include St. Patrick’s Day
 - 25 b. Potential prize for best dressed for St. Patrick’s Day
 - 26 c. Will order smaller fruit/veggie tray for future events
- 27 2. Easter Egg Hunt (Saturday, March 30)
- 28 a. Enough eggs (1500), but consider setting aside some filled eggs for latecomers
 - 29 b. Would have preferred extra decor, but needed more volunteers for 9 am
 - 30 c. Suggest backdrop for Easter bunny photos
 - 31 d. Suggest 400 donut holes, 5 boxes coffee, 5 boxes hot chocolate next year
 - 32 e. Recommend same bunny petting next year (Sat 4/19/25)
 - 33 f. Recommend using new/different sign instead of “Egg Roll”

34
35 **IV. NEW BUSINESS**

- 36 1. Spring Yard Sale (Saturday, April 20, 8 am-1 pm)
- 37 a. Andy will advertise in facebook, craigslist, nextdoor, patch
 - 38 b. Andy will ask Irina Babb about shred truck
 - 39 c. Christina will research food truck for possible food/shred truck theme
- 40 2. Boozy Bingo Night (Friday, May 17, 7-9 pm, first game starts 7:30 pm)
- 41 a. Andy will order Chick-Fil-A nuggets, small fruit/veggie tray, finger foods

MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
ACTIVITIES AND EVENTS MEETING
April 3, 2024

- 42 b. Sarah will look into gift cards from IndoChen, Cameron Cafe, Tropical Smoothie, Aslin, Port City,
43 two \$10 each for 10 total prizes
44 c. Andy will ask management about AV system microphone
45 d. Christina will purchase alcohol to supplement leftover (\$200 budget)

46
47 **V. ADJOURNMENT**

48
49 **Motion:** Andy_____ **MOVED** and Sarah_____ **SECONDED** to adjourn the
50 meeting at 8:15 pm. The motion passed unanimously and the meeting was adjourned.

51
52
53
54 Respectfully Submitted,

55
56 Andrew Yang, Committee Chair



MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
April 12, 2024

The meeting was in person and on zoom.

COMMITTEE MEMBERS PRESENT:

Tricia Hemel - Chair
Emma Watson - Editor
Susan Klejst
Lenore Marema
Elizabeth Dubow
Linda Taousakis
Gwen Toops

ALSO PRESENT:

Juana Michel—CAMP
Pat Sugrue – Newsletter Subcommittee
Megan Christensen – Board Liaison

CALL TO ORDER

Tricia Hemel called the meeting to order at 7:05pm. A quorum was present.

I. APPROVAL OF AGENDA

On a Motion, Moved and Seconded, the agenda was approved.

II. APPROVAL OF MINUTES

On a Motion, Moved and Seconded, the minutes from the Committee's March 13, 2023, meeting were approved.

III. RESIDENT OPEN FORUM

IV. ITEM FOR DECISION

V. MATTERS FOR COMMITTEE INFORMATION

Management Report: Juana Michel reported that the new access system was going well. The new roof for the club house is finished. A leak in the Fitness Center needs to be repaired. Management is seeking bids on new carpeting for the Great Room.

Board Update: Megan Christensen reported that Elizabeth Dubow was approved as a committee member. A memorial plaque policy was approved. The new car service to the airports is being tested for 90 days. The car service will be one-way only to the airports.

Committee Business

Tricia Hemel asked for CAMP Tricia asked management to place all The Compass articles in one place in the E-Blast.



MINUTES
CAMERON STATION COMMUNITY ASSOCIATION
COMMUNICATIONS COMMITTEE MEETING
April 12, 2024

Newsletter Subcommittee: Emma Watson reported that 17 blogs have been posted. The Committee reviewed adding disclaimer language for the blog. The Committee also discussed the options for allowing automatic notifications for new blog posts.

E-blast: Tricia Hemel reported that we will continue to ask residents to submit photos from community events to be shared on social, eblast and blog.

Welcome Subcommittee: Susan Klejst reported that there were 12 new residents to be welcomed.

Social Media: Elizabeth Colson Dubow reported she is working directly with Brand to plan post for social.

Website: Tricia Hemel reported each page of the website will need to be updated with the assistance of Juana.

Photography Subcommittee: No report.

Marketing & Public Relations Subcommittee: Lenore Marema reported that is continuing to send links to local news, such as new stores, and restaurants and festivals with a focus on the West End to be shared on social.

Bulletins & Signage: None

Budget: Budget pacing looks good so far for 2024.

OLD BUSINESS

NEW BUSINESS

Calendar of Events. Tricia shared a few upcoming event dates.

Upcoming meetings:

Board Meeting: April 30, 2024. Tricia Hemel will attend

Committee Meeting: May 15, 2024.

VI. ADJOURNMENT

Tricia Hemel adjourned the meeting at 8:01 pm.

Respectfully Submitted,
Lenore Marema

DRAFT MEETING MINUTES
CAMERON CLUB FACILITIES COMMITTEE (CCFC)
Thursday, April 11, 2024

The following individuals attended the meeting:

Ray Celeste, CCFC Chair
Dan Ogg, CCFC Vice Chair (via Zoom)
Dan McPhillips, CCFC Member and Recording Secretary (via Zoom)
Tim Regan, CCFC Member (via Zoom)
David Palmer, CCFC Member
Jill Bakner, ProFIT (via Zoom)
Steve Philbin, CAMP (via Zoom)
Sandra Troutman, Resident (via Zoom)
Marty Menez, Resident
Paul King, Resident (via Zoom)
Donna Kenley, Resident (via Zoom)
Jason Dorpinghaus, Haus Custom

The following individuals were absent:

I. Call to Order/Establish Quorum

The Cameron Club Facilities Committee (CCFC) meeting was called to order by Ray Celeste at 7:01 p.m.

II. Approval of Agenda

Dan McPhillips made a motion to approve the agenda as written. Tim Regan seconded the motion and it passed unanimously.

III. Approval of Minutes

Dan Ogg made a motion to modify the March 2024 CCFC meeting minutes to strike IX. Management Report bullet A sub-bullets d and e. Dan McPhillips seconded the motion and it passed unanimously.

IV. Homeowners' Open Forum

Marty Menez recommended that residents performing circuit training not be allowed to monopolize exercise machines.

Sandra Troutman recommended that more lap lanes and time be added for swimmers.

Donna Kenley recommended that more lap lanes and time be added for swimmers.

Paul King recommended that personal trainers should be required to compensate Cameron Station for their use of the gym.

V. Board of Directors (BOD) update

Brendan Hanlon provided the board update via email. Ray Celeste read Brendan Hanlon's email to the CCFC, and noted that the BOD approved David Palmer to be a member of the CCFC.

VI. ProFIT Report

A. ProFIT March 2024 Report. Jill Bakner provided the ProFIT update. Usage numbers in March were less than February. Attendance numbers for the group exercise classes were also higher for 5 out of 11 classes, Total Body Weights was the most attended class.

The CCFC previously directed ProFIT to run a trial Pilates class for two months. The final class will be next week. The Pilates class has been well attended during the pilot period. *Dan Ogg made a motion to **APPROVE** the amendment of the ProFIT contract for the addition of a Pilates class to not exceed one class per week for \$65 per class to be expense from operating funds.*

VII. Matters for Committee Decision

A. Jason Dorpinghaus from Haus Custom gave the CCFC an in-depth report on the water seepage issue in the Victoria Hebert Great Room.

B. Cameron Club Carpet Replacement Proposal. CAMP procured two quotes for the Cameron Club carpet replacement.

*Tim Regan made the motion to **APPROVE** the Haus Custom carpet replacement bid in the amount of \$39,060.00. Dan McPhillips seconded the motion and it passed unanimously.*

C. Cameron Club Victoria Hebert Great Room Floor Moisture Sealant Proposal.

*Tim Regan made the motion to **APPROVE** the Haus Custom Victoria Hebert Great Room floor moisture sealant bid in the amount of \$16,150.00. Dan McPhillips seconded the motion and it passed unanimously.*

VIII. Matters for Committee Discussion

A. Morning Group Classes Survey Results. CCFC and ProFIT reviewed the survey results and determined there is demand for an early morning fitness class.

B. Cameron Club Building Access. CAMP is procuring additional access cards. The community has run out and is currently unable to print cards.

C. Lap Swim Lane. The CCFC made the decision that an additional lap lane be added in the community pool from 7:00 pm until 8:30 pm (closing) Monday through Thursday. That would give residents two lap lanes to use from 7:00 pm until closing Monday through Thursday.

The CCFC also discussed the possibility of adding lap swimming Saturday mornings after the pool Zumba class, and the possibility of limiting the length of time a resident can utilize the lap lane to 30-minutes (similar to the cardio equipment limit in the fitness center). The CCFC will continue its consideration of these matters at its May 2024 meeting.

D. Peloton Bike. One of the Peloton bikes has reached the end of its life. *Dan Ogg made a motion to **APPROVE** the purchase of a new Peloton bike, not to exceed \$1,500, to be expense from Reserve funds. Dan McPhillips seconded the motion. The motion passed 3-1 (For: Dan Ogg, Tim Regan, Dan McPhillips; Against: none; Present: David Palmer)*

IX. Management Report

A. Action Item List/Pending Tasks.

- a. CAMP is developing a form to automate the Limo Interconnect black car service scheduling. Currently, all scheduling is done manually by CAMP. The new form will be used starting April 1st.
- b. The roof repair of the Cameron Club is complete.
- c. In response to a request from the BOD, CAMP management researched the fees charged for party room rentals in other communities. CAMP found that a typical fee is \$40 per hour, plus a security deposit. Other considerations include ensuring security (locked doors) after late night parties). The CCFC will consider this information and make a suggestion to the BOD after its May 2024 meeting.

B. Access System Update. CAMP continues to issue mobile credentials currently while more physical access cards are procured.

C. Financial Committed Funds. The CCFC budget is well positioned for the coming year.

X. New Business

There was no new business. The next CCFC meeting will be held on May 9th at 7:00pm.

XI. Adjournment

Dan McPhillips made a motion to adjourn the meeting at 9:29 pm. The motion was seconded by Tim Regan and passed unanimously.



Cameron Club Monthly Report

March 2024

Attendance and Usage

March – 5,175

Average usage per day- 166

February – 5,310

- Average use per day- 183

Facility & Operations

Group Exercise Class Program

- The most attended class for this month was Total Body Weights. We had an increase in attendance, 5 out of 11 classes.

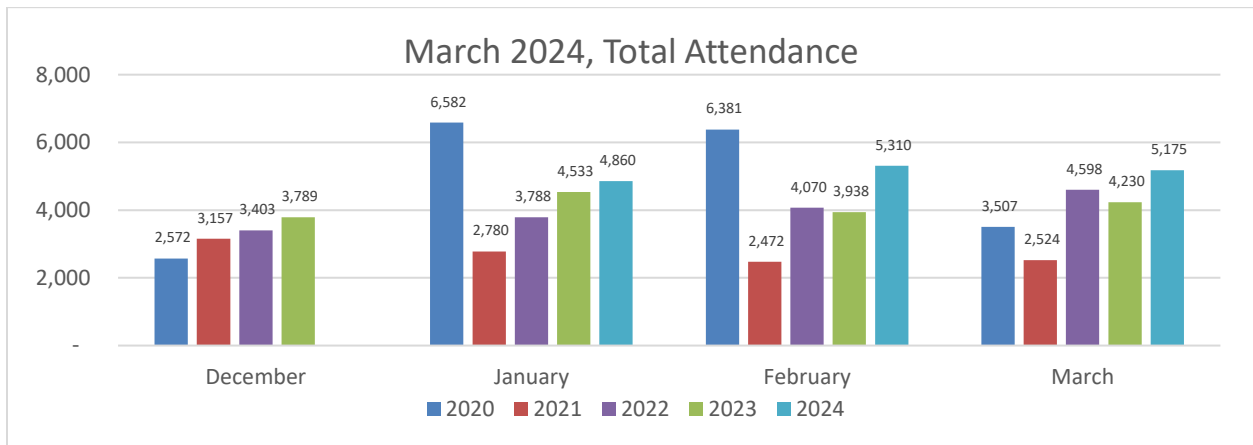
Exercise and Facilities Equipment

- The Concept II rower has been repaired. There is a back order on parts for the Star Trac treadmill and pad for the Cybex chest/delt combo VR1. We have received equipment support for the Pilates class and we have new stretch bands to replace the old ones.

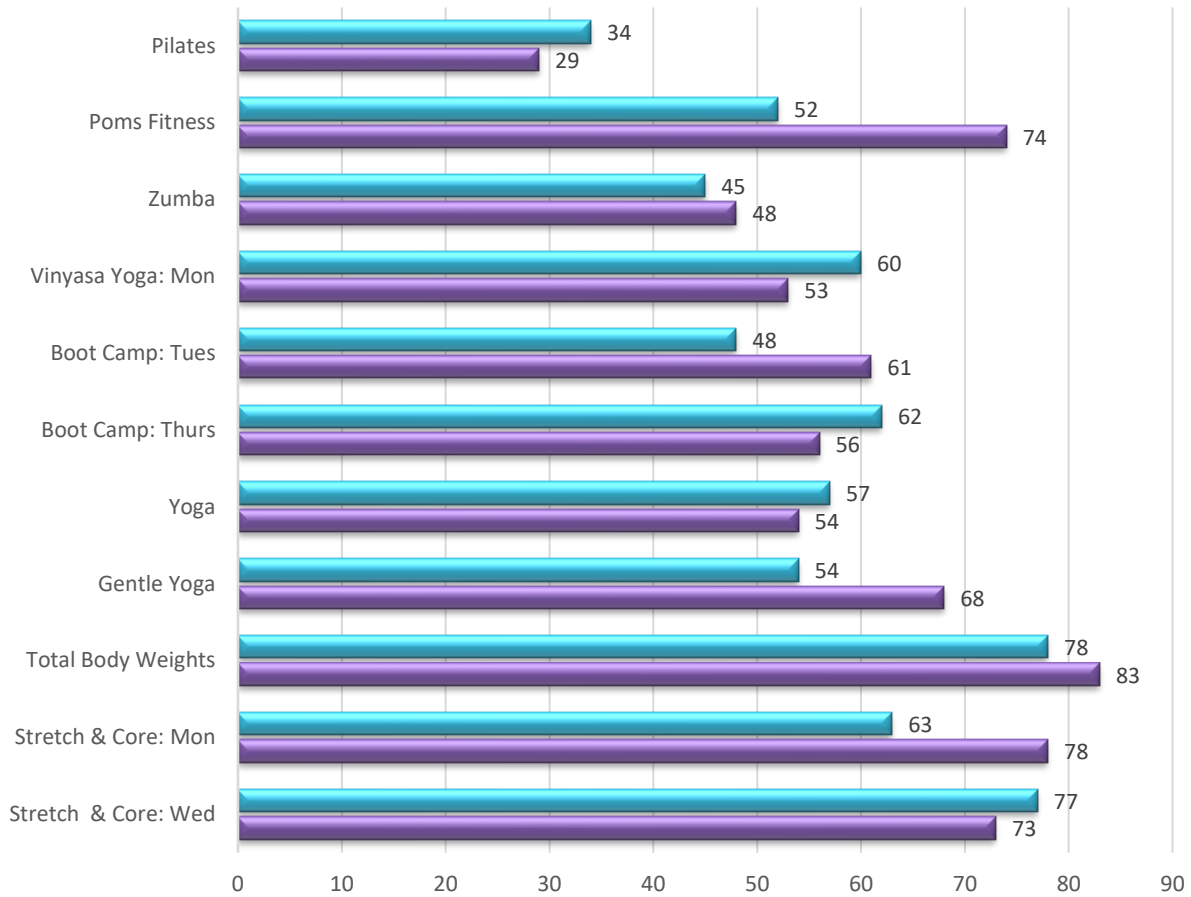
Programming

- We have confirmed Andrew Karr with Mile Massage Inc for Saturday May 25th. This hands-on workshop will be for 2 hours starting from 10:30am – 12:30pm. It will be a combination of massage, herbs, and nutrition.

Graphs



Class Attendance February 2024/March 2024



	Stretch & Core: Wed	Stretch & Core: Mon	Total Body Weights	Gentle Yoga	Yoga	Boot Camp: Thurs	Boot Camp: Tues	Vinyasa Yoga: Mon	Zumba	Poms Fitness	Pilates
March	77	63	78	54	57	62	48	60	45	52	34
February	73	78	83	68	54	56	61	53	48	74	29

■ March ■ February

Meeting Minutes
Cameron Station Community Association
Common Area Committee (CAC)
Monday, April 8, 2024 – 7:00 PM

The meeting was called to order at 7:04 pm by Martha Romans, CAC Chair

Members Present: Martha Romans, Don Williams, Kathy McCollom, and Sarah Markel

Members Not Present: Justin Newsome, Jeff Gathers, and Patrick Kairouz

Others in Attendance: Adrienne Zaleski, Lancaster Landscapes, four homeowners (see below).

Motion to approve agenda

Moved by Williams, seconded by McCollom

For: All

Against: None

Motion Passed

Motion to approve minutes of March 11 meeting

Moved by McCollom, seconded by Williams

For: All

Against: None

Motion Passed

HOMEOWNERS FORUM

- Sarah Turkaly and Nigel Ray of 232 Medlock attended the meeting to discuss an item they had emailed management about (see agenda). They have noticed that during periods of rain, there is puddling, and a tree is leaning toward their house. Each year Lancaster spreads grass seed, but they are often washed away. Lancaster will visit the site and provide an estimate to the CAC to remedy the situation.
- Karen Nevarez of 345 Helmuth wanted to clarify the timeline for cleanup of the Helmuth pocket park. She had expected it would be cleaned up in the spring. Lancaster reported that they are in the process of cleaning up all the parks in the community. The cleanup of Helmuth is on the schedule for this week, weather permitting.

BOARD UPDATE

Joan Lampe of the Cameron Station Board of Directors was not able to attend. Martha Romans provided an update about the memorial plaque discussion at the recent board meeting.

LANCASTER REPRESENTATIVE REPORT

- Spring cleanup is underway.
- Mowing started today.
 - As of May 1, Lancaster should be on a continuous mowing cycle.
- The next tree day is Thursday, April 11.
- The flowers will be planted by the beginning of May.
- The lawn care application was postponed due to the Easter egg roll.
 - The delay in lawn care has, in turn, caused the seeding application to shift. That is now scheduled for April 17-26.
 - Spot mowing will be required due to recent re-seeding.
- The tulips along Duke Street are in full bloom.
 - Some spots have been identified where bulbs need to be removed due to not growing properly.
 - There is one area of light pink and red from a previous year which will be addressed.
- The Donovan Park project started last week.
 - All the linden trees were removed.
 - Lancaster's goal is to have the pocket park completed by Friday, April 12, weather permitting.
 - Note: the fountain will be re-started by Harmony Ponds, Inc. at a later date.

Discussion:

- Martha Romans noted that there are some dogwoods on Bessley Lane that may benefit from a slow-release watering bag. Zaleski reported that a new product, a [tree diaper](#), is available and can be used on Bessley Lane.
- Zaleski reported that she is working on a new plan for the grass along the walkway near 252 Murtha Street. The newly planted tree in this area may also benefit from a tree diaper).
- Williams nominated a third tree for a tree diaper. This tree is on the pass-through at the turn of Ferdinand Day. Zaleski noted that she was aware of the tree and agreed with Williams' assessment.

MATTERS FOR COMMITTEE DISCUSSION

- The CAC will await the estimate from Lancaster on the 232 Medlock issue which was discussed during the Homeowners Forum (see above).

MANAGEMENT REPORT

- The CAC reviewed a spreadsheet provided by management and noted funds were available for unforeseen events.

NEW BUSINESS

- In May, Common Area walkthroughs will start. Martha Romans encouraged all committee members to attend at least one. The 2024 dates and times were discussed. The CAC will finalize walk-through days at the May meeting.
- Markel encouraged others to attend the [April 20 Potomac watershed clean-up day](#).
 - Scott Ford, a homeowner who joined the call, asked for details about the cleanup day. Zaleski explained about the event.

ADJOURN

The meeting adjourned at 7:39 PM

The next CAC meeting will be on Monday, May 13, 2024, at 7:00 PM

Respectfully submitted,

Sarah Markel



**Cameron Station Community Association, Inc.
Board of Directors Decision Request
April 30, 2024**

**TOPIC: Cameron Club Great Room Moisture Sealant Proposal
Motion 2024-0401**

Motion:

“I move to **APPROVE** Haus Custom proposal to seal the Cameron Club Great Room concrete floor in the amount of \$ 16,150.00 to be expensed from Reserve Funds.”

Motion: _____

2nd: _____

Summary:

During fiscal year 2023, we realized there was moisture coming out from the concrete floor in the Great room which should be considered during the carpet replacement project. The Cameron Club Facilities Committee unanimously voted to recommend Haus Custom proposal at their April 11, 2024, meeting. Attached are the proposals and the comparison matrix.

CAMP Recommendation:

Management recommends addressing the moisture issues and following the recommended steps from Haus Custom. In addition, management recommends Haus Custom to complete the work based on price and their interaction with the CCFC members.

Budget Considerations:

To be expensed from Reserve Funds – Community Center.

Cost Analysis
Cameron Club Carpet Replacement and Great Room Floor Moisture Sealant
April 11, 2024

	Haus Custom	Rick's Flooring and Home Improvement	Dream Work	Hann and Hann
Carpet Replacement	\$39,060.00	\$59,264.59	Did not submit a proposal	Did not submit a proposal
Warranty	1yr	1yr		
Great Room Floor Moisture Sealant	\$16,150.00	\$26,250.00		
Labor and materials	included in price	included in price		
Total	\$55,210.00	\$85,514.59		

QUOTE

703-447-1841
HausCustom@gmail.com


Cameron Station
 200 Cameron Station Blvd
 Alexandria, VA 22304
 Date: 11/6/23

Clubhouse Floor/Foyer waterproofing

Haus Custom
 3813 Brighton Ct
 Alexandria, VA 22305

Description	Quantity	Unit Price	Cost
Mobilization and prep work including, existing carpet removal, thermal imaging, drying, moisture testing. Protection of surrounding doors, walls etc and overall dust mitigation measures.	1	\$ 3,500	\$ 3,500
Shotblasting and or mechanical abrasion to provide clean surface for waterproofing.	1	\$ 6,500	\$ 6,500
Waterproofing penetrating sealer. Crack sealing if any.	1	\$ 3,900	\$ 3,900
Epoxy system top coat.	1	\$ 2,250	\$ 2,250
Cleanup and demobilization (included)	1	0	0
		Subtotal	\$ 16,150
		Total	\$ 16,150

Haus Custom is pleased to provide you with this quote for the action items above as described on the following page. Any additional work or evolving issues will be addressed in the form of change orders. This quote is valid for 30 days from the date below. I look forward to working with you.


 _____ 11/6/23 _____
 Jason Dorpinghaus Date Steve Philbin Date

In August 2023 an investigation of the Cameron Station Club House common room uncovered a considerable amount of water under the existing carpet. Wet carpet along with a musty smell has been reported over the past year+. Slab on grade points to the most likely cause of this is water infiltration being from below. This could be due to seasonal rainfall or some other natural source of water. The exact source of which may not be able to be determined without extensive and intrusive investigation. However, thermal imaging will be used to try and determine if there is a definitive source of this water such as the proximity to the community pool.

Concrete removal to waterproof from below is not necessary or feasible. Therefore it is recommended to use a penetrating sealer system to seal the concrete from above. The system will penetrate from 2"-4" into the concrete creating a mechanical vapor barrier capable of withstanding water pressure from below. This system also uses an epoxy top coat to protect the barrier. Any existing cracks can be pretreated with a similar product to wick into and expand within the crack filling and essentially glueing them back together however cracks may continue to move and open up even after treatment.

To apply this system and ensure it has the best chance of working properly, the existing concrete must be thoroughly clean and dry. Winter is the optimal time for applying this system as it is likely that any natural water pressure from below will be reduced or non-existent.

The most cost effective way to remove existing carpet adhesive is to mechanically shot blast with steel beads. Depending on the surface profile left behind after shot blasting, mechanical grinding may be needed to smooth the surface in preparation for carpet installation. Alternatively, small areas may be smoothed with Ardex Fine, a trowel applied concrete surfacer.

After shot blasting, the concrete will need to be allowed to dry with the use of blowers and dehumidifiers. This process could take a week or two. Periodic testing will determine when the concrete is sufficiently dry.

If the concrete continues to produce water vapor after two weeks, sump pumps may need to be placed around the perimeter to dewater the ground beneath the slab. A change order would be written in such an event.

Once sufficiently dry the application of sealer and top coat can commence. This is a one or two day procedure. The carpet can be installed after the top coat is fully cured. 48-72 hours.

The area within this scope of work includes the common room and the adjacent foyer. Approximately 1200' sq in total. This does not include any hallways. A quote for replacement carpet and its installation will be submitted separately.

7830 Richmond Highway
Alexandria, VA 22306
<http://www.rickscarpetandflooring.com/>
703-765-8000
comments@rickscarpetandflooring.com



Estimate #14778
4-9-2024

Customer

Cameron Station Community Association
200 Cameron Station Blvd
Alexandria, VA 22304-8684
703-567-4881

Service Location

200 Cameron Station Blvd
Alexandria, VA 22304-8684

Item(s)

Name	Description
Material	Theoretical Creative Gray 12" X 24" Porcelain Tile \$1,296.92 plus tax
Material	Uptown Vision 12" X 24" Carpet Tile color: Tbd \$6,004.08 plus tax
Material	Exchange Carpet Tile 18" X 36" Color: Riad \$16,312.50 plus tax
Material	Chex II Broadloom Carpet color: 599 River Landing \$1,454.13 plus tax
Material	Thinset Mortar for Porcelain Tile \$200 plus tax
Material	Grout for tile color: Tbd \$150 plus tax
Material	Schluter tile molding for transition between tile and carpet Style and color Tbd \$720 plus tax
Material	Mohawk Enpress Carpet Adhesive 4 Gallon Pail \$904 plus tax
Material	Shaw N5000 Carpet Tile Adhesive 4 Gallon Pail \$972 plus tax
Material	GacoFlex E5990 Primer/Sealer 4 Gallon Pail

	\$2,250 plus tax
Material	GacoFlex E5320 2 Gallon Kit \$1000 plus tax
Labor	Installation of tile flooring \$4,100
Labor	Installation of carpet tile flooring \$7,560
Labor	Installation of broadloom carpet on three sets of stairs \$3,200
Labor	Binding of carpet runners for two sets of stairs \$1,680
Labor	Take up and disposal of existing glued down carpet on both floors. \$3,171
Labor	Take up and disposal of carpet on three sets of stairs \$545
Labor	Moving furniture and putting it back \$7,560
Labor	Installation of tile molding \$560
Labor	Application of Gaco Epoxy Primers and Sealers in one room on 1st floor. \$24,000

Total \$85,514.59

Notes

This estimate is for installation of carpet tile flooring on the 1st and 2nd floor of the clubhouse, installation of tile flooring at two entryways, and installation of broadloom carpet on three sets of stairs. Estimate also includes application of waterproofing epoxy in one room on the first floor.

Terms

Signature

Date



**Cameron Station Community Association, Inc.
Board of Directors Decision Request
April 30, 2024**

**TOPIC: Cameron Club Carpet Replacement Proposal
Motion 2024-0402**

Motion:

“I move to **APPROVE** Haus Custom proposal to replace the Cameron Club carpet in the amount of \$39,060.00 to be expensed from Reserve Funds.”

Motion: _____

2nd: _____

Summary:

The carpet in the Cameron Club is to be replaced in the fiscal year 2024. The CCFC members worked diligently in assessing multiple carpet samples and prepared to recommend the contractor. Attached are the proposals and the comparison matrix.

CAMP Recommendation:

Management recommends replacing the carpet. In addition, management recommends Haus Custom to complete the work based on the price and their interaction with the CCFC members.

Budget Considerations:

To be expensed from Reserve Funds – Community Center.

QUOTE

703-447-1841
HausCustom@gmail.com

Cameron Station
 200 Cameron Station Blvd
 Alexandria, VA 22304
 Date: 3/26/24

Clubhouse Carpeting

Haus Custom
 3813 Brighton Ct
 Alexandria, VA 22305

Description	Quantity	Unit Price	Cost
Ground floor carpet replacement approximately 2212 Sq Ft. Aladdin commercial carpet tiles as submitted TBD	1	\$ 0	\$ 0
Second floor office and conference rooms carpet replacement approximately 1800 Sq Ft. Aladdin commercial carpet tiles as submitted TBD	1	\$ 0	\$ 0
Two stairwells. Carpet replacement using broadloom carpet runners. Aladdin commercial broadloom to coordinate with carpet tiles. TBD	1	\$ 0	\$ 0
Two Entrance lobbies. New through-body porcelain tiles. Main lobby approximately 110 Sq Ft. Side lobby approximately 40 Sq Ft. Color and style TBD.	1	\$ 0	\$ 0
Total materials and labor	1	31,500	31,500
		Subtotal	\$ 31,500
Overhead		12%	\$ 3,780
Profit		12%	\$ 3,780
Total		Total	\$ 39,060

This quote is for complete replacement of the Clubhouse carpeting as outlined by resident manager Steve Philbin. It does not include replacement of the relatively new blue carpet in the locker room entrance. Nor does it include the upper floor closet at the end of the hall or the carpet inside the elevator. Any change to this will be addressed in the form of a Change Order.

All labor and materials are included in the price.

The contractor and installer will move furnishings around to facilitate the carpet replacement however all computer or electronics must be disconnected by employees of Cameron Station prior to any movement.

Work will be performed either during the day or overnight and either during the week or weekend. Schedule is to be determined and coordinated with management. We will strive to work around day to day activities and lessen the impact of the work.

Lobby tile work will require one or the other entrances to be closed for approximately 4 days each. One lobby entrance will be tiled at a time. While maintaining access through the other. Emergency access or exit through the entrance will be maintained and available 24 hrs a day.

Access to areas being carpeted will be restricted during installation. For short periods of time access to the upper floor will be restricted to the back stairwell.

Carpeting of the Great Room will be preformed only after the ground water issue is resolved. Haus Custom has already submitted a quote for this work and is poised to complete that work as soon as that quote is approved.

All old carpeting and other debris will be removed from site within 48 hours of demo if not immediately.

Any thresholds (metal or vinyl strip) that need to be replaced are included in the scope of the quote.

As requested the above work would be performed prior to Memorial Day. In order to keep to this schedule a decision on carpeting will be needed ASAP. Other carpet choices are available and could impact the overall total price and timeline.

Payment terms: Due to the large upfront cost of materials 50% down (\$19,530) will be required. An additional 25% (\$9,765) will be required at the start of the job prior to work beginning. The remaining 25% (\$9,765) will be collected within 10 business days of completion. Net-10.

A one (1) year warrantee on installation and workmanship is included.

Haus Custom is pleased to provide you with this quote for the action items as described above. Any additional work or evolving issues will be addressed in the form of change orders. This quote is valid for 35 days from the date below. I look forward to working with you. Meeting and exceeding your expectations.



3/26/24

Jason Dorpinghaus

Date

Steve Philbin

Date

QUOTE


703-447-1841
 HausCustom@gmail.com

Haus Custom
 3813 Brighton Ct
 Alexandria, VA 22305

Cameron Station
 200 Cameron Station Blvd
 Alexandria, VA 22304
 Date: 3/26/24
 Clubhouse Stairwell

Description	Quantity	Unit Price	Cost
Stairwell structural squeak mitigation.	1	\$ 2,500	\$ 2,500
In an effort to silence the front stairs Haus Custom will implement wedging and injection of epoxy into individual stair treads. This work will be preformed just prior to replacing of carpet and will require the current carpet runner to be removed. Carpet padding and tack strips would remain in place to facilitate the new carpet runner anticipated to be installed in May.			
Given the age of the stairs and that access from below is not available or feasible no guarantee can be made. There may be squeaks that are not able to be resolved without the complete replacement of the stair tread or riser.			
		Subtotal	\$ 2,500
		Total	\$ 2,500

Haus Custom is pleased to provide you with this quote This quote is valid for 30 days from the date below. I look forward to working with you. Meeting and exceeding your expectations.


 _____ 3/26/24 _____
 Jason Dorpinghaus Date Steve Philbin Date

7830 Richmond Highway
Alexandria, VA 22306
<http://www.rickscarpetandflooring.com/>
703-765-8000
comments@rickscarpetandflooring.com



Estimate #14778
4-9-2024

Customer

Cameron Station Community Association
200 Cameron Station Blvd
Alexandria, VA 22304-8684
703-567-4881

Service Location

200 Cameron Station Blvd
Alexandria, VA 22304-8684

Item(s)

Name	Description
Material	Theoretical Creative Gray 12" X 24" Porcelain Tile \$1,296.92 plus tax
Material	Uptown Vision 12" X 24" Carpet Tile color: Tbd \$6,004.08 plus tax
Material	Exchange Carpet Tile 18" X 36" Color: Riad \$16,312.50 plus tax
Material	Chex II Broadloom Carpet color: 599 River Landing \$1,454.13 plus tax
Material	Thinset Mortar for Porcelain Tile \$200 plus tax
Material	Grout for tile color: Tbd \$150 plus tax
Material	Schluter tile molding for transition between tile and carpet Style and color Tbd \$720 plus tax
Material	Mohawk Enpress Carpet Adhesive 4 Gallon Pail \$904 plus tax
Material	Shaw N5000 Carpet Tile Adhesive 4 Gallon Pail \$972 plus tax
Material	GacoFlex E5990 Primer/Sealer 4 Gallon Pail

	\$2,250 plus tax
Material	GacoFlex E5320 2 Gallon Kit \$1000 plus tax
Labor	Installation of tile flooring \$4,100
Labor	Installation of carpet tile flooring \$7,560
Labor	Installation of broadloom carpet on three sets of stairs \$3,200
Labor	Binding of carpet runners for two sets of stairs \$1,680
Labor	Take up and disposal of existing glued down carpet on both floors. \$3,171
Labor	Take up and disposal of carpet on three sets of stairs \$545
Labor	Moving furniture and putting it back \$7,560
Labor	Installation of tile molding \$560
Labor	Application of Gaco Epoxy Primers and Sealers in one room on 1st floor. \$24,000

Total \$85,514.59

Notes

This estimate is for installation of carpet tile flooring on the 1st and 2nd floor of the clubhouse, installation of tile flooring at two entryways, and installation of broadloom carpet on three sets of stairs. Estimate also includes application of waterproofing epoxy in one room on the first floor.

Terms

Signature

Date



**Cameron Station Community Association, Inc.
Board of Directors Decision Request
April 30, 2024**

**TOPIC: Bench Slats Replacement Proposal
Motion 2024-0403**

Motion:

“I move to **APPROVE** the Tangent proposal for \$3,652.13 for material to replace bench slats of thirteen benches throughout the Cameron Station community to be expensed from Reserve Funds.”

Motion: _____

2nd: _____

Summary:

For the past three (3) years, we have been replacing the bench slats throughout the community based on wear and tear.

CAMP Recommendation:

Management recommends continuing with the current process until all benches have been completed. The material is warranted for fifteen years, and the expense is budgeted each year under Reserve Funds.

Budget Considerations:

To be expensed from Reserve Funds under Bench Replacement.

Quote WK 13797

Summary

Cameron Station Comm Assoc- Mark bondurant
Del Com Car to VA 22033- your off load

4/17/2024

Quantity	Recycled Plastic Lumber (nominal)	Color	Length (ft)	Lbs	Unit Price	Sub Total
80	ML 2" x 3" cut to 69.750"	Tan	6	720	\$ 35.34	\$2,827.13
				Est. Total Lbs	720	Est. Freight \$ 825.00
Bench Slats for 13 benches					Handling	\$ -
					Total	\$3,652.13

Purchase orders to be made out to Tangent Technologies, LLC

All dimensions are nominal

Lengths are typical with an injection port / raw finish

Weights are approximate and do not include packaging

Freight is estimated, typical LTL rates are good for 4 to 7 days, flatbed rates for 14 days

FOB Worthington, MN 56187

Lead times are subject to backlog at time of order

Please use unit pricing if take-off slightly differs

Pricing is in US \$ and is valid for 30 days

Sales Tax will be charged w/o a Tax Exempt Certificate

Credit card payments carry a 3% fee

Per Tangent's terms & conditions available upon request or at www.tangentmaterials.com

ML = Molded Lumber, MF = Fiber Reinforced Molded Lumber, MB = Bar Reinforced Molded Lumber



When it comes to alternative materials, **there's no alternative.**



**Cameron Station Community Association, Inc.
Board of Directors Decision Request
April 30, 2024**

**TOPIC: Paving Proposals
Motion 2024-0404**

Motion:

“I move to **ACCEPT** the bid from Fairfax Paving for the baser asphalt, concrete work, and irrigation work to be paid out of Reserve Funds but would like to let the Board determine if the stamped asphalt should be included.”

Motion: _____

2nd: _____

Summary:

The final year of paving in the west end of the Cameron Station community is budgeted for FY24. The Ad Hoc Paving Committee is requesting the Board to determine if the stamped asphalt should be completed based on their comments.

CAMP Recommendation:

Management supports moving forward to complete the paving project this summer.

Budget Considerations:

To be expensed from Reserve Funds.

BID TABULATION**Cameron Station**

Pavement Remediation – Phase 3

Gardner Engineering Project 4666

April 24, 2024

	Finley	Fairfax	Dominion
ITEM			
BASE BID PART I – Asphalt Remediation (includes \$40,000 allowance)	\$532,906.00	\$543,315.00	\$631,557.00
ADDITIONAL COSTS			
All Concrete Curb/Gutter	\$37,720	\$53,820	\$88,483
All work associated with Irrigation Conduit	\$39,575	\$32,305	\$33,385
All work associated with Thermoplastic Stamped Asphalt (XD)	\$85,553 (XD)	\$85,558 (XD)	N/A
TOTAL COST FOR WORK (Includes XD Option)	\$695,754.00	\$713,998.00	N/A
All work associated with Streetprint Stamped Asphalt	\$41,351 (Std)	\$44,440 (Std)	\$44,730 (Std)
TOTAL COST FOR WORK (Includes Streetprint Option)	\$651,552.00	\$672,880.00	\$798,155.00
QUANTITIES – PART I			
Square yards of full-depth patching	129	129	129
Square yards of milling and overlay	28,450	28,560	29,506
Linear feet of concrete curb and gutter	806	808	806
Square feet of brick paver to be reset	1,585	2,963	2,280
Water/utility lid corrections	14	14	14
Sewer/sanitary lid corrections	1	1	2
Linear feet of trenching for irrigation conduit	505	505	505
Square feet of Stamped Asphalt included	3,700	3,700	3,856
Liquid asphalt price per ton at time of bid submission	\$603.75	\$604.00	\$603.75
Total Tons of Asphalt included	3,165	3,170	3,424
UNIT RATES – PART I			
Cost per square yard for full-depth patching	\$75.00	\$71.75	\$178.00
Cost per square yard for milling and 2" overlay	\$15.93	\$16.40	\$18.00
Cost per square yard-inch for removal of soil	\$6.00	\$4.00	\$140 per Ton
Cost per s.f for concrete sidewalk replacement	\$9.00	\$12.50	\$10.50
Cost per linear foot for concrete curb/gutter	\$35.00	\$35.00	\$38.00
Cost to correct one water/utility top	\$50.00	\$125.00	\$312.00
Cost to correct one sewer/sanitary manhole cover	\$250.00	\$250.00	\$650.00
Cost per linear foot for irrigation conduit installation	\$78.36	\$61.00	\$52.00
Cost per square foot for brick paver resetting	\$6.00	\$6.75	\$28.50

Std = Streetprint Stamping; Add approximately \$85,000 over 20 years to this option for re-coating costs

XD - Thermoplastic XD is the more durable product with no follow-up coatings

3.0 BID FORM

Bidder will complete the work described in these documents for the prices indicated below.

PART I – Asphalt Remediation

PART I shall include an allowance of \$40,000 for miscellaneous additional work. Additional work performed will be deducted from this allowance. Any allowance money remaining at the end of the project shall be credited to Owner in last pay request.

All work as described in the Scope of Work for Asphalt Remediation performed in 2024; lump sum:

Six Hundred Ninety Five Thousand Seven Hundred Fifty Four Dollars 0/00

\$ 695,754.00 (use words)
(use figures)

Part I Base Bid price for asphalt remediation is based on the following quantities/conditions:

129 square yards of full-depth patching

28,450 square yards of mill/overlay

806 linear feet of concrete curb and gutter (See Table 1)

1,585 square feet of brick pavers to be temporarily removed and re-installed

14 water/utility lid corrections

1 sewer/sanitary manhole lid corrections

505 Linear feet of trenching for irrigation conduit installation (See Table 2)

3,700 SF Total stamped and coated Asphalt included in the Base Bid

603.75 liquid asphalt price per ton (State of VA) at the time of bid submission

3,165 Total Tons of asphalt included in the Base Bid (Including Full Depth Patching)

CONTRACTOR Finley Asphalt & Concrete

PART II – Breakout Costs

Breakout Cost (from the Base Bid noted above) for:

1. ALL Concrete Curb and Gutter Replacement, including brick paver adjustment and re-installation

\$ 37,720.00
 (use figures)

2. ALL Work Associated with Excavation (Asphalt and Turf) and Irrigation Conduit Installation

\$ 39,575.00
 (use figures)

3. ALL Work Associated with Stamping and Coating the asphalt, as shown on the Drawings

\$ 85,553.00
 (use figures)

PART III

Unit costs for labor and materials to be added to, or subtracted from the Scope of Work, for quantities that are different than shown in the project plans and specifications.

UNIT RATE ITEM	ADD/UNIT COST
Cost per square yard for full-depth patch at courts	\$ 75.00
Cost per square yard for 2" mill and 2" overlay	\$ 15.93
Cost per square yard-inch for removal of soil in patch areas beyond specified depth and replacement with graded aggregate subbase	\$ 6.00
Cost per square foot for concrete sidewalk replacement (if necessary)	\$ 9.00
Cost per linear foot for concrete curb/gutter replacement	\$ 35.00
Cost to correct one water/utility top	\$ 50.00
Cost to correct one sewer/sanitary manhole cover	\$ 250.00
Cost per linear foot for irrigation conduit installation	\$ 78.36
Cost per square foot to temporarily remove brick pavers and re-install in sand bed to adjust for elevation changes in adjacent curb/gutter	\$ 6.00

PART IV

We hereby acknowledge receipt of:

Addendum NA, dated NA.

Addendum _____, dated _____.

PART V – BONDS (NOT REQUIRED)

Breakout cost for Performance and Payment bonds, **to be deducted from the Base Bid lump sum price**, at discretion of The Owner's Representative(s). Please note that the Base Bid price noted shall include the cost of the Bonds.

\$ NA, which is NA % of the Contract amount.

PART VI

Communications concerning this Bid shall be addressed to bidder at the following address:

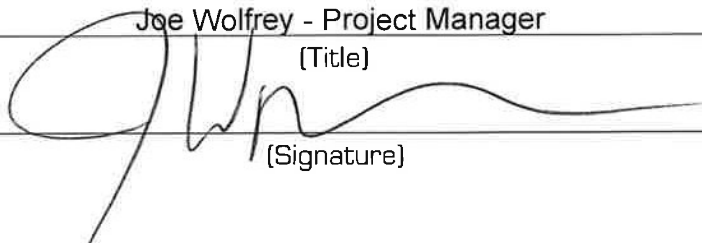
PO Box 1710
Manassas VA 20108

SUBMITTED on Monday April 1st, 2024

BY Finley Asphalt & Concrete
(Corporation Name)

Virginia
(State of Corporation)

BY Joe Wolfrey - Project Manager
(Title)


(Signature)

Add Alternate #1: 6" White MUTCD Transverse Lines at Stamped Crosswalks \$8,000.00 to add / include in the contract scope of work

Deduct Alternate #2: Furnish and install "Standard Streetprint" - Lesser Option (\$41,351.00) to remove / exchange in the contract scope of work

SUBCONTRACTOR LISTING

These subcontractors shall be licensed to perform in Virginia:

Portion of the Work:

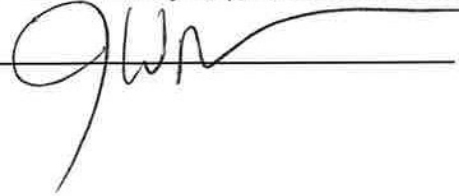
Subcontractor name and address:

<u>Stamped Asphalt Crosswalks</u>	<u>Alternative Paving Concepts</u>
_____	<u>44715 Prentice Drive Unit 81</u>
_____	<u>Ashburn, VA 20146</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

USE ADDITIONAL SHEETS IF REQUIRED.

PROVIDE SIGNATURE IDENTICAL TO THAT SHOWN ON THE BID FORM

Bidder: Finley Asphalt & Concrete

By: 

SUBSTITUTION LIST

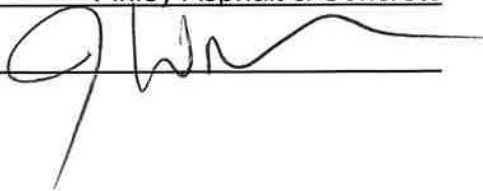
The Contract Sum proposed by the undersigned on the bid form is for the Work as shown on the Drawings, described in the Specifications, and otherwise defined in the Contract Documents. However, the undersigned proposes the following substitutions for the Owner's consideration. Should the Owner accept any or all of the proposed substitutions, the bidder's proposed Contract Sum will be reduced by the amount shown.

Specified product or material:	Drawing number or Spec. Section:	Proposed Substitution:	Proposed reduction in Contract Sum:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Manufacturers who have provided unsatisfactory past installations will not be acceptable.

PROVIDE SIGNATURE IDENTICAL TO THAT SHOWN ON THE BID FORM

Bidder: Finley Asphalt & Concrete

By: 



Fairfax Paving & Concrete, Inc.

44235 Wade Drive
Fairfax VA, 20152
P: (703) 620-6767
F: (703) 620-1747
admin@fepcoinc.com

April 2nd , 2024

Mr. David Gertz, PE
Gardner Engineering, Inc.
8335 Guilford Road
Suite I
Columbia, MD 21046

RE: *Asphalt Remediation at ~ Cameron Station Community Association, located in Alexandria, Virginia, Project #4666. (Phase #3).*

Dear Mr. Gertz,

The following pages contain our formal cost proposal for phase three (3) of the Asphalt Remediation at Cameron Station Community Association.

Thank you for the opportunity to bid this project and should you need anything further, please do not hesitate to give me a call at 703-620-6767.

Sincerely,

Marty Small

Marty Small
President

MS/jg

Gardner.CameronStation.AsphaltRemediation.040224.doc

3.0 BID FORM

Bidder will complete the work described in these documents for the prices indicated below.

PART I – Asphalt Remediation

PART I shall include an allowance of \$40,000 for miscellaneous additional work. Additional work performed will be deducted from this allowance. Any allowance money remaining at the end of the project shall be credited to Owner in last pay request.

All work as described in the Scope of Work for Asphalt Remediation performed in 2024; lump sum:

Seven Hundred Thirteen Thousand Nine Hundred Ninety Eight Dollars and Zero Cents

(use words)

\$ 713,998.00

(use figures)

Part I Base Bid price for asphalt remediation is based on the following quantities/conditions:

129 SY square yards of full-depth patching

28,560 SY square yards of mill/overlay

808 LF linear feet of concrete curb and gutter (See Table 1)

2,963 SF square feet of brick pavers to be temporarily removed and re-

14 water/ utility lid corrections

1 sewer/sanitary manhole lid corrections

505 Linear feet of trenching for irrigation conduit installation (See Table 2)

3,700 SF Total stamped and coated Asphalt included in the Base Bid

604 liquid asphalt price per ton (State of VA) at the time of bid submission

3,170 Tons Total Tons of asphalt included in the Base Bid

CONTRACTOR Fairfax Excavation & Paving Co., Inc.

PART II – Breakout Costs

Breakout Cost (from the Base Bid noted above) for:

1. ALL Concrete Curb and Gutter Replacement, including brick paver adjustment and re-installation, Aprons & Sidewalk.

\$ 53,820.00
 (use figures)

2. ALL Work Associated with Excavation (Asphalt and Turf) and Irrigation Conduit Installation

\$ 32,305.00
 (use figures)

3. ALL Work Associated with Stamping and Coating the asphalt, as shown on the Drawings
 Street Print XD: \$ 85,558.00 (Included in Base Bid Pricing)
 Street Print Standard: \$ 44,440.00 or Deduct \$ 41,118.00 from the base bid pricing to accept
 \$ this alternate reduced price option.

(use figures)

4. ADD/ALT: \$8,880.00 for 6" MUTCD Transverse lines on each side of the crosswalk.
 (Not necessary on-site, however, It is recommended on VDOT compliant crosswalks).

PART III

Unit costs for labor and materials to be added to, or subtracted from the Scope of Work, for quantities that are different than shown in the project plans and specifications.

UNIT RATE ITEM	ADD/UNIT COST
Cost per square yard for full-depth patch at courts	\$ 71.75 per SY
Cost per square yard for 2" mill and 2" overlay	\$ 16.40 per SY
Cost per square yard-inch for removal of soil in patch areas beyond specified depth and replacement with graded aggregate subbase	\$ 4.00 per SY/IN
Cost per square foot for concrete sidewalk replacement (if necessary)	\$ 12.50 per SF
Cost per linear foot for concrete curb/gutter replacement	\$ 35.00 Per LF
Cost to correct one water/utility top	\$ 125.00 EA
Cost to correct one sewer/sanitary manhole cover	\$ 250.00 EA
Cost per linear foot for irrigation conduit installation	\$ 61.00 per LF
Cost per square foot to temporarily remove brick pavers and re-install in sand bed to adjust for elevation changes in adjacent curb/gutter	\$ 6.75 per SF

PART IV

We hereby acknowledge receipt of:

Addendum N/A, dated N/A.

Addendum N/A, dated N/A.

PART V – BONDS (NOT REQUIRED)

Breakout cost for Performance and Payment bonds, **to be deducted from the Base Bid lump sum price**, at discretion of The Owner’s Representative(s). Please note that the Base Bid price noted shall include the cost of the Bonds.

\$ N/A , which is N/A % of the Contract amount.

PART VI

Communications concerning this Bid shall be addressed to bidder at the following address:

44235 Wade Drive Chantilly, Virginia 20152

SUBMITTED on April 2nd , 20 24

BY Fairfax Excavation & Paving Co., Inc.
[Corporation Name]

Virginia
[State of Corporation]

BY James M. Small, President
[Title]

James M. Small
[Signature]

SUBCONTRACTOR LISTING

These subcontractors shall be licensed to perform in Virginia:

Portion of the Work:	Subcontractor name and address:
<u>Stamped Asphalt & Color</u>	<u>Alternative Paving Concepts, LLC</u>
	<u>44715 Prentice Drive</u>
	<u>Unit 81</u>
	<u>Ashburn, VA 20146-8006</u>
	<u>(703) 464-7928</u>
	<u>www.alternative-paving.com</u>

USE ADDITIONAL SHEETS IF REQUIRED.

PROVIDE SIGNATURE IDENTICAL TO THAT SHOWN ON THE BID FORM

Bidder: Fairfax Excavation & Paving Co., Inc.

By: *James M. Small*

SUBSTITUTION LIST

The Contract Sum proposed by the undersigned on the bid form is for the Work as shown on the Drawings, described in the Specifications, and otherwise defined in the Contract Documents. However, the undersigned proposes the following substitutions for the Owner's consideration. Should the Owner accept any or all of the proposed substitutions, the bidder's proposed Contract Sum will be reduced by the amount shown.

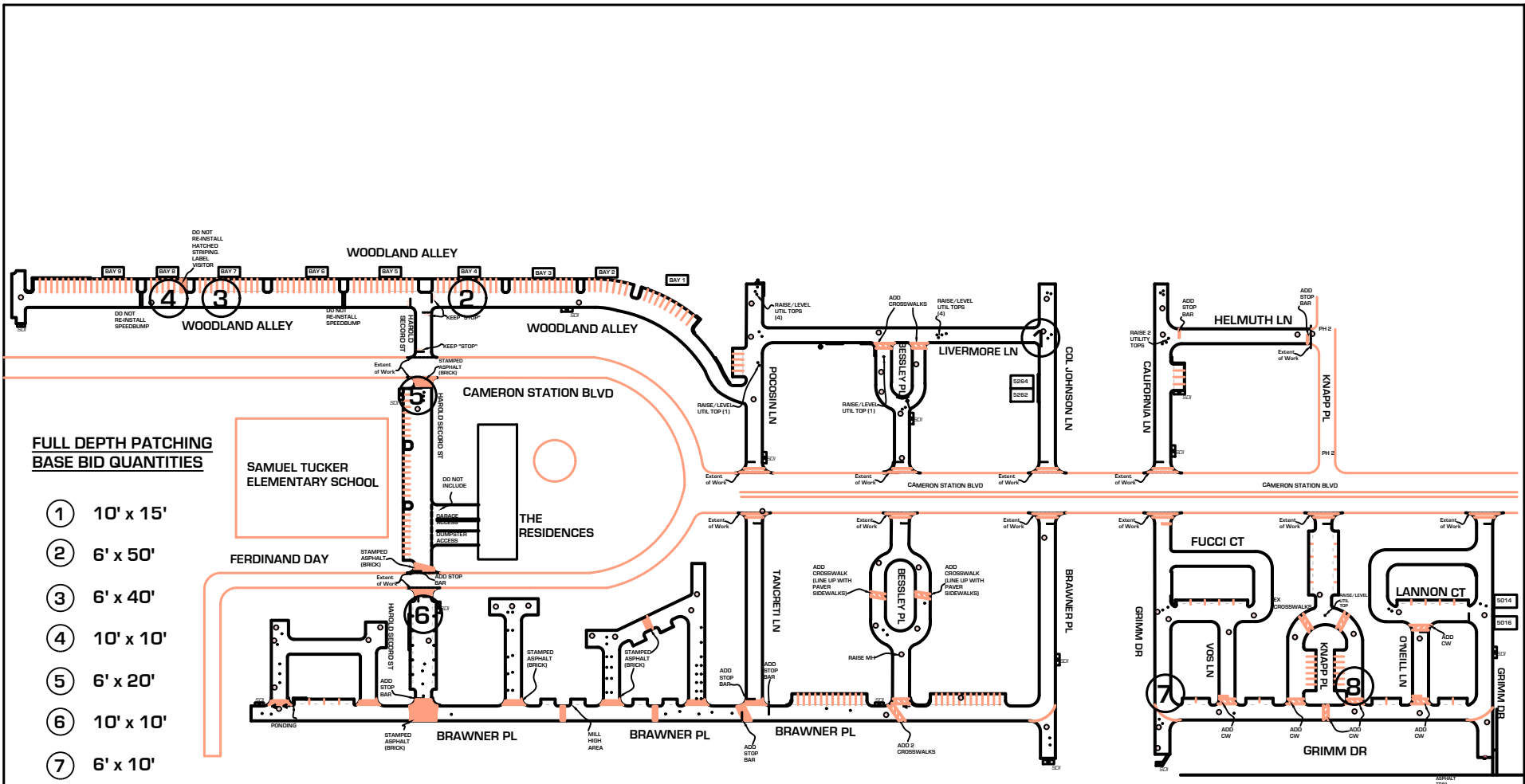
Specified product or material:	Drawing number or Spec. Section:	Proposed Substitution:	Proposed reduction in Contract Sum:
<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>

Manufacturers who have provided unsatisfactory past installations will not be acceptable.

PROVIDE SIGNATURE IDENTICAL TO THAT SHOWN ON THE BID FORM

Bidder: Fairfax Excavation & Paving Co., Inc.

By: *James M. Small*



**FULL DEPTH PATCHING
BASE BID QUANTITIES**

- ① 10' x 15'
- ② 6' x 50'
- ③ 6' x 40'
- ④ 10' x 10'
- ⑤ 6' x 20'
- ⑥ 10' x 10'
- ⑦ 6' x 10'
- ⑧ 6' x 15'

LEGEND

- ① FULL DEPTH PATCHING LOCATION
- ⊙ MANHOLE LID
- WATER VALVE LID

DRAWING IS FOR ILLUSTRATIVE PURPOSES ONLY.
CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING
ACCURATE MEASUREMENTS, QUANTITIES AND STRIPING.
NOT ALL STRIPING IS SHOWN ON THE DRAWINGS.

Written dimensions, where provided, govern over scaled dimensions. The information on this plan shall be verified by the Contractor prior to the start of any new construction or the fabrication of any new materials. The Contractor shall notify the Owner and Gardner Engineering, Inc. upon discovery of any discrepancies.

PROJECT:
**SECTION 3 ASPHALT REMEDIATION
CAMERON STATION
ALEXANDRIA, VIRGINIA**

Date:
3/11/2024
Drawn By:
D. GERTZ
Reviewed By:
D. GARDNER

**SECTION 3 - OVERALL FULL DEPTH PATCHING,
CROSSWALKS AND STAMPED ASPHALT**

Scale:
Not To Scale
File Number:
4666



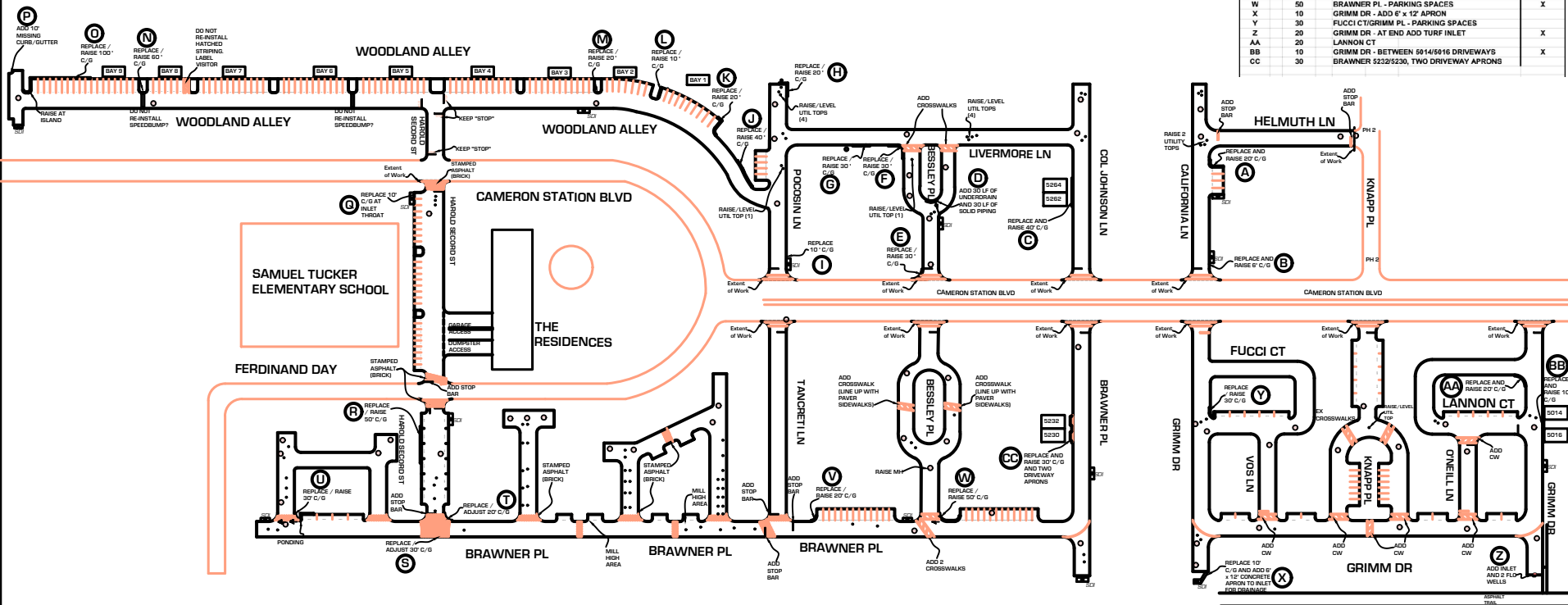
**GARDNER
ENGINEERING, INC.**

8335 Guilford Rd, Suite 1
Columbia, Maryland 21046
(410) 480-1500 FAX (410) 480-1501

Drawing
1
of
6

TABLE 1 CAMERON STATION - SECTION 3 Concrete Replacement			
CURB / GUTTER REPLACEMENT			BRICK PAVERS TO BE ADJUSTED
Quantity	Location/Notes		
NORTH OF CSB			
A	20	CALIFORNIA LN - PARKING SPACES	X
B	5	CALIFORNIA LN NEXT TO INLET	X
C	40	COL JOHNSON - 5262/5264 DRIVEWAYS	X
D	30	BESSLEY (NORTH) ISLAND. ADD 30' UNDERDRAIN	X
E	30	BESSLEY (NORTH) AT CSB	X
F	30	LIVERMORE AND BESSLEY (NORTH)	X
G	30	LIVERMORE LN	X
H	20	POCOSIN LN AT END	X
I	10	POCOSIN LN AT INLET	
J	40	WOODLAND ALLEY	
K	20	WOODLAND ALLEY - BAY 1	
L	10	WOODLAND ALLEY - BAY 1 ISLAND	
M	20	WOODLAND ALLEY - BAY 2/3 ISLAND	
N	60	WOODLAND ALLEY - BAY 8/9 ISLAND	
O	160	WOODLAND ALLEY - BAY 9	
P	10	WOODLAND ALLEY - NEW CURB INSTALL	
SOUTH OF CSB			
Q	10	HOWARD RECORD AT INLET (SCHOOL)	
R	50	HOWARD RECORD - PARKING SPACES	X
S	30	BRAWNER PL	X
T	20	BRAWNER PL	X
U	30	BRAWNER PL - PARKING SPACES	X
V	20	BRAWNER PL - PARKING SPACES	X
W	50	BRAWNER PL - PARKING SPACES	X
X	10	GRIMM DR - ADD 6' x 12' APRON	
Y	30	FUCCI CT/GRIMM PL - PARKING SPACES	
Z	20	GRIMM DR - AT END ADD TURF INLET	X
AA	20	LANNON CT	
BB	10	GRIMM DR - BETWEEN 5014/5016 DRIVEWAYS	X
CC	30	BRAWNER 5232/5236, TWO DRIVEWAY APRONS	

NORTH OF CAMERON STATION BLVD



SOUTH OF CAMERON STATION BLVD

LEGEND	
(A)	CONCRETE CURB/GUTTER TO BE REPLACED
(S)	SANITY/ STORM DRAIN LID
(V)	WATER VALVE LID

AT AREAS OF CURB/GUTTER REPLACEMENT, BRICK PAVER REMOVAL AND RE-SETTING LOCATIONS ARE NOTED ON TABLE 1 AND SHALL BE INCLUDED IN THE BASE BID COST.

DRAWING IS FOR ILLUSTRATIVE PURPOSES ONLY. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ACCURATE MEASUREMENTS, QUANTITIES AND STRIPING. NOT ALL STRIPING IS SHOWN ON THE DRAWINGS.

Written dimensions, where provided, govern over scaled dimensions. The information on this plan shall be verified by the Contractor prior to the start of any new construction or the fabrication of any new materials. The Contractor shall notify the Owner and Gardner Engineering, Inc. upon discovery of any discrepancies.

PROJECT:
SECTION 3 ASPHALT REMEDIATION
CAMERON STATION
ALEXANDRIA, VIRGINIA

SECTION 3 - OVERALL CONCRETE REPLACEMENT AND DRAINAGE CORRECTIONS

Date:
3/11/2024
Drawn By:
D. GERTZ
Reviewed By:
D. GARDNER

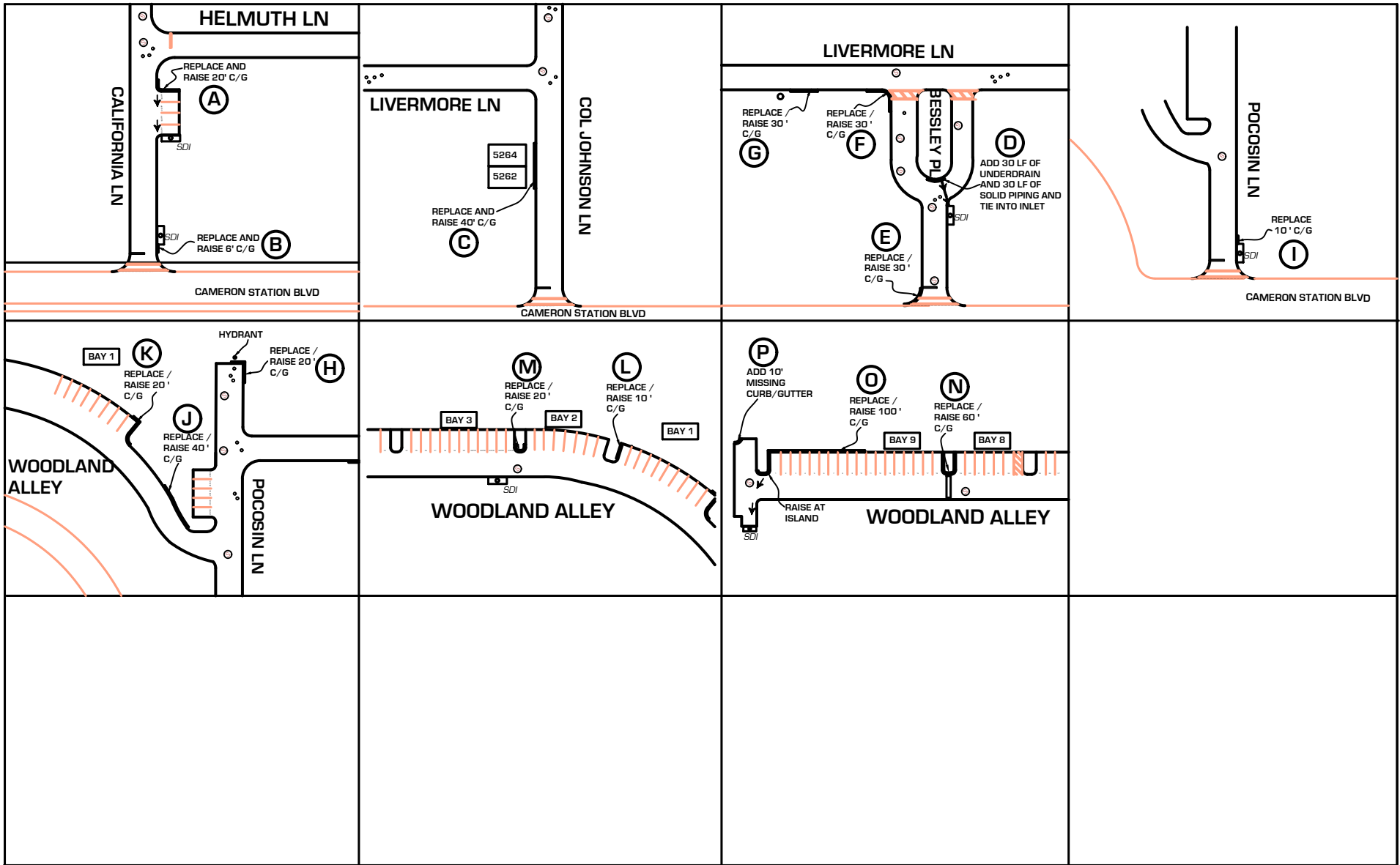
Scale:
Not To Scale
File Number:
4666



GARDNER
ENGINEERING, INC.

8335 Guilford Rd. Suite 1
Columbia, Maryland 21046
(410) 480-1500 FAX (410) 480-1501

Drawing
2
Of
6



AT AREAS OF CURB/GUTTER REPLACEMENT, BRICK PAVER REMOVAL AND RE-SETTING LOCATIONS ARE NOTED ON TABLE 1 AND SHALL BE INCLUDED IN THE BASE BID COST.

DRAWING IS FOR ILLUSTRATIVE PURPOSES ONLY. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ACCURATE MEASUREMENTS, QUANTITIES AND STRIPING

ALL DIMENSIONS SHALL BE VERIFIED IN THE FIELD BY THE CONTRACTOR



Written dimensions, where provided, govern over scaled dimensions. The information on this plan shall be verified by the Contractor prior to the start of any new construction or the fabrication of any new materials. The Contractor shall notify the Owner and Gardner Engineering, Inc. upon discovery of any discrepancies.

PROJECT:
**SECTION 3 ASPHALT REMEDIATION
 CAMERON STATION
 ALEXANDRIA, VIRGINIA**

Date:
3/11/2024
 Drawn By:
D. GERTZ
 Reviewed By:
D. GARDNER

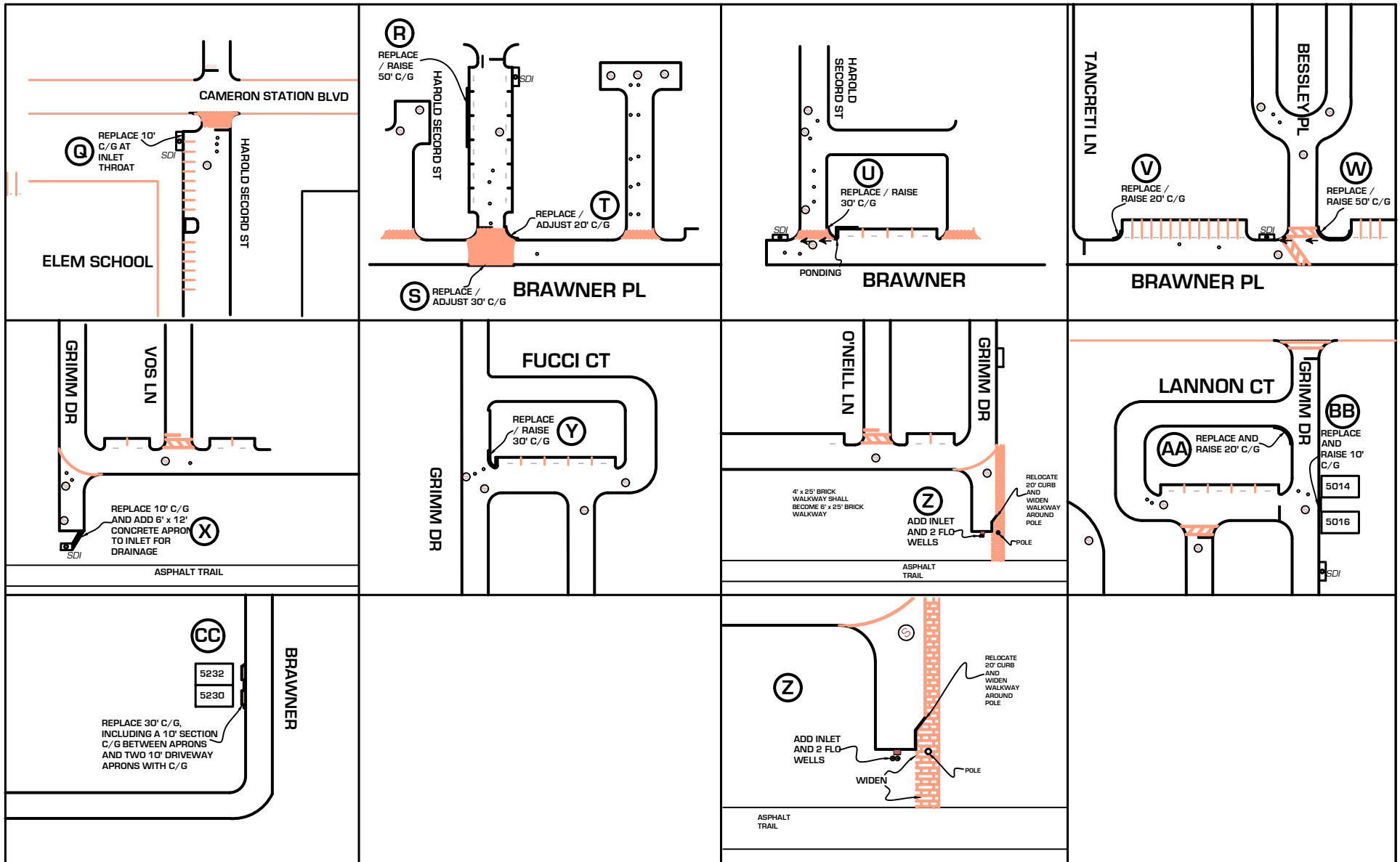
Scale:
Not To Scale
 File Number:
4666

CONCRETE REPLACEMENT AND DRAINAGE CORRECTIONS - NORTH (CLOSE UPS)



GARDNER ENGINEERING, INC.
 8335 Gullford Rd, Suite 1
 Columbia, Maryland 21046
 (410) 480-1500 FAX (410) 480-1501

Drawing
3
 Of
6



AT AREAS OF CURB/GUTTER REPLACEMENT, BRICK PAVER REMOVAL AND RE-SETTING LOCATIONS ARE NOTED ON TABLE 1 AND SHALL BE INCLUDED IN THE BASE BID COST.

DRAWING IS FOR ILLUSTRATIVE PURPOSES ONLY. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ACCURATE MEASUREMENTS, QUANTITIES AND STRIPING

ALL DIMENSIONS SHALL BE VERIFIED IN THE FIELD BY THE CONTRACTOR



Written dimensions, where provided, govern over scaled dimensions. The information on this plan shall be verified by the Contractor prior to the start of any new construction or the fabrication of any new materials. The Contractor shall notify the Owner and Gardner Engineering, Inc. upon discovery of any discrepancies.

PROJECT:
SECTION 3 ASPHALT REMEDIATION
CAMERON STATION
ALEXANDRIA, VIRGINIA

Date:
3/11/2024
Drawn By:
D. GERTZ
Reviewed By:
D. GARDNER

Scale:
Not To Scale
File Number:
4666

CONCRETE REPLACEMENT AND DRAINAGE CORRECTIONS - SOUTH (CLOSE UPS)



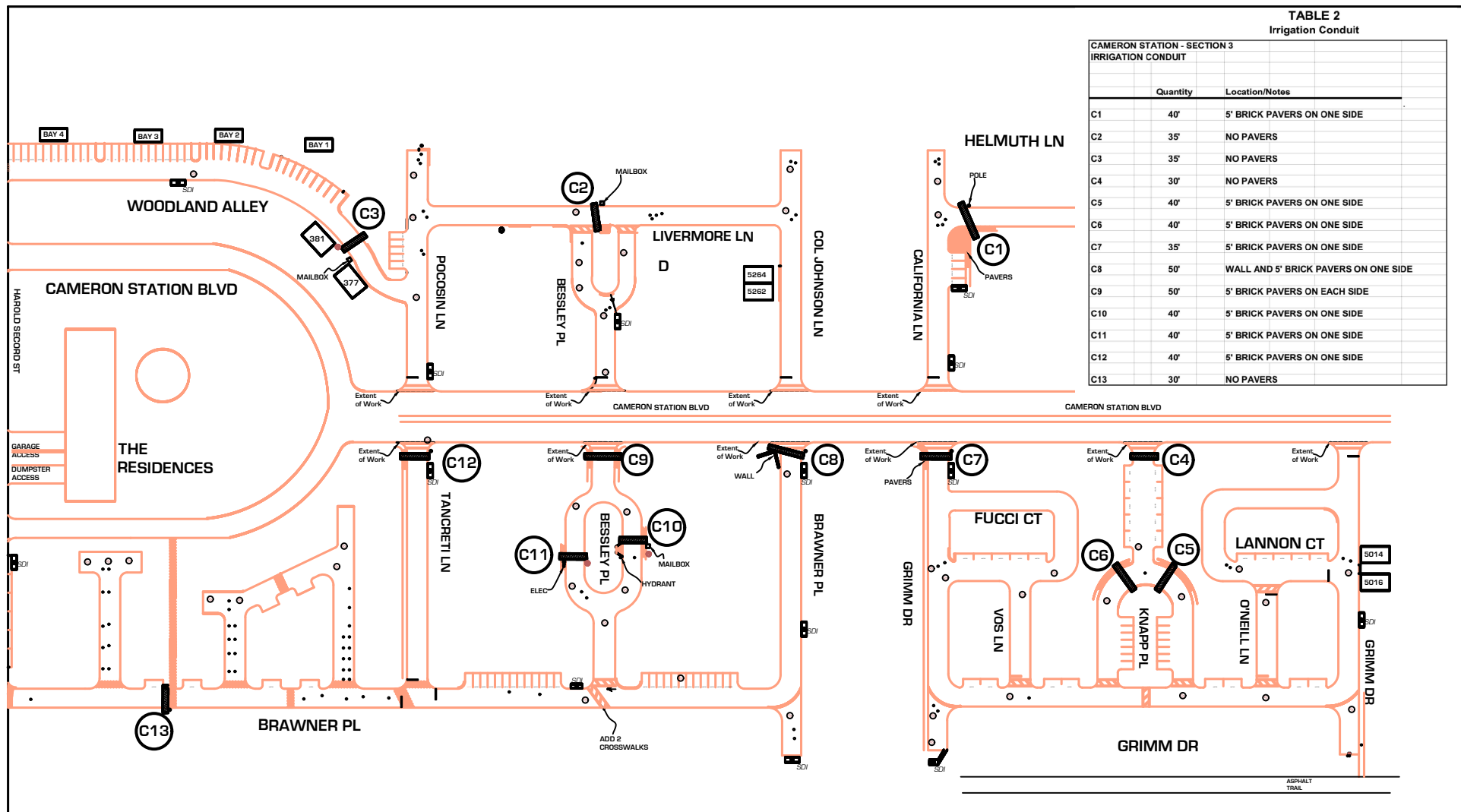
GARDNER
ENGINEERING, INC.

8335 Guilford Rd. Suite 1
Columbia, Maryland 21046
(410) 480-1500 FAX (410) 480-1501

Drawing
4
Of
6

TABLE 2
Irrigation Conduit

CAMERON STATION - SECTION 3 IRRIGATION CONDUIT	
Quantity	Location/Notes
C1	40' 5' BRICK PAVERS ON ONE SIDE
C2	35' NO PAVERS
C3	35' NO PAVERS
C4	30' NO PAVERS
C5	40' 5' BRICK PAVERS ON ONE SIDE
C6	40' 5' BRICK PAVERS ON ONE SIDE
C7	35' 5' BRICK PAVERS ON ONE SIDE
C8	50' WALL AND 5' BRICK PAVERS ON ONE SIDE
C9	50' 5' BRICK PAVERS ON EACH SIDE
C10	40' 5' BRICK PAVERS ON ONE SIDE
C11	40' 5' BRICK PAVERS ON ONE SIDE
C12	40' 5' BRICK PAVERS ON ONE SIDE
C13	30' NO PAVERS



SOUTH OF CAMERON STATION BLVD

LEGEND

C6 LOCATION FOR IRRIGATION CONDUIT INSTALLATION VIA EXCAVATION OF A TRENCH

PROPOSED LOCATION OF TRENCH

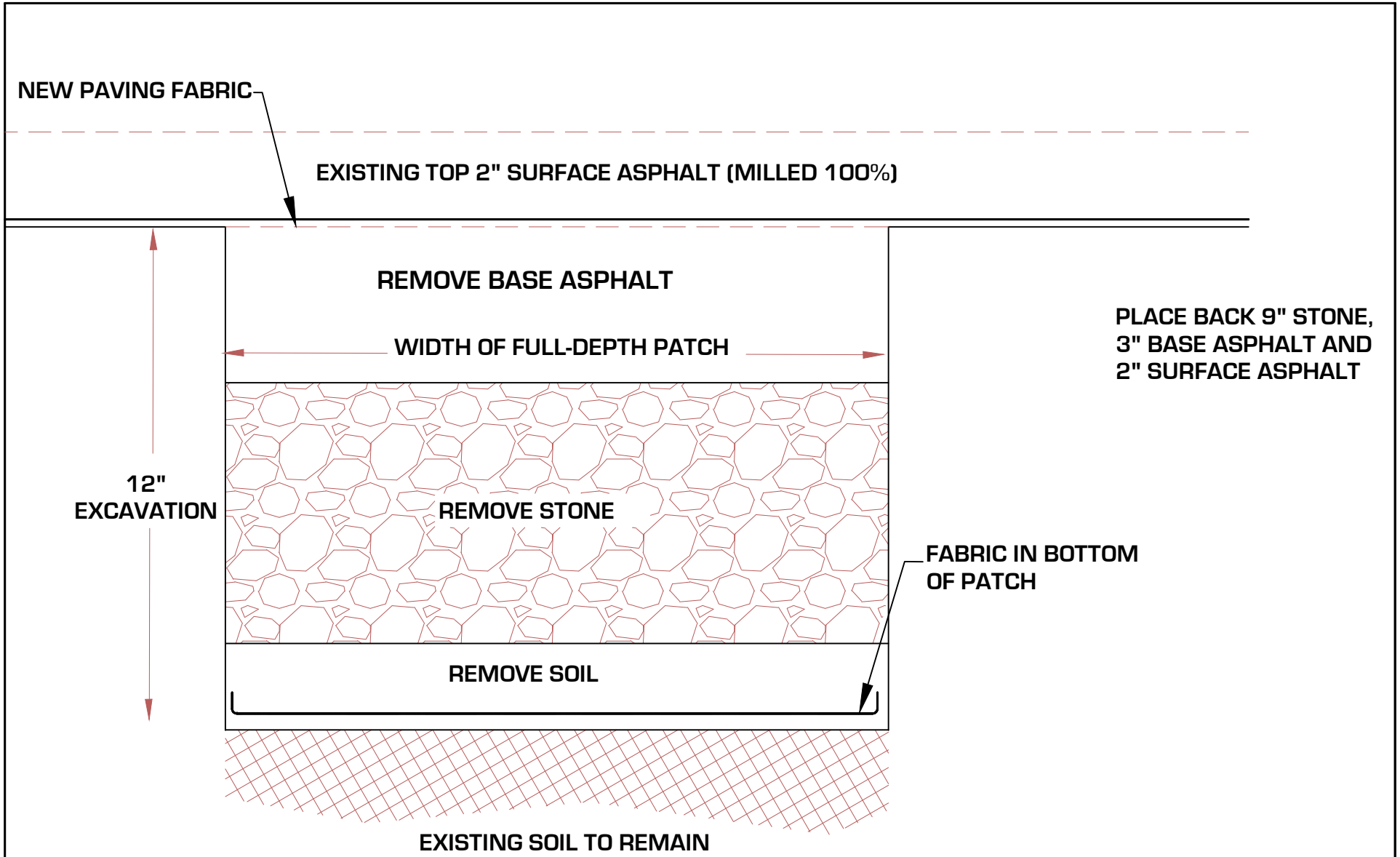
BRICK PAVER REMOVAL AND RE-SETTING LOCATIONS ARE NOTED ON TABLE 2 AND SHALL BE INCLUDED IN THE BASE BID COST. NO CURB AND GUTTER IS ANTICIPATED TO BE REPLACED A PART OF THE IRRIGATION CONDUIT INSTALLATION.

DRAWING IS FOR ILLUSTRATIVE PURPOSES ONLY. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ACCURATE MEASUREMENTS, QUANTITIES AND STRIPING. NOT ALL STRIPING IS SHOWN ON THE DRAWINGS.

Written dimensions, where provided, govern over scaled dimensions. The information on this plan shall be verified by the Contractor prior to the start of any new construction or the fabrication of any new materials. The Contractor shall notify the Owner and Gardner Engineering, Inc. upon discovery of any discrepancies.

SECTION 3 - OVERALL IRRIGATION PIPE INSTALLATION

PROJECT: SECTION 3 ASPHALT REMEDIATION CAMERON STATION ALEXANDRIA, VIRGINIA	Date: 3/11/2024	Scale: Not To Scale	 8335 Guilford Rd, Suite 1 Columbia, Maryland 21046 (410) 480-1500 FAX (410) 480-1501	Drawing 5 Of 6
	Drawn By: D. GERTZ	File Number: 4666		
	Reviewed By: D. GARDNER			



**PLACE BACK 9" STONE,
3" BASE ASPHALT AND
2" SURFACE ASPHALT**

**FABRIC IN BOTTOM
OF PATCH**

EXISTING SOIL TO REMAIN

**DEPTH OF ASPHALT, STONE AND SOIL
REMOVAL ARE ESTIMATED FROM
PREVIOUS CORING**


<small>Written dimensions, where provided, govern over scaled dimensions. The information on this plan shall be verified by the Contractor prior to the start of any new construction or the fabrication of any new materials. The Contractor shall notify the Owner and Gardner Engineering, Inc. upon discovery of any discrepancies.</small>		SECTION 3 - TYPICAL PATCH SECTION	
PROJECT: SECTION 2 ASPHALT REMEDIATION CAMERON STATION ALEXANDRIA, VIRGINIA	Date:	Scale:	 GARDNER ENGINEERING, INC. <small>8335 Guilford Rd., Suite 1 Columbia, Maryland 21046 (410) 480-1500 FAX (410) 480-1501</small>
	Drawn By:	File Number:	
	Reviewed By:		
	3/11/2024	Not To Scale	Drawing 6 of 6
	D. GERTZ	4666	
	D. GARDNER		

TABLE 2
Irrigation Conduit

CAMERON STATION - SECTION 3			
IRRIGATION CONDUIT			
	Quantity	Location/Notes	
C1	40'	5' BRICK PAVERS ON ONE SIDE	
C2	35'	NO PAVERS	
C3	35'	NO PAVERS	
C4	30'	NO PAVERS	
C5	40'	5' BRICK PAVERS ON ONE SIDE	
C6	40'	5' BRICK PAVERS ON ONE SIDE	
C7	35'	5' BRICK PAVERS ON ONE SIDE	
C8	50'	WALL AND 5' BRICK PAVERS ON ONE SIDE	
C9	50'	5' BRICK PAVERS ON EACH SIDE	
C10	40'	5' BRICK PAVERS ON ONE SIDE	
C11	40'	5' BRICK PAVERS ON ONE SIDE	
C12	40'	5' BRICK PAVERS ON ONE SIDE	
C13	30'	NO PAVERS	

3.0 BID FORM

Bidder will complete the work described in these documents for the prices indicated below.

PART I – Asphalt Remediation

PART I shall include an allowance of \$40,000 for miscellaneous additional work. Additional work performed will be deducted from this allowance. Any allowance money remaining at the end of the project shall be credited to Owner in last pay request.

All work as described in the Scope of Work for Asphalt Remediation performed in 2024; lump sum:

Seven Hundred Ninety-Eight Thousand One Hundred Fifty-Five and 00/100 Dollars

(use words)

\$ 798,155.00

(use figures)

Part I Base Bid price for asphalt remediation is based on the following quantities/conditions:

129 square yards of full-depth patching

29,506 square yards of mill/overlay

806 linear feet of concrete curb and gutter (See Table 1)

2,280 square feet of brick pavers to be temporarily removed and re-installed

14 water/utility lid corrections

1 sewer/sanitary manhole lid corrections

505 Linear feet of trenching for irrigation conduit installation (See Table 2)

3,856 SF Total stamped and coated Asphalt included in the Base Bid (13 Crosswalks + 1 Intersection; no white border included)

\$603.75 liquid asphalt price per ton (State of VA) at the time of bid submission included)

3,400 Tons SM + 24 Tons BM Total Tons of asphalt included in the Base Bid

CONTRACTOR Dominion Paving & Sealing, Inc.

PART II – Breakout Costs

Breakout Cost (from the Base Bid noted above) for:

1. ALL Concrete Curb and Gutter Replacement, including brick paver adjustment and re-installation

\$ 88,483.00
(use figures)

2. ALL Work Associated with Excavation (Asphalt and Turf) and Irrigation Conduit Installation

\$ 33,385.00
(use figures)

3. ALL Work Associated with Stamping and Coating the asphalt, as shown on the Drawings

\$ 44,730.00
(use figures)

PART III

Unit costs for labor and materials to be added to, or subtracted from the Scope of Work, for quantities that are different than shown in the project plans and specifications.

UNIT RATE ITEM	ADD/UNIT COST
Cost per square yard for full-depth patch at courts	\$ 178.00
Cost per square yard for 2" mill and 2" overlay	\$ 18.00
Cost per square yard-inch for removal of soil in patch areas beyond specified depth and replacement with graded aggregate subbase	\$140.00/Ton Incl. Disposal and stone placement (16 T Min.)
Cost per square foot for concrete sidewalk replacement (if necessary)	\$10.50
Cost per linear foot for concrete curb/gutter replacement	\$38.00
Cost to correct one water/utility top	\$312.00 Incl. Conc. Collar below asphalt
Cost to correct one sewer/sanitary manhole cover	\$650.00
Cost per linear foot for irrigation conduit installation	\$52.00
Cost per square foot to temporarily remove brick pavers and re-install in sand bed to adjust for elevation changes in adjacent curb/gutter	\$28.50

Note: A reduction in scope/quantities resulting in a loss of economy of scale may increase unit prices provided above.

PART IV

We hereby acknowledge receipt of:

Addendum 1, dated Email 3/19/2024.

Addendum _____, dated _____.

PART V – BONDS (NOT REQUIRED)

Breakout cost for Performance and Payment bonds, **to be deducted from the Base Bid lump sum price**, at discretion of The Owner's Representative(s). Please note that the Base Bid price noted shall include the cost of the Bonds.

\$ Not included per Spec, which is _____ % of the Contract amount.
Bond may be added at the rate of 1.5% of contract

PART VI

Communications concerning this Bid shall be addressed to bidder at the following address:

290 N. Brewster Lane

Purcellville, VA 20132

SUBMITTED on April 2, 2024

BY Dominion Paving & Sealing, Inc.
(Corporation Name)

Virginia
(State of Corporation)

BY Brian Stewart / Project Manager
(Title)


(Signature)

SUBCONTRACTOR LISTING

These subcontractors shall be licensed to perform in Virginia:

Portion of the Work:

Subcontractor name and address:

<u>Concrete Flatwork/Masonry/Conduit</u>	<u>Dominion Concrete</u> <u>Sterling, VA</u>
<u>Private Utility Location</u>	<u>Utilities Search</u> <u>Manassas, VA</u>
<u>Stamped/Colored Asphalt</u>	<u>Alternative Paving Concepts</u> <u>Sterling, VA</u>

USE ADDITIONAL SHEETS IF REQUIRED.

PROVIDE SIGNATURE IDENTICAL TO THAT SHOWN ON THE BID FORM

Bidder: Dominion Paving & Sealing, Inc.

By: 

SUBSTITUTION LIST


The Contract Sum proposed by the undersigned on the bid form is for the Work as shown on the Drawings, described in the Specifications, and otherwise defined in the Contract Documents. However, the undersigned proposes the following substitutions for the Owner's consideration. Should the Owner accept any or all of the proposed substitutions, the bidder's proposed Contract Sum will be reduced by the amount shown.

Specified product or material:	Drawing number or Spec. Section:	Proposed Substitution:	Proposed reduction in Contract Sum:
<u>Paint</u>	<u>18.0.H</u>	<u>Franklin Hydrophast Traffic Paint</u>	<u>N/A</u>
<u>Crackseal</u>	<u>18.0.F</u>	<u>QPR NexGen</u>	<u>N/A</u>
<u>EC Blankets</u>	<u>18.0M</u>	<u>Loose Straw to be utilized</u>	<u>N/A</u>
_____	_____	_____	_____
_____	_____	_____	_____

Manufacturers who have provided unsatisfactory past installations will not be acceptable.

PROVIDE SIGNATURE IDENTICAL TO THAT SHOWN ON THE BID FORM

Bidder: Dominion Paving & Sealing, Inc.

By: 



2024 Action Item List

Date	Committee or Mgmt	Item	Status	Comments
2024	mgmt	follow up with City DTOP when Cameron Station Blvd is scheduled to be paved and the other 3 city streets.	Informational	2/17/23 - Update from the City - Staff inspected Cameron Station Boulevard and performed a pothole operation today. Next, Crews will shift over to Ben Brenman Park Drive next week to perform additional patching. We are proposing to mill and resurface Cameron Station Boulevard in the city's fiscal year 2024 plan (July 1, 2023 – June 30, 2024), which will be published in July. We appreciate your patience and support concerning this matter. As we plan, we will continue to keep our constituents updated through the city's webpage below. 3/3 - I located Mayor Wilson's newsletter indicating all of the City of Alexandria streets that are scheduled to be paved through FY2026. Cameron Station Blvd is on the list for FY2024. The remaining three City streets are not on the lists through FY2026. I am working with the Dept of Transportation (Mary Winston) to try to add Somerville Street and Brenman Park Dr because these streets are utilized by Brenman Park fields and the farmers' market traffic is in rough condition.
2024	mgmt	Trash along fence line	continuous - monitoring event every Friday	City of Alexandria inspected the West End Village as did management on Friday, February 10 th . Management sent multiple pictures of trash along the common area fence behind Woodland Hall and the side of Home Depot. The City spoke to Home Depot and Home Depot indicated they would assess the trash along the property line daily. The City also indicated that they would initiate fines for future trash issues. We will closely monitor this to keep the property line clear of the trash. 2/28 Inspected the CSCA property fence line for trash today. Home Depot area is clean but areas behind business address 378-386 continue to have trash along the fence line.
2024	mgmt	Trash Fuel Surcharge	as of 3/17 waiting on Bates response	While we did receive some suggested "floor to ceiling" language for the trash cost increase, we are now setting up communications with Bates Trucking. Our preference, as we have with Fleet Transportation, is a flat amount until the price of gas goes below \$4.00/gallon. In assessing the current amount on the Bates invoices, management believes that the recommended amount of increased costs should be at least half of what they are currently charging. We are not attempting to commit the Association to anything but to determine a reasonable amount to protect the Association from future increases. 3/24 Bates Trucking. Heather spoke to Bruce Bates regarding fuel surcharges and increase trash costs above the 3% permitted in year #3 of the contract. Bruce informed her that he would respond in writing with his thoughts. We are waiting on a response. Currently, when I receive each invoice, I back out the fuel surcharge and anything over the approved 3% increase permitted for year #3 of the trash contract. The fuel surcharge balance (April 2022 – March 2023 = \$24,787.76) and the trash hauling increase amount January – March above the approved 3% = \$388.35 (Total = \$25,176.11)
2024	CAC	Brick Repair RFP	completed	Mgmt emailed Lancaster an RFP for brick repair; waiting on proposal. 12/2023 - proposals signed; pending for work schedule.
2024	CAC	Loose railing	completed	loose railing on the steps on the side of 122 CSB
2024	CCFC	Clubhouse maintenance	completed	Exterior inspection of the Cameron Club painting and caulking façade. 11.20.23 the Cameron Club was inspected by Katchmark and prepared an inspection report of the building. Report and proposal are forthcoming to the CCFC members and the Board.
2024	CCFC	Cameron Club entrance mats	in progress	replace all Cameron Club entrance mats with new CSCA logo 9.26.23 - Juana to upload new CSCA logo into GAMs Dropbox folder. Steve working with GAM and SBT
2024	mgmt	Mgmt door logo	in progress	Replace mgmt door logo with new CSCA logo
2024	CAC	CSB gazebo	bid process	inspect and replace rotten wood at CSB gazebo and concrete. 12/2023 - waiting on proposals.
2024	mgmt	LED proposals	placed on hold	replace remainder of clubhouse lights to LED. Proposals to be presented to CCFC members first, then to the Board. 10.10.23 two proposals in the desk, waiting on rebates. Goal is to complete work this year.
2024	mgmt	QR code at front door, adding Great room camera, adding and relocating a camera in the pool area	pending	schedule a call with Travis from Force Security to go over the scanner. 1.9.24 emailed Travis regarding adding a camera to Great Room, QR for the front entrance door, relocating, and adding pool camera. 1.22.24 followed up with Travis, pending on response. 2.15.24 emailed Force requesting a status of the times.
2024	mgmt	FLAGS	completed	flags for NO MOW and NO TREATMENT 10.3.23 - Steve to follow up with Andrew regarding yellow flags VS. reflectors. 10.30.23 - email all NO MOW and NO FERTILIZE list including picture of the flag.
2024	CAC	Linear Park trees replacement	311 ticket submitted	12.5.23 - 311 Service Request 23-00044892

2024	CCFC	Elevator inspection	scheduled	inspection scheduled for February 29th
2024	CCFC	Clock fixing	completed	Mark working on getting numbers to fixing the outside Cameron Club clock
1.9.24	ARC	106 Cameron Station Blvd	denied	staircase railing modification disapproved as submitted
1.9.24	ARC	223 Medlock Ln	retroactive approved application	railing installation return for more information (regarding exact proposed placement of the railing)
1.9.24	ARC	236 Medlock Ln	retroactive approved application	landscaping retroactively approved as submitted
1.9.24	ARC	4912 John Ticer Dr	approved w/ stipulation	solar installation approved with the stipulation that the conduit trunk will be painted to match the color of the home's siding.
1.9.24	ARC	4924 Kilburn St	approved	landscaping approved with the clarification that approved project will replace the white granite chips with mulch and dichondra.
1.9.24	ARC	5061 Donovan Dr	retroactive approved application	landscaping return for more information. (selection of replacement tree appropriate for the west site of Donovan)
1.9.24	ARC	5098 English Ter #103	approved	window replacement approved as submitted
1.9.24	ARC	Electronic approvals	approved	262 Medlock Ln - Roof Replacement and 150 Cameron Station Blvd - Roof Replacement (approved with stipulations)
1.12.14	ARC	Resale inspection	completed	Resale inspection complete for 5052 Minda Ct
1.12.14	ARC	Resale inspection	completed	Resale inspection complete for 111 Somerville St
1.26.24	ARC	165 Cameron Station Blvd	retroactive approved application	roof replacement application received, to be reviewed at the ARC February meeting. 2.7.24 mgmt emailed and mailed letter response. Application missing information, pending on residents response. 2.16.24 residents returned completed information and ARC members reviewed and approved via email. 2.22.24 mgmt emailed and mailed letter response. 2.27.24 ARC email decision to be ratified at March meeting.
1.26.24	ARC	5000 John Ticer Dr	approved	roof replacement application received, to be reviewed at the ARC February meeting. 2.7.24 mgmt emailed and mailed letter response.
1.26.24	ARC	5002 John Ticer Dr	approved w/stipulation	dormer repair application received, to be reviewed at the ARC February meeting. 2.7.24 mgmt emailed and mailed letter response.
1.26.24	ARC	5002 John Ticer Dr	approved	roof replacement application received, to be reviewed at the ARC February meeting. 2.7.24 mgmt emailed and mailed letter response.
1.26.24	ARC	5007 Waple Ln	denied	shutters removal, to be reviewed at the ARC February meeting. 2.7.24 mgmt emailed and mailed letter response.
1.26.24	ARC	5014 Grimm Dr	approved	patio improvement, to be reviewed at the ARC February meeting. 2.7.24 mgmt emailed and mailed letter response.
1.26.24	ARC	5015 Waple Ln	approved w/ stipulation	fence replacement, to be reviewed at the ARC February meeting. 2.7.24 mgmt emailed and mailed letter response.
1.26.24	ARC	5017 Waple Ln	approved w/ stipulation	fence replacement, to be reviewed at the ARC February meeting. 2.7.24 mgmt emailed and mailed letter response.
1.26.24	ARC	5019 Waple Ln	approved w/ stipulation	fence replacement, to be reviewed at the ARC February meeting. 2.7.24 mgmt emailed and mailed letter response.
1.26.24	ARC	5021 Waple Ln	approved w/ stipulation	fence replacement, to be reviewed at the ARC February meeting. 2.7.24 mgmt emailed and mailed letter response.
1.26.24	ARC	5237 Brawner Pl	approved w/ stipulation	fence and deck repaint, to be reviewed at the ARC February meeting. 2.7.24 mgmt emailed and mailed letter response.
1.26.24	ARC	Electronic approvals	ratified	5061 Donovan Dr - Landscaping (retroactive application) and 112 Martin Ln - Roof Repair (emergency application)
1.30.2024	CAC	Donovan Dr Pocket Park Reno	approved	the Board approved Lancaster Landscape proposal #30610 to renovate the Donovan Dr Pocket Park located in the 4900. 4.4.23 Lancaster Landscape began to remove trees and grinding stumps.
2.1.24	CCFC	Lap lane replacement	completed	lap lane replacement proposal approved waiting on delivery. 2.15.24 per supplier the lap lane will be delivered first week of March at the latest.
February	ARC	ARC newsletter piece	informational	Seasonal Comprehensive Architectural summary (ARC provides info for newsletter issue). 2.14.24 Trena is the new ARC liaison to provide ARC articles to ComCom for publishing in the community newsletter/blog.
2.2.24	CCFC	Quarterly cleaning service	scheduled	In depth cleaning of Fitness Center and bathrooms scheduled for Saturday, February 10th after clubhouse hours.
2.2.24	ARC	Resale inspection	completed	5001 Donovan Dr resale inspection complete
2.20.24	ARC	Board appeal letter response	completed	213 Somerville St case was viewed at the January 2024 BoD meeting in which the Board made a final decision. 2.20.24 mgmt emailed and mailed the appeal letter response to 213 Somerville resident.
2.23.24	ARC	Resale inspection	completed	5016 Waple Ln - dormers in good condition. No major violations visible during inspection.
2.23.24	ARC	5257 Bessley Pl	emergency application approved	2.6.24 roof replacement emergency application received, to be reviewed via email by ARC members. 2.13.24 mgmt emailed and mailed letter response. 2.27.24 ARC email decision to be ratified at March meeting.
2.23.24	ARC	111 Somerville St	pending/Shelved until April 2nd meeting	Window repair and replacement application to be reviewed at the ARC March meeting. 3/12/24 : Resubmitted Application; Pending ARC Decision. 3/28/24 : Will be presented in the April 2nd,2024 ARC Meeting. 4/5/24 : Application was returned during ARC meeting. Owners will resubmit for electronic review.
2.23.24	ARC	121 Cameron Station Blvd	approved	Window repair and replacement application to be reviewed at the ARC March meeting. 3/12/24 : check with mgmt for instruction on sending this application. 3/13/24 : Shelved until April ARC Meeting. 4/5/24 : Application was approved.
2.23.24	ARC	196 Martin Ln	approved	Roof replacement application to be reviewed at the ARC March meeting. 3/6/24 : Approved with stipulation: To Install "CertainTeed" shingle color "Charcoal Black" per DMS standards; mgmt emailed/mailed letter response
2.23.24	ARC	237 Medlock Ln	approved	Landscaping modifications application to be reviewed at the ARC March meeting. 3/6/24 : Approved as submitted; mgmt emailed/mailed letter response

2.23.24	ARC	239 Somerville St	approved	Landscaping replacement application to be reviewed at the ARC March meeting. 3/6/24 : Approved as submitted; mgmt emailed/mailed letter response
2.23.24	ARC	248 Medlock Ln	approved	Deck repair and replacement application to be reviewed at the ARC March meeting. 3/12/24 : Returned Application; No response from homeowner; a follow-up was done 3/8; mgmt emailed/mailed letter response. 3/27/24 : Approved with stipulation; mgmt emailed/mailed letter response
2.23.24	ARC	260 Murtha St	approved	Slope roof/floor replacement application to be reviewed at the ARC March meeting. 3/6/24 : Approved as submitted; mgmt emailed/mailed letter response
2.23.24	ARC	321 Cameron Station Blvd	approved	Roof replacement application to be reviewed at the ARC March meeting. 3/6/24 : Approved as submitted; mgmt emailed/mailed letter response
2.23.24	ARC	4903 Waple Ln	approved	Roof replacement application to be reviewed at the ARC March meeting. 3/12/24 : Approved as Resubmitted. 3/13/24 : Mgmt emailed/mailed letter response.
2.23.24	ARC	4920 Donovan Dr	approved - Retroactive	Roof replacement application to be reviewed at the ARC March meeting. 3/6/24 : Approved Retroactively; mgmt emailed/mailed letter response.
2.23.24	ARC	5010 Waple Ln	approved	Window repair and replacement application to be reviewed at the ARC March meeting. 3/12/24 : ARC committee electronically approved application with stipulation: Grid pattern/Trim color must match existing. 3/13/24 : Mgmt emailed/mailed letter response.
2.23.24	ARC	5054 Donovan Dr	removed from March agenda, pending on Sub-Association deeded parking confirmation	Installation of Wall connector charger application to be reviewed at the ARC March meeting. 2.26.24 item removed from the ARC agenda, pending Sub-Association approval of EV charging.
2.23.24	ARC	5120 Donovan Dr #407	pending	Window repair and replacement application to be reviewed at the ARC March meeting. 3/12/24 : Waiting for homeowner to return updated sketch of mullion door and scope of work from contractor doing project. 3/28/2024 : Will be presented at the April 2nd, 2024 ARC meeting.
2.23.24	ARC	5135 Gardner Dr	approved - Emergency	Roof replacement application received to be reviewed at the March ARC meeting. 3/12/24 : Resubmitted; was escalated to Emergency application per Stephen Pearson. Pending ARC committee review; 3/18/24 : Emergency Application approved with stip- Shingles replaced must be "Charcoal Black"; Mgmt emailed/mailed letter response.
2.23.24	ARC	5182 Brawner Pl	approved	Installation of new vent application to be reviewed at the ARC March meeting. 3/6/24 : Approved as submitted; mgmt emailed/mailed letter response
2.23.24	ARC	5193 Brawner Pl	approved	Trim repair and replacement application to be reviewed at the ARC March meeting. 3/12/24 : ARC committee electronically approved application with stipulation- Color/Design like for like. 3/13/24 :Mgmt emailed/mailed letter response.
2.23.24	ARC	5233 Brawner Pl	approved	Roof and gutter replacement application to be reviewed at the ARC March meeting. 3/6/24 : Approved as submitted
2.23.24	CCFC	Clubhouse heating inspection	scheduled	Cameron Club heating inspection is scheduled for March 13th with JHood
2.26.24	CCFC	Rower machine OOO	back online	2/26 - issue #1 rower machine chain broke. ProFIT was made aware and is working with Heartline to come by. Issue #2 Error message in rower machine.
2.26.24	CCFC	functional trainer	missing parts	resistance bands that used to be attached to the functional trainer are gone
2.26.24	CCFC	electrical switches	completed	electrical switches next to the water fountain in the basketball court needs to be covered
2.26.24	CCFC	wall needs reapiir	completed	water fountain located next to the elevator
2.27.24	CCFC	Carpet samples	for april CCFC and BoD	verify carpet samples
2.27.24	CCFC	New CCFC applicant	approve by Board	CCFC new applicant David Palmer
2.27.24	mgmt	Insurance Bids	approved by the Board	Insurance bids (2): Risk Strategies and Erie
2.27.24	mgmt	Elevator PM contract	signed	Elevator PM contract
2.27.24	CCFC	Cameron Club Resolution redline	approved by the Board - waiting on signatures	Cameron Club Policy Resolution redline version
2.27.24	CAC	Dedication Plaque new policy	approved by the Board - waiting on signatures	Dedication plaque new policy resolution
2.29.24	ARC	Resale Inspection	completed	4931 Kilburn St resale notes : fence door was different color and did not match the resf tof the fence and deck.
3.1.24	ARC	Resale Inspection	completed	5235 Bessley Pl
3.7.24	CCFC	Add "Do Not Drop Weights" sign	completed	place order for additional "Do Not Drop Weights" signs. Sign installed.
March	ARC	Comprehensive inspections	scheduled	March 18-22 week (Cameron Station Blvd & Tull)
March	ARC	Comprehensive inspections	completed	March 25-29 week (Minda & Comay)
3.12.24	ARC	218 Cameron Station Blvd	approved	Roof replacement application received to be reviewed at the April ARC meeting.
3.12.24	ARC	328 Helmuth Ln	approved	Deck repair and replacement application to be reviewed at the ARC April meeting. 4/5/24 : approved with stip: chip and dale pattern is like for like and deck matches fence stain " lava rock "
3.12.24	ARC	472 Ferdinand Day Dr	Disapproved	Window replacement application to be reviewed at the ARC April meeting. 4/5/24 : was disapproved, waiting for word back from property owner. 4/11/24 : submitted to ARC for electronic approval. 4/15/24 : Returned for more information, to be presented at the May 7th ARC meeting.
3.12.24	ARC	4913 John Ticer Dr	approved	Tree replacement/removal application to be reviewed at the ARC April meeting. 4/5/24 : approved with stip: Crape Myrtle planted to be 6ft in height
3.12.24	ARC	5005 Waple Ln	approved	Tree replacement/removal application to be reviewed at the ARC April meeting. 4/5/24 : approved and changed to Landscaping application

3.15.24	ARC	5067 Minda Ct	pending/Returned	Ground repair (Driveway/Sidewalk) application to be reviewed at the ARC April meeting. 4/5/24 : application was returned for my info
3.15.24	ARC	120 Martin Ln	approved	Window replacement application to be reviewed at the ARC April meeting.
3.15.24	ARC	5170 Brawner Pl	approved	HVAC Replacement application to be reviewed at the ARC April meeting.
3.15.24	ARC	5010 Waple Ln	approved	Fence and deck stain application to be reviewed at the ARC April meeting.
3.18.24	ARC	5136 Grimm Dr	Disapproved	Fence Modification application to be reviewed at the ARC April meeting. 4/5/24 : application was disapproved, waiting for owner response
3.18.24	ARC	5109 Gardner Dr	approved	Solar panel installation application to be reviewed at the ARC April meeting. 4/5/24 : approved with stip: conduit same color as home and installed 2 inches or less
3.21.24	ARC	166 Barrett Pl	approved	Garage door replacement application to be reviewed at the ARC April meeting. 4/5/24 : approved with stip: Doorlock/handle installed in same position
3.21.24	CAC	247 Somerville St	approved	Common are tree roots cut back heading towards the unit. The unit's backyard bricks were lifting due to the tree roots.
3.22.24	ARC	5247 Brawner Pl	approved	Tree replacement/removal application to be reviewed at the ARC April meeting. 4/5/24 : approved with stip: Japenese Bloodwood Maple is 6ft in height when planted
3.22.24	ARC	5116 Knapp Pl	pending/Returned	acement application to be reviewed at the ARC April meeting. 4/5/24 : application was returned for more information 4.23.24 : Submitted updated application for review at the May ARC meeting.
3.22.24	ARC	4919 Kilburn St	Disapproved	Door Replacement application to be reviewed at the ARC April meeting. 4/5/24 : disapproved, waiting for property owner response
3.26.24	CAC	Lancaster Proposal	approved	Board approved Lancaster proposal 31568 for drainage control behind units at Tull, John Ticer, and Waple
3.26.24	CAC	Power Washing proposal	approved	The Board approved EcoTek's power washing proposal to power wash the CSB gazebo, Duke St fence brick walls, Brick patio & furniture at Donovan and Kilburn pocket parks, and walkways and pergola at Bessley Pl.
3.26.24	CAC	Duke St fence maintenance	approved	The Board approved Dream Works proposal to scrape and repaint the black fence pickets.
3.27.24	ARC	5106 Grimm Dr	pending/Returned	Garden Wall Replacement application to be reviewed at the ARC April meeting. 4/5/24 : application was returned for more info
3.27.24	ARC	121 Cameron Station Blvd	approved	Shelved Window Application to be reviewed at the ARC April meeting.
3.27.24	ARC	111 Somerville St	pending	Shelved Roof + Window Replacement Applications to be reviewed at the ARC April meeting. 4/5/24 : Roof Application was approved. Will submit separate application for Trim and will have electronic vote. Will Resubmit Window application for electronic vote. 4/12/24 : Submitted Window application for ARC electronic review. Still awaiting Trim application updated scope of work w/contractor signature. 4/15/24 : Window application was approved as presented electronically. still waiting for Trim Application.
3.27.24	ARC	4905 Waple Ln	approved	Roof Replacement Applications to be reviewed at the ARC April meeting.
3.27.24	ARC	5120 Donovan Dr #407	approved	Door Replacement application to be reviewed at the ARC April meeting. 4/5/24 : approved with stip: sliding glass door is like for like with mullions and with 3x5 panels per door
4.5.24	ARC	137 Cameron Station Blvd	pending	Window Replacement application to be reviewed at the ARC May meeting.
4.5.24	ARC	247 Somerville St	pending	Fence Replacement application to be reviewed at the ARC May meeting.
4.5.24	ARC	301 Lannon Ct	approved/Emergency	Roof Replacement application to be reviewed at the ARC May meeting. 4/11/24 : Emergency Application submitted to ARC for electronic approval. 4/15/24 : Application was electronically approved w/ stip: shingle replacement are to be CertainTeed Charcoal Black.
4.8.24	ARC	233 Medlock Ln	pending	Landscape Application to be reviewed at the ARC May meeting.
4.8.24	ARC	243 Somerville St	pending	Fence Replacement application to be reviewed at the ARC May meeting.
4.8.24	ARC	4922 Kilburn St	pending	Tree replacement application to be reviewed at the ARC May meeting.
4.9.24	ARC	245 Somerville St	pending	Fence Replacement application to be reviewed at the ARC May meeting.
4.9.24	CAC	Lancaster Proposal	approved	Work approved by the CAC members at their April meeting to remove declining tree in the rear side of unit 232 Medlock Ln. The proposal no. #31232 totaled \$950.
4.10.24	ARC	241 Somerville st	pending	Fence Replacement application to be reviewed at the ARC May meeting.
4.12.24	ARC	5257 Col Johnson Ln	pending	Tree replacement application to be reviewed at the ARC May meeting.
4.12.24	ARC	187 Cameron Station Blvd	pending	Deck Restain application to be reviewed at the ARC May meeting.
4.15.24	CCFC	Backflow preventer	scheduled	backflow preventer annual inspection schedule for 4/22 between 10 AM - noon
4.18.24	ARC	4921 Donovan Dr	pending	Landscaping Application to be reviewed at the ARC May meeting.
4.18.24	ARC	5123 Knapp Pl	pending	Roof Replacement Application to be reviewed at the ARC May meeting.
4.18.24	ARC	256 Cameron Station Blvd	pending	Roof Replacement application to be reviewed at the ARC May meeting.
4.18.24	ARC	472 Ferdinand Day Dr	Disapproved/Pending	window replace application that was initially denied to be reviewed again at the ARC May meeting.
4.18.24	CAC	piece of land/area	common area	next 5014 Gardner Dr resident wants to know who is responsible for the area where the fire hydrant is. The area is bare and would like it to be seeded. 4.23.24 resident provided a copy of their plat and the area is a common area.
4.19.24	ARC	5121 Knapp Pl	pending	Roof Replacement Application to be reviewed at the ARC May meeting.
4.19.24	ARC	198 Martin Ln	pending	(2 applications) Window Replacement/Siding Replacement Application to be reviewed at the ARC May meeting.
4.19.24	ARC	122 Cameron Station Blvd	pending	Roof Replacement Application to be reviewed at the ARC May meeting.
4.19.24	ARC	254 Medlock Ln	pending	Light Fixture Replacement Application to be reviewed at the ARC May meeting.

4.19.24	ARC	5116 Knapp Pl	pending	Window Replacement application to be reviewed at the ARC May meeting.
4.22.24	ARC	5002 Gardner Dr	pending	Tree replacement application to be reviewed at the ARC May meeting.
4.23.24	ARC	301 Lannon Ct	pending	Door/Shutter Repainting application to be reviewed at the ARC May meeting.
4.25.24	CCFC	pool plug	pending	the pool plug in the NE side of the bottom of the pool does not remain secure
4.25.24	ARC	122 Cameron Station Blvd	pending	Roof application to be reviewed at the ARC May meeting.
4.25.24	CCFC	Pec Fly machine	maintenance required	the pec fly machine is not working properly and needs to be serviced by Heartline. 4.25.24 The pec fly machine has been serviced, along with the lat pull down/row machine. The leg extension machine needs a 12ft belt. Heartline came with and 10ft belt. They told me they should have it in stock and as soon as they give me the quote on it which should be today. 4.25.24 Correction with the rear! Pec deck combo piece. It is still squeaking and I'm having Heartline com back out to take another look at it.
4.26.24	CAC	Drainage project	scheduled	the drainage located at Waple -john Ticer is schedule for Tuesday 4/30 and will be completed in 2 days, weather permitting rain days will delay start and or completion