

July 2021 CCA Board Meeting Minutes

July 1, 2021, at 7:05 pm on Zoom

Board members in attendance:

Kate Bowerman
Carl Friedrich
Tom Furlong
Tina Jay

Officers in attendance:

Jonathan Miller

Residents in attendance:

Krissey Jenkins
Bebbe Stroik
Mary Bloom

1. Call to Order

- a. Board member Kate Bowerman called the meeting to order at 7:05pm
- b. Quorum is met with 4 out of 5 board members present.
- c. Kate moved to meet in Executive Session to discuss pending litigation immediately following this meeting. Carl seconded the motion and all approved.

2. Treasurer's Update: Jonathan Miller reported on the financial condition. As of July 1, 2021:

- a. \$2,983.64 expenses in June
- b. Bank accounts are healthy

3. Concrete Work

- a. Carl presented an update on the Phase III construction work performed in June.
 - i. The work is nearly complete pending installation of a railing and painting of the curb that was replaced.

4. Tree Work

- a. Carl presented an update on this year's tree work (tree removals and tree pruning) that Blade Runners will perform. Carl is working with Blade Runners to finalize the scope of work.

5. Sign Work

- a. Kate presented an update on the new signage installed in the cluster in June. The work to install the new sign at the front entrance and wayfinding signs around the cluster is almost complete.
 - i. Kate moved to allocate \$900 of the remaining sign funds to install leftover Teak wood behind the smaller wayfinding signs installed. Tina seconded and all approved.

6. Landscape Plan

- a. Tina presented an update on the master landscaping plan. The landscape architect visited the cluster to inspect the sign installation and perform a final walkthrough of the neighborhood for producing the landscaping plan. No ETA on delivery yet.

7. Design Standards

- a. Krissey presented an update on the designed standards that were submitted to the DRB for review. Krissey and Kate presented the approved standards to the DRB that were approved with two modifications.
 - i. House numbers will be limited to 6 inches in size.
 - ii. House numbers will be limited to sans serif fonts.
- b. Reston Association maintains the Coleson Cluster design standards flipbook, and has not yet updated the flipbook with the new standards.. Krissey will follow up with the Reston Association to get the flipbook updated.

8. Consent Agenda

- a. Kate moved to approve the June 3 board meeting minutes, Carl seconded the motion, and all voted in favor.

9. Other Business

- a. No additional business.

10. Adjournment

- a. Kate moved to adjourn the meeting at 7:30 PM. Carl seconded. All approved. Meeting adjourned. The board met in executive session afterwards.